

# THE CATALOG 2023-2024



Santa Rosa Junior College is a public community college of the Sonoma County Junior College District Accredited by the Western Association of Schools and Colleges.

## Quick Links:

- [2023-2024 List of Certificates \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-certificates\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-certificates)
- [2023-2024 List of Majors \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-majors\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-majors)
- [2023-2024 Associate in Arts or Associate in Science General Education Requirements \(Option A\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-associate-arts-or-associate-science-general-education-requirements\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-associate-arts-or-associate-science-general-education-requirements)
- [2023-2024 California State University General Education-Breadth Requirements and Associate's Degree \(Option B\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-california-state-university-general-education-breadth-requirements-and\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-california-state-university-general-education-breadth-requirements-and)
- [2023-2024 Transfer Pattern to the UC and CSU systems and Associate's Degree General Ed Requirements \(Option C\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-transfer-pattern-uc-and-csu-systems-and-associates-degree-general-ed\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-transfer-pattern-uc-and-csu-systems-and-associates-degree-general-ed)
- [2023-2024 IGETC for STEM \(for Biology AS-T Only\) \(Option D\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-igetc-stem-biology-t-only-option-d\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-igetc-stem-biology-t-only-option-d)
- [2023-2024 List of Courses \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-courses\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/2023-2024-list-courses)
- PDF version of entire 2023-2024 Catalog

# PRESIDENT'S MESSAGE

## WELCOME TO SANTA ROSA JUNIOR COLLEGE

Bienvenidos! As we begin the 2023-2024 academic year, I want to thank you all for the warm welcome you have extended me as the new Superintendent/President of Santa Rosa Junior College. Our culture of inclusivity, academic excellence, and student equity is evident throughout SRJC's campuses and sites.

You have chosen to join an academic community that is committed to your goals and success. Over the summer, I have had the honor of connecting with many of the dedicated classified professionals, faculty, and administrators who ensure that your experience is grounded in SRJC's mission, vision, and values. As we begin this journey together at SRJC, I am eager to meet all of you and hear how SRJC can support your growth, goals, and the future you imagine for yourself and your community.

The start of a new academic year brings renewed enthusiasm and excitement. It can provide the opportunity to reflect, re-imagine, and re-activate the ways in which to fulfill our goals of becoming a better version of ourselves through higher education. I invite you to bring your full selves when you are at SRJC. Our inclusive community is united by our value of "Community Engagement and Relationships," which upholds our commitment to cultural competency, trust, ability to embrace difference, and forge opportunities for interconnectedness. We believe in the power of gaining knowledge to transform lives and uplift communities when connected to our actions. Whether your goal is to earn a certificate, degree, transfer, or a new skill, you will find the support you need to achieve your dreams at SRJC.

For over one hundred years, SRJC's legacy in Sonoma County has made an impact throughout the community's economic, educational, health, and civic energy. As just the 6th president in the herstory of SRJC, I am honored to join the esteemed faculty, classified professionals, and administrators to serve



Sonoma County. SRJC, at its core, has a strong academic tradition, a culture of student service and success, and an unwavering commitment to diversity, equity, inclusion, and social justice. Like many of you, I am ready to start this new academic year by becoming a fully engaged member of the college, building authentic relationships, and fostering a teaching and learning environment that promotes the legacy and promise of SRJC.

In community,

Dr. Angèlica Garcia

Superintendent/President

Pronouns: She | Her | Ella

## **ACADEMIC CALENDAR**

Enrollment dates listed in the academic calendar are for FULL SEMESTER LENGTH CLASSES ONLY. For all other short and late starting classes, please refer to the date links listed under the "Date Begin/End" column located in the online [schedule of classes \(https://classes.santarosa.edu/\)](https://classes.santarosa.edu/).

### **FALL SEMESTER 2023**

TBD	Fall class schedule available ( <a href="http://www.santarosa.edu">www.santarosa.edu</a> )*
Wednesday, August 9, 2023	Professional Development Flex Day (No classes or activities)
Thursday, August 10, 2023	District-designated activities (No classes)
Friday, August 11, 2023	Mandatory Professional Development Activities Institutional Day (No classes)
Monday, August 14, 2023	CLASSES BEGIN
Sunday, August 20, 2023	Last day to register/add semester length class without instructor's signature or add code
Sunday, August 27, 2023	Last day to drop semester length class and be eligible for a refund
Sunday, September 3, 2023	Last day to register/add semester length class with the instructor's signature or add code
Sunday, September 3, 2023	Last day to drop a semester length class without "W" symbol

Monday, September 4, 2023	Labor Day Holiday (No classes, District closed)
Tuesday, September 5, 2023	First Census Day
Sunday, September 17, 2023	Constitution Day and Citizenship Day (Classes will meet)
Friday, September 22, 2023	Native American Day (No classes, District closed)
Monday, October 16 - Sunday, November 12, 2023	Midterm progress indicators posted in student portal
Friday, November 10, 2023	Veterans Day Holiday (No classes, District closed)
Sunday, November 12, 2023	Last day to drop a semester length class with "W" symbol
Friday, November 24, 2023	Professional Development 1/2 Flex Day (No classes or activities, District closed)
Thursday, November 23 - Sunday, November 26, 2023	Fall Break (No classes, District closed)
Saturday, December 9 - Friday, December 15, 2023	Final Examinations
Friday, December 15, 2023	Last day to opt for P/NP for a semester length class
Saturday, December 16, 2023 - Sunday, January 14, 2024	Semester Break (No classes)
Friday, December 29, 2023	Final grade rosters due
Saturday, December 30, 2023	Fall semester processing finalized

## SPRING SEMESTER 2024

TBD	Spring class schedule available ( <a href="http://www.santarosa.edu">www.santarosa.edu</a> ) *
Monday, January 15, 2024	Dr. Martin Luther King Jr. Day Holiday (No classes, District Closed)
Tuesday, January 16, 2024	CLASSES BEGIN
Tuesday, January 23, 2024	Last day to register/add semester length class without instructor's signature or add code

Sunday, January 28, 2024	Last day to drop semester length class and be eligible for a refund
Sunday, February 4, 2024	Last day to register/add semester length class with the instructor's signature or add code
Sunday, February 4, 2024	Last day to drop a semester length class without "W" symbol
Monday, February 5, 2024	First Census Day
Thursday, February 15, 2024	Mandatory Professional Development Activities Institutional Day (No classes, District closed for PDA)
Friday, February 16, 2024	Lincoln's Day Holiday Observance (No classes, District closed)
Saturday, February 17 - Sunday, February 18, 2024	Saturday and Sunday (Classes will meet)
Monday, February 19, 2024	Washington's Day Holiday (No classes, District closed)
Monday, March 18 - Sunday, March 24, 2024	Spring Break (No classes)
Thursday, March 21, 2024	Professional Development Flex Day (No classes)
Friday, March 22, 2024	Professional Development 1/2 Flex Day (No classes)
Monday, March 25 - Sunday, April 21, 2024	Midterm progress indicators posted in student portal
Monday, April 1, 2024	Cesar Chavez / Dolores Huerta Day (No classes, District closed)
Sunday, April 21, 2024	Last day to drop a semester length class with "W" symbol
Saturday, May 18 - Friday, May 24, 2024	Final Examinations
Friday, May 24, 2024	Last day to opt for P/NP for a semester length class
Saturday, May 25, 2024	Commencement Exercises
Monday, May 27, 2024	Memorial Day Holiday (No classes, District closed)
Tuesday, May 28, 2024	Asian American & Pacific Islander Day (No classes, District closed)
Friday, May 31, 2024	Final grade rosters due
Saturday, June 1, 2024	Spring semester processing finalized

## SUMMER TERM 2024

TBD	Summer class schedule available ( <a href="http://www.santarosa.edu">www.santarosa.edu</a> ) *
Monday, June 17, 2024	CLASSES BEGIN
Wednesday, June 19, 2024	Juneteenth Holiday (No classes, District closed)
Thursday, July 4, 2024	Independence Day Holiday (No classes, District closed)
FINAL EXAM GIVEN AT LAST CLASS MEETING FOR ALL SUMMER CLASSES	
Tuesday, August 13, 2024	Last day of summer term
Friday, August 16, 2024	Final grade rosters due
Saturday, August 17, 2024	Summer term processing finalized

## FALL SEMESTER 2024

Monday, August 19, 2024	First Day of Instruction
Friday, December 13, 2024	Last Day of Instruction
Friday, December 20, 2024	Last Day of Finals

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## **ACCREDITATION**

Santa Rosa Junior College is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 331 J Street, Suite 200, Sacramento, CA 95814, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found on ACCJC's website (accjc.org).

For more information regarding Santa Rosa Junior College accreditation go to <https://accreditation.santarosa.edu> (<https://accreditation.santarosa.edu>). For information on programmatic/specialized accreditation visit <https://accreditation.santarosa.edu/specialized-or-programmatic-accreditation> (<https://accreditation.santarosa.edu/specialized-or-programmatic-accreditation>).

## **ACADEMIC INTEGRITY STATEMENT**

Sonoma County Junior College District holds that its primary function is the development of intellectual curiosity, integrity, and accomplishment in an atmosphere that upholds the principles of academic freedom. All members of the academic community—student, faculty, staff, and administrator—must assume responsibility for providing an environment of the highest standards, characterized by a spirit of academic honesty and mutual respect. Because personal accountability is inherent in an academic community of integrity, this institution will not tolerate or ignore any form of academic dishonesty.

Policy 3.11 Revised July 2012

## **DISCLAIMER**

The Sonoma County Junior College District has made every reasonable effort to ensure the accuracy of the information provided in this Catalog at the time it was published. However, the provisions of this Catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time, taking precautions that such changes do not cause a hardship on students enrolled. Students are advised that the District Policy Manual [www.santarosa.edu/polman](http://www.santarosa.edu/polman) (<http://www.santarosa.edu/polman>) is the

official document that contains the most up-to-date SRJC policies and procedures and governs student academic rights and responsibilities. Students should consult the current Schedule of Classes or the college website [www.santarosa.edu](http://www.santarosa.edu) (<http://www.santarosa.edu/>) for supplementary information.

## **HISTORY OF SONOMA COUNTY JUNIOR COLLEGE DISTRICT**

Santa Rosa Junior College (SRJC), founded in 1918, is the tenth oldest two-year community college in California's 116 publicly funded community college system. From its initial freshman class of 19 students, SRJC has grown to be one of the largest single college districts in the country, the Sonoma County Junior College District.

With 14 major high school districts in its borders, SRJC's district encompasses more than 1,600 square miles, stretching from the southern portion of Mendocino County in the north to the northern tip of Marin County in the south. It is bordered to the west by the Pacific Ocean and to the east by Napa and Lake counties.

The District operates two campuses in Sonoma County: a 100+-acre campus in the heart of Santa Rosa, and a 40-acre campus in Petaluma. The District also operates a regional Public Safety Training Center in Windsor and a 365-acre self-supporting farm near Forestville and SRJC Roseland for noncredit and adult education opportunities in Southwest Santa Rosa. Each semester, classes are also offered at dozens of locations throughout the District.

SRJC offers a strong general education program for students planning to transfer to four-year colleges and universities and more than 200 Career Education programs designed to prepare students for careers in the workforce. The College grants Associate in Arts (AA), Associate in Arts for Transfer (AA-T), Associate in Science (AS) and Associate in Science for Transfer (AA-T) degrees.

In the course of its 105-year history, Santa Rosa Junior College has had only six Superintendent/Presidents: Floyd P. Bailey (1921–1957), Randolph Newman (1957–1970), Roy Mikalson (1971–1990), Robert F. Agrella (1990–2012), Frank Chong (2012–2023) and the current Superintendent/President, Dr. Angèlica Garcia, who was hired in 2023.

The Sonoma County Junior College District serves more than 32,000 students each year, attracting students from throughout the state as well as from over 37 countries.

## **VISION, MISSION STATEMENT, VALUES**

### **VISION**

SRJC aspires to be an inclusive, diverse and sustainable learning community that engages the whole person.

### **MISSION**

SRJC passionately cultivates learning through the creative, intellectual, physical, social, emotional, aesthetic and ethical development of our diverse community.

- We focus on student learning by preparing students for transfer; by providing responsive career and technical education; and by improving students' foundational skills.
- We provide a comprehensive range of student development programs and services that support student success and enrich student lives.
- We support the economic vitality, social equity and environmental stewardship of our region.



- We promote personal and professional growth and cultivate joy at work and in lifelong learning.
- We foster critical and reflective civic engagement and thoughtful participation in diverse local and global communities.
- We regularly assess, self-reflect, adapt and continuously improve.

## VALUES

We balance and integrate the following core values in assuring the success of our diverse learning communities.

### 1. We value Learning that includes

- Excellent and innovative instruction and support services;
- A learning- and learner-centered environment;
- A welcoming physical environment;
- A caring and supportive attitude among faculty and staff;
- Access to programs and courses that lead to transfer and/or gainful employment.

### 2. We value Academic Excellence that includes

- Academic freedom balanced with academic responsibility, integrity and ethical behavior;
- Effective and transparent communication with information being shared in a timely fashion;
- Collaboration in continuous quality improvement of SRJC's programs and services.

### 3. We value Sustainability that includes

- The teaching of sustainability principles and concepts;
- Research on sustainable development projects/ issues;
- Incorporating ecological values and practices in the District's operations;
- Support and promotion of sustainability efforts in our community;
- Fiscal solvency and stability.

### 4. We value Diversity that supports

- Equal access for all students;
- Multi-ethnic global perspectives and cultural competencies;
- Employees who reflect the communities we serve;
- Honesty and integrity in an environment of collegiality and mutual respect.

### 5. We value Community that includes

- Community partnerships and advocacy for workforce and economic development;
- Cultural enrichment opportunities;
- Lifelong learning.

### 6. We value Beauty that includes

- Well maintained and aesthetically pleasing facilities and grounds;
- Holistic wellness;
- Joy in learning and work.

### 7. We value Compassion that includes

- Helping students develop a vision for their lives;
- Civic engagement opportunities that contribute to real-world problem solving;

- Empathy to identify the challenges and address the needs of others;
- Collaborative leadership.

8. We value Innovation that includes

- Creativity, openness and risk-taking;
- Multiple perspectives;
- Response to demographic, global, and technological changes.

Policy 1.1, October 8, 2013

## **INSTITUTIONAL LEARNING OUTCOMES**

Santa Rosa Junior College's mission is to increase the knowledge, to improve the skills, and to enhance the lives of those who participate in our programs and enroll in our courses throughout the District.

In keeping with the mission, the college's Institutional Learning Outcomes represent our educational values. These outcomes arise from the most general and universal educational goals of the institution; they are neither program nor course-specific. These outcomes demonstrate how all students, regardless of their course of study, have the opportunity to share in a collective academic culture.

Students, as a whole, will develop proficiency in the seven areas identified below as part of a dynamic educational environment. The breadth and depth of experience and proficiency that any individual student may reach in each of these outcomes is, of course, dependent upon the student, the program or course of study, and the length of college attendance. Through their experiences at SRJC, students will bring into the college community the following set of skills and values:

### 1. Foundational Skills

- Perform mathematical operations
- Utilize technology
- Read and write at the college level

### 2. Personal Development and Management

- Develop self-awareness and confidence
- Manage resources, such as time and money, in order to advance personal and career goals
- Maintain or improve health
- Appreciate the value of lifelong learning

### 3. Communication

- Listen actively and respectfully
- Speak coherently and effectively

### 4. Critical Analysis

- Locate, analyze, evaluate and synthesize relevant information
- Draw reasonable conclusions in order to make decisions and solve problems

### 5. Creativity

- Creatively respond to ideas and information

#### 6. Intercultural Literacy and Interaction

- Recognize and acknowledge individual and cultural diversity
- Practice respectful interpersonal and intercultural communication
- Recognize and understand the ideas and values expressed in the world's cultural traditions

#### 7. Responsibility

- Understand and demonstrate personal, civic, social, and environmental responsibility and cooperation in order to become a productive local and global citizen

## **LAND ACKNOWLEDGEMENT STATEMENT**

This land acknowledgment calls us to commit to continuing to learn how to be better stewards of the land we inhabit. We recognize that every member of the Santa Rosa Junior College community has benefited, and continues to benefit, from the use and occupation of this land since the institution's founding in 1918. Consistent with our values of community and diversity, we have a responsibility to acknowledge and make visible the colleges' relationship with Native peoples. By offering this Land Acknowledgement, we affirm Indigenous sovereignty and will work to hold Santa Rosa Junior College more accountable to the needs of American Indian and Indigenous peoples.

We acknowledge that we gather at Santa Rosa Junior College on the territorial traditional land of the Pomo People in Santa Rosa and the Coast Miwok People in Petaluma, past and present, and honor with gratitude the land itself and the people who have stewarded it throughout the generations.

## **NON-DISCRIMINATION STATEMENT**

### **NON-DISCRIMINATION STATEMENT**

The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities--including but not limited to academic admissions, financial aid, educational services and athletics--and application for District employment.

### **POLÍTICA DE NO DISCRIMINACIÓN**

El Distrito del Colegio del Condado de Sonoma no discrimina por motivos de raza, religión, credo, color, origen nacional, ascendencia, grupo étnico, discapacidad física, discapacidad mental, condición médica, condición genética, estado civil, sexo, género, identidad de género, expresión de género, información genética u orientación sexual en ninguna de sus políticas, procedimientos o prácticas; ni discrimina contra cualquier empleado o solicitantes de empleo por motivos de su edad. Esta política de no discriminación cubre la admisión, el acceso y el tratamiento en los programas y actividades del Distrito – que incluyen, pero no se limitan, a las admisiones académicas, la ayuda financiera, los servicios educativos y el atletismo y la solicitud de empleo al Distrito. El Distrito del Colegio del Condado de Sonoma es una institución que ofrece igualdad de oportunidades.

## **SANTA ROSA CAMPUS**

### **Santa Rosa Junior College**

1501 Mendocino Avenue  
Santa Rosa, CA 95401- 4395  
**Phone:** (707) 527- 4011

**Website:** [www.santarosa.edu](http://www.santarosa.edu) (<http://www.santarosa.edu>)

Current Map of the campus is located at: <https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>)

During the early years, Santa Rosa Junior College shared facilities with Santa Rosa High School. SRJC has now provided excellent higher education to Sonoma County residents for more than 100 years.

In 1931, the College moved to its own campus, a 40-acre oak-studded site just north of Santa Rosa High School, which was a favorite spot of the renowned horticulturist Luther Burbank. The property was jointly owned at the time by the City of Santa Rosa and the Santa Rosa Chamber of Commerce. Over the years more acreage was acquired, and now the Santa Rosa Campus includes over 100 acres.

The first building constructed on the Santa Rosa Campus was Pioneer Hall, which was completed May 18, 1931. It was badly damaged in the earthquake of 1968, and was refurbished due to its historical significance. It now houses the college Bookstore and Student Equity offices.

SRJC's Santa Rosa Campus, with its ivy-covered brick buildings, towering oak trees, flower gardens, and manicured lawns, is one of the most beautiful campuses in the entire California Community Colleges system, and is used frequently as a location for commercial films.

In addition to its state-of-the-art classroom facilities and laboratories, SRJC's Santa Rosa Campus houses the Robert F. Agrella art gallery and the Santa Rosa Junior College Museum. All are open to the public.

## **PETALUMA CAMPUS**

### **Santa Rosa Junior College**

#### **Petaluma Campus**

680 Sonoma Mountain Parkway  
Petaluma, CA 95954 -2522  
**Phone:** (707) 778-2415

**Website:** <http://petaluma.santarosa.edu/> (<http://petaluma.santarosa.edu/>)

Current Map of the campus is located at: <https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>)

Santa Rosa Junior College has been offering courses in the Petaluma area since the late 1960s. The Petaluma Center operated primarily as an evening program until completion of permanent facilities on its current site in 1995. The Petaluma Center was granted campus status by the SRJC Board of Trustees and the California Community College Chancellor's Office in 1999.

In 2008, a second phase of new construction for the Petaluma campus was completed, and a third phase of construction completed in 2009 renovated the original campus. New facilities included: life science labs, a second art studio, physical science labs, a 35,000 square foot library, a physical fitness center, a bookstore, student services and support areas (including student health services, tutorial center, and career/transfer center), expanded dining space,

classrooms/technology labs, faculty/administrative offices, digital media lab, and a 256-seat auditorium with the best media technology in the District. The campus offers state-of-the-art technology throughout, including a unique wireless network, fully mediated instructional facilities, and video-conferencing capabilities.

SRJC Petaluma is a small campus experience that generates big possibilities for students. Approximately 6,400 students are enrolled in credit and non-credit courses held both day and evening. At our campus, students turn their passion into a profession. Each semester we offer approximately 250 -course sections in nearly 40 disciplines, including majors and career preparation certificates as well as all of the general education courses necessary for transfer to a UC or CSU. SRJC Petaluma is a campus designed for hands-on, experiential learning experiences.

At SRJC Petaluma, our goal is not only to teach, but also to guide students on the path to discovery. Instructional offerings include a full complement of general education courses and 20+ transfer majors, including:

- a state-of-the-art Film Studies program that includes a Cinema Series and Digital Film Production classes,
- Fitness Nutrition and Health and Yoga Teacher Training certificates,
- Veterinary Technology,
- Fashion Studies.
- Digital Media Audio,
- CISCO certification in CCNA and IT support, and
- Water and Wastewater Utility Operations certificates.

Through dynamic instructors and innovative programming, students learn their calling inside and outside the classroom. Our House Intercultural Center hosts cultural and education events that engage the community year-round, including the annual We the Future Social Justice Conference. Petaluma campus opens its doors to the greater community every October for LumaFest, the annual education fair and open house. Other unique features of the Petaluma Campus include the Capri Creek restoration project, community and permaculture gardens, sustainable design and an accessible pedestrian and bike trail system with a route that extends around the perimeter of the campus and continues throughout the city of Petaluma.

The campus just completed several projects funded by Measure H, which expanded science instruction and constructed a welcome center and student engagement and success center. The beautiful SRJC Petaluma campus is located only 35 miles north of San Francisco.

## **PUBLIC SAFETY TRAINING CENTER**

### **SRJC Public Safety Training Center**

5743 Skylane Boulevard  
Windsor, CA 95492-9787

**Phone:** (707) 837-8843

Monday–Friday, 8:00 am–4:30 pm

**Website:** <http://pstc.santarosa.edu/> (<http://pstc.santarosa.edu/>)

Current Map of the campus is located at: <https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>)

In 1960, the District established its first Basic Police Academy, the first program in the state to be certified by the Peace Officer Standards and Training Program (POST). The program relocated to the current SRJC Public Safety Training Center (PSTC) in Windsor to provide basic training for police officers, correctional officers, probation officers, police

dispatchers, emergency medical technicians, paramedics and firefighters. The training center also provides in-service training for people working in public safety and has become the largest provider of in-service training for law enforcement personnel north of the Golden Gate Bridge.

The PSTC site is located on 20 acres in an industrial park on the southern edge of Windsor. The facility is comprised of administration and classroom buildings, an emergency medical care training laboratory, a 13,000-square-foot indoor firing range, a large multipurpose/gym building, as well as on-site parking for students and staff. There is also an 11 structure state-of-the-art Scenario Training Village, a three-story fire training tower with an attached burn room, and an 11-acre driver training area, including a skid pad. These facilities are used by all of the programs for basic and in-service training.

## **B. ROBERT BURDO CULINARY ARTS CENTER**

### **B. Robert Burdo Culinary Arts Center**

1670 Mendocino Avenue

Santa Rosa, CA 95401

Phone: (707) 522-2800

Culinary Café Reservation Line: (707) 522-2796

Website: <https://culinary.santarosa.edu> (<https://culinary.santarosa.edu>)

Current Map of the center is located at: <https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>).

Santa Rosa Junior College's Culinary Arts Program provides an intensive course of study leading to five certificates of completion and two associate of arts degrees. These comprehensive programs prepare students for entry into the professional food and beverage industry. Students are trained in all aspects of the culinary and hospitality fields and are prepared for job opportunities as cooks, servers, and bakers in restaurants, hotels, catering companies, wineries and other related businesses. The curriculum integrates classical and modern culinary and service techniques with best practice management skills. Classes are scheduled in 8-week blocks, allowing year-round entry into the program. Culinary Arts faculty are industry professionals with extensive backgrounds in the food and beverage industry.

All Culinary Arts courses are held at the B. Robert Burdo Culinary Arts Center at 1670 Mendocino Avenue across from the Santa Rosa campus. This 22,000 square foot state-of-the-art facility is also the location of the SRJC Culinary Café & Bakery where students receive practical, hands-on experience working in a professional kitchen, retail bakery, and full-service restaurant open to the public.

For general information please call 707-522-2800.

## **SHONE FARM**

SRJC Shone Farm

7450 Steve Olson Lane

Forestville, CA 95436-9450

Phone: (707) 535-3700

Website: [www.shonefarm.com](http://www.shonefarm.com) (<http://www.shonefarm.com>)

Agriculture/Natural Resources: (707) 527-4408

Ag Pavilion: (707) 535-3707

Current map of Shone Farm is located at: <https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>)

Santa Rosa Junior College's Shone Farm, named for a former member of the college's Board of Trustees, Robert Shone, was established in March 1972. The District was granted the use of 285 acres near Forestville, which was owned by the federal government and used during World War II as a federal broadcast information site. In 1986 the lease of an adjacent 80- acre parcel expanded the farm to its current 365 acres. Shone Farm is a self-supporting enterprise that ensures it is managed in a practical way to provide students with real-life educational experiences.

Gravenstein apples, hay and cattle were the only income-producing enterprises when the farm began. Today, Shone Farm features products for sale, such as award-winning wine and olive oil, produce and grass-fed beef. The farm has evolved into a diversified unit that provides a wide variety of educational opportunities for students majoring in agriculture and forestry. In the early 70's the livestock program began raising cattle and sheep on the 100 acres of pasture. Horses were later added for use by the equine program.

In the early 80's, fifty acres of vineyard were planted for use by the Viticulture program. This has grown to eighty acres that include varieties of grapes that are appropriate to our Russian River Valley wine appellation.

The Charles D. Belden Center, named in memory of the dean who helped establish SRJC's Agriculture Program, was built in 1983. The Belden Center, constructed with labor and materials donated by community and industry members, serves as the hub of activity at the farm.

In 1997 the College established a Sustainable Agriculture site on seventeen acres that includes a 2,000-square-foot greenhouse, as well as a block of apples and olives that are used for olive oil. SRJC's Culinary Arts Program uses the vegetables grown by the Sustainable Ag Program. Shone Farm produce is also sold direct to consumers and wholesale customers.

In 2002, the Rich Thomas classroom was built in dedication to Rich Thomas, the first Viticulture instructor for the SRJC Agriculture Department. This classroom is the result of the first major fundraising event sponsored by the SRJC Ag Trust. It is also used to host events and workshops.

In 2007, the Warren G. Dutton, Jr. Agriculture Pavilion was built at the farm. The pavilion offers instructional space for the college's Agricultural and Natural Resource Management programs, and provides an area for related community events. This facility also features a showcase arena, conference and learning center, wine education laboratory, and culinary kitchen.

In fall 2008, the Russ Gleason Memorial Arena was dedicated to SRJC's Equine Program. The most recent addition to the farm is the G. K. Hardt Stable completed in spring 2010.

## **SRJC ROSELAND**

### **SRJC Roseland**

950 S. Wright Road  
Santa Rosa, CA 95407

**Phone:** (707) 527-4229

**Web site:** <https://roseland.santarosa.edu/> (<https://roseland.santarosa.edu/>)

In 2009, the District established the Southwest Santa Rosa Center. In May 2023, the Board of Trustees approved a resolution to change its name to SRJC Roseland. Its location is in the Southwest Santa Rosa area, a community known for its rich culture and underserved residents. The site sits on 9.5 acres slated for modernization and renovation to provide high quality education. The academic programs offered include Noncredit English as Second Language (ESL), College Skills, Older Adults, Computer Literacy, Adult Education, Community Education, and general education courses. It provides access to registration, assessment, orientation, counseling, basic needs, and follow-up services to various off-campus locations throughout Sonoma County.

Annually SRJC Roseland serves more than 7,000 students, including English language learners, from various areas in the region. It serves as a point of entry for newly arrived immigrants from around the world. On any given day, visitors can hear multiple languages spoken and experience the different cultures students bring from their native countries. It provides the academic skills for a diverse student population that enrolls in general education, vocational certificates, and other educational courses. Students' academic success enables them to enter the local and regional workforce and succeed in our community.

## **THE CATALOG 2023-2024 SECTION 2: ADMISSIONS AND REGISTRATION**

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## **THE BENEFITS OF ATTENDING SRJC**

### **THE BENEFITS OF ATTENDING SRJC**

- To be introduced to the main fields of knowledge: the Humanities, Natural Sciences, and Social Sciences
- To receive the guidance and help of counselors, advisors, and faculty in planning a program to meet your needs and challenge your abilities
- To prepare for transfer to the upper division of a four-year college or university
- To take advantage of the one- and two-year career training programs offered in a wide variety of fields
- To obtain guidance in determining aptitudes and vocations
- To participate in training, education, and activities for self-enrichment
- To benefit from the extensive and diverse backgrounds of faculty who have an interest in your success and will strive to help you gain knowledge, skills, and understanding that enable you to meet your objectives
- To upgrade your position in career training fields through specific courses offered
- To take advantage of opportunities for student activities and leadership

### **ENROLLMENT ELIGIBILITY**

SRJC enrollment is open to all high school graduates, holders of certificates of proficiency, and any person 18 years of age or older who can profit from the college programs. Students dual-enrolled in high school must file the Dual Enrollment Program Request and an Application for Admission. Transfer students and international students are encouraged to apply, and special services are available to applicants with special needs through multiple services, such as Counseling Services, Disability Resources, Enabling Services, Extended Opportunity Program and Services (EOPS), Financial Aid, Adult Reentry & New Student Programs, and Veteran Services.

### **NONDISCRIMINATION POLICY**

The Sonoma County Junior College District, in compliance with State Regulation, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of race, color, national origin, religion, sex, or handicap in any of its policies, procedures, or practices; nor does the District, in compliance with the Age Discrimination in Employment Act of 1975, discriminate against any employees or applicants for employment on the basis of their age.

This nondiscrimination policy covers admission, access, and treatment in college programs and activities – including, but not limited to, academic admissions, financial aid, educational services, and athletics – and application for and treatment in college employment. In conformance with the requirements of Title II of the Educational Amendments of 1976, amending the Vocational Education Act of 1963, the College is committed to overcoming sex discrimination and sex stereotyping in vocational education programs.

In conformance with college policy and pursuant to Education Code Section 87100, et seq., the Sonoma County Junior College District is an equal opportunity/affirmative action employer. Inquiries regarding the SRJC’s equal opportunity policies may be directed to the Vice President of Human Resources or designee.

Students, job applicants, and current employees may file a complaint of any action that they believe discriminates against them on the ground of race, color, national origin, religion, sex, handicap, or age, and may contact the Vice President of Human Resources or designee for further information and procedures. Students enrolled in career training education programs may also file a complaint of any sex discrimination, sex bias, or sex-stereotyping to the Vice President of Human Resources or designee in the Human Resources Office.

## **AGENCY CONTACT INFORMATION**

### **Human Resources**

Santa Rosa Junior College  
1501 Mendocino Avenue  
Santa Rosa, CA 95401  
(707) 527-4954

### **State Chancellor’s Office**

Legal Affairs Division  
Chancellor’s Office  
California Community Colleges  
1102 Q Street  
Sacramento, CA 95811  
(916) 445-8752

### **U.S. Department of Education Office for Civil Rights**

United Nations Plaza  
San Francisco, CA 94102  
(415) 486-5555

[ocr.sanfrancisco@ed.gov](mailto:ocr.sanfrancisco@ed.gov) (<mailto:ocr.sanfrancisco@ed.gov>)

### **Equal Employment Opportunity Commission (EEOC)**

350 The Embarcadero, Suite 500

San Francisco, CA 94105-1260

(415) 625-5600

### **Department Of Fair Employment & Housing (DFEH)**

San Francisco District Office

1515 Clay Street, Suite 701

Oakland, CA 94612

(800) 884-1684

### **ADMISSION REQUIREMENTS**

An application is required for admission to SRJC. If you plan to register for courses that require significant mathematics, reading, or writing, placement by high school records, or completion of the guided self-placement activity can be very useful for you. Assessment for placement is a central part of the college orientation program.

### **STUDENT IDENTIFICATION NUMBER/ SOCIAL SECURITY NUMBER**

SRJC uses a Student Identification number (SID), replacing the use of a Social Security number as the primary identifier for students.

SRJC continues to collect Social Security numbers, as they are necessary for financial aid recipients, federal tax credits, and state data reporting. The new SID number is printed on all SRJC documents and records.

### **PERSONAL IDENTIFICATION NUMBER (PIN)**

For added security, students are required to establish a Personal Identification Number (PIN) upon initial logon to the Student Portal.

Once a PIN has been established, students will need to provide their PIN when using Web Link or in-person enrollment services.

For security reasons, if students forget their PIN, they will need to contact the Admissions and Records Office in person on the Santa Rosa or Petaluma campuses. Please be prepared to show photo identification.

### **SELECTING APPROPRIATE COURSES**

The course descriptions listed in alphabetical order in the back of the Catalog help to determine which courses meet your college objectives. Counselors and advisors help to answer questions regarding requirements for graduation, for transfer and occupational curricula, and to handle other matters affecting your educational plans.

### **DATES TO REMEMBER**

The college academic calendar at the beginning of this Catalog lists important dates, such as deadlines for registration and withdrawing, holidays, examinations, and the first day of classes. For more information, refer to the Admissions and Records website at: <https://admissions.santarosa.edu/academic-calendar> (<https://admissions.santarosa.edu/academic-calendar>).

# **APPLICATION FOR ADMISSION**

## **Regular student matriculation requires filing:**

1. Application for Admission is available online at [www.santarosa.edu/apply](http://www.santarosa.edu/apply) (<http://www.santarosa.edu/apply>). Furnish required information and evidence of residence so that legal residence can be determined.
2. Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for counseling purposes. In-person submittals must be received in a sealed envelope from the issuing college. Transcripts will be evaluated upon request. Transcripts may be required for graduation. All transcripts become part of each student's permanent record and will not be released to other institutions.
3. Copy of separation papers or documented Basic Training for military reserve members, if an evaluation of credit is desired. Contact the Admissions and Records Office for additional information.
4. Santa Rosa Junior College English assessment activities are required for placement in an English class. Students are assessed for placement by high school records, or by completing the guided self-placement activity. Assessment for placement is not required of transfer students who have completed an equivalent English composition course. The Math and English as a Second Language departments also have required assessment activities. The results are used in placing students in appropriate courses. Application forms to take tests and other details may be obtained from the high schools or the Assessment Services Office.

## **HIGH SCHOOL DUAL ENROLLMENT STUDENTS**

The \$46-per-unit registration fee is waived for high school students enrolled in 11 units or fewer. High School students choosing to enroll in over 11 units are responsible for all fees for the total number of units enrolled in the semester or term. Some courses may require payment of a material fee (see course description in class schedule). High school students are still required to pay the Student Health Services Fee, Student Center fee, Transportation Fee, course fees, and purchase their own textbooks as recommended or required for their college courses.

### **ENROLLMENT REQUIREMENTS FOR HIGH SCHOOL STUDENTS:**

Each semester that a high school student attends Santa Rosa Junior College, he/she is considered a New Student and, therefore, must complete and submit the following to one of the SRJC admissions offices:

1. Complete an **SRJC Application online** (<https://admissions.santarosa.edu/apply>) as a high school student.
2. Complete the Santa Rosa Junior College **High School Dual Enrollment Request form**. (<https://admissions.santarosa.edu/high-school-dual-enrollment-request-form>)

High school students must complete the Santa Rosa Junior College Dual Enrollment Program Request with his/her high school counselor who will help select classes that meet his/her educational needs. The student will only be permitted to register for classes that his/her counselor approves. Each form needs to be signed by the high school principal and counselor in order to be accepted by SRJC Admissions Offices. The form must also be signed by the student and parent.

Please submit all application materials at least 48 hours prior to registering for classes. Once application materials are processed, the student may register for classes.

### **LIMITATIONS ON ENROLLMENT:**

High school dual enrolled students may enroll up to 11 units for any semester or term.

There is limited enrollment in Kinesiology (formerly Physical Education) activity classes for high school dual enrollment students. Only 10% of the total class seats available may be high school dual enrollment students. (Example: Total class seats = 40; high school dual enrollment total allowed= 4 students). This 10% limit applies to all semesters at SRJC, including summer term.

**Summer term only:** Pursuant to Education Code 48800(d)(1), for any particular grade level, a principal of a high school may not recommend for community college summer term more than 5% of the total number of students who completed that grade level (9th, 10th, 11th, 12th) immediately prior to the time of recommendation.

An **Application for Admission** (<https://admissions.santarosa.edu/apply>) for the semester in which the student is applying, must be submitted before the Santa Rosa Junior College **High School Dual Enrollment Request form** (<https://admissions.santarosa.edu/high-school-dual-enrollment-request-form>) can be processed.

## **INTERNATIONAL STUDENTS IN F-1 VISA STATUS**

### **INTERNATIONAL STUDENTS IN F-1 VISA STATUS**

Santa Rosa Junior College (SRJC) encourages and welcomes international applicants. The International Student Program (ISP) supports F-1 students with admissions, orientation, and immigration advising. ISP also offers cultural programming at SRJC to build community between international and local students. SRJC provides a wide array of student services and can assist international students with course registration, academic counseling, tutoring, university transfer, and housing. SRJC hosts international students from many countries around the world.

### **ACADEMIC PROGRAM**

SRJC is a two-year community college that confers Associate Degrees and Certificates. Students may select from over 100 majors, or choose a non-degree program and take classes in any area of study for up to two semesters. Most international students attend SRJC to complete the lower-division requirements before transferring to a four-year university in pursuit of a Bachelor's Degree. SRJC has transfer agreements with the California State University (CSU) and University of California (UC) systems.

### **APPLICATION REQUIREMENTS**

Students who will apply for the F-1 visa must provide evidence of financial support, proof of English proficiency, and a copy of their passport to ISP. International applicants who will be under 18 years of age upon starting classes must also provide a high school diploma. International students who do not meet the English proficiency requirement can attend one of our partner English language programs and receive conditional admission to SRJC, pending the completion of the program. More information about international student admission requirements can be found on our website: [international.santarosa.edu/admissions](https://international.santarosa.edu/admissions) (<https://international.santarosa.edu/admissions>).

### **EMPLOYMENT**

All international students may work on-campus during their first year of study at SRJC. Students may then apply for off-campus work authorization through the Curricular Practical Training (CPT) program. After program completion, students may apply to work full-time for 12 months through the Optional Practical Training (OPT) program, prior to transferring to a university or returning to their home country. More information about international student employment opportunities can be found on our website: [international.santarosa.edu/employment](https://international.santarosa.edu/employment) (<https://international.santarosa.edu/employment>).

### **MANDATORY HEALTH INSURANCE**

SRJC requires all international students to purchase our health insurance plan. Students are automatically enrolled in coverage at the time of registration. More information about the international student health insurance requirement can be found on our website: [international.santarosa.edu/health-insurance](https://international.santarosa.edu/health-insurance) (<https://international.santarosa.edu/health-insurance>)

Please visit our website for more information for prospective students, including admissions requirements, programs of study, fees and expenses, and much more: [international.santarosa.edu](https://international.santarosa.edu) (<https://international.santarosa.edu/>). Please email any questions to [international@santarosa.edu](mailto:international@santarosa.edu) (<mailto:international@santarosa.edu>).

## **ADMISSION, REGISTRATION AND ENROLLMENT**

It is the policy of the Sonoma County Junior College District that, unless specifically exempted by statute or regulation, every class section reported for State aid, shall be fully open to enrollment by any person admitted to the College and who meets the course prerequisites.

The College shall admit any California resident possessing a high school diploma or the equivalent, or any other California resident who is at least 18 years of age who is capable of profiting from the instruction offered.

Admission of other groups of students (including, but not limited to K-12 students, apprentice students, and non-residents) is contingent upon certain additional criteria specified in the College Catalog.

International students shall be admitted in approved study programs in accordance with regulations established by the Department of Homeland Security. The District will maintain specific admission criteria, requirements and procedures that govern international student admission.

The Board shall establish special requirements and admission procedures for impacted courses and programs, and in other courses or programs in which health, safety, or facility requirements limit enrollment. Prerequisites, requirements and fair and equitable procedures to meet such limitations shall be established.

Students must receive a satisfactory grade in a prerequisite course in order to enroll in the target course. A satisfactory grade is defined as a grade of “C” or better, or “P” Pass (formerly “CR” Credit). Students will not receive credit for a course that is a prerequisite to a course he or she has already successfully completed.

Continuous enrollment is enrollment in at least one credit course during each successive academic year. Students who do not maintain continuous enrollment will lose their catalog rights and be subject to all academic policies and requirements as stated in the College Catalog in effect at the time of their resumption of enrollment.

Students shall register for, add and drop classes within the deadline dates published in the Academic Calendar and Schedule of Classes according to standards uniformly administered by the District.

The District will maintain a system of prioritized registration and publish it in the Schedule of Classes.

Students may petition for approval to enroll in conflicting classes, provided that documentation is included describing the justification for the overlapping schedule. In addition, the petition must include a statement signed by the instructor indicating how the student will make up the time missed due to the overlap at some other time during the same week under the supervision of the instructor of the course.

*Policy 8.1, Reviewed January 2014*

### **Adding and Dropping Classes**

Adding and dropping classes is not automatic and is only accomplished only through the Web or the submission of the appropriate registration card to the Admissions and Records Offices on the Santa Rosa and Petaluma campuses. The current **Schedule of Classes** (<https://classes.santarosa.edu/>) should be referred to for the exact procedure and deadline dates for adding and dropping classes.

## **AIRFORCE RESERVE OFFICER TRAINING CORPS (AFROTC)**

The Air Force ROTC program is offered through the Aerospace Studies department at the University of California at Berkeley. Students may enroll in the program and attend one course per semester at the UC Berkeley campus at no cost. The Air Force ROTC courses are AEROSPC 1 - Foundations of the U.S. Air Force for first-year students (1 credit), AEROSPC 2 - Evolution of USAF Air and Space Power for second-year students (1 credit), AEROSCP 135 - Leadership Studies for third-year students (3 credits), and MILAFF 145 National Security Forces in Contemporary American Society for fourth-year students (3 credits). Additionally, all students (regardless of year) take AEROSPC 100 - Leadership Laboratory (0 credits) as the lab component for each of the academic courses. The Air Force ROTC program also includes a fitness program as well as Field Training, a 4-week summer program usually taken between second and third year. Upon completion of their college degree program and the ROTC program, students will commission as Second Lieutenants in the United States Air Force. To be eligible for Air Force ROTC, applicants should be a full-time student and meet additional fitness, GPA, testing, and other requirements. Qualified students may also compete for Air Force ROTC scholarships. Students interested in learning more about the Air Force ROTC program at Berkeley can find more information at the department website, <http://airforcerotc.berkeley.edu> (<http://airforcerotc.berkeley.edu>) or contact the department at [afrotc@military.berkeley.edu](mailto:afrotc@military.berkeley.edu) (<mailto:afrotc@military.berkeley.edu>) or (510) 859-3010.

## **ASSESSMENT**

Assessment for placement is one of the critical steps to help students start on a successful pathway in college. It is also critical that students understand their placement options, and their rights to access transfer level coursework. If the student has graduated from a U.S. high school within the last ten years (or will be graduating this academic year), their math and English placement will be calculated upon admissions and their results can be viewed in their Student Portal. All other students will do a guided self-placement activity for math and English. If students are interested in English as a Second Language (ESL) coursework, it is recommended that they take the ESL Guided Self-Placement to determine their appropriate level.

Students may fulfill the assessment for placement requirements by using the following information or methods. Specific information regarding each method and eligibility can be found at [assessment.santarosa.edu](https://assessment.santarosa.edu/) (<https://assessment.santarosa.edu/>).

### **Special Accommodations:**

If you have a verifiable disability and require accommodations for assessment needs, contact Disability Resources Department at the Santa Rosa Campus at (707) 527-4278 or the Petaluma Campus at (707) 778-2430 <https://drd.santarosa.edu/> (<https://drd.santarosa.edu/>).

## **AUDITING CLASSES**

In conformity with California Education Code 76370, Santa Rosa Junior College has adopted a policy which permits the auditing of classes.

Attending classes with the intent to audit without registering as an auditor is not permitted. Students may audit certain selected classes for a fee of \$15.00 per unit plus any additional course costs. Students regularly enrolled in 10 or more units may audit up to 3 units free of charge.

The following conditions must be met to audit a class:

1. Auditors must be eligible for admission to college as regularly enrolled students.
2. Auditor status is allowed only if student has exhausted repeat possibilities. Examples of exhausting repeat possibilities: passed the course with Pass/No Pass (P/NP) OR passed the course with a grade of C or higher OR repeated the course twice with substandard grades (D,F, NP).
3. Auditor must meet the course prerequisite.
4. Instructor must sign the electronic Audit Registration Form (available at Admissions and Records) to show approval for the student to attend class as an auditor on a space available basis.
5. Auditors will be allowed to register only after the First Census date of the class.
6. Auditors may NOT attend or participate until official enrollment is secured after the First Census date of the class.
7. Auditors may NOT change their status to regular student in the class (or reverse).
8. Once the auditor fee is paid, it will not be refunded.
9. No transcript of record will be maintained.
10. Students registered as auditors only will not be entitled to the regular health services (other than emergencies).

If you meet requirements to audit one of the courses below, please contact Admissions & Records to request an Audit Registration form 707-527-4685.

**Please refer to the following link for a list of courses currently allowed for auditing:**

**<https://classes.santarosa.edu/auditable-courses> (https://classes.santarosa.edu/auditable-courses)**

*Procedure 8.1.15P, Reviewed January 2012*

## **CONTINUING EDUCATION**

The College serves the needs and interests of both the part-time and full-time students by providing a wide range of college credit and noncredit courses, including programs during the day and evening hours and on weekends. In addition to the main body of classes offered at the Santa Rosa Campus, the College also conducts classes at the Petaluma Campus, Cloverdale, Forestville, Healdsburg, Point Arena, Rohnert Park, Windsor, and other areas within the District, as needed.

Admission to off-campus courses is governed by the same requirements as admission to the on-campus courses. High school graduates and holders of high school certificates of proficiency, regardless of age, are eligible. Non-high school graduates must be at least 18 years of age to be eligible. High school students may enroll in a limited number of classes with the permission of their high school principals.



A full range of college credit courses are offered during the evening hours, allowing a student to fulfill all of the requirements for the associate's degree, a variety of Career Education certificates, and the requirements for transfer to a four-year college or university.

The College offers programs in Career Education areas designed to upgrade employee skills. These areas include: Administration of Justice/Public Safety, Agriculture/Natural Resources, Applied Technology, Apprentice Education, Business Administration, Child Development, Computer Studies, Electronics, Health Sciences, and Industrial and Trade Technology. Refresher courses in various Career Education areas are offered as needed.

Noncredit classes are offered in English as a Second Language, Child Development, Adult Education, Health Education, and Learning Skills. Some courses are designed specifically for older adults and persons with disabilities.

Refer to the current Schedule of Classes or [www.santarosa.edu](http://www.santarosa.edu) (<http://www.santarosa.edu/>) for current class listings and information or call the individual department.

## **COURSE REGISTRATION AND ADD CODES**

### **Adding and Dropping Classes**

Students must have a current application on file or be in continuing status before they can add and drop courses.

The process for adding/dropping classes is not automatic and can be accomplished only on the Student Portal ([www.santarosa.edu/portal](https://www.santarosa.edu/portal) (<https://www.santarosa.edu/portal>)) or through one of the Admissions and Records Offices.

Submitting an official drop is always the student's responsibility. Failure to drop, if withdrawing from a course, will result in a debt and/or failing grade. Any student enrolled in a course who misses the first class meeting may be dropped from the course by the instructor. Students should not assume instructors will add or drop for students. It is ultimately the responsibility of the student to drop the course and keep a record of the transaction.

### **Add Codes**

Once classes have closed, students may add a class on a space available basis. Students may go to the class and receive permission from the instructor to add the class. The instructor will give the student an add code that will allow the student to add the course on the Student Portal.

To use an Add Code, students should enter their SID and PIN code at [www.santarosa.edu/portal](http://www.santarosa.edu/portal), select "Add/Drop/Register", choose the semester and enter the section number of the course. The student will be informed that the class is closed and that they will need an Add Code. The student should enter the Add Code and press "Complete Transaction". Students should ensure that they complete all steps and print a copy of their transaction for their records.

Enrollment services via the web are available 24 hours a day with occasional downtime for scheduled maintenance operations.

## **FEE SCHEDULE AND INFORMATION**

Although there is a state-mandated enrollment fee for all students, there is no tuition charge at Santa Rosa Junior College for California residents. The following are current SRJC fees:

Fee	Cost	Notes
Auditor Fee	\$15.00 per unit	
Convenience Fee	\$2.00	Applies to Internet registration transactions only.
Enrollment Fee	\$46.00 per unit	Subject to change by California State Legislature.
Course Costs	Variable	
GED Test	\$140.00 all 4 subjects/ \$35.00 per subject	
Health Fee	Summer 2023 \$21, Fall 2023 \$24, Spring 2024 \$25	
Capital Outlay	\$2.00 per unit (in addition to enrollment fee and non-resident tuition)	<p>Subject to change by California State Legislature. Any student who can demonstrate economic hardship, or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident, is exempt from this fee.</p> <p>Economic Hardship defined: Economic hardship may include loss of financial assistance or sponsorship, substantial fluctuations in the value of currency or exchange rate, unexpected changes in the financial condition of a student's source of support, or other substantial and unexpected changes in income or expenses. This shall include the financial circumstances of a person who is a recipient of benefits under the Temporary Assistance to Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.</p>

Fee	Cost	Notes
Non-resident Tuition	\$414.00 per unit	
Student Photo Identification Fee	\$5.00	
Student Representation Fee	\$2.00	\$1 supports the local advocacy and \$1 is remitted to the state and supports statewide advocacy
Student Center Fee	One dollar (\$1) per unit, not to exceed ten dollars (\$10) per fiscal year. This may be required of all students attending community college where the centers are located. This requirement shall not apply to students enrolled in non-credit classes or those enrolled in the Temporary Assistance for Needy Families Program, the Supplemental Security Income/State Supplementary Program or the General Assistance Program.	
Student Transportation Fee	This may be required of all students attending community college where the centers are located. One dollar (\$1) per unit, not to exceed ten dollars (\$10) per semester and five dollars (\$5) for the summer term.	
Transcript Fee	<p>Santa Rosa Junior College waives the Transcript Fee for official transcripts for the first two ever ordered. Subsequent transcripts are \$5.00 each. (Processing and Delivery fees of \$3.50-\$4.85 per transcript will apply to all orders). Pick up service is available for an additional \$5.00. Transcript requests are typically processed in 3-5 business days.</p> <p>Unofficial transcripts may be obtained via the Student Portal (<a href="http://www.santarosa.edu/portal">www.santarosa.edu/portal</a>) (<a href="http://www.santarosa.edu/portal">http://www.santarosa.edu/portal</a>) or in-person with a photo ID at no charge. Unofficial Transcripts are not available for records prior to Fall 1981. For records prior to Fall 1981, you will have to order an Official Transcript.</p> <p>To request your official SRJC transcript go to:  <a href="https://admissions.santarosa.edu/transcripts">https://admissions.santarosa.edu/transcripts</a>  (<a href="https://admissions.santarosa.edu/transcripts">https://admissions.santarosa.edu/transcripts</a>)</p>	

Fee	Cost	Notes
Degree/Certificate Verification Fee	\$17.95 each	Note: It is recommended that students request an official transcript instead of a degree verification when obtaining official proof of completing a degree or certificate.
Enrollment Verification Fee	Free via the online student portal.	

## Debts Owed

Before registering for classes, students must clear any prior semester debts/payments to the College at the Accounting Office or online with a credit card at [www.santarosa.edu/portal](http://www.santarosa.edu/portal).

## Fees

**Enrollment Fees:** All students are required by state regulations to pay an enrollment fee. For information about fee waivers, deferments and grants related to this fee please visit: <https://financialaid.santarosa.edu/> (<https://financialaid.santarosa.edu/>).

**Non-Resident and International Student Tuition:** A California resident is one who has established legal residence for one year prior to the first day of instruction. Students who are residents of other states wishing to change their residency must show intent to remain. Just being present does not prove intent. Reasonable evidence of permanent stay in California determines state residency. Such as: local voter registration, employment verification, DMV documentation, state income tax and other proof of California residency. The State of California requires all Non-Resident students and International Students to pay the non-resident fee per unit AND capital outlay fee per unit in addition to the enrollment fee.

Note: AB540/SB68, Exemption from Non-Resident Tuition for certain eligible California high school graduates. For more details, refer to the Admissions homepage on the SRJC website: <https://admissions.santarosa.edu/ab540sb-68-nonresident-tuition-exemption> (<https://admissions.santarosa.edu/ab540sb-68-nonresident-tuition-exemption>).

**Health Services Fee:** SRJC charges a fee to support the operation of Health Services. This is a state-mandated fee with waivers for students who depend exclusively on prayer for healing, approved apprenticeship and audit students, incarcerated students, and students enrolled in only "0" unit courses. All students enrolled in credit courses will be required to pay the health fee, including students qualifying for BOG fee waivers.

**Student Transportation Fee:** The Student Transportation Fee is collected to reduce or eliminate transit fares for services provided by common carriers or municipally-owned transit systems; this could include Sonoma County Transit, Santa Rosa CityBus, Petaluma Transit and the SMART Train. This fee does not apply to students enrolled in non-credit classes or those enrolled in the Temporary Assistance for Needy Families Program, the Supplemental Security Income/State Supplementary Program or the General Assistance Program.

**Student Representation Fee:** The Student Representation Fee provides support for student representatives who state positions and viewpoints before city, county, and district governments and before offices and agencies of the state and federal government. Students may opt-out of paying the Student Representation Fee for religious, political, financial, or moral reasons.

## **INDEPENDENT STUDY COURSES (COURSES NUMBERED 49 AND 98)**

Independent Study or special project courses are numbered “49” and “98,” and are offered to provide an opportunity for students to further their knowledge and skills in a specific subject.

It provides the student experience in planning and outlining a course of study on his own initiative under instructor and departmental supervision.

It provides experience in working independently of a formal classroom situation and hopefully will inculcate in students a commitment to continuing independent self-education in the years following formal higher education.

The College believes many of its students have reached a point of competence and self-discipline necessary to carry on special project courses. These courses will be considered as elective credit in the particular department in which the course is offered.

It is recommended that students who contemplate enrolling for special project courses should have completed one semester of college work and should have taken at least one previous course in the specific department in which the course is offered.

An eligible student desiring to register for “49/98” courses must first develop their own project and submit this in writing for the approval of the instructor who will guide the project, the chairperson of the department in which the course is given and the Office of Academic Affairs. Request forms are available in the offices of instructional deans.

The applicant will show that his background is adequate for the proposed study. The privilege of “special projects” courses is limited to students who have at least a 2.00 (C) grade average in all courses previously taken in the field or department in which the “special project” is to be taken, either in this institution or in work which may have been attempted at other institutions. Students who are on academic probation are ineligible for independent study. The requirements may be waived in exceptional cases.

Regular meetings between student and instructor are held. Examinations, including a final, plus field trips, term papers, and other assignments may be made by the instructor.

A total of six (6) units credit is allowed toward the AA degree or 60-unit transfer requirement for any combination of “49” and “98” courses. It is recommended that three (3) units a semester be considered a reasonable load.

Other than independent study projects, the “98” series also may include classroom laboratory teaching assistance.

1. The student and instructor fill out the form together. Note that the form asks for a detailed course description. As this is a contract between the student and the instructor, expectations should be concrete and clear. See the catalog or review the attached policy statement about the nature of special studies.
2. The student is responsible for securing the signatures of the Department Chair and the supervising administrator.
3. It is the student’s responsibility to obtain the add code from the instructor and to enroll in the class.

Steps 1 and 2 should be completed at least one week prior to the last day to add.

## **OPEN CLASSES**

It is the policy of the District that, unless specifically exempted by statute, every course, course section, or class reported for state aid wherever offered by the District shall be fully open to enrollment by any person admitted to the College and who meets such prerequisites as may be established. [www.santarosa.edu/portal](http://www.santarosa.edu/portal) (<http://www.santarosa.edu/portal>).

*Policy 8.1 Revised January 2014*

## **PETITION FOR WAIVER OF COLLEGE REGULATIONS**

A student may complete a petition to waive local college regulations at the Admissions, Records and Enrollment Development Office forms webpage at: <http://admissions.santarosa.edu/forms> (<http://admissions.santarosa.edu/forms>).

## **REFUNDS**

Due to changing registration and other state-mandated fees, up-to-date refund schedules are contained in the current Schedule of Classes. For current details regarding the fee amounts, refund policy, and services available please visit: <https://accounting.santarosa.edu/student-fees-and-refund-deadline-dates> (<https://accounting.santarosa.edu/student-fees-and-refund-deadline-dates>).

*Policy 8.1.4, Reviewed January 2012*

## **REGISTRATION PRIORITY**

The California Community Colleges Board of Governors recently approved changes that establish system-wide enrollment priorities designed to ensure classes are available for students seeking job training, degree attainment, or transfer and to reward students who make progress toward their educational goals.

One of the great benefits of the changes is that new fully matriculated students who have completed college orientation, assessment and developed an education plan, as well as continuing students in good academic standing who have not exceeded 100 units (not including basic English, Math, or English as a Second Language) will have priority over students who do not meet these criteria.

Active-duty military and veterans, current and former foster youth, homeless youth, students in CalWORKs, Extended Opportunity Programs and Services and Disabled Students Programs and Services will continue to have the highest priority level for registration if they meet the same criteria listed above.

Students on probation are encouraged to consult with a counselor to discuss options to improve their academic standing. Two consecutive semesters of academic and/or progress probation can result in loss of priority. Students nearing 100 units should carefully plan their remaining courses.

### **Beginning Spring 2015:**

All new and returning students must complete Assessment, Orientation, and have an Education Plan on file in order to ever earn a registration priority. If you are a continuing or returning student who began spring 2015 or after and do not have priority, one or more of the following steps is missing: assessment, orientation, or education plan. Please see a counselor to review your options to receive registration priority.

## **REINSTATEMENT IN A CLASS**

A student who has been dropped from a class by an instructor because of excessive absence or failure to complete classwork may be reinstated. If the student agrees to make up work missed and obtains the approval of the instructor within stated deadlines, he or she will be reinstated. In such cases, the student must complete a Petition to Waive College Regulations, obtain instructor support and signature and file it with the Admissions and Records Office.

## **REMEDIAL COURSEWORK UNIT LIMITATION**

It shall be the policy of the Sonoma County Junior College District to exercise a limit on the number of remedial coursework units a student may earn within the district. Such limitation will take into account appropriate exemptions and waivers for certain students as permitted by the Title 5 California Code of Regulations. The College shall establish and publish procedures that will assure implementation of reasonable standards for student notification, dismissal, appeal and reinstatement pursuant to this policy.

### **I. Remedial Coursework Definition**

The remedial courses shall include those non-degree applicable basic skills credit courses in reading, writing, computation, and English as a Second Language designed to ensure acquisition of those skills necessary for successful completion of associate degree, transfer, and occupational courses.

### **II. Unit Limitation**

A. A student is permitted to earn a cumulative total of thirty (30) semester units of remedial courses at Santa Rosa Junior College.

B. Credit course units transferred from other colleges will not count in the 30 unit limitation.

### **III. Exemptions**

All remedial courses taken by students enrolled in an English as a Second Language course and students identified by the district as having a verified learning disability are exempted from the 30 unit limitation. Students with other verified disabilities may be exempted on a case by case basis.

### **IV. Notification**

Students will not be permitted to enroll in remedial courses above their individual 30 unit limit unless a waiver has been granted.

Students having exhausted the unit limitation shall be referred for further remedial work to appropriate non credit course alternatives.

### **V. Waiver**

- A. Students may submit a petition to the Office of Admissions, Records and Enrollment Development to waive the 30 unit limitation prior to the date the requested course begins.
- B. Petitions for waiver must include specific documentation of the student's measurable progress toward the development of skills necessary for college level courses as corroborated by faculty recommendation, satisfactory overall grade average, competency assessment, or course work completed elsewhere.
- C. Petitions for waiver must specify the number of units and the course work, or time anticipated to be necessary to attain the desired skill level at Santa Rosa Junior College.

## **VI. Reinstatement**

A student may petition the Office of Admissions, Records and Enrollment Development for reinstatement to the credit course program upon demonstration of skill levels appropriate for college level course work as corroborated by faculty recommendation, satisfactory overall grade average, competency assessment, or course work completed elsewhere.

*Policy 8.1.14 and procedure 8.1.14P, Reviewed January 2012*

## **RESIDENCY REQUIREMENTS**

Any person enrolling in Santa Rosa Junior College is subject to the residency requirements determined by the Education Code of the state of California. Residence is classified as follows:

### **RESIDENT STUDENT**

A resident student is one who has a legal residency in California for more than one year immediately preceding the beginning of the semester and who demonstrates the intent to remain.

### **NON-RESIDENT STUDENT**

A non-resident student is one who does not have legal residence in California for more than one year immediately preceding the beginning of the semester. Such students are required to pay a tuition fee.

All new students will be required to file an application and statement of residence.

### **DETERMINING IN-STATE RESIDENCY**

A resident is a student who has residence in California for more than one year immediately preceding the opening day of instruction and has demonstrated an intent to remain. Demonstration of intent may be attained by filing California State Income Tax forms or registration to vote in state and local elections or other reasonable evidence of permanent stay in California, such as vehicle registration, work documentation, etc.

1. Persons who are 18 years of age or older may establish residency in accordance with the above statement. Year of residency must begin after the eighteenth birthday.
2. Persons who are under 18 years of age may establish residency in accordance with the above "Resident" definition and the following:
  - A. Married minors may establish their own residence.
  - B. The residence of the supporting parent is the student's residence. In the event of death of both parents, the minor may determine his/her own residence.



- C. The residence of an unmarried minor who has a parent living cannot be changed by his/her own act, by appointment of a legal guardian, or by relinquishment of a parent's right of control. E.C.S68000
3. A student who has U.S. "permanent residence status" may establish residency in accordance with the preceding "Resident" definition.
  4. Refugees, asylees, and other applicants for legal immigration status may establish residency in accordance with the preceding "Resident" definition.

The residency determination date is the day prior to the first day of instruction of each semester. The current Schedule of Classes gives dates for the current semester.

All students classified as non-resident are required to pay a nonresident tuition fee per unit per semester at the time of registration. This fee is subject to annual change.

A non-resident student enrolled (as a resident) in error, because of falsification of information will be excluded from classes upon notification pending payment of the fee, shall not be readmitted during the semester or summer session from which he/she was excluded, and shall not be admitted to any subsequent semester or session until all previously incurred tuition obligations are paid.

## **MILITARY AND VETERANS NONRESIDENT TUITION EXEMPTION**

Military personnel on active duty in California, their spouses and dependent children exempt from non-resident fees. Other exemptions to tuition for military personnel may be available pursuant to Veterans Access Choice and Accountability (VACA). Contact Admissions & Records for information or go to <http://admissions.santarosa.edu/forms> (<http://admissions.santarosa.edu/forms>)

## **NON-RESIDENT TUITION WAIVER UNDER AB540**

Exemption from non-resident tuition is available to certain non-resident students who attended high school in California for at least three years and received a California high school diploma, or meet equivalent requirements as specified by related statutes. Contact Admissions & Records for information and an exemption request form or go to: <http://admissions.santarosa.edu/forms> (<http://admissions.santarosa.edu/forms>)

Non-resident students do not automatically become residents by being in California for one year. A student seeking reclassification from non-resident to resident status must complete and file a Residency Reclassification Request Form providing evidence of both physical presence and intent to establish permanent California residency more than one year prior to the start of the semester in which the student is seeking reclassification. The burden of proof is on the student to clearly demonstrate physical presence in California, intent to establish California residency and, in the case of students changing from non-resident to resident, financial independence from non-resident parents.

## **SRJC SCHEDULE PLANNER**

SRJC Schedule Planner is a new class schedule planning tool which allows students to create and compare multiple class schedules for a given semester based on course preferences as well as other commitments such as work, sports, or family schedules.

SRJC Schedule Planner can generate every possible schedule for students so that they can maximize their course selections and remain on track for a timely graduation. Students can view up to four schedules side-by-side and compare options. After selecting their preferred schedule, students can use it as a reference when they register in the SRJC student portal.

## Disclaimers:

- SRJC Schedule Planner does not enroll you in classes. You must enroll via the SRJC Student Portal during your priority registration time.
- Enrollment policies (prerequisites, unit limitations, etc.) are only checked at the point of registration.

For more information, please visit: <https://admissions.santarosa.edu/schedule-planner>  
(<https://admissions.santarosa.edu/schedule-planner>)

## **SCHEDULE OF CLASSES**

The current Schedule of Classes lists day and evening classes, both on and off-campus, and is published each semester. The Schedule of Classes also includes registration procedures, information about courses offered, student load limitations, program changes, calendar dates, graduation, general education requirements, and certificate requirements. Class information is available at [classes.santarosa.edu](http://www.santarosa.edu) (<http://www.santarosa.edu/>).

## **STUDENT CLASSIFICATION**

**Freshman:** A student who has completed fewer than 30-semester units.

**Sophomore:** A student who has completed 30, but fewer than 60-semester units or who has 60 or more units but does not hold a degree.

**Full-time:** Students enrolled in 12 or more units in the fall or spring semester; 6 or more units in the summer term. Courses being repeated or short-term courses may not be included in computing full-time status. Note: For financial aid payment purposes, full-time is 12+ units, regardless of the academic term.

**Half-time:** Students enrolled in 6 to 11.5 units in the fall or spring semester; 3 to 5.5 units in the summer term.

**Part-time:** Students enrolled in 5.5 or less units in the fall or spring semester; 2.5 or less units in the summer

## **STUDENT LOAD**

All units, including all repeat units, are counted to compute student load. A normal load is 12-17 units. Work Experience units are included in the student load.

The summer session is one-third to one-half shorter than fall or spring semester, and the accelerated pace and intensity may make subject areas more difficult for students. Therefore, 6 units in a summer session may be equivalent to a full-time load during the regular semester. Students who wish to enroll in more than 6 units during the summer should consider this and consult with a counselor for assistance in summer planning.

In the Fall 1992 Semester, Santa Rosa Junior College began enforcing a unit limitation policy for students. The purpose of this policy is to enhance student success by discouraging unreasonable unit overloads, minimize the course shopping

phenomenon, and provide a more equitable distribution of impacted course seats throughout the six levels of student priorities and new student registration.

1. Continuing students will be limited to a total of 16 units during the priority registration period. Some students will have to plan their registration carefully so that their priority enrollment is not greater than 16 units.
2. Continuing students may register up to the 20 unit limit immediately after priority registration is over. Hence, continuing students can increase units when open registration begins. Since most new student registration begins with an open registration period, they will be able to register for 20 units even at initial registration.
3. Students may petition to exceed 20 units. Evidence of ability to succeed in units exceeding 20 units is required, such as: cumulative GPA of 3.0; 75 percent of grades are positive progress; good academic progress standing; other special documentation; and counselor/faculty recommendation.

*Policy 8.1.7, Reviewed January 2012*

## **STUDENT PORTAL**

The Student Portal, is used by all students to add/drop/register for classes, view grades, pay fees, receive announcements from instructors and much more. This Web portal is accessible at [www.santarosa.edu/portal](http://www.santarosa.edu/portal) (<http://www.santarosa.edu/portal>).

## **UNIT DEFINED**

One lecture hour and two hours of outside work throughout the semester ordinarily serve as a basis for one unit of credit. The number of hours required per semester unit of laboratory or other activity is approximately three, depending upon the character of the work. Thus, one semester credit hour of community college work should be approximately 48 hours of lecture, study, recitation, demonstration-discussion, and laboratory work or any combination thereof.

## **UNIT LIMITATIONS**

Some students must adhere to unit limit requirements in order to maintain their status in a program. The following is the current list of student populations with unit limitations:

**Veterans:** Not less than 12 units for full subsistence.

**International Students:** Not less than 12 units.

**Varsity Athletes:** Not less than 12 units.

**Doyle Scholarship Students:** Not less than 12 units for full award.

**High School Dual Enrolled Students:** No more than 11 units.

**Non-Credit Students:** limited to enroll in non-credit (zero unit) courses.

## **WORK/STUDY LOADS**

Students working part-time should limit their college load. It is recommended that students who work part-time should follow these proportions in distributing their time per week:

<b>Academic Units</b>	<b>Lecture, Lab, Hours</b>	<b>Work Activity Units</b>
12-15	36-45	8-15
9-12	27-36	15-20
3-9	9-27	20-40

## **THE CATALOG 2023-2024 SECTION 3: RIGHTS, RESPONSIBILITIES, POLICES AND REGULATIONS**

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## **ACADEMIC FREEDOM**

The Board of Trustees recognizes that Academic Freedom is necessary to the pursuit of truth and supports the principles of Academic Freedom enunciated in the contract negotiated between the recognized faculty bargaining units and the District. The contract language is hereby incorporated into District policy by reference.

*Policy 3.8, Reviewed January 2012*

## **ACADEMIC HONORS**

The Academic Honors designation recognizes students who have maintained high scholarship in 12 or more graded units in the fall and spring semesters:

**Honors:** GPA between 3.20 and 3.39

**High Honors:** GPA between 3.40 and 3.59

**Highest Honors:** GPA between 3.60 and higher

Students who fulfill these requirements receive acknowledgment on their permanent transcript. Written recognition from the Admissions and Records office is available upon request.

*Policy 8.1.10, Revised June 2013*

# **ACADEMIC INTEGRITY**

Sonoma County Junior College District (SCJCD) holds that its primary function is the development of intellectual curiosity, integrity, and accomplishment in an atmosphere that upholds the principles of academic freedom. All members of the academic community - student, faculty, staff, and administrator - must assume responsibility for providing an environment of the highest standards, characterized by a spirit of academic honesty and mutual respect. Because personal accountability is inherent in an academic community of integrity, this institution will not tolerate or ignore any form of academic dishonesty.

Academic dishonesty is regarded as any act of deception, benign or malicious in nature, in the completion of any academic exercise. Examples of academic dishonesty include cheating, plagiarism, collusion, and other academic misconduct.

Faculty, students and administrators are partners in maintaining the District's academic integrity in accordance with the guidelines delineated below.

## **FACULTY RESPONSIBILITIES**

1. Conduct each course in a manner that encourages mutual respect, honorable behavior, and learning, thereby promoting student success and discouraging academic dishonesty.
2. Inform students of the course requirements, grading procedures, and rules and expectations for acceptable conduct and behavior in each course, including definitions of academic dishonesty and the ethical use of technology. A statement about academic integrity and consequences should appear in the course syllabus.
3. Inform students of the SRJC policy on Academic Integrity and the Student Conduct Standards, which is in the SRJC College Catalog and part of the District Student Discipline policy. Explain how these policies will be applied in each course.
4. Inform students of their rights to due process should they wish to contest an allegation or penalty.

## **STUDENT RESPONSIBILITIES**

1. Conduct oneself in a respectful, honorable manner that focuses on learning, academic honesty, and success for both oneself and other students.
2. Learn and understand the course requirements, grading procedures, and rules and expectations for acceptable conduct and behavior in each course, including definitions of academic dishonesty and the ethical use of technology.
3. Learn and understand the SRJC policy on Academic Integrity and the Student Conduct Standards, which is in the SRJC College Catalog and part of the District Student Discipline policy.
4. Learn and understand students' rights to due process in contesting an allegation or penalty made by an instructor or other representative of the district.

## **DEPARTMENT CHAIR PROGRAM DIRECTOR/SUPERVISING ADMINISTRATOR RESPONSIBILITIES**

1. Support department/program faculty in their efforts to maintain an environment that promotes academic honesty.
2. Promote and maintain consistent department/program practices in dealing with incidents of academic dishonesty. This may include, but is not limited to, conducting discussions of best practices for both students and faculty.
3. Consult with instructors and the Vice President of Student Services or designee in reviewing cases and determining appropriate sanctions.
4. Act as liaison, when necessary, between student and instructor, or between instructor and Administration.

## **ADMINISTRATIVE RESPONSIBILITIES**

1. Support faculty and students in their efforts to maintain academic honesty.
2. Make readily available the Academic Integrity policy and procedure to faculty, students, and staff.
3. Provide appropriate technology and other resources to assist faculty and staff in identifying acts of academic dishonesty.
4. Enforce the due process procedures provided in the Student Conduct Standards to deal promptly, fairly, and justly with cases of alleged academic dishonesty so the procedures gain and hold the confidence of students and instructors.
5. Ensure that all policies and procedures be applied equally and uniformly throughout the District, and are consistent with the Education Code and District policy.
6. In particular, the Vice President of Student Services or designee will keep and maintain documentation of violations.

## **TYPES OF ACADEMIC DISHONESTY**

Acts of academic dishonesty include, but are not limited to, the following:

- **Cheating:** Any act of obtaining or attempting to obtain credit for academic work through the use of dishonest, deceptive or fraudulent means.
- **Plagiarism:** Any act of submitting the work of another, in whole or in part, as one's own without properly referencing the source. This includes use of direct quotations, paraphrases, ideas and facts which are not common knowledge, whether the sources are published or unpublished.
- **Collusion:** Any act where a student knowingly or intentionally helps or is helped by another student(s) to commit an act of academic dishonesty.
- **Other Academic Misconduct:** Any act such as stealing, altering grades, forging, sabotaging the work of others, lying or any other acts of academic dishonesty as deemed by instructor.

## **WHEN ACADEMIC DISHONESTY IS SUSPECTED**

When an instructor suspects that a student has committed an act of academic dishonesty, he/she should:

1. Withhold the student's grade on the assignment in question until the completion of appropriate review, following the procedures listed here. Should this process continue beyond the date on which the course grades are due, an incomplete grade may be assigned, until such time as a decision of exoneration or sanction is determined.
2. Review all policies and procedures related to academic dishonesty such as Student Conduct Standards and Due Process. Faculty are required to apply policies and procedures equally and uniformly.
3. Determine the type of academic dishonesty that occurred.
4. Collect supporting documentation, if available (such as copies of examinations, reports, or assignments that have been plagiarized, duplicated or inappropriately collaborated on by students, plagiarism detection software report, Internet search results or other).
5. Write a summary outlining the incident, including date, time, place and any other specific or relevant details.
6. Report the suspected act of academic dishonesty to the Department Chair/Program Director or Supervising Administrator.
7. Determine the appropriate action, and, if necessary, sanction (see options below).
8. Notify the student in person or in writing of the suspected act of academic dishonesty and arrange a meeting outside of class to discuss the matter. The meeting should occur within ten instructional days of the date the instructor became aware of the alleged act of academic dishonesty. In an online course, the instructor will contact the student using a

method that generates a confirmation of receipt of the message. If the act of academic dishonesty occurs on a team project, consult with students individually.

9. Provide the student with the Academic Integrity Policy, Student Conduct Standards and Due Process, along with supporting documentation and written summary of alleged act of academic dishonesty.
10. If after meeting with the student, the instructor still finds the allegations to be true, inform the student in person or in writing of the intended sanction, and file an Academic Dishonesty Incident Report with the Vice President of Student Services or designee. The student may also submit a statement.

## Actions

**I. Exoneration.** If, after meeting with the student, the instructor determines the allegations are false, the student will be exonerated, and no Academic Dishonesty Incident Report form will be filed. In the case of team/collaborative projects, if an offending team member is determined to have acted alone, the other members will be exonerated.

**II. Sanction.** Sanctions for acts of academic dishonesty may be academic and/or administrative. Team/collaborative projects where a single student may have committed an act of dishonesty can lead to sanctions against the entire team unless the offending student admits to committing the act independent of others.

**A. Academic Sanction:** If an instructor determines that an act of academic dishonesty has occurred, he or she shall apply the appropriate sanction. A failing grade for the entire course is not an allowable academic sanction. However, an assignment for which a grade of zero is given could lead to unsuccessful course completion depending on the weight of the assignment in the course grading system if it drops the student's grade below a passing average.

1. If, following the meeting with the instructor, the student admits to the incident of academic dishonesty, the instructor will determine the appropriate sanction. This can include, but is not limited to, requiring that the assignment be resubmitted, deducting grade points, and/or awarding a grade of zero on the assignment in question.
2. If the instructor considers that the incident warrants greater sanction, he/she must review the incident with the Department Chair/Program Director or Supervising Administrator and may issue a Reprimand or Removal from Class by Instructor (not to exceed two (2) class meetings) and/or indicate the need for immediate administrative review on the Academic Dishonesty Incident Report. A copy of the incident report will be placed in the student's confidential discipline file.
3. If, following the meeting with the instructor, the student disputes the instructor's findings or questions the fairness of the sanction, the instructor, Department Chair/Program Director, or Supervising Administrator or Vice President of Student Services or designee will inform the student of his or her right to file a complaint regarding this decision under the Student Grievances/Complaints procedure.

**B. Administrative Sanction:** Upon receiving the Academic Dishonesty Incident Report, listing students with multiple violations and/or incidents flagged by the instructor as warranting immediate administrative review, the Vice President of Student Services or designee will review the supporting documents, consult with the faculty member or student as needed and determine the Administrative Sanction, if any. The Vice President of Student Services or designee will inform the faculty member, the Department Chair/Program Director or Supervising Administrator and the student of that sanction and inform the student of his/her right to appeal that decision as outlined in the Student Conduct Standards and Due Process Procedures. The Vice President of Student Services or designee is required to apply policies and procedures equally and uniformly. Appropriate Administrative Sanctions are:

- **Reprimand:** A written warning in the form of the completed Academic Dishonesty Incident Report form will be placed in the student's confidential discipline file.



- **Probation:** A written warning in the form of the completed Academic Dishonesty Incident Report form will be placed in student's confidential discipline file indicating that the student may stay enrolled under stated conditions. Violations of these conditions may be cause for more serious disciplinary action.
- **Suspension:** The Vice President of Student Services or designee may recommend to the Superintendent/President to suspend any student determined to have committed a second or third violation of academic dishonesty. For a second violation, suspension will be for a minimum of one complete term. For a third violation, suspension will be for a minimum of three complete terms. Reinstatement of a student given a suspension of three complete terms for academic dishonesty must be approved by the Board of Review.
- **Expulsion:** If a fourth act of academic dishonesty is committed after these sanctions, expulsion should be considered by the Board of Trustees.

## **ACADEMIC DISHONESTY INCIDENT REPORT RETENTION**

The Vice President of Student Services or designee is responsible for maintaining documentation of violations. The Academic Dishonesty Incident Report and all supporting documents will be active in the student's confidential discipline file for five years after the end of the semester in which the incident occurred. At the end of the five years, the Academic Dishonesty Incident Report will no longer be active if no further acts of academic dishonesty occur.

*Policy 3.11 and Procedure 3.11P, Revised July 2012*

## **ATTENDANCE REQUIREMENTS**

It shall be the policy of the Sonoma County Junior College District to maintain an attendance policy and procedures consistent with state and local requirements.

### **A. Attendance**

1. Students are expected to attend, and in the case of online classes, participate in, all sessions of the course in which they are enrolled.
2. A student may be dropped from any class when that student's absences exceed ten percent (10%) of the total hours of class time.
3. With advanced notice and appropriate documentation, members of the U.S. Military Armed Services and Reservists shall have their absences accommodated due to service obligations provided that satisfactory academic progress is being made prior to suspending their studies. For the purpose of this policy, a student is making satisfactory academic progress so long as, at the start of the absence, the student has the potential to pass the class after completing the remaining assignments.
4. Specific courses may have stricter requirements based on professional certification mandates or curricular situations in which absences will severely compromise the learning for other students (such as team or performance ensemble courses). These stricter requirements shall be stated in the course syllabus.

### **B. Nonattendance**

1. Students who fail to attend the first class meeting may be dropped by the instructor. For classes that meet online, students who fail to log on and initiate participation by 11:59 p.m. Pacific Time of the first day of the class may be dropped by the instructor. The start date for full semester online classes is the official first day of the semester; for short-term classes, the first day will be specified in the schedule of classes.

2. Instructors are required to drop all No-Show students immediately following the second class meeting. A No-Show is an enrolled student who has not attended any class meeting of the course. For classes that meet online, a No-Show is an enrolled student who has not logged on and initiated active participation by 11:59 p.m. Pacific Time of the second day of the class.

### **C. Excessive absence defined**

1. Instructors shall state in each course syllabus what constitutes excessive absence for that course.
2. Any student with excessive absences may be dropped from the class.

### **D. Excused and unexcused absences**

1. Unless state or federal law, including Executive Orders, requires that the absence be deemed excused, no instructor shall be required to make a distinction between excused and unexcused absences.
2. If instructors wish to distinguish between excused and unexcused absences they shall state in each course syllabus all criteria for any excused absences in addition to those required by state or federal law.

*Policy 8.1.5 and Procedure 8.1.5P , Revised February 2014*

## **CAMPUS CRIME REPORTING AND CAMPUS SECURITY ACT (CLERY ACT)**

The Sonoma County Junior College District Board of Trustees understands the need to maintain an environment as safe as possible for students, employees and the public.

In meeting this responsibility, the Board of Trustees has created a District police department with sworn police officers who adhere to the State of California Commission on Peace Officer Standards and Training (P.O.S.T.) requirements.

The District Police Department provides timely notices, issues an annual security report, keeps current public crime logs, and compiles, maintains and reports crime statistics in accordance with applicable state and Federal laws including the Campus Security Act of 1990, known as the “Clery Act.”

For more information, please visit: <https://police.santarosa.edu/jeanne-clery-report-and-crime-logs>  
(<https://police.santarosa.edu/jeanne-clery-report-and-crime-logs>)

*Policy 7.13.1, Reviewed January 2012*

## **CHANGES IN REQUIREMENTS**

Santa Rosa Junior College reserves the right to change the regulations whenever the authorities deem it necessary, taking precautions that such changes do not pose a hardship or injustice to students already registered.

## **COPYRIGHT POLICY**

Sonoma County Junior College District will adhere to all applicable state and federal laws regarding copyright compliance. District employees and students must obtain all required licenses, consents, and releases necessary to avoid infringing the rights of third parties. The District supports the responsible, good faith exercise of full fair use rights as

codified in the United States Copyright Act by faculty, librarians, staff and students in furtherance of their teaching, research, studies and service activities.

The office responsible for copyright compliance for the Sonoma County Junior College District is the Office of the Dean, Learning Resources and Educational Technology.

*Policy 3.18.1, July 2012*

## **CREDIT FOR PRIOR LEARNING**

It shall be the policy of the Sonoma County Junior College District to grant credit for prior learning for eligible courses approved by the discipline faculty and the district for students who satisfactorily pass an authorized assessment. Authorized assessments are created by, and student work is evaluated by, the discipline faculty and may include the evaluation of approved external standardized examinations, Joint Services Transcripts, student-created portfolios, and credit by examination. The Superintendent/President shall consult with the Academic Senate and rely primarily on the recommendations of the Academic Senate to establish procedures to implement this Board Policy.

Please refer to <https://classes.santarosa.edu/credit-examination-classes> (<https://classes.santarosa.edu/credit-examination-classes>) for a list of courses currently available for credit by examination at SRJC.

Note: The Credit by Exam list is subject to change. Contact the office of the Dean of Curriculum and Educational Support Services for the most current information: (707) 524-1554.

## **REGULATIONS FOR CREDIT BY EXAMINATION**

### **1.0 Types of Credit for Prior Learning**

**1.1** Students may receive college credit through one or more of the approved alternative methods for awarding credit listed below:

- Achievement of a satisfactory score on an Advanced Placement (AP) examination
- Achievement of a satisfactory score on a high-level International Baccalaureate (IB) examination
- Achievement of a satisfactory score on the College Level Examination Program (CLEP)
- Evaluation of Joint Service Transcripts (JST)
- Achievement of a satisfactory score on an examination administered by other agencies approved by the Department and the District Designee
- Evaluation of industry-recognized credential documentation
- Evaluation of student-created portfolios
- Satisfactory completion of an institutional examination, known as Credit by Examination, administered by the College in lieu of completion of an active course

### **2.0 Determination of Course Eligibility for Credit for Prior Learning**

**2.1** Discipline faculty with experience teaching the course, working with their department chair and discipline colleagues, shall determine which courses will be eligible for Credit for Prior Learning and the nature and content of the course assessment. Eligible courses shall be listed on the college website and included in the current college catalog.

**2.2** Course eligibility shall be determined by the Department Chair or faculty designee for the following:

- Advanced Placement (AP) examination credit

- Achievement of a satisfactory score on a high-level International Baccalaureate (IB) examination
- Achievement of a satisfactory score on the College Level Examination Program (CLEP) Evaluation of Joint Service Transcripts (JST)

**2.3** Course eligibility shall be determined by the Department Chair or faculty designee, with approval from the Curriculum Review Committee (CRC) for the following:

- Achievement of a satisfactory score on an examination administered by other agencies approved by the Department and the District Designee
- Evaluation of industry-recognized credential documentation
- Evaluation of student-created portfolios
- Satisfactory completion of an institutional examination, known as Credit by Examination, administered by the College in lieu of completion of an active course

### **3.0 Determination of Student Eligibility for Credit for Prior Learning**

- The student must be in good standing in the District.
- The student must have previously earned credit or noncredit from the District or be currently registered in the District.
- The student is not currently enrolled in the course for which they are seeking Credit for Prior Learning.
- Credit by Examination: The student is registered in the District and not currently enrolled in nor has received credit for a more advanced course in the same subject.
- Upon completion of the educational plan pursuant to Education Code Section 78212, eligible students who are veterans or active-duty members of the armed forces, hold industry-related credentials, or request credit for a course based on their prior learning shall be referred to the College's appropriate authority for assessment of prior learning.

### **4.0 Credits, Limitations on Credits, and Grading**

**4.1** Credit may be awarded for prior experience or prior learning only for individually identified courses with subject matter similar to that of the student's prior learning, and only for a course listed in the College catalog and an eligible course.

**4.2** Credits acquired by prior learning are not applicable to meeting unit load requirements such as Selective Service deferment, or Veterans or Social Security benefits.

**4.3** Credits acquired by prior learning shall not be counted in determining the 12-semester hours of credit in residence required for an Associate's degree.

**4.4** Award of credit may be made to electives for students who do not require additional general education or program credits to meet their goals.

#### **4.5 Prior Learning Assessment Grading Policy**

- Grading shall be according to the regular grading system in accordance with Administrative Procedure 3.10P, Grading.
- Students shall be offered the "Pass / No Pass" Grading Option, if that option is ordinarily available for the course.
- Students shall be given the opportunity to accept, decline, or appeal the grade assigned by the faculty member, and, in cases of Credit by Examination, pursuant to Title 5 Sections 55021 and 55025.

### **5.0 Transcription of Credit for Prior Learning**

**5.1** The student's academic record shall be clearly annotated to reflect that credit was earned by assessment of prior learning.

## **6.0 Advanced Placement**

**6.1** Students requesting Credit for Prior Learning using College Entrance Examination Board Advanced Placement (AP) shall receive credit for completing a satisfactory score on a District approved AP examination under the following circumstances:

- Official AP transcripts must be on file in Admissions and Records.
- The student achieved a score of 3 or higher, as stated on the Advanced Placement Exams Credit Chart, on the AP examination.

## **7.0 International Baccalaureate**

**7.1** Students requesting Credit for Prior Learning using International Baccalaureate (IB) shall receive credit for completing a satisfactory score on a District approved high-level IB examination under the following circumstances:

- Official IB transcripts must be on file in Admissions and Records.
- The student achieved a minimum acceptable score on the IB examination as recommended by the District's IB equivalency guide.

## **8.0 College Level Examination Program**

**8.1** Students requesting Credit for Prior Learning using the College Level Examination Program shall receive credit for completing a satisfactory score on a District-approved College Level Examination Program (CLEP) under the following circumstances:

- Official CLEP transcripts must be on file in Admissions and Records.
- Credit is applied to the local general education pattern as indicated on the external transcript.

## **9.0 Credit for Military Service / Training**

**9.1** Students interested in Credit for Prior Learning using Joint Service Transcripts shall receive credit as recommended by the American Council on Education (ACE) Directory and approved by the appropriate discipline faculty of the College under the following circumstances:

- The student shall complete the Credit for Prior Learning assessment petition available in Admissions and Records.
- Official transcripts must be on file in Admissions and Records. These may include Joint Services Transcript (JST), Sailor / Marine American Council on Education Registry Transcript (SMART), Army and American Council on Education Registry Transcript Service (AARTS), Community College of the Air Force (CCAF), Coast Guard Institute (CGI), DANTES / USAFI, Defense Language Institute Foreign Language Transcripts (DLIFLC), Defense Manpower Data Center (DMDC), DLPT Examinee Results, DA Form 330 Language Proficiency Questionnaire, or verified copies of DD214 or DD 295 military records.
- Credit course equivalency shall be determined by the Department Chair or faculty designee.

## **10.0 Industry-Recognized Credentials**

**10.1** Students interested in Credit for Prior Learning using industry-recognized credential(s) shall receive credit as recommended by the appropriate Department Chair or faculty designee.

**10.2** The student shall complete the Credit for Prior Learning assessment petition available in Admissions and Records.

**10.3** If an industry-recognized credential(s) has not yet been evaluated and approved by the appropriate faculty:

- The student meets with the Department Chair or faculty designee to receive further instructions for industry-recognized credential(s) assessment;
- The student submits all industry-recognized credential documents to the Department Chair or faculty designee for assessment of prior learning; and
- If the Department Chair or faculty designee determines the industry certification adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty member shall sign the petition with the recorded grade, attach the industry-recognized credential(s), and forward the completed petition and supporting documents to Admissions and Records, to be kept on file and recorded on the student transcript.
- Admissions and Records will maintain a list of all Department approved industry-recognized credentials

**10.4** Admissions and Records shall grant credit for industry-recognized credential(s) that have already been evaluated and approved by the appropriate Department Chair or faculty designee.

### **11.0 Student-Created Portfolio Assessment**

**11.1** Students interested in Credit for Prior Learning using a student-created portfolio shall receive credit as recommended by the appropriate Department Chair or faculty designee under the following circumstances:

- A department-approved portfolio assessment rubric for the course is on file with the department;
- The student shall complete the Credit for Prior Learning assessment petition available in Admissions and Records;
- The student meets with the Department Chair or faculty designee to receive further instructions for student-created portfolio assessment;
- The student submits all portfolio documents to the Department Chair or faculty designee for assessment of prior learning; and
- If the Department Chair or faculty designee determines the student-created portfolio adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the appropriate grade and forward it to Admissions and Records, to be kept on file and recorded on the student transcript.

### **12.0 The District Credit by Examination Process**

**12.1** A student wishing to take an eligible course through Credit by Examination is encouraged to informally discuss the matter with the Department Chair or faculty designee and instructor prior to initiating the formal process. All steps must be completed in the order listed or the Petition for Credit by Examination shall not be processed. The Petition for Credit by Examination must be completed prior to the end of the current semester or session.

**12.2** The Department Chair or faculty designee shall determine whether a student requesting Credit by Examination is sufficiently well prepared to warrant being given this opportunity. The determination is based upon a review of previous coursework and / or experience.

**12.3** The District will award college course credit for successful completion of a District examination administered by the appropriate Department Chair or faculty designee. Credit by satisfactory completion of an examination administered by the District is in lieu of completion of a course listed in the Santa Rosa Junior College Catalog.

**12.4** In order to permit students to demonstrate that they have met the objectives of a course through experience in the workplace, foreign language proficiency, or some other process outside the conventional academic setting, students may earn credit by receiving a passing grade on an examination administered by the appropriate instructional

department / program.

The completion of Credit by Examination may require the demonstration of other skills or the completion of assignments in addition to an examination.

### **13.0 The District Credit by Examination Procedure**

**13.1** A Department Chair, after consultation with the faculty in the department, may apply to have a credit course within a given department available for Credit by Examination. Examination may not be limited to a written test. It may include: demonstration of skills competencies, or use of a cumulative assessment tool approved by faculty, who normally teach the course, which is deemed an appropriate mechanism to measure student competency in the course. A written application must be submitted to the co-chairs of the Curriculum Review Committee (CRC) along with a copy of the exam. In the case of the use of a cumulative assessment tool, e.g., criteria for skill demonstration, the co-chairs will recommend approval to the CRC.

**13.2** The course outline of record shall indicate that examination or another cumulative assessment tool is an appropriate method of assessment for the particular course.

**13.3** The student's academic record shall be clearly annotated to reflect that credit was earned by examination.

**13.4** Grading shall be according to the regular grading scale approved by the governing board pursuant to Title 5, section 55023, except that student shall be offered a pass/no pass option if that option is ordinarily available for the course.

**13.5** A student who receives credit by exam for a particular course shall not be allowed to subsequently earn credit by exam for any other course that normally precedes that course in a prerequisite sequence.

**13.6** Units for which credit is given pursuant to this policy shall not be counted in determining the 12 semester hours of credit in residence required for the Associate's degree. (Title 5, 55050 (g))

**13.7** Units earned through credit by exam are not considered for financial aid, scholarships, or veteran services eligibility and payments.

**13.8** No more than two attempts to be granted Credit by Examination or cumulative assessment will be allowed including an exam the student registered for and failed to attend. However, if a student registers for an exam and subsequently drops the course before taking the exam, this does not count as an attempt.

**13.9** Departments intending to offer opportunities for Credit by Examination or cumulative assessment are responsible for ensuring that examination/assessment dates are well publicized, so that students wanting to take the examinations/assessments receive adequate notice.

**13.10** Registration and fees. Students will be registered for a Credit by Examination section of the course created specifically for this purpose. Variable unit courses should specify how many units are being awarded. Students who take the examination or cumulative assessment must pay a fee for service equal to the usual per unit enrollment fees for the course, but exclusive of any fee-based supplies. Fees for credit by exam are non-refundable. (Title 5, 55050 (h))

**13.11** The maximum number of units awarded by Credit by Examination or cumulative assessment shall be limited to 15 units per SRJC student record.

**13.12** The exam or cumulative assessment can be administered by the department as soon as Curriculum Review Committee approval is secured. The course will then be placed on the list of courses eligible for credit by exam in Academic Affairs. Updated lists shall be published in each printing of the College Catalog.

**14.0** The Sonoma County Junior College Board shall review the credit for prior learning policy every three years and report findings to the Chancellor's Office. Findings shall include data disaggregated by gender and race/ethnicity including the number of students who received credit for prior learning,

the number of credits awarded per student, retention and persistence rates of students earning credit for prior learning, completion data (for certificate, degree, and transfer) for students earning credit for prior learning, and qualitative assessments by students of the policies and procedures.

Procedure AP 4235 Revised June 2022

## **DIRECTORY INFORMATION**

Directory information may be made available to newspaper, magazine, radio, or television media and prospective employers for the purpose of reporting a student's participation in officially recognized college and sports activities, or the student's receipt of college degrees and awards. Directory information may include the student name, electronic mail address, and full-time or part-time enrollment status. The names and addresses of students may be provided to public or private schools or colleges for purposes directly related to the academic or professional goals of the institution.

A student who does not wish that any, or all, of the information be made available without prior consent, must indicate such on the admission application or file a **Request to Prevent or Allow Disclosure of Directory Information** (<https://admissions.santarosa.edu/request-prevent-or-allow-disclosure-directory-information>) form in the Admissions and Records Office at the time of enrollment or before the beginning of classes, requesting that directory information be withheld.

*Policy 8.2.9P, November 2013*

## **DISTRICT POLICIES AND PROCEDURES**

Current District policies and procedures can be found at: <https://trustees.santarosa.edu/board-policy-manual> (<https://trustees.santarosa.edu/board-policy-manual>)

## **DISTRICT REGULATIONS**

### **DRUG-FREE CAMPUS**

Santa Rosa Junior College is fully committed to achieving a drug and alcohol free environment for its students and employees. The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989 require that, as a condition of receiving funds or financial assistance under any federal program, SRJC must create and maintain a drug-free environment and implement a program to prevent the unlawful possession, use, or distribution of drugs and the abuse of alcohol by its students and employees.

*Policy 6.8.4, reviewed January 2012*

### **HEALTH RISKS OF ALCOHOL USE**



There are long-term health risks associated with drinking over time, including damage to the heart, liver, and brain, but the vast majority of health risks occur over the course of a single evening. A college-aged student has a much higher risk of an alcohol-related injury caused by a car crash, slipping or falling, getting into a fight, etc. than developing cirrhosis of the liver. At least 50% of sexual assaults among college students involve alcohol consumption by the perpetrator, the victim or both. For students who choose to drink alcohol, actions such as limiting the number of drinks, sticking with the same groups of friends, and having a designated driver can reduce the chance of harm.

Contact Student Health Services at (707)527-4445 for more information about the health risks of other drugs and harm reduction strategies. Student Health Services provides confidential individual counseling for students who have concerns about their use of alcohol or other substances, and can provide referrals to additional substance abuse community resources.

## **REGULATIONS**

In addition to being a violation of the state and federal laws, the possession and/or use of alcohol or illegal controlled substances on the SRJC campuses, off-campus centers, and college-sponsored activities are forbidden by college regulations. SRJC is concerned with each student's welfare who attends the College.

This information is provided to students to make them aware of both the possible penalties that can result in regulation infractions of college rules, and to inform them that if they have a drug or alcohol-related problem they are encouraged to have a confidential visit with a college counselor or a health services staff member.

## **POSSIBLE DISCIPLINARY ACTIONS**

The following forms of discipline may be imposed on a student or employee who is found guilty of violations of college regulations. Such discipline may include reprimand, probation, suspension or expulsion, and/or job termination. For specific information concerning the discipline process, contact the Dean of Students (Santa Rosa) at (707)527-4573 and Dean of Student Services (Petaluma) at (707)778-3930 or the college Human Resources Office at (707) 527-4688.

Note: The federal government mandates that Santa Rosa Junior College provide alcohol and controlled substance information and referral information to the staff and students annually.

## **SMOKING**

### **Smoke-Free Environment Policy**

The Sonoma County Junior College District is a Smoke-Free Environment.

The District promotes a safe and healthful atmosphere for students, faculty, staff and visitors on its campuses, centers and other off-campus sites by reducing the health risks associated with tobacco smoke and related products. Therefore, the District is a tobacco- and smoke-free environment.

Smoking of any kind, including use of e-cigarettes or electronic cigarettes, and all uses of tobacco are prohibited on all property and in all indoor and outdoor spaces owned, leased, licensed, or otherwise controlled by the District, and in all District-owned vehicles.

The District offers information and referrals intended to assist students and staff who wish to quit smoking. For more information about smoking cessation options, contact Student Health Services at (707) 527-4445, or Environmental Health and Safety at (707) 527-4803.

Implementation of the District Smoke-Free Environment Policy will be the shared responsibility of every student, faculty member, staff person and visitor; additionally, the Sonoma County Junior College District Police shall enforce all state, county and city ordinances that prohibit smoking on or near District property.

## LOST AND FOUND

### General Information

To inquire about most lost items on the Santa Rosa Campus, contact or visit the Student Life, Equity & Engagement Programs Information Desk, located on the first floor of the Bertolini Student Center (400 Burbank Circle). Their hours are 8:00 AM-5:00 PM, Monday-Friday and they can be reached by phone at 527-4424. For a list of items maintained by District Police, see below. For all other locations, District Police (527-1000) will collect lost and found items and will hold property at their office for a minimum of 90 days (prior to turning it over to Student Affairs on the Santa Rosa Campus).

### Items maintained by Student Life & Engagement Programs:

- Books, notebooks, and planners
- Sunglasses, prescription eyewear
- Backpacks
- Clothing, wallets and purses
- Keys
- Jewelry
- Identification cards and miscellaneous papers

### Items maintained by District Police:

It is the intent of the District Police to maintain items with documented serial numbers and items deemed significant in value. Our District Police dispatch center is open 24 hours a day and can be reached at (707) 527-1000.

- Cell phones
- Computers and equipment
- Radios (mp3 players, ipods, etc)
- Medications
- Bicycles

Items not accepted: Soiled clothing, water bottles, coffee travel mugs or any other item posing a health risk.

### Unclaimed Items

Items are maintained for 90 days before disposition. After 90 days unclaimed items are taken to the Student Affairs Office for sale/auction. Data sensitive materials will be destroyed if unclaimed. When claiming an item, a valid California Photo ID or SRJC Student ID is required.

If an item is found on a Santa Rosa Junior College campus you may turn it over to the Student Affairs Office. Student Affairs may then determine if the item(s) warrant a turnover to District Police.

## STUDENT PARKING: SRJC PARKING AND TRANSPORTATION PROGRAM: PARKING LOT ADJUSTMENTS CLOSE TO CAMPUS

Continued use of nearby lots is anticipated:

1. Mendocino Lot: The existing 240 student parking spaces can be utilized during day and evening hours. There are staff parking spaces along the south curb of the entrance to the Mendocino Lot.

2. "B" Lot (Bailey, Barnett, Baker, Shuhaw, Bussman): B Lot will remain a staff reserved lot from 7:00 am until 7:00 pm. At 7:00 pm, B Lot will be opened up to students on a first-come, first-served basis.
3. All Staff Lots and All Remaining Student Lots: There will be no other adjustments in assignment or use.

### Parking and Transportation Alternatives

1. Centralized Bicycle Racks: The College has expanded its 538 bicycle capacity racks to 750 and centralizes their locations in three or four easily accessible areas. The new "inverted U" bike racks are being installed in several phases. Bicyclists are not allowed to ride their bikes on campus pedestrian pathways due to the increasing safety issues related to pathway congestion, construction, etc. Bikes can only be ridden on roadways and in parking lots.
2. Bus Transit: Sonoma County Transit, Santa Rosa City Bus and Petaluma Transit are all free to SRJC students with a validated ID card.

## FEES AND FINES

The regular semester permit parking fees will remain at current levels: \$60 each fall and spring semester and \$4 per daily use.

## PUBLIC TRANSIT ACCESS

The College encourages students, staff, and faculty to access the College via public transit.

## PARKING MACHINES

Daily permits from the parking machines are available to anyone. Visitors to both campuses should purchase a daily permit and place it on the vehicle dashboard.

## PARKING FOR PERSONS WITH DISABILITIES

Persons who have a valid DMV disabled placard or plates and a valid SRJC parking permit, may park in any of the disabled parking spaces on district property. These spaces are designated by the white and blue international symbol of access.

## TOWING POLICY

As established by the Board of Trustees in accordance with C.V.C. 21113a, tow-aways will be in effect when a vehicle is parked in front of a fire hydrant or where the passage of emergency vehicles is hindered and where entrances or exits are blocked. Vehicles may also be subject to tow-away when in violation of any traffic or parking regulation of any Santa Rosa Junior College campuses.

## ADDITIONAL SERVICES

If your vehicle is parked on campus and will not start, the District Police, when possible, will provide jumper cables and the use of the police vehicle to assist you.

## BICYCLES

No permit is required. Bicycles must be parked in racks located at various locations on campus. Any bicycle chained to a ramp, pole, tree, etc., will be impounded in the District Police Department in the Pedroncelli Center. No bicycles are allowed in hallways of buildings by order of the Fire Department.

*Policy 7.12, revised June 2014*

## ANIMAL CONTROL & SERVICE ANIMALS

No animals, including animals leashed, shall be brought onto District property. This restriction includes animals confined in any vehicle parked within the College boundaries. The following are exceptions:

1. Service animals.
2. Emotional support animals as an authorized accommodation only
3. Animals used in the instructional program.
4. Animals boarded/used at the Shone Farm.

Owners of animals found on campus in violation of this regulation may be cited and/or have their animals impounded by authorized College officials.

*Policies 7.17 and 7.19, Revised January 2013*

## **SERVICE ANIMALS**

It is the policy of the Sonoma County Junior College District to permit students, faculty, staff and community visitors with disabilities to be accompanied by service animals in District facilities and on District campuses. The purpose of this policy is to ensure that individuals with disabilities can participate in and benefit from District services, programs and activities, and to ensure that the District does not discriminate on the basis of disability.

A disability is defined as a physical or mental impairment that substantially limits one or more major life activities of an individual; a record of having such an impairment, or being regarded as having such an impairment.

Service animals are defined as dogs, or in limited specific circumstances, miniature horses, that are individually trained to do work or perform tasks for people with disabilities. The work or task must be directly related to the person's disability.

Use of a service animal in public areas of campus facilities and property is allowed. When it is not obvious what service an animal provides, college officials may ask only two questions: (1) is the dog a service animal required because of a disability, and (2) what work or task has the dog been trained to perform.

Enrolled students wishing to be accompanied to class by a service animal on a regular basis as an accommodation are encouraged to request authorization from the Disability Resources Department. Qualified students will be provided with an official Disability Resources Department Authorization for Academic Accommodation letter to present to their instructors indicating the authorized use of a service animal in class.

Enrolled students working as a service dog trainer must obtain an authorization letter from the Dean, Student Conduct, Disabled Students Programs & Services, or designee, in order to bring the dog to class. All service animal procedures must be abided by for dogs-in-training. Dogs-in-training must wear an identifying vest.

It is unlawful for any person to knowingly and fraudulently represent himself or herself to be the owner or trainer of a service animal.

*Policy 7.17/Procedure 7.17P, Revised March, 2015*

## **TELEPHONE MESSAGES**

The College is not prepared to deliver telephone messages except in an emergency, such as sudden illness or accident. Please contact District Police at (707) 527-1000.

## **FACULTY MEMBERS' OBLIGATION TO STUDENT**

The key element of any educational program is the classroom experience and the manner in which both parties, student and faculty member, cooperate and work with one another. Faculty members must also serve students with essential services in allied areas, such as the library, counseling, or disability resources. The faculty members' obligation to students includes the recognition that students deserve consistent, courteous, and professional treatment at all times. While classroom and allied faculty situations vary, and some faculty must perform both roles; faculty members must follow certain basic guidelines that will enable students to function at their best. The same principles hold true for faculty members with non-teaching assignments, including counselors, librarians, and disability specialists. The following specific obligations are excerpted from the faculty job description in Article 7 of the AFA contract, and are hereby incorporated into district policy. (The students' responsibilities are outlined in Section 8.2 Students Rights and Responsibilities, and are further defined in each instructor's syllabus).

### **TEACHING FACULTY MEMBERS**

- Start and end class at the scheduled time, and hold final exams during the scheduled time, except as requested by individual students under extraordinary circumstances.
- Issue a syllabus for each class, including at least the following: course description and organization, following the approved course outline; reading and lecture schedule; assignment structure; and written grading policy.
- Instruct or supervise students during all scheduled lectures, laboratory, clinical, performance, and coaching sessions of their assignment unless ill, unavoidably detained, or engaged in approved departmental or college business of a priority nature. Start and end classes on time.
- Prepare materials for instructional use, including handouts, presentations, exams, quizzes, and classroom and homework assignments. Update materials in response to major advances in the field of study.
- Confer with students on academic matters and advise students in matters related to the discipline and to career goals as appropriate.
- Solicit and evaluate students' feedback about their experience in the class.
- Refer students to counselors and other college resources as appropriate.
- Assist in providing authorized accommodations for students with disabilities.
- Maintain office sessions as posted; meet with students during established office sessions and by appointment when arranged by specific student requests.
- Assess student work and provide evaluation of that work to students in a timely manner, particularly following midterms and prior to final dates for dropping or withdrawing.
- Provide alternative assignments or activities to field trips and other group activities that are not identified by date and time in the published Schedule of Classes. (Exceptions: team and performance courses, such as those in P.E., Theatre Arts, Music, and Communication Studies.)
- Determine all grades according to published grading policy.
- Post examination grades to enable each student to identify only his/her own scores.
- Complete midterm reports and final grades to meet established college deadlines, and maintain attendance and grading records as required by the Education Code.

### **NON-TEACHING FACULTY MEMBERS**

The following obligations are applicable when they correspond to allied faculty job descriptions.

- Confer with students and advise students in matters related to their education and careers.
- Select or develop handouts, presentations, and other materials for student use.

- Prepare written materials and instruction to support student use of services.
- Meet with students at established times, or by appointment, as a part of their regular duties.
- Confer with students on academic matters, career opportunities, and other appropriate matters.
- Provide liaison with other programs.
- Develop services and collections related to curriculum, e.g., library collections.
- Provide instruction related to the faculty member's assignment.
- Refer students to counselors and other college resources as appropriate.
- Solicit and evaluate student feedback.

*Title 5, Section 55002; Policy 3.9, December 2008*

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)**

### **ANNUAL NOTIFICATION TO STUDENTS**

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights are:

1. The right to inspect and review students' education records within 45 days of the day Santa Rosa Junior College (SRJC) receives a request for access. Students should submit to the supervisor (or appropriate official) written requests that identify the record(s) they wish to inspect. SRJC's official will make arrangements for access and notify students of the time and place where their records may be inspected. If the records are not maintained by the college official to whom the request was submitted, that official shall advise students of the correct official to whom the request should be addressed.
2. The right to request the amendment of students' education records that students believe is inaccurate or misleading. Students may ask SRJC to amend a record that they believe is inaccurate or misleading. They should write the SRJC official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If SRJC decides not to amend the record as requested by students, SRJC will notify students of the decision and advise students of their right to a hearing regarding the request for amendment. Additional information about the hearing procedures will be provided to students when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in students' education records, except to the extent that FERPA disclosure without consent. One exception, that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by SRJC in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom SRJC has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, SRJC discloses education records without consent to officials of another school in which students seek or intend to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by SRJC to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education

Directory information may include, but is not limited to: student's name, e-mail address, class schedule, and total units enrolled.

*Policy 8.2.9, November 2013*

## **GENDER EQUITY**

Santa Rosa Junior College is committed to a college culture that supports the access and success of all students, inclusive of the full spectrum of gender identity and expression, and works to eliminate any bias or stereotyping on this basis. Please see the sections on Title IX and the Presidential Advisory Committee for LGBTQ issues for further information.

### **Equidad de género**

Santa Rosa Junior College está comprometido en una cultura universitaria que apoya el acceso y el éxito de todos los estudiantes, incluido el espectro completo de identidad y expresión de género, y trabaja para eliminar cualquier prejuicio o estereotipo con relación a este tema. Para mayor información, por favor consulte las secciones en el Título IX y el Comité Asesor Presidencial para asuntos de LGBTQ.

## **GRADE CHANGES**

After a grade has been issued, only the instructor has the authority to change the grade.

The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. "Mistake" may include, but is not limited to, errors made by an instructor in calculating a student's grade and clerical errors. "Fraud" may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

The instructor must complete and submit an Instructor Change of Grade form to the Admissions, Records and Enrollment Development Office for grade correction on the student's academic record.

Students filing a complaint based on a grade appeal must follow the process as outlined in Student Complaint and Grievance Procedure.

Student requests for grade changes must be initiated no later than two years from the date the grade was posted.

Policy 3.10 and Procedure 3.10P, Revised August 2019

## **GRADE POINT AVERAGE (GPA)**

GPA is computed by dividing the total units attempted (including units for courses repeated) into the total grade points. "P", "NP", "CR," "NC," "I," and "W" are not included in the total course units attempted. For example, a student who earns a grade of "A" in six units, "B" in three units, "C" in three units, "D" in three units, and "F" in two and one-half units would have a GPA of 2.40.

The computation is shown here:

Units	Grade	Grade Points
6.0 Units	A x 4 =	24.0 grade points
3.0 Units	B x 3 =	9.0 grade points
3.0 Units	C x 2 =	6.0 grade points
3.0 Units	D x 1 =	3.0 grade points
2.5 Units	F x 0 =	0.0 grade points
17.5 Units		= 42.0 grade points
	42 grade points/17.5	=2.40 GPA

The GPA for the overall number of units attempted and overall number of grade points can be similarly computed and is known as the Cumulative GPA. Units on file from other institutions are used in calculating the overall GPA.

In calculating students' degree applicable grade point averages, grades earned in non-degree applicable courses shall not be included.

*Policy 3.10 and Procedure 3.10P, Revised August 2019*

## **GRADE REPORTS**

Instructors post midterm grades for full semester courses by the end of the eleventh week of each semester (S=satisfactory progress; U=unsatisfactory progress). Final grades shall be posted no later than three to five business days after the end of each semester. Students may view their midterm and/or final grades via the Student Portal. Grade reports are not mailed.

## **GRADING POLICY**

1. Grades from a grading scale shall be averaged on the basis of the point equivalencies to determine a student's grade point average (GPA) using only the following evaluative symbols:

### **Credit Courses**

SYMBOL	DEFINITION	GRADE POINT
A	Excellent	4
B	Good	3



C	Satisfactory	2
D	Less than satisfactory	1
F	Failing	0
P (formerly CR)*	Pass (formerly Credit) -- C or better. Units awarded not counted in GPA.	0
NP (formerly NC)*	No Pass (formerly No Credit) -- Less than satisfactory or failing. (D or F) Units not counted in GPA.	0

\*P/NP replaced CR/NC in fall 2009 Non-Credit Courses

SYMBOL	DEFINITION	GRADE POINT
P	Pass	0
NP	No Pass -- Less than satisfactory or failing	0
SP	Satisfactory Progress toward completion of course	0

A. For credit courses, the P/NP (Pass/No Pass) grade option is limited to one course or 3 units per semester and subject to a maximum of 12 units for all semesters attended for those students with the following education goals:

1. Earn BA/BS after earning AA/AS
2. Earn BA/BS without earning AA/AS
3. Earn AA/AS without Transferring
4. Earn a Vocational Degree
5. Earn a Vocational Certificate
6. Improve basic skills
7. Undecided Goal

Courses in which only the P/NP grade option is available are exempt from the above restrictions.

B. There is no P/NP unit restriction for those students with the following education goals:

1. Personal interest
2. Formulate career plans/goals
3. Start a New Career
4. Advance in Current Career
5. Maintain certificate or license
6. Complete HS credits or GED

Students must declare their education goal at the time of application and registration. It will be noted in the college catalog that most transfer institutions limit the number of CR/NC or P/NP grades that they will accept.

2. The Board of Trustees has authorized the use of the following non-evaluative symbols:

SYMBOL	DEFINITION
I	<p>Incomplete: If a student is unable to complete academic work for unforeseeable, emergency or justifiable reasons by the end of the term, he/she may petition to have an “I” symbol recorded on their academic record. The condition(s) for the removal of the “I” must be stated by the instructor in a written record given to the student and submitted to the Admissions, Records and Enrollment Development Office for approval.</p> <p>The incomplete must be made up within one year of assignment. Students may petition for a time extension due to extenuating circumstances.</p> <p>A final grade shall be assigned when the conditions stipulated have been met and evaluated, or when the time limit has passed.</p> <p>The “I” symbol shall not be used in calculating units attempted nor for grade points.</p> <p>In progress: The “IP” symbol shall be used only in those courses which extend beyond the normal end of an academic term. The assignment of an evaluative symbol (grade) must await completion of the work “in progress.” The “IP” symbol shall remain on the student’s permanent record in order to satisfy enrollment documentation. The appropriate evaluative symbol (grade) and unit credit shall appear on the student’s permanent record for the term in which the course is completed.</p>
IP	<p>If a student enrolled in an “open-entry, open-exit” course is assigned an “IP” at the end of an attendance period and does not re-enroll in that course during the subsequent attendance period, the appropriate faculty will assign an evaluative symbol (grade) to be recorded on the student’s permanent record of the course.</p> <p>The “IP” shall not be used in calculating grade point averages.</p>
RD	<p>Report Delayed: The “RD” symbol may be assigned by the Admissions, Records and Enrollment Development Office, and only when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible.</p> <p>“RD” shall not be used in calculating grade point averages.</p>

Withdrawal: No notation ("W" or other) shall be made on the academic record of the student who withdraws before the first census date of the course. For full-semester courses, this is the last day of the third week of instruction or 20% of the course for short-term courses (including summer courses).

A "W" symbol shall be recorded on the academic record of the student who withdraws from a semester-length course after the end of the third week of instruction through the last day of the thirteenth week of instruction or 60% of the course for short-term courses (including summer courses).

W

The academic record of a student who remains in a class beyond the withdrawal (W) deadline must reflect a symbol other than a "W."

The appropriate faculty shall be notified of all withdrawals.

The "W" shall not be used in calculating grade point averages, but excessive "W"s shall be used as factors in probation and dismissal procedures.

"Excused withdrawal" occurs when a student is permitted to withdraw from a course(s) due to extenuating circumstances beyond the control of the student which affected his or her ability to complete a course(s). The student must submit a petition to the Admissions, Records and Enrollment Development Office to request an excused withdrawal and must include documentation of the extenuating circumstance. Upon approval, an excused withdrawal symbol of "EW" will be recorded on the student's academic record.

Extenuating circumstances may include but are not limited to the following:

- verifiable accidents;
- chronic or acute illness of student or immediate family member;
- death of an immediate family member;
- job transfer outside the geographical region;
- the student is the subject of an immigration action;
- an incarcerated student in a California state prison or county jail is released from custody or involuntarily transferred before the end of the term;
- natural disasters directly affecting the student;
- other verifiable circumstances making course completion impracticable.

EW

In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer.

Excused withdrawals shall not be counted in progress probation and dismissal calculations, toward the permitted number of withdrawals or counted as an enrollment attempt for course repetition.

MW “Military withdrawal” occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. A student must submit a petition to the Admissions, Records and Enrollment Development Office, and upon verification of such orders, a withdrawal symbol of “MW” will be recorded on the student’s academic record.

Military withdrawals shall not be counted in progress probation and dismissal calculations, toward the permitted number of withdrawals, or counted as an enrollment attempt for course repetition.

### 3. Degree applicable Grade Point Averages

In calculating students’ degree applicable grade point averages, grades earned in non-degree applicable courses shall not be included.

### 4. Posting Grades

The deadline to submit final grade and positive attendance rosters is the day prior to end-of-semester processing, as determined by the Academic Calendar Committee. The final grade submission deadline is a minimum of seven (7) calendar days from the last day of final exam week. However, for student success, the recommended best practice is to submit grades as soon as possible.

### 5. Changing Grades

A. The instructor of the course shall determine the grade to be awarded to each student.

B. The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. “Mistake” may include, but is not limited to, errors made by an instructor in calculating a student’s grade and clerical errors. “Fraud” may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

C. The instructor must complete and submit an Instructor Change of Grade form to the Admissions, Records and Enrollment Development Office for grade correction on the student’s academic record.

D. Students filing a complaint based on a grade appeal must follow the process as outlined in Student Complaint and Grievance Procedure.

### 6. Security of Grade Records

A. The District shall implement security measures for student records that assure no person may obtain access to student grade records without proper authorization. These measures shall be installed as part of any computerized grade data storage system.

B. The measures implemented by the District shall include, but not necessarily be limited to, password protection for all student grade databases, locking mechanisms for computer stations from which student grade databases can be viewed, and strict limits on the number of persons who are authorized to change student grades.

C. Persons authorized to change grades shall be designated by the Dean of Admissions, Records & Enrollment Development. No more than five District employees may be authorized to change student grades. Only student grades. Only regular full-time employees of the District may be authorized to change grades. Student workers shall not have access to grade records, and student workers may not change grades at any time.

D. Any person who discovers that grades have been changed by someone other than the persons authorized to do so shall notify the Dean of Admissions, Records & Enrollment Development immediately. The Dean shall immediately take steps to lock the grade storage system entirely while an investigation is conducted.

E. If any student's grade record is found to have been changed without proper authorization, the District will notify 1) the student; 2) the instructor who originally awarded the grade; 3) any educational institution to which the student has transferred; 4) the accreditation agency; and 5) appropriate local law enforcement authorities.

F. Whenever a grade is changed for any reason, corrected transcripts will be sent to any educational institution to which a student has transferred.

G. Any student or employee who is found to have gained access to grade recording systems without proper authorization, or who is found to have changed any grade without proper authority to do so, shall be subject to discipline in accordance with District policies and procedures.

H. Any person who is found to have gained access to grade recording systems without proper authorization, or who is found to have changed any grade without proper authority to do so, shall be reported to the appropriate law enforcement agency having jurisdiction over the college where the incident occurred.

*Policy 3.10P, Revised: August 13, 2019*

## **NON-DISCRIMINATION STATEMENT**

The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities--including but not limited to academic admissions, financial aid, educational services and athletics--and application for District employment.

## **POLÍTICA DE NO DISCRIMINACIÓN**

El Distrito del Colegio del Condado de Sonoma no discrimina por motivos de raza, religión, credo, color, origen nacional, ascendencia, grupo étnico, discapacidad física, discapacidad mental, condición médica, condición genética, estado civil, sexo, género, identidad de género, expresión de género, información genética u orientación sexual en ninguna de sus políticas, procedimientos o prácticas; ni discrimina contra cualquier empleado o solicitantes de empleo por motivos de su edad. Esta política de no discriminación cubre la admisión, el acceso y el tratamiento en los programas y actividades del Distrito – que incluyen, pero no se limitan, a las admisiones académicas, la ayuda financiera, los servicios educativos y el atletismo y la solicitud de empleo al Distrito. El Distrito del Colegio del Condado de Sonoma es una institución que ofrece igualdad de oportunidades.

# **PROBATION, DISMISSAL, READMISSION, AND RENEWAL**

## **Standards for Probation 1 and Probation 2**

### **1. Academic Probation**

A student who has attempted at least 12-semester units as shown by the official academic record shall be placed on Academic Probation 1 if the student has earned a cumulative GPA at or below 1.99 in all units which were graded (CR/NC and P/NP grades are not counted).

### **2. Progress Probation**

A student who has enrolled in a total of at least 12-semester units as shown by the official academic record shall be placed on Progress Probation 1 when the percentage of all units in which a student has enrolled and for which entries of "W", "I", "NC" and "NP" are recorded reaches or exceeds fifty percent (50%).

### **3. Students placed on Probation 1 and unable to improve their status after one semester will be moved to Probation 2.**

### **Removal from Probation**

A student on Academic Probation shall be removed from probation when the student's cumulative GPA is 2.00 or higher. A student on Progress Probation shall be removed from probation when the percentage of units for which entries of "W" "I", "NC" and "NP" are recorded drops below fifty percent (50%) of all units in which a student has enrolled.

### **Standards for Dismissal**

1. A student on Academic Probation 2 shall be subject to dismissal if the student earns a cumulative GPA of 1.99 or below in all units attempted.
2. A student placed on Progress Probation 2 shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I", "NP" and "NC" are recorded exceeds fifty percent (50%).

### **Qualification for Readmission following Academic/Progress Dismissal**

A dismissed student may be readmitted and returned to Probation 2 status after fulfilling one of the following conditions:

1. Completion of the following:
  - a. The appropriate workshop identified by the Counseling Department; and
  - b. Meet with a counselor to develop a Student Readmission Education Plan, after completion of workshop by the stated deadline.

OR

2. An absence of one or more semesters

### **Satisfactory Progress after Dismissal**

Following dismissal and readmission, students who maintain satisfactory academic progress by earning a semester GPA of 2.0 or greater each semester shall remain on Academic Probation 2 until achieving a cumulative GPA of 2.0 or better.

Following dismissal and readmission, students who maintain satisfactory progress by completing more than 50% of their units each semester shall remain on Progress Probation 2 until the overall cumulative level of completion reaches 51% or above.

### **Process**

At the end of each semester, the Counseling Department will request from the Information Technology Department a list of students who have automatically qualified for Probation 1, Probation 2, or Dismissal status. The Counseling Department will notify these students, along with outlining the rationale behind their status and advising them on their next steps. The students listed must meet with a counselor if they want to enroll in more than 8.5 units the following semester.

### **Academic Renewal**

Students may file with the Office of Admissions, Records & Enrollment Development an Academic Renewal Form in order to have substandard Santa Rosa Junior College grades of "D" or "F" excluded from grade point average calculations. The maximum amount that may be adjusted is a total of 24 units.

Upon approval, the student's permanent academic record will be adjusted to indicate that the original grades will not be reflected in the grade point average. The courses will remain on the permanent record to provide a true and complete academic history.

Academic Renewal will be determined by one of the following criteria:

1. Completion of 24 units at C (2.0 grade point average) level or above in all course work completed at any accredited institution after the semester(s) of substandard work.
2. The passage of 2 (two) years since the substandard work was recorded.
3. Demonstration that previously recorded work is not reflective of present ability. Such evidence might include, but is not limited to, documented proof of experience, awards, degrees, and honors or extenuating circumstances that contributed to the substandard grades.

### **Progress Renewal**

Students may file with the Office of Admissions, Records & Enrollment Development a Progress Renewal Form in order to have previously recorded "W", "I", "NP" and "NC" marks completed at Santa Rosa Junior College excluded from the calculation of Progress Probation and Dismissal. The maximum amount that may be adjusted is a total of 24 units.

Upon approval, the student's permanent academic record will be adjusted to indicate that the "W", "I", "NP" or "NC" will not be used to calculate progress. The courses will remain on the permanent record to provide a true and complete academic history.

Approval will be granted upon fulfillment of one of the following requirements:

1. The student:
  - a. Receives no "W", "I", "NP" and "NC" in two consecutive semesters following the receipt of "W", "I", "NP" and "NC";
  - b. Completes a minimum of 4 semester units; and
  - c. Earns a cumulative GPA of 2.0 or better.

OR

2. The passage of 2 (two) years since the "No Credits", "No Passes" and/or "Withdrawals" were recorded.

## **REPETITION OF COURSES**

It shall be the policy of the Sonoma County Junior College District to develop and implement regulations and procedures governing the repetition of credit courses.

For purposes of course repetition, the following terms shall have the meanings specified below:

1. "Evaluative symbols" are grades of A, B, C, D, F, CR, NC, P, NP.
2. A "non-evaluative symbol" is a W (withdrawal).
3. "Course enrollment" occurs when a student receives an evaluative or non-evaluative symbol.
4. "Course repetition" occurs when a student who has previously received either an evaluative symbol or a non-evaluative symbol in a particular course re-enrolls in that course and receives another evaluative or non-evaluative symbol.
5. "Substandard academic work" means course work for which the grading symbols of "D," "F," "NP" or "NC" have been recorded.

The procedures for repetition of courses are applicable in any of the following cases:

### **I. REPEATABLE COURSES**

Repeatable courses shall be identified and listed in the catalog with specific repeat codes as approved by the Curriculum Committee.

The following types of courses shall be deemed repeatable:

1. Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The District shall retain supporting documentation that verifies that the repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The supporting documentation must be retained by the District as a Class 3 record;
2. Intercollegiate athletics courses in which a student athlete is enrolled to participate in an organized competitive sport sponsored by the District, or a conditioning course which supports the organized competitive sport; and
3. Intercollegiate academic or vocational competition courses designed specifically for participation in non-athletic competitive events between students from different colleges and sanctioned by a formal collegiate or industry governing body. The participation in the event must be directly related to the course content and objectives. Enrollment in these courses is limited to no more than four times, even if the student receives a substandard grade or "W" during one or more of the enrollments.

When a course is repeated pursuant to these procedures, the grade received each time shall be included in calculating the student's grade point average.

### **II. MULTIPLE AND OVERLAPPING ENROLLMENTS**

1. Students may not enroll in two or more sections of the same credit course during the same term.



2. For short courses, students may enroll in multiple sections of the same credit course in a given term so long as the enrollments do not overlap.

### **III. NON-REPEATABLE COURSES**

Course enrollments in non-repeatable courses shall be limited to three enrollments total in the same course inclusive of all evaluative and non-evaluative symbols received. Students can only repeat courses designated as “non-repeatable” if they meet one of the criteria listed below. However, students may receive a symbol and/or earn a substandard grade of D, F, NP, NC no more than three times in the same course. The three enrollment limitation in non-repeatable courses is inclusive of any combination of W, D, F, NP, or NC.

### **IV. COURSE REPETITION TO ALLEVIATE SUBSTANDARD ACADEMIC WORK**

1. Students may repeat a course designated as a non-repeatable course in an effort to alleviate substandard academic work. All courses taken at Sonoma County Junior College District for which substandard academic performance is recorded (D, F, NC, NP), may be repeated twice (three enrollments total).
2. Students who have received a substandard grade in a repeatable course may not retake the course beyond the maximum repetitions permitted for such course.
3. When a student has repeated courses to alleviate substandard academic work, the first two substandard grades may be excluded in computing the student’s grade point average (GPA). However, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.
4. In determining transfer of a student’s credits, Sonoma County Junior College District shall honor similar, prior course repetition actions by other accredited colleges and universities.

### **V. COURSE REPETITION DUE TO SIGNIFICANT LAPSE OF TIME**

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course one time due to a significant lapse of time (at least three years) since a satisfactory passing grade was received in order to satisfy a District recency requirement or the recency requirement of another institution of higher education to which the student seeks to transfer.

Upon completion of the repeated course, the previous grade and units shall be disregarded in computing the student’s GPA. All coursework on the student’s permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

### **VI. COURSE REPETITION DUE TO EXTENUATING CIRCUMSTANCES**

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course whether the grade was substandard, passing or a withdrawal. ‘Extenuating circumstances’ are defined as verified cases of accidents, illness, or other circumstances beyond the control of the student. Upon completion of the repeated course, the previous grade and units awarded shall be disregarded in computing the student’s GPA. All coursework on the student’s permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

### **VII. STUDENTS WITH DISABILITIES**

The District shall permit a student with a disability to repeat a special class for students with disabilities any number of times based on an individualized determination by the Disability Resources Department that such repetition is required as a disability-related accommodation for that particular student for one of the reasons specified below:

- a. When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a specific special class; or
- b. When additional repetitions of a specific special class are essential to completing a student's preparation for enrollment into other classes; or
- c. When the student has a student educational contract which involves a goal other than completion of the special class in question and repetition of the course will further achievement of the goal.

Students must submit a petition to the Admissions, Records and Enrollment Services Office for approval. All grades and units received shall be counted in calculating the student grade point average.

## **VIII. WORK EXPERIENCE**

Students may earn up to a total of 16-semester units combined in all types of Cooperative Work Experience Education subject to the following limitations:

- a. A maximum of six-semester units may be earned during each semester or summer term in general work experience education.
- b. A maximum of eight-semester units may be earned during each semester or summer term in occupational work experience education.
- c. All grades and units received each time shall be counted in calculating the student grade point average.

For information on Academic Renewal without Course Repetition, see Academic Renewal

## **IX. COURSE REPETITION AS A RESULT OF LEGAL MANDATES**

Students may repeat a course determined to be legally mandated by statute or regulation as a condition of paid or volunteer employment regardless of whether substandard academic work has been recorded. Such courses may be repeated for credit any number of times, provided the student submits documentation of the required legal mandates.

## **X. COURSE REPETITION AS A RESULT OF A SIGNIFICANT CHANGE IN INDUSTRY OR LICENSURE STANDARDS**

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment or licensure. Such courses can be repeated for credit any number of times provided the student submits documentation of the significant change in industry or licensure standards necessitating course repetition.

## **XI. ACTIVE PARTICIPATORY COURSES AND SIMILAR ACTIVITY GROUPS**

Active participatory courses are those courses where individual study or group assignments are the basic means by which learning objectives are obtained. When two or more such courses have similar primary educational activities, they shall be identified and grouped into similar activity groups by the Curriculum Committee. Student enrollment in active participatory courses is limited to four enrollments within each identified similar activity group. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments.

*Policy 8.1.16. and Procedure 8.1.16P, Revised May 2013*

# **STUDENT COMPLAINT/GRIEVANCE**

A student complaint may arise out of a decision or action reached or taken in the course of official duty by a member of the faculty, staff, or administration of the Sonoma County Junior College District (SCJCD). “Student” means a person who has been admitted to enroll at SCJCD (including non-credit courses) or is currently enrolled. The complaint may take one of three forms, described below: direct resolution, informal complaint or formal grievance. These complaint/grievance procedures are not intended to initiate disciplinary action against any member of the faculty, staff, or administration, or to alter college policy. However, documentation collected during the process may be used as evidence in future legal action. Under no circumstances will the filing of an informal complaint or formal grievance result in retaliation by the party being grieved against or his/her department.

A complaint/grievance will only be permitted within thirty (30) instructional days into the semester that immediately follows the semester in which the alleged incident occurred. Summer Session is not included when making this determination, unless all parties agree. However, if the incident occurs during the Summer Session, the student will have thirty (30) instructional days into the semester following the Summer Session to file a complaint/grievance.

For cases involving harassment or discrimination, the complaint must be filed within one (1) year of the date of the alleged unlawful discrimination or within one (1) year of the date on which the complainant knew or should have known of the facts underlying the allegation of unlawful discrimination.

All necessary forms for these procedures can be found on the college website at

<https://rightsresponsibilities.santarosa.edu/rights-responsibilities>

(<https://rightsresponsibilities.santarosa.edu/rights-responsibilities>) and at the office of Student Life, Equity & Engagement on either the Santa Rosa or Petaluma Campus.

## **RESPONSIBILITIES**

### Student/Grievant

- Review the policies and procedures relevant to the subject of the complaint/grievance.
- Understand what types of actions can be grieved.
- Understand the five types of grievances, and follow the correct process for each type of complaint.
- Maintain copies of all relevant materials and dated notes from all discussions.
- Consult with the Ombudsperson in order to receive correct information and support while going through a complaint or grievance process.

### Instructor

- Create syllabi that follow the Course Outline of Record.
- Follow the syllabus, applying its rules to all students in the same manner. Avoid all changes that might be considered capricious.
- Become acquainted with issues of sexual harassment and discrimination in order to avoid any behaviors that might be interpreted as grievable.
- Keep dated records concerning any student complaint, including details of all meetings with the student.

### Department Chair, Program Director, or Supervising Administrator

- Understand the policies and procedures of the College.
- Complete trainings at regular intervals in issues of sexual harassment and discrimination.
- Ensure that the student/grievant completes all forms required of these procedures, as necessary.

- Keep dated notes of all discussions relevant to the informal complaint or grievance.
- If requested, act as or name a facilitator acceptable for both parties.
- Verify/document that the complaint timeline was followed
- Forward information to the Supervising Administrator or Vice President with the proposed resolution.
- Inform the student of the determined resolution.
- Inform students of their right to appeal any prior decision.

## **TYPES OF COMPLAINTS AND GRIEVANCES**

The process for filing and resolving informal complaints and formal grievances may differ depending on the area of concern.

### **Type I: Grade Appeals**

Students may file an informal complaint or grievance to appeal a grade, recognizing that no instructor may be directed to change a grade except in narrow circumstances authorized by Education Code. “When grades are given for any course of instruction taught in a community college, 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.”

### **Type II: Sexual Harassment or Unlawful Discrimination**

Santa Rosa Junior College will not tolerate unlawful discrimination or sexual harassment based on race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices. All complaints involving unlawful discrimination or sexual harassment should be directed to the Vice President of Human Resources (or designee), (707) 527-4860.

### **Type III: Financial Aid**

Decisions regarding rules and regulations associated with Financial Aid and Scholarships are directed to the Financial Aid Office in order to initiate the Financial Aid Appeal Process.

### **Type IV: Complaints Against Another Student**

These complaints must go directly to the Vice President, Student Services.

### **Type V: Other Complaints**

This category includes any informal complaint or formal grievance against a faculty, staff or administrator that does not fall within the descriptions of other types of complaints, including a complaint against a college policy or procedure, or against any action violating applicable local, state or federal laws.

## **DIRECT RESOLUTION, INFORMAL COMPLAINT & FORMAL GRIEVANCE PROCEDURES**

### **Direct Resolution**

- Any student who believes he/she has grounds for a complaint should make an attempt in good faith to resolve the problem with the faculty, staff or administrator who is the source of the complaint.
- Students in online classes may proceed through these procedures by email or teleconference.
- If the student is uncomfortable addressing the source of the complaint, he/she may consult with the Ombudsperson for advice. The Ombudsperson is a college employee who offers confidential, informal, independent, and neutral dispute

resolution services to all Santa Rosa Junior College students by providing information, advice, intervention and referrals in an effort to resolve issues informally before they escalate to a Formal Grievance. On the Santa Rosa campus, the Manager, Student Life, serves as Ombudsperson. On the Petaluma Campus, the Dean, Student Services, serves as Ombudsperson. On the Petaluma Campus, the Manager, Student Support Services serves as Ombudsperson.

- If both parties agree, the Ombudsperson may be asked to mediate the discussion.
- If the student is not comfortable addressing the source of the complaint because of harassment or discrimination concerns (Type II), he/she should take the complaint to the Vice President, Human Resources.
- The faculty member, staff person, or administrator who is the source of the complaint has ten (10) instructional days from first contact to suggest a resolution.
- In cases where the complaint cannot be resolved through open and honest dialogue between the persons involved, students can proceed to the informal complaint process.

### Informal Complaint

- If a Direct Resolution cannot be agreed upon, the student may make contact with the immediate supervisor of the person toward whom the complaint is being brought. In the case of a faculty member, the immediate supervisor is the Department Chair, Program Director or Supervising Administrator. In the case of a staff person or administrator, the Ombudsperson may be consulted if help is needed in identifying the immediate supervisor to be contacted.
- To initiate an Informal Complaint, the student must fill out the Student Complaint form found at [https://cm.maxient.com/reportingform.php?SantaRosaJC&layout\\_id=30](https://cm.maxient.com/reportingform.php?SantaRosaJC&layout_id=30) ([https://cm.maxient.com/reportingform.php?SantaRosaJC&layout\\_id=30](https://cm.maxient.com/reportingform.php?SantaRosaJC&layout_id=30)) and at the office of Student Life, Equity & Engagement on either the Santa Rosa or Petaluma Campus.
- The supervisor must provide the student with a proposed resolution and/or decision regarding the complaint within ten (10) instructional days of student contact with the supervisor. This initial contact may happen via email, telephone, or face-to-face. The faculty/staff decision must be included on the complaint form with signatures; additional pages may be attached if necessary.
- By mutual agreement, the student and the supervisor may extend the timeline in order to resolve the issue. To verify/document that the complaint timeline was followed, the supervisor will send information to the supervising administrator with the proposed resolution, send a copy to the student, and also print and keep a confidential copy.
- If the Informal Complaint cannot be resolved, the student can file a Formal Grievance. This must be filed within ten (10) instructional days after receiving the proposed resolution of the Informal Complaint.

### Formal Grievance

If the student is not willing to accept the decision or proposed resolution from the informal complaint process, and the student wishes to appeal, the complaint becomes a formal grievance and the student becomes a grievant.

- The purpose of the Formal Grievance process is to provide for an impartial review and to ensure that the rights of students are properly recognized and protected. A grievable action is defined as any action:
- Violating written campus policies,
- Constituting arbitrary, capricious, or unequal application of written campus policies or procedures, or
- Violating applicable local, state or federal laws.
- The grievant must put his/her grievance in writing using the Student Grievance Form found at [https://cm.maxient.com/reportingform.php?SantaRosaJC&layout\\_id=30](https://cm.maxient.com/reportingform.php?SantaRosaJC&layout_id=30) ([https://cm.maxient.com/reportingform.php?SantaRosaJC&layout\\_id=30](https://cm.maxient.com/reportingform.php?SantaRosaJC&layout_id=30)) and at the office of Student Life, Equity &

Engagement on either the Santa Rosa or Petaluma Campus. The student must bring the filled-out form with him/her to the Supervising Administrator.

- Throughout the Formal Grievance process, all new evidence or allegations must be germane to the original grievance as filed and stated in the grievance form. The grievant may enlist the support of the Ombudsperson in filling out the form. During each step of the Formal Process, every attempt should be made to meet with the grievant in person.

#### Step A – Contact Supervising Administrator

- Students should make contact with the Supervising Administrator appropriate to the individual against whom the grievance is being brought. If both parties are located on the Petaluma Campus, the Supervising Administrator will be one of the Deans on the Petaluma Campus. The Supervising Administrator must respond to the grievant with a written decision within ten (10) instructional days of the first date of filing of the grievance form.
- By mutual agreement, the grievant and the Supervising Administrator may extend the timeline in order to resolve the issue.
- If necessary, the student may appeal the decision to the appropriate Vice President (Step B) within ten (10) instructional days of receiving the decision in writing.

#### Step B – Contact Vice President

- If the grievant wishes to appeal the decision of the Supervising Administrator, the grievant must make contact with the appropriate Vice President. In the case of a faculty member, this will be the Senior Vice President, Academic Affairs. In cases involving a classified employee, faculty who work outside the classroom (e.g. counselors), an administrator, or a Type V (non-grade) grievance, the student grievant should consult the Ombudsperson to determine the appropriate Vice President to contact.
- The Vice President (or designee) must address the grievance within ten (10) instructional days of filing the Grievance Form with the Vice President. By mutual agreement, the student and the Vice President may extend the timeline in order to resolve the issue.
- Within ten (10) instructional days of receiving the decision in writing, the grievant may appeal the Vice President's decision to the College Grievance Board of Review.

#### Step C – Board of Review

- To initiate an appeal to the College Grievance Board of Review, the student must contact the Vice President, Student Services and request a review of prior decisions by a Board of Review.
- The Vice President, Student Services will determine the appropriate Vice President to convene the Board of Review.
- The grievant must bring the completed, signed Grievance Form and all documentation from each prior step of the process (Grievance Packet).
- Within ten (10) instructional days after receiving this Grievance Packet, the Vice President, Student Services (or designee) will deliver a copy of the Grievance Packet to the person whom the grievance is against and call for formation of a Board of Review. A hearing must be scheduled within fifteen (15) instructional days of filing of the student grievance form with the Vice President, Student Services. The Board of Review will convene and recommend action.

## **COLLEGE GRIEVANCE BOARD OF REVIEW**

### Composition

- A Board of Review shall be convened upon the written request of the Vice President, Student Services.

- A Board of Review is composed of two faculty members appointed by the Academic Senate, one administrator chosen by the Vice President Student Services, and two students appointed by the Student Senate. Alternates will be chosen for each position to serve in cases of conflict of interest. If the formal grievance is against a classified staff member, the committee would be augmented by two members of the classified staff selected by their bargaining unit.
- One of the members of the Board of Review will be appointed as chairperson by the Vice President, Student Services.
- All members of the Board of Review must be present for it to take any action. Those members voting will have been present during all testimony and deliberation.
- If the Board of Review is unable to arrive at a recommendation within ten (10) instructional days of the opening of the hearing, then the Board will be dissolved and a new Board of Review appointed.

## College Grievance Board of Review

### Process

- The information in the possession of the Vice President, Student Services, shall be provided to the Board of Review by the Vice President.
- The Board of Review may postpone the hearing if they feel one or both parties need more time to prepare their cases. The Board of Review shall discuss issues, hear testimony, examine witnesses and consider all available evidence pertaining to the charge.
- Arguments about legal validity or constitutionality of College policies or procedures will not be entertained by the Board of Review and the hearing will not be interrupted for their presentation.
- Attendance at the hearing shall be limited to Board of Review Members and the active parties of the grievance. Both parties have the right to representation and to question witnesses present to testify. Witnesses will be present only while testifying.
- The hearing need not be conducted according to technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to relying on in the conduct of serious affairs.
- The Board of Review shall judge the relevance and weight of testimony and evidence and make its findings of facts, limiting its investigation to the formal charge. A vote of the Board of Review will be taken by open written ballot and the votes recorded by name. A majority vote is required for a decision. The decision of the Board of Review must be presented within five (5) instructional days of the close of the testimony.
- The Board of Review may make recommendations as appropriate with the individual's standing in the College community and the severity of the offense.
- A recording made of the proceedings shall be submitted by the Board of Review and kept in a confidential file by the Vice President, Student Services and shall be available at all times to both parties of the grievance. A written transcript will also be filed at the request of either party at that person's expense.

### Final Action

- The Board of Review shall submit its findings of facts and recommendations to the Vice President, Student Services, with copies to each party to the grievance and to the Superintendent/President. This shall serve as a final decision unless changed through the appeal process listed below.

### Appeals

- Either party may write an appeal to the Superintendent/President within two (2) instructional days of receipt of certified mail notification. The Superintendent/President, (or designee) upon receiving an appeal and the findings of facts and recommendations of the Board of Review, shall review the proceedings of the Board and conduct such investigation as seems appropriate. The Superintendent/President (or designee) will render a decision and transmit it in writing to both concerned parties and the Board of Review.

## ISSUES NOT RESOLVED AT THE CAMPUS LEVEL

### U.S. Department of Education State Authorization Regulations

In order for institutions of higher education to participate in the Federal student aid programs authorized by Title IV of the Higher Education Act of 1965, an institution must be legally authorized to provide post-secondary educational programs within the state in which it is located. By rule promulgated by the U.S. Department of Education, part of this “state authorization” requirement is that the state must have “a process to review and appropriately act on complaints concerning the institution including enforcing applicable State laws. For its part, the institution must “provide students or prospective students with contact information for filing complaints with its accreditor and with its State approval or licensing entity and any other relevant State official or agency that would appropriately handle the student’s complaint.”

### Options Beyond the Campus Level

Most complaints, grievances or disciplinary matters should be resolved at the campus level. This is the quickest and most successful way to resolving issues involving a California Community College (CCC). You are obligated to work through the college complaint process first before escalating issues to any of the following resources. Issues that are not resolved at the campus level may be presented:

- To the Accrediting Commission for Community and Junior Colleges (ACCJC) at <http://www.accjc.org/complaint-process> (<http://www.accjc.org/complaint-process>) if your complaint is associated with the institution’s compliance with academic programs quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- To the CCC Chancellor’s Office by completing the Web form at <https://www.cccco.edu/Complaint-Process-Notice> (<https://www.cccco.edu/Complaint-Process-Notice>) your complaint does not concern CCC’s compliance with academic program quality and accrediting standards.
- To the CCC Chancellor’s Office Web site at <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/General-Counsel/Programs/College-District-Discrimination-Appeals> (<https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/General-Counsel/Programs/College-District-Discrimination-Appeals>) if your complaint involves unlawful discrimination.
- The student also has the right to file a complaint with the Office of Civil Rights of the U.S. Department of Education at the following link <https://ocrcas.ed.gov/welcome-to-the-ocr-complaint-assessment-system> (<https://ocrcas.ed.gov/welcome-to-the-ocr-complaint-assessment-system>).
- Nothing in this disclosure should be construed to limit any right that you may have to take civil or criminal legal action to resolve your complaints.

Procedure 8.2.2P, Revised October 2014



# **STUDENT CONDUCT AND DISCIPLINE DUE PROCESS**

The Sonoma County Junior College District supports a safe, productive learning environment to foster intellectual curiosity, integrity and accomplishment as defined in the District Mission and Goals.

The District holds that students shall conduct themselves in a manner which reflects their awareness of common standards of decency and the rights of others. Interference with the District's mission, objectives, or community life shall be cause for disciplinary action.

A student is defined as a person who is currently enrolled as a student in a credit or noncredit class or in community service offerings of the District; engaged in District activities in preparation for enrollment; or enrolled as a student or preparing for enrollment at the time of an alleged violation of the Standards of Conduct.

In some circumstances, these standards of conduct may apply to conduct that occurs off-campus when the Conduct Dean determines there is reasonable association with the District. In cases involving sexual misconduct, the jurisdiction will be determined by the Vice President of Human Resources or the Title IX Coordinator.

Students shall be subject to District discipline only for good cause which shall include, but not be limited to, the following categories of misconduct that occurs at any time, in any format with a member of the District community, or at a District-approved activity or sponsored event.

## **ACTS OF MISCONDUCT**

- A. Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the District.
- B. Forgery, alterations, or misuse of District documents, records, or identification.
- C. Use of any electronic listening or recording device in any classroom without the prior consent of the instructor, except as necessary to provide reasonable auxiliary aids and academic accommodations to a student with a disability.
- D. Making a video recording, audio recording, taking photographs, or streaming audio/video of any person in a location where the person has a reasonable expectation of privacy, without that person's knowledge and express consent.
- E. Sale, preparation, or distribution for any commercial purpose course lecture notes or video or audio recordings of any course, unless authorized by the authoring faculty or District representative in advance. The unauthorized sale or commercial distribution of course notes or recordings by a student is a violation of this policy whether or not it was the student or someone else who prepared the notes or recordings.
- F. Obstruction or disruption of teaching, research, administration, disciplinary procedures, District activities, or other activities authorized by the District including its public service functions, or of other authorized activities.
- G. Solicitation or acceptance of money or other item of value as an inducement, encouragement, or reward for intercollegiate participation or false declarations regarding eligibility for participation in intercollegiate athletics.
- H. Sexual misconduct including but not limited to lewd or indecent behavior, sexual assault, sexual battery, sexual harassment, or threat of sexual misconduct as defined by law or policy of the District.

I. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace resulting in psychological harm to any student or other person.

J. Harassment, bullying, or discriminatory behavior defined as conduct that is objectively severe, pervasive, and offensive, and that so substantially impairs a person's access to District programs or activities that the person is effectively denied equal access to the District's resources and opportunities.

Harassment includes, but is not limited to, conduct that is motivated on the basis of a person's race, color, national or ethnic origin, citizenship, sex, religion, age, sexual orientation, gender identity, pregnancy, marital status, ancestry, service in the uniformed services, physical or mental disability, medical condition, or perceived membership in any of the classifications.

K. Stalking behavior in which a student repeatedly engages in a course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family; where the threat is reasonably determined by the District to seriously alarm, torment, or terrorize the person; and where the threat is additionally determined by the District to serve no legitimate purpose.

L. Physical, verbal, written, or image based abuse of any person, or conduct which threatens or endangers the health or safety of any such person.

M. Assault, battery, or any threat of force or violence upon a person.

N. Possession or use of any deadly weapon, replica weapon, explosive, or other destructive device on District Property including, but not limited to firearm, dirk, dagger, ice pick, knife, or any other object used as a weapon.

O. Willful misconduct resulting in injury or death to a person or which results in cutting, defacing, or other damage to any District or personal property.

P. Committing, attempting, or being an accomplice to robbery or extortion on District property or at a District activity.

Q. Theft of or damage to property of the District or of a member of the District community or campus visitor. This includes abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include, but are not limited to, unauthorized entry, use, transfer, or tampering with the communications of others; interference with the work of others and with the operation of computer and electronic communications facilities, systems, and services.

R. Willful or persistent smoking or use of electronic or vapor smoking device in any area on District property where smoking has been prohibited by law or by regulation of the Board of Trustees of Sonoma County Junior College District.

S. Unauthorized entry to, possession of, receipt of, or use of any District services, equipment, resources, or properties, including the District or College name or logo. Unauthorized possession, duplication, or use of keys or entry devices to any District facilities.

T. Violation of District regulations maintained by the Office of Student Affairs concerning student organizations, or the time, place and manner of public expression, including participation in a disturbance of the peace or unlawful assembly.

U. Engaging in expression which is libelous or slanderous or which so incites others as to create a clear and present danger of the commission of unlawful acts on District premises or at District-sponsored or supervised functions, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

V. Unlawful possession, use, sale, offering to sell, or furnishing, or being under the influence of, any controlled substance, alcoholic beverage, or intoxicant or poison or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia.

W. Continued disruptive behavior, failure to comply with directions of District officials acting in the performance of their duties, continued willful disobedience, habitual profanity or vulgarity, open and persistent defiance of authority or persistent abuse of District personnel requiring inordinate drains on staff time, resources and supervision.

X. Failure to identify oneself to, or comply with the directions of a District official acting in the performance of their duties or resisting or obstructing such District official in the performance of or the attempt to perform their duties.

Y. Failure to observe precautions the District deems necessary to ensure the safety of the student or others.

## **WRITTEN NOTICE**

For the purpose of this policy and procedures, and unless otherwise specified, "written notice" means notice that is served by U. S. mail and email at the student's most recent addresses on file in the District's Admissions and Records Office and shall be deemed received by the student two (2) working days after deposit in the mail or received immediately by the student upon email delivery.

## **Discipline Due Process**

The intention of the Student Discipline and Due Process Procedure is to resolve alleged violations of the standards of conduct in a fair, honest manner that honors the needs and protects the safety of the District community.

These procedures provide a prompt and equitable means to address violations of the Santa Rosa Junior College Student Standards of Conduct in accordance with the due process rights guaranteed to students. These procedures do not substitute for criminal or civil proceedings that may be separately initiated.

These procedures are not intended to infringe in any way on the rights of students to engage in protected free expression. The Superintendent/President delegates general authority for the implementation of this Administrative Procedure to the Dean, Student Conduct or designee. The Director of Student Engagement & Support Services, Petaluma Campus shall be the Conduct Dean for student conduct matters at the Petaluma Campus.

## **I. REPORTING MISCONDUCT**

A. Any member of the college community may make a complaint against a student with allegations of misconduct. Acts of academic dishonesty such as cheating or plagiarism shall be reported to the Director of Student Engagement & Support Services, for incidents at the Petaluma campus, and the Dean, Student Affairs and Engagement Programs for all other locations.

Acts of sexual harassment shall be reported to the District Vice President of Human Resources & Title IX Coordinator. All other misconduct shall be reported to the Conduct Dean.

B. Misconduct in the instructional setting may be addressed and resolved by the instructor. The instructor shall privately inform the student of the misconduct, either face to face or by email, with a warning and statement of expected behavior in an effort to redirect the student. The student, at this point, has the right to respond to the instructor's allegations. If the misconduct is severe, or continues after warning, a report shall be sent to the Department Chair and the Conduct Dean.

C. Any member of the college community including District Police officers, administrators, students, faculty and staff may report misconduct in a non-instructional setting to the Conduct Dean.

D. Any misconduct that is deemed dangerous or criminal shall be reported to District Police immediately and then the Conduct Dean.

## **II. INVESTIGATION AND ADMINISTRATIVE HEARING PROCESS**

A. Upon receiving the conduct referral, the Conduct Dean will investigate the allegations. If the Dean finds there are grounds for charges, a written Statement of Charges shall be provided to the student that will include a statement of the misconduct, the identified conduct violation charges, and the time, date, and place of the Administrative Hearing. The student shall be asked to provide a written response to the Statement of Charges to the Conduct Dean no later than two (2) working days after the student's receipt of the Statement of Charges. The Statement of Charges may be amended at any time upon providing notice to the student of such amendment.

### **B. Representation and Advisors**

1. The student shall represent him or herself at the hearing, and may, but need not, bring a non-attorney advisor he or she chooses. The non-attorney advisor may advise the student, but may not participate. Failure by the non-attorney to comply with this requirement will result in removal from the hearing.

2. The Conduct Dean may request that the District provide an attorney at the hearing to sit in an advisory capacity and to provide legal counsel. If the District intends to have an attorney assist the Conduct Dean during the hearing, it will notify the student not less than five (5) working days prior to the date of the hearing so that the student may decide whether to obtain his or her own attorney.

3. A student may have an attorney advisor only if (1) the District will have an attorney to assist the Conduct Dean during the hearing, or (2) if criminal charges related to the alleged student misconduct are pending against the student at the time of the hearing. The student is solely responsible for securing and compensating an attorney. The student must notify the District not less than five (5) working days prior to the date of the hearing that they will be accompanied by an attorney under this paragraph.

4. Attorneys who assist the Conduct Dean or a student may be present and provide advice to their client, but beyond stating their names for identification purposes, may not participate by examining witnesses, submitting or objecting to documents, making statements, or asking questions.

5. Any person licensed to practice law is considered an attorney for purposes of the hearing.

C. The hearing shall be closed and confidential.

D. At the Administrative Hearing, the Conduct Dean shall give the student the opportunity to respond to the Statement of Charges.

E. The Dean may conduct further investigation of the allegations and may require additional meetings with the student as part of the Administrative Hearing.

F. The Dean and the student may discuss voluntary resolution/consent to discipline as part of the Administrative Hearing if deemed appropriate by the Dean.

#### G. Waiver of Administrative Hearing

1. A student who fails to attend an Administrative Hearing without excusable reason shall be deemed to have waived his or her right to an Administrative Hearing. Excusable reason means inability to meet due to student's hospitalization, incarceration, or other reason beyond the student's control as determined by the Conduct Dean.

2. Following the Waiver of Administrative Hearing, the Conduct Dean will proceed to determine and provide notice to the student of the Administrative Decision.

### **III. DETERMINATION AND NOTICE OF ADMINISTRATIVE DECISION/RECOMMENDATION**

The Conduct Dean shall issue a written notice of his or her Administrative Decision to the student including recommended sanction, within ten (10) working days of completion of the Administrative Hearing process or within ten (10) working days of the student's waiver of hearing rights. The Conduct Dean may extend the time for issuing written notice if he or she determines an extension is appropriate to support a meaningful disciplinary process. The Administrative Decision shall be based on reasonable and relevant evidence. The Conduct Dean may consider the student's disciplinary history at the District in reaching a decision or recommendation. The Administrative Decision shall include the Statement of Charges, indication of timely written response from the student, factual findings and conclusions as to which Standards of Student Conduct were violated and any discipline sanctions to be imposed.

### **IV. SANCTIONS**

#### A. Withdrawal of Consent to Remain on District Property

1. The Superintendent/President, College Chief of Police/designee, Vice President of Student Services/Assistant Superintendent, and Conduct Dean are authorized to notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the District that consent to remain on District property has been withdrawn. If the person is on District property at the time, they must promptly leave or be escorted off-site.

2. Withdrawal of consent to remain on District property issued to a student shall not exceed fourteen (14) calendar days from the date upon which consent was initially withdrawn.

3. Any student whose consent to remain on District property has been withdrawn who knowingly re-enters the campus during the period in which consent has been withdrawn, except to attend a hearing with the Conduct Dean, is subject to arrest.

4. Withdrawal of consent does not preclude any other disciplinary actions under these procedures for student violation of the District's Student Conduct Standards.

#### B. Exclusion from Class or Activity

1. An instructor may decide to exclude a student from up to two class meetings and shall notify the Conduct Dean and Department Chair. Classwork missed during an instructor removal may not be made up, and the days of removal are considered unexcused absences.

2. Any faculty or administrative staff who are assigned to supervise a library, tutorial center, instructional laboratory, study facility, or other site of extra-curricular activities such as clubs and athletics may exclude a student for no more than two (2) days of required attendance, or if attendance is not required, for two (2) consecutive days and shall notify the Conduct Dean and supervising administrator.

#### C. Immediate Interim Suspension

If the Conduct Dean determines it is necessary to protect lives or property and to ensure the maintenance of order, a student may be immediately suspended from some or all classes and class-related activities, pending an opportunity for a hearing within ten (10) calendar days.

#### D. Probation or Short-term Suspension

If the Conduct Dean determines that good cause exists to impose a period of probation or short-term suspension, the Administrative Decision shall specify the length of time of the probation or suspension and the parameters of activities covered by the sanction. Probation allows for conditional continued enrollment under stated restrictions. Short-term suspension excludes a student from one or more classes and/or extra-curricular activities for a specified period of less than ten (10) days of instruction. The Conduct Dean's determination of probation or short-term suspension or lesser disciplinary action shall be final and cannot be appealed. Violations of either probation or short-term suspension may be cause for more serious disciplinary action.

#### E. Long-term Suspension

If the Conduct Dean determines that good cause exists to suspend the student from the District on a long-term basis, the Administrative Decision shall specify the length of the long-term suspension, which may range from exclusion from one or more classes for more than ten (10) days of instruction up to one or more terms. A long-term suspension includes exclusion from class-related activities and extra-curricular activities for a concurrent period unless otherwise indicated.

#### F. Restitution and/or Restorative Remedies

If the Conduct Dean determines that good causes exists to impose restitution for damages caused to District or personal property, the Conduct Dean shall determine monetary penalty as compensation for damage resulting from student misconduct.

Restitution may take the form of appropriate services identified by the District. If the Conduct Dean determines that participation in restorative remedies is appropriate a restorative plan will be written in the Notice of Administrative Decision.

#### G. Expulsion

If the Conduct Dean recommends expulsion, he or she shall forward the matter to the Vice President of Student Services. Expulsion means permanent exclusion of the student by the Board of Trustees from all District courses, activities, and presence on District property. The Vice President of Student Services shall determine whether to accept, modify, or reject the Conduct Dean's Administrative Decision. If the Conduct Dean's expulsion recommendation is accepted, the Vice President shall forward the recommendation to the Superintendent/President. If the Conduct Dean's Administrative Decision is rejected or modified, the student shall receive written notice of the new Administrative Decision.

## V. APPEAL PROCEDURES

#### A. Right to Appeal

If either long-term suspension or expulsion is recommended, the student may submit a timely request for an appeal hearing unless the student waived the right to appeal by failing to participate in the Administrative Hearing process.

## B. Request for Appeal Hearing

If a student who participated in the Administrative Hearing wishes to appeal an Administrative Decision imposing a long-term suspension or recommendation for expulsion, the student shall serve a written Request for Appeal Hearing with the Conduct Dean no later than 5:00 p.m. on or before the fifth working day after the student's receipt of the written Administrative Decision.

If no timely Request for an Appeal Hearing is received by the Conduct Dean, the right to an Appeal Hearing is waived by the student. If the Administrative Decision imposes a long-term suspension, the long-term suspension shall commence immediately upon the expiration of the time to request an Appeal Hearing. If the Administrative Decision recommends expulsion, the matter shall be sent to the Superintendent/President.

## C. Schedule and Notice of Appeal Hearing

1. Upon receipt of a student's timely request for an Appeal Hearing, the Conduct Dean will schedule an Appeal Hearing and send written notice to the student of a Notice of Appeal Hearing and Statement of Charges.

2. The Appeal Hearing shall be held within twenty (20) working days after a written request for Appeal Hearing is received from the student. The Conduct Dean or Hearing Officer may determine an extension of the Appeal Hearing date is appropriate to support a meaningful disciplinary process. The Notice of Appeal Hearing and Statement of Charges shall advise the student of the date, time, and place of the Appeal Hearing. The written Notice of Appeal Hearing and Statement of Charges shall be sent to the student at least five (5) working days prior to the Appeal Hearing date.

3. The Statement of Charges shall include the following:

a. The alleged misconduct.

b. The specific section (s) of the Standards of conduct that the student is accused of violating.

c. A brief statement of the facts supporting the Charges.

d. The discipline sanction(s) being considered.

4. The Administrative Decision may serve as the Statement of Charges.

5. The student may submit a written response to the Statement of Charges to the Hearing Officer by no later than 5:00 p.m. three (3) working days in advance of the date of the Appeal Hearing.

## D. Impartial Appeal Hearing

1. The President/Superintendent shall assign the Appeal Hearing to an impartial District administrative Hearing Officer, such as another dean or vice president. Prior to assigning the matter, the Superintendent/President shall determine to his/her satisfaction that the assigned Hearing Officer does not have personal knowledge of or involvement in the matter and that the Hearing Officer is able to provide a timely and unbiased review and determination of the matter.

2. Prior to the commencement of the Appeal Hearing, the Hearing Officer shall be provided with a copy of the Statement of Charges and any timely written response provided by the student.

3. Formal rules of evidence shall not apply, but relevant evidence may be admitted and considered if it is the kind of evidence upon which reasonable persons are accustomed to rely in the conduct of serious affairs.

4. Unless the Hearing Officer determines to proceed otherwise, the Conduct Dean and the student may make opening statements. The facts supporting the accusation shall be presented by the Conduct Dean. The student may then present his or her evidence. The Conduct Dean may present rebuttal evidence after the student completes his or her defense. If the student's disciplinary history is introduced, the student may address his or her discipline history, but shall not be permitted to call witnesses or introduce documents to refute the conduct upon which the previous disciplinary action(s) were based or the appropriateness of the previous disciplinary action(s). The Conduct Dean and the student may call and question their own witnesses and introduce oral and written testimony relevant to the matter. Written testimony must be signed and dated, and the accuracy of the contents must be verified by the author under penalty of perjury. Notification of names of witnesses and relevance to the case shall be submitted in writing to the Conduct Dean by no later than 5:00 p.m. three (3) working days in advance of the date of the Appeal Hearing. All witnesses shall be excluded from the Appeal Hearing when not testifying. The Hearing Officer does not have the power to subpoena witnesses. The Conduct Dean and the student may make closing statements.

5. A student who fails to appear for the Appeal Hearing at the designated time and place shall be deemed to have waived his or her right to an Appeal Hearing and the discipline sanctions included in the Statement of Charges shall be imposed.

6. The student shall represent him or herself at the Appeal Hearing with the same stipulations regarding attorney and non-attorney advisors as outlined under the Administrative Hearing Process.

7. The Appeal Hearing shall be closed and confidential.

8. The Appeal Hearing shall be audio or stenography recorded by the District and shall be the only recording made unless the Hearing Officer authorizes additional recordings. No witness who refuses to be recorded shall be permitted to give testimony. Recordings shall remain in the custody of the District at all times, unless released to a professional transcribing service. The student may request a copy of the recording at his or her own cost.

#### E. Preparation of Decision

1. Within thirty (30) working days following the conclusion of the Appeal Hearing, the Hearing Officer shall prepare and send to the Superintendent/President a written Advisory Decision and a complete copy of the record of the Hearing. In matters under the jurisdiction of Title IX, the timeline shall be adjusted to meet the 60 working days guideline for completion of the appeal. The Advisory Decision shall be based upon the preponderance of evidence relevant to the charges adduced at the Hearing. The Advisory Decision shall include factual findings, conclusions as to whether any sections(s) of the standards of Student Conduct were violated, and a recommendation of the disciplinary action to be imposed, if any. The Advisory Decision shall be based only on the record of the hearing.

2. The "record of the hearing" shall include the Statement of Charges (as amended, if applicable), the student's written response, if any, the oral and documentary evidence adduced at the Hearing, the recording made during the Hearing, and the District's record of previous disciplinary issues related to the student, if any.

## VI. SUPERINTENDENT/PRESIDENT'S REVIEW



## A. President's Review When Student Waived Procedures

If the Conduct Dean recommends expulsion and the student waives his or her right to proceed by failing to attend the Administrative Hearing or by failing to make a timely request for an appeal hearing, the Superintendent/President shall determine whether to accept, modify, or reject the Dean's Administrative Decision.

## B. President's Review of Appeal Hearing

1. Within thirty (30) working days of receipt of the Hearing Officer's Advisory Decision and record of the Appeal Hearing, or sooner if required to meet Title IX guidelines, the Superintendent/President shall review the Advisory Decision and the record of the Appeal Hearing and shall determine whether to accept, modify or reject the Advisory Decision. If the Superintendent/President determines to modify or reject the Hearing Officer's Advisory Decision, he or she shall prepare a new written decision which contains specific factual findings and conclusions based on the record of the Appeal Hearing.

2. A decision of the Superintendent/President to uphold the Conduct Dean's suspension of a student shall be final and written notice of the final Administrative Decision shall be sent to the student.

3. If the Superintendent/President determines that expulsion is appropriate, the recommendation for expulsion shall be made in writing to the Board of Trustees and written notice sent to the student.

## VII. BOARD OF TRUSTEES REVIEW

### EXPULSION

#### A. Consideration of Expulsion Recommendation

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion at the next regularly scheduled meeting of the Board occurring at least 10 working days after receipt of the recommendation or at a special meeting held within 20 working days after receipt of the recommendation. The Board's review may be extended beyond these periods if the Superintendent/President determines that an extension is appropriate to support a meaningful disciplinary process. The Board's consideration consists of a review of the record of Appeal Hearing and the Advisory Decision from the Appeal Hearing (if applicable), or the President's written decision and/or recommendation. The Board review does not provide another evidentiary hearing for the student on the matter.

#### B. Board of Trustees Review

The student shall be given written notice of the date, time, and place of the Board's meeting at least five (5) working days in advance of the meeting.

The Board shall consider an expulsion recommendation in closed session unless the student or his or her parent, guardian, or conservator, if the student is a minor or conserved, requests an open session.

#### C. Board Decision

The Board may accept or reject the expulsion recommendation of the Superintendent/President after a review of the Appeal Hearing record or after reviewing the Conduct Dean's Administrative Decision when the student waived his or her

right to an Appeal Hearing. If the Board rejects the expulsion recommendation, the Board shall prepare a new written decision which includes factual findings, Standards of Conduct that were violated, and disciplinary action, if any. The decision of the Board shall be based only on the record of the Appeal Hearing or the Dean's Administrative Decision, and the District's record of previous disciplinary issues related to the student, if any.

The Board's decision regarding expulsion is final. The Board's action shall be a public record of the District in accordance with laws related to student records.

Written notice of the Board's final decision shall be sent to the student as soon as practicable after the Board meeting.

## **VIII. SPECIAL CIRCUMSTANCES**

The District may notify the parent(s)/guardian(s) of minor students, or conservators of students known to be under conservatorship for educational decisions of proposed disciplinary action against the minor or conserved student when the disclosure to the parent/guardian/conservator is permitted under the Family Educational Rights and Privacy Act.

Policy 8.2.8/Procedure 8.2.8P, Revised March, 2015

## **STUDENT EQUITY**

It shall be the policy of the Sonoma County Junior College District to strive to achieve Student Equity throughout the District. It shall be the commitment of the District to promote the full participation and academic success of all individuals including those from all historically underrepresented groups as defined by the Board of Governors in all aspects of the college.

The District shall maintain plans and procedures to support this policy including required Chancellor's Office reporting.

Student Equity will be determined to have been achieved when the composition of students who enroll, are retained, transfer, or achieve their educational goals, mirror the diversity in the District's adult population.

*Policy 8.1.17, Reviewed January 2012*

## **STUDENT OBLIGATIONS AND RESPONSIBILITIES**

### **CHANGE OF ADDRESS**

A change of address should be reported promptly to the Admissions, Records, and Enrollment Development Office. Students can also update their address online in their student portal.

### **ATTENDANCE**

Since regular attendance promotes success in classwork, a student is expected to attend all sessions of each class in which he/she is enrolled. Attendance is the student's responsibility. Any student who ceases to attend a class and fails to drop it officially in the Admissions and Records Office may receive a grade of "F."

Any student enrolled in a course who is not present or who has not made prior arrangements with the instructor by the first day of class may be dropped from the course by the instructor.

All people attending a class at Santa Rosa Junior College must be enrolled in that class. Please refer to Attendance Requirements Policy 8.1.5, for further information.

## **EXCEPTIONS ARE:**

1. A person seeking to add a class within the prescribed period of time.
2. An occasional visitor with the instructor's permission.
3. A person who has been granted auditing status.

## **ABSENCES DUE TO ILLNESS**

Students who will be absent for more than one week should notify their instructors in advance if possible. Students should determine, by consulting with the instructor, the status of any missed work.

## **STUDENT RIGHT TO KNOW**

### **Student Right-to-Know Rates for Fall 2018 Cohort**

**Completion Rate: 36.5 %**

**Transfer Rate: 7.4 %**

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students.

Beginning in Fall 2018, a cohort of all first-time, full-time certificate, degree, or transfer-seeking 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 2018 to Spring 2021. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five-semester period, from Spring 2018 to Spring 2021, are transfer students.

These statistics are reported per SRTK (Jeanne Clery) regulations. For more information on SRTK, go to the Web site: <http://sr tk.cccco.edu/index.asp> (<http://sr tk.cccco.edu/index.asp>) or contact the Office of Institutional Effectiveness, Research and Planning at (707) 778-3922.

## **STUDENT SUCCESS AND SUPPORT**

Pursuant to the requirements of the Student Success Act of 2012 (SB 1456), the Sonoma County Junior College District reaffirms its commitment to serve all students who can profit from its instructional programs, to ensure them equal educational opportunity, to provide them the necessary services for optimizing their opportunities for success, and to help students obtain the appropriate information/ assistance for achieving their educational goals. The District will develop and maintain appropriate procedures to implement this Board policy.

By this statement, the Board acknowledges the intent of the Student Success Act of 2012, and agrees to implement its regulations to the extent possible and as appropriate. This includes implementing the Student Success and Support Program (SSSP).

This policy shall be effective starting the Fall 2014 term.

The District is responsible for the provision of student services to support student success. The Student Success and Support Program (SSSP) will include the following core matriculation services: orientation, assessment, counseling, advising, and other student education planning, and follow-up services.

### **STUDENT RIGHTS AND RESPONSIBILITIES**

1. All students have the right to the following student success and support services: orientation, assessment; counseling, advising, and other student education planning; and follow-up services
2. Each student has the responsibility identify an educational goal upon application and declare a course of study after completing fifteen (15) degree-applicable semester units, attend an orientation session; complete the assessment service; attend classes regularly and complete assigned coursework; adhere to all college rules, regulations, and policies, and participate in the development of his or her student education plan (SEP).
3. Each student is entitled to:
  - a. Participate in the development of his or her student education plan. A student who believes that the District has not afforded him or her the opportunity to develop or implement this plan may file a complaint with an appropriate Student Services Dean or designee;
  - b. Equal opportunity to engage in the educational process. A student who alleges he or she has been subject to unlawful discrimination may file a grievance with Human Resources;
  - c. Challenge any prerequisite and/or co-requisite using established procedures through appropriate channels on one or more of the following grounds:
    - i. The prerequisite and/or co-requisite is not valid because it is not necessary for success in the course for which it is required;
    - ii. The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite;
    - iii. The prerequisite and/or co-requisite is discriminatory or is being applied in a discriminatory manner;
    - iv. The prerequisite and/or co-requisite course is not reasonably available;

A prerequisite and/or co-requisite challenge must be filed using the appropriate form with the Office of Admissions and Records.

- d. Challenge his or her placement results, and request to enroll in a course that is not recommended by the course placement through the college process. The District has the authority to drop a student from a course if he/she has not met the requirement;
- e. Review the Student Success and Support Program regulations of the California Community Colleges and file a complaint when he or she believes the District has engaged in any practice prohibited by these regulations. These regulations are available and complaints may be filed in the Office of the Vice President of Student Services.

### **DISTRICT RESPONSIBILITIES**

The responsibilities of the District under this agreement shall include:

1. The processing of applications for admission in a timely manner;
2. Providing timely orientation;

3. Providing placement assessment for all non-exempt students;
4. Providing counseling, advising, and other education planning services for non-exempt students;
5. Providing assistance to all non-exempt students in development of a student education plan which identifies education goal, course of study, and the courses, services, and programs to be used to achieve them;
6. Providing follow-up services to evaluate the academic progress of, and provide support services to at-risk students;
7. Referring students to:
  - a. support services which may be available, including but not limited to, counseling/advising, financial aid, health and mental health services, campus employment placement services, Extended Opportunity Program & Services (EOPS), and Disabled Student Programs and Services (DSPS), tutorial services, foster youth support services, veterans support services; and
  - b. curriculum offerings including but not limited to, basic skills, noncredit programs, and English as a Second Language;
8. Conducting an ongoing research program to determine the effectiveness of the Student Success and Support Program to ensure effectiveness in improving student progress toward and completion of educational goals and courses of study;
9. Providing professional development opportunities to help faculty and staff implement Student Success and Support requirements;
10. Developing and regularly reviewing and updating a Student Success and Support Program Plan, which clearly delineates each of the above areas of responsibilities. Compliance with these requirements will be monitored by the state Chancellor's Office as stipulated by the Student Success Act of 2012 (SB 1456);
11. Investigating and attempting to resolve any challenges and complaints related to the Student Success and Support Program in a timely manner. Records of such complaints will be retained for three years after the complaints have been resolved or longer if necessary.

## **FULFILLMENT OF REQUIRED STUDENT SUCCESS AND SUPPORT SERVICES**

Students who complete the required orientation, assessment, and education planning services will be identified as fully-matriculated.

### **1. Orientation**

Students may fulfill this requirement through COUN 270, Online Orientation, and/or in-person group orientation, as well as orientation services provided by other District programs that meet SSSP regulations.

### **2. Assessment**

Students may fulfill this requirement in a subject area (Mathematics, English, or ESL) through one or more of the following:

- a. Completing an equivalent course at a post-secondary accredited institution in that subject area (the course will determine placement).
- b. Earning a qualifying AP score or IB exam score in the subject area (students should contact Office of Admissions and Records for details).
- c. Taking the SRJC placement tests within three (3) years prior to initial registration.

d. Taking valid, approved placement tests at other two-year California community colleges within three (3) years prior to initial registration.

e. Having valid Early Assessment Program (EAP) results that satisfy placement conditions determined by the District.

### 3. Education Planning

Students may fulfill this requirement by meeting with a counselor to develop either an abbreviated education plan (one or two terms in length) or a comprehensive education plan (at least two terms in length and reflecting the number of terms required to achieve the student's declared course of study).

Students may also fulfill this requirement through other programs, such as DSPS, EOPS/CARE, CalWORKs, or other District programs that provide the education planning services.

Students should work with counselors to update their education plans if their goals and courses of study change.

### **EXEMPTION CRITERIA**

Certain students may be exempted from the SSSP requirements if they meet the exemption criteria described in this procedure. Students may elect to participate in these services to become fully-matriculated regardless of their exemption status.

Students who are exempt and who elect not to participate in the SSSP services will not obtain registration priority.

The following categories of students may be exempt from the SSSP service requirements:

1. Students who have earned an Associate or higher degree.
2. Students who are enrolled in the District for the purpose of personal interest or completion of credits for high school diploma or GED.
3. High school students who are concurrently enrolled in the District.

*Policy 8.6 and Procedure 8.6P, Revised January 8, 2019*

## **TAXPAYER RELIEF ACT OF 1997 (EDUCATION TAX CREDIT)**

In accordance with the Taxpayer Relief Act of 1997, beginning in 1998, individuals may be able to claim the new tax credit for higher education costs. These are the American Opportunity Credit and the Lifetime Learning Credit.

### **American Opportunity Credit**

Applies to students who are enrolled at least half-time in their first four years of study at an eligible educational institution. A maximum of \$2,500 per year of qualifying tuition and required related expenses may be claimed as a credit against taxes owed by taxpayers who meet defined income restrictions. The American Opportunity Credit can be claimed for an eligible student or dependent student who meets the following requirements:

1. Is enrolled in the first four years of postsecondary education.
2. Is taking at least one-half of the normal full-time work load (6 units or more) for his or her course of study for at least one academic period (spring, summer, fall) during the calendar year.
3. Is enrolled in a program that leads to a degree, certificate, or other recognized educational credential.

4. Is free of any felony conviction for possessing or distributing a controlled substance.

The credit amount starts phasing out for individuals making more than \$80,000 and for joint filers making more than \$160,000.

## **LIFETIME LEARNING CREDIT**

Individuals may be able to claim a Lifetime Learning Tax Credit of up to \$2,000 for the total qualified tuition and related expenses paid during the tax year for all eligible students or dependent students who are enrolled in eligible educational institutions.

1. The Lifetime Learning Credit is not based on the student's work load. It is allowed for one or more courses.
2. The Lifetime Learning Credit is not limited to students in the first four years of postsecondary education.
3. There is no limit on the number of years for which the Lifetime Learning Credit can be claimed for each eligible student.
4. The amount you can claim as a Lifetime Credit does not vary (increase) based on the number of eligible students for who you pay qualified expenses.

For a more detailed Q & A on Tax Credits, visit: <http://www.irs.gov/publications/p970/index.html> (<http://www.irs.gov/publications/p970/index.html>) Additional Information:

### **Internal Revenue Services**

To obtain/view copies of Internal Revenue Service publications, including Publication 970 Tax Benefits for Higher Education

IRS Telephone Assistance: (800) 829-1040

IRS Local Taxpayer Assistance Center: (707) 523-0924

## **TITLE IX: SEXUAL MISCONDUCT PREVENTION & RESPONSE**

Your safety is our primary concern. The Sonoma County Junior College District is committed to creating and maintaining a community where all individuals who participate in District programs, services and activities can work and learn together in an atmosphere free of violence, harassment, exploitation, or intimidation. The District will respond promptly and effectively to reports of such behavior, and will take appropriate action to prevent, correct, address the effects, and when necessary, discipline behavior that violates District Policies on sexual harassment, sexual assault, relationship violence and stalking.

### **DEFINITIONS:**

**Sexual assault:** Sexual Assault should be defined as: Sexual activity without the consent of the other person or when the other person is unable to consent to the activity. The activity or conduct may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication). Sexual assault includes, but is not limited to, fondling, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, incest, statutory rape, or threat of sexual assault.

**Dating Violence:** Abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by a spouse or former spouse, cohabitant or former cohabitant of the victim, or someone with whom the accused has a child, has an existing dating or engagement relationship, or has had a former dating or engagement relationship, or abuse perpetrated against any persons described in Family Code section 6211.

**Stalking:** A course of conduct in which a person repeatedly engages in actions directed at a specific person that places that person in reasonable fear of his or her safety or the safety of others or causes substantial emotional distress. A course of conduct means two or more acts, including, but not limited to acts in which the stalker directly, indirectly, or through third parties by any method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a victim, or interferes with the property of the victim

**Consent:** is informed, freely and actively given, involves an understandable exchange of affirmative words or actions which indicate a willingness to participate in mutually agreed upon sexual activity. It is the responsibility of the initiator to obtain clear and affirmative responses at each stage of sexual involvement. The lack of a negative response is not consent. Consent may not be given by a minor or by any individual who is incapacitated, whether voluntarily or involuntarily, by drugs and/or alcohol. Past consent of sexual activities does not imply ongoing future consent.

### **LEVELS OF CONFIDENTIALITY:**

**Full Confidentiality:** If you are speaking with a professional who is fully confidential, then the information you disclose regarding sexual assault, intimate partner violence, and/or stalking will not be shared with anyone without your written consent.

Examples of Fully-Confidential Resources include: SRJC Student Psychological Services, Verity (Sonoma County Sexual Assault Crisis Center), therapists and in the absence of treating physical injuries, nurse practitioners at Student Health Services.

**Limited Confidentiality:** With the exception of Student Psychological Services, and in some cases, Student Health Services, all college employees have a duty to report information that comes to their attention of a possible sexual assault, intimate partner violence, and/or stalking. The information is reported to the Title IX Officer located in Bailey Hall. The College will conduct an investigation to ensure campus safety (per legal mandate).

### **CAMPUS CONFIDENTIAL RESOURCES:**

Student Health Services

#### **SANTA ROSA CAMPUS**

Bertolini Building, Room 4804

Clinical Services and Mental Health Counseling Services

Call for current clinic hours

707-527-4445

#### **PETALUMA CAMPUS**



Call Building, Room 610

Clinical and Mental Health Services

Call for current clinic hours

Phone: 707-778-3919

### **Community Confidential Resources:**

Verity Crisis Center

24-hour rape crisis line

Phone: (707) 545-7273

YMCA Domestic Violence Hot Line

Phone: 24-hour hot line (707) 546-1234

### **Your Reporting Options:**

SRJC District Police

Phone: (707)527-1000

To report on campus/near campus, sexual assault, domestic or dating violence, stalking, or threats of any of these acts or allegations of misconduct.

Contact your local law enforcement (police, sheriff) to report off campus sexual assault, domestic or dating violence, stalking, or threats of any of these acts or allegations of misconduct.

Both local law enforcement and SRJC District Police will:

- Help you to obtain medical assistance
- Obtain Emergency Protective Orders if appropriate
- Conduct a criminal investigation
- In the event of an arrest, obtain court order to protect you
- Connect you with support services

### **SRJC TITLE IX OFFICE**

Contact the SRJC Title IX Office to report sexual harassment, sexual assault, domestic or dating violence, stalking, or threat of any of these acts of allegations of misconduct committed by a student, staff, faculty, or other member of the college community, with or without filing a police report and whether on or off-campus.

SRJC Title IX website: <https://titleix.santarosa.edu/> (<https://titleix.santarosa.edu/>)

Title IX Coordinator (District-wide):

Stephanie Jarrett

Director, Purchasing & Risk Management

Phone: (707) 527-4822

Email: [sjarrett@santarosa.edu](mailto:sjarrett@santarosa.edu) (<mailto:sjarrett@santarosa.edu>)

Address: 1501 Mendocino Avenue, Santa Rosa, CA 95401 (Bailey Hall Rm. 1314)

Deputy Title IX Coordinators:

Kimberly Starke (Santa Rosa)

Dean, Disabled Students Programs and Services

Phone: (707) 527-4276

Email: [kstarke@santarosa.edu](mailto:kstarke@santarosa.edu) (<mailto:kstarke@santarosa.edu>)

Denise Cooper (Petaluma)

Manager, Enrollment & Student Services Centers, Petaluma

Phone: (707)778-4187

Email: [dcooper@santarosa.edu](mailto:dcooper@santarosa.edu) (<mailto:dcooper@santarosa.edu>)

The Title IX office will:

- Inform you of your rights as the affected party or the accused
- Inform you of your protection from retaliation
- Assist with referrals to confidential resources
- Investigate allegations involving students and/or staff
- Inform you of the outcome of the investigation
- Forward findings for student or employee conduct review/discipline
- Provide you with reasonably available options for changing academic schedules, campus escort, and referral to academic supports, as well as honoring lawful protective or temporary restraining orders.

## Enforcement Information

Allegations of gender discrimination or sexual misconduct may be filed with the District's Interim Title IX Coordinator. The Office of the Title IX Coordinator is located at 1501 Mendocino Avenue, Santa Rosa, CA 95401 (Bailey Hall Rm. 1314) and can be contacted by telephone at (707) 527-4822 or email at [sjarrett@santarosa.edu](mailto:sjarrett@santarosa.edu) (<mailto:sjarrett@santarosa.edu>). The mailing address is 1501 Mendocino Avenue, Santa Rosa, CA 95401.

Student allegations of gender discrimination may also be filed with the U.S. Department of Education, Office for Civil Rights (OCR) United Nations Plaza San Francisco, CA 94102 (415) 486-5555, ([ocr.sanfrancisco@ed.gov](mailto:ocr.sanfrancisco@ed.gov)) (<mailto:ocr.sanfrancisco@ed.gov>) or with the Chancellor of the California Community Colleges at [www.cccco.edu](http://www.cccco.edu) (<http://www.cccco.edu/>) or Chancellor's Office, California Community Colleges, 1102 Q Street, Suite 4554, Sacramento, CA 95811-6549, Attention: Legal Affairs Division.

Full versions of Policy and Procedure 2.15/P, Prevention of and Response to Sexual Assault, Sexual Harassment, Domestic Violence, Dating Violence and Stalking can be viewed at: <https://trustees.santarosa.edu/board-policy-manual> (<https://trustees.santarosa.edu/board-policy-manual>)

## **TRANSCRIPTS**

### **OUTGOING**

Santa Rosa Junior College waives the Transcript Fee for official transcripts for the first two ever ordered. Subsequent transcripts are \$5.00 each. (Processing and Delivery fees of \$2.90-\$5.25 per transcript will apply to all orders). Pick up service is available for an additional \$5.00. Transcript requests are typically processed in 3-5 business days.

Unofficial transcripts may be obtained via the Student Portal ([www.santarosa.edu/portal](http://www.santarosa.edu/portal)) or in-person with a photo ID at no charge. Unofficial Transcripts are not available for records prior to Fall 1981. For records prior to Fall 1981, you will have to order an Official Transcript.

To request your official SRJC transcript go to: <https://admissions.santarosa.edu/transcripts> (<https://admissions.santarosa.edu/transcripts>)

### **INCOMING**

Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for evaluation. In-person submittals of official transcripts will only be accepted if delivered in a sealed envelope from the issuing institution. Transcripts will be evaluated after the student submits the Transfer Credit Evaluation Form available online. All transcripts become part of each student's permanent SRJC record and will not be released to other institutions or third parties. For more information, visit: <https://admissions.santarosa.edu/incoming-sending-transcripts-srjc> (<https://admissions.santarosa.edu/incoming-sending-transcripts-srjc>)

## **UNLAWFUL DISCRIMINATION AND SEXUAL HARASSMENT**

The Sonoma County Junior College District is committed to an environment in which all employees and students are treated with respect and dignity. Each employee and student has the right to work/ learn in a professional atmosphere that promotes equal opportunity and is free of unlawful discriminatory practices.

All complaints involving unlawful discrimination or sexual harassment should be directed to the Vice President of Human Resources (or designee), (707) 527-4954.

### **HOSTIGAMIENTO SEXUAL**

The Sonoma County Junior College District está comprometida a mantener un ambiente en el cual todo el personal y estudiantes son tratados con respeto y dignidad. Hostigamiento sexual es una forma de discriminación ilegal y es violación de ley Estatal y Federal al igual que el reglamento oficial del colegio.

*Procedure 2.7P, Revised February 2016*

## VERIFICATIONS

Santa Rosa Junior College has partnered with the National Student Clearinghouse to provide Degree and Enrollment Verification of past and present Santa Rosa Junior College students. Enrollment Verifications are free of charge to students and may be obtained immediately online.

Enrollment Verification Certificates for the following uses must be requested using this service:

Credit Issuers, Student Loan Deferments, Scholarships, Health Insurance, Employment, Training, Selected Government Forms, Housing, Travel.

How to obtain a free “Current Enrollment Verification Certificate” or “Good Student Driver Discount Certificate” through the Student Portal:

Step 1 - Go to the Student Portal and log in

Step 2 - Inside the “myRecords” box, click on the “Enrollment and Degree Verification” link and follow the steps provided on the page.

SRJC does not fill out 3rd party verification forms, nor do we provide Enrollment Verification over the phone. If past or present students and/or third parties require degree status and/or enrollment history, please visit the **National Student Clearinghouse website (<https://www.studentclearinghouse.org/>)** to obtain this information quickly and securely.

## WAIT LISTS

Class wait lists are intended to facilitate the priority registration process by allowing students the ability to be added to the wait lists once a class has closed if/when additional spaces open due to other student drops. No students on the wait list shall be dropped until the class size maximum is reached. Students who have registered on a wait list have priority over students who have been given an add code by the instructor. All faculty within a department are required to adhere to these wait list regulations. Any individual class exceptions must have prior approval from the Vice President of Academic Affairs.

1. Each department, in consultation with the supervising administrator, will set a wait list size beyond the maximum class size for each course and submit the wait list limit to the Scheduling Office.
2. During priority registration and prior to the official start of the class, these wait list slots will be available to students via computer enrollment and maintained in chronological order.
3. Students enrolled on the computerized wait list are expected to pay all appropriate enrollment fees at the time of registration. If final enrollment is not secured, students can apply enrollment and course fees to another class or receive an automatic refund.
4. Students enrolled on a wait list cannot enroll in classes whose schedule conflicts with the wait list class, nor can students enroll in any other section of the same course for which they already have wait list status.
5. Students will automatically advance on the wait list in chronological order, and enrollment may be secured by the time classes begin.
6. In order to maintain eligibility for enrollment, wait listed students must attend the first class meeting or log on by 11:59 pm Pacific Time of the first day of the class for classes that meet online.
7. Instructors shall inform wait listed students if seats will become available to secure enrollment at the first class meeting or by 11:59 pm Pacific Time of the first day of the class for classes that meet online.

8. If the instructor determines that some or all of the wait listed students cannot be accepted, the instructor must drop those students as soon as possible following the close of the first class meeting, or after 11:59 pm Pacific Time of the first day of the class for classes that meet online. Any wait listed students not dropped will automatically be accepted into the class, without needing add codes.
9. Instructors must not distribute add codes to other students until after all wait listed students have been accepted. Students who have registered on a wait list have priority over students who have been given an add code by the instructor.

*Policy 3.1.14 and Procedure 3.1.14P, Revised May 2012*

## **THE CATALOG 2023-2024 SECTION 4: COLLEGE COMMUNITY**

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## INTERCOLLEGIATE ATHLETICS

The Kinesiology, Athletics and Dance Department offers student-athlete participation on 17 intercollegiate athletic teams, serving approximately 500 student-athletes each year. The College belongs to the Northern California Football Association in Football and the Big 8 Conference for all other sports. Santa Rosa Junior College offers the following sports, as shown in the table below:

Men's Teams	Women's Teams
Baseball	Basketball
Basketball	Cross Country
Cross Country	Soccer
Football	Softball
Soccer	Swimming/Diving
Swimming/Diving	Water Polo
Water Polo	Track/Field
Track/Field	Volleyball
Wrestling	

SRJC abides by the rules and regulations as set forth in the California Community College Athletic Association's (CCCCAA) Constitution and Sport Guides, the Big 8 Conference Constitution and Sport Supplements, and the Northern California Football Association Constitution and Supplement. The Athletics Director and the Dean of Admissions and Records determine all athletic eligibility.

The Athletics Director and the Vice President of Academic Affairs monitor the integrity of the intercollegiate athletic program regarding rules, compliance, eligibility, and competitiveness. The athletic academic counseling staff consists of several identified counselors who understand the special needs of student athletes for eligibility and transfer. Periodic reports on attendance and class progress are requested from each student athlete's instructors. These reports are reviewed by the respective coaches, the Athletics Director, and, when indicated, the Athletics Counselors.

Any prospective student living outside of the State of California desiring information regarding athletic participation at Santa Rosa Junior College is required to make first contact with the Kinesiology, Athletics and Dance Department. First Contact may be established via the Athletics web page at:

[http://srjcatletics.com/prospective\\_athletes/first\\_contact\\_form](http://srjcatletics.com/prospective_athletes/first_contact_form)  
([http://srjcatletics.com/prospective\\_athletes/first\\_contact\\_form](http://srjcatletics.com/prospective_athletes/first_contact_form)).

Office hours for the department are Monday through Friday from 8:00 am until 5:00 pm. The office phone number is (707) 527-4237. The office fax number is (707) 524-1752. The department web page can be found at:

<http://srjcatletics.com> (<http://srjcatletics.com/>).

# **BOOKSTORES**

## **ABOUT US**

The campus bookstores operate on both the Santa Rosa and Petaluma campuses. The Bookstore offers new, used, rental, and digital ebook textbooks, as well as reference and general reading titles. In addition to textbooks, the stores carry a wide selection of school and office supplies. The Bookstore also carry sundries, snacks, gifts, clothing, a wide selection of calculators, software at discounted educational pricing, among other items.

In all areas of the Bookstore there is a commitment to provide quality and convenience.

Students may also purchase or rent their textbooks and selected merchandise online on the Bookstore website at [www.santarosa.edu/bookstore](http://www.santarosa.edu/bookstore) (<http://www.santarosa.edu/bookstore>) for home delivery or in-store pickup.

During the school year the normal refund policy of two business days applies to general merchandise except electronics, software, course readers, study aids or sale items; which are nonreturnable.

## **TEXTBOOK BUYBACKS**

To provide the largest number of used texts possible, the Bookstore buy back textbooks year-round. More money will be given if the book is used the following semester, no matter where you bought the book.

## **BOOKSTORE REFUND POLICY**

At the beginning of every semester (fall and spring) a student will have one week from the first day of classes to return any textbook purchased that semester for a full refund, provided they have original receipt and the book is in the same condition as when purchased. The closing date for full refunds is posted in both stores, on the Bookstore website, and on receipts every semester.

## **LOCATION AND HOURS OF OPERATION**

At the Santa Rosa campus, the Bookstore is in Pioneer Hall on Burbank Circle. At the Petaluma campus, the Bookstore is in Building 400.

The Santa Rosa Bookstore hours are found at: <https://www.bkstr.com/santarosastore/store-hours> (<https://www.bkstr.com/santarosastore/store-hours>)

The Petaluma Bookstore hours are found at: <https://www.bkstr.com/santarosa-petalumastore/store-hours> (<https://www.bkstr.com/santarosa-petalumastore/store-hours>)

See the Bookstore's website for extended rush hours during the start and end of each semester.

## **CONTACT US**

Website: [www.santarosa.edu/bookstore](http://www.santarosa.edu/bookstore) (<http://www.santarosa.edu/bookstore>)

Email: [bookstore@santarosa.edu](mailto:bookstore@santarosa.edu) (<mailto:bookstore@santarosa.edu>)

Santa Rosa Bookstore: Phone (707) 527-4321, Fax 524-1827; 222 Elliott Avenue, Santa Rosa, CA 95401

Petaluma Bookstore: Phone (707) 778-3902, Fax 778-3992; 680 Sonoma Mountain Parkway, Petaluma, CA 94954



## **CALWORKS**

The CalWORKs Program at SRJC serves students who are referred from the Sonoma County Human Services Department, Employment and Training Division, SonomaWORKS Program. Eligible students receive TANF (Temporary Assistance to Needy Families, or welfare) assistance. Students receive specialized counseling services provided by SRJC CalWORKs counselors, are the first to register for classes, and receive on-going support, like tailored workshops for parenting students. The county will support the students with books and supplies while attending college. In addition, county funds are available to cover the costs of childcare and transportation while students are attending classes and working. The program also serves Marin, and other, county CalWORKs students attending SRJC.

CalWORKs students are eligible for CalWORKs Study, a program that provides paid on-the-job training opportunities at both on- and off-campus job sites. In addition, an employment program provides assistance with job development and placement for CalWORKs students who are completing their educational programs at the College. These employment services assist students in building career ladders toward family self-sufficiency. Students who are receiving welfare or considering applying can contact the CalWORKs office for additional information.

For information about CalWORKs services or welfare regulations and how they impact students, contact the staff at (707) 527-4383 or visit the Web site at <http://calworks.santarosa.edu/> (<http://calworks.santarosa.edu/>).

## **CAMPUS TOURS**

Campus Tours are available to the community throughout the academic year. Campus Tours feature an outdoor walk around campus, with stops at various facilities to learn about college culture, academic programs, and student support services at SRJC.

All tours require a reservation in advance and are subject to availability.

### **INDIVIDUAL TOURS**

Individual Tours are provided by the **Office of Student Life, Equity & Engagement** (<https://studentlife.santarosa.edu/>), and the **Petaluma Welcome & Connect Center** (<https://petaluma.santarosa.edu/welcome>) to the community for free. Individual Tours require a reservation made at least one week in advance and are not provided on Holidays or during Finals Week.

SRJC Santa Rosa: Individual Tours of the Santa Rosa campus are available Monday through Friday during the Fall and Spring semesters, and Monday through Thursday during Summer Session. If you have any questions or would like to reserve an individual tour of the Santa Rosa campus, contact the **Office of Student Life, Equity & Engagement** (<https://studentlife.santarosa.edu/>) at (707) 527-4424 or [srjcstudentlife@santarosa.edu](mailto:srjcstudentlife@santarosa.edu) (<mailto:srjcstudentlife@santarosa.edu?subject=Campus%20Tour>).

SRJC Petaluma: Individual Tours of the Petaluma campus are available Monday through Thursday during the academic year. If you have any questions or would like to reserve an individual tour of the Petaluma campus, contact the **Petaluma Welcome & Connect Center** (<https://petaluma.santarosa.edu/welcome>) at (707) 778-4141 or [petalumawelcome@santarosa.edu](mailto:petalumawelcome@santarosa.edu) (<mailto:petalumawelcome@santarosa.edu?subject=Campus%20Tour>).

For more information about Individual Tours, visit: <https://studentlife.santarosa.edu/campus-tours> (<https://studentlife.santarosa.edu/campus-tours>)

## **GROUP TOURS**

Group Tours of the Santa Rosa Campus are provided by **Student Outreach** (<https://outreach.santarosa.edu/>). Complimentary Group Tours for K-12 schools or community groups serving future SRJC students are available Monday through Friday by appointment, subject to availability. Group tours for schools and non-profit agencies require a reservation at least one month in advance. Group Tours are not scheduled during breaks between semesters, the first week of classes, Finals Weeks, on Holidays, or Fridays in June and July.

If you have any questions or would like to reserve a Group Tour, visit: <https://outreach.santarosa.edu/campus-tours> (<https://outreach.santarosa.edu/campus-tours>)

## **CAREER HUB**

The Career Hub brings together Career Development and Job Development, Work Experience, Internships and Community Engagement services in one location. The goal of the Career Hub is to provide a one-stop center to address students' career needs. Students can schedule an appointment to meet with our professionals who can address many of their questions. Our services range from career exploration, job hunting assistance (both on campus and off), college credit for working in paid positions and internships, and college credit for volunteer opportunities. Please see our individual links to the above services for additional information.

For more information, contact:

SRJC Career Hub

Bertolini Student Center (3F) Room 4842

HOURS: MON-THU 8:00 am - 5:00 pm, FRI 8:00 am - 12:00 pm (Closed FRI during Summer)

WEB: [careerhub.santarosa.edu](http://careerhub.santarosa.edu)

EMAIL: [careerhub@santarosa.edu](mailto:careerhub@santarosa.edu)

PHONE: (707) 527-4329

## **CHILDREN'S CENTER**

Santa Rosa Junior College Children's Center operates a developmentally appropriate program primarily for the children of students subsidized for care services. Full cost care for staff, faculty, and community members is offered as it becomes available. The center serves as a model demonstration program/lab school for students studying Child Development and as an on-campus teacher training site. The program is funded by the California Department of Education, Department of Social Services, federal funding from CACFP and CCAMPIS and the Sonoma County Junior College District.

The guidelines for subsidized care are established by the California Department of Education and the California Department of Social Services. Fees for subsidized spots, when applicable, are based on a sliding scale. Enrollment priorities can be found on the Children's Center website. Nonsubsidized openings are based on a fee scale.

Located in the Robert Call Child Development Center facility on the Santa Rosa Campus, the center serves approximately 100 children ages six months to five years. The program follows the academic calendar and is open from 8:30 am until 3:00 pm, Monday–Thursday, and 8:30 am–12:30 pm on Fridays during the fall and spring semesters.

The program features environments that are child centered, allowing children freedom and independence to choose their play materials. Young children learn through play and exploration. We provide a nurturing and safe environment while respecting diverse family backgrounds and accommodating many different learning styles. Additionally, the

center follows the philosophies of the Program for Infant Toddler and Teaching Pyramid. Breakfast and lunch served daily.

For more information call (707) 527-4224, email [childrenscenter@santarosa.edu](mailto:childrenscenter@santarosa.edu) (<mailto:childrenscenter@santarosa.edu>), or visit: [childrenscenter.santarosa.edu](https://childrenscenter.santarosa.edu/) (<https://childrenscenter.santarosa.edu/>)

## **COMMUNITY EDUCATION**

The Community Education Department offers enrichment classes to the community designed for personal interest, business, professional development and lifelong learning. These not-for-credit, fee-supported courses include a wide range of topics in creative arts, computer, culture, food and beverage, languages, music, online, recreation, wellness, travel, and more. Two safety programs are also offered, Alive at 25 and Traffic Violator School.

In addition, Community Education coordinates two college programs that contribute to the cultural life of the community, the free Arts & Lectures series, and the Chamber Concert series.

The Community Education Bulletin is published in fall, spring, and summer sessions. The office is open August-May, Monday-Friday 9:00 am-12:30pm and 1:30-5:00pm; summer hours (June and July) are Monday-Thursday 9:00am-12:30pm and 1:30-5:00pm; except closed on school holidays and campus closures.

### **For more information:**

Location: Santa Rosa Campus, Analy Village, Bldg C

Phone: (707) 527-4372

Email: [communityed@santarosa.edu](mailto:communityed@santarosa.edu) (<mailto:communityed@santarosa.edu>)

Visit: <http://communityed.santarosa.edu> (<http://communityed.santarosa.edu/>)

## **COMMUNITY ENGAGEMENT**

Community Engagement courses enable students to earn CSU transferrable units for volunteering in the community. Other benefits include: improved communication, leadership, and teamwork skills, potential to identify future job/career, great for college applications, ability to learn more about yourself, resume builder, GPA booster, and providing a rewarding experience for giving back to the community.

Students may volunteer at a variety of placements including animal care facilities, clinics, day care centers, hospitals, recreation programs, senior centers, schools, and other various non-profit organizations. SRJC Note takers and students needing to shadow in a designated field of study may also participate in these courses.

If a student is interested in enrolling in a Community Engagement course, they must first meet with the Community Engagement Coordinator in the Work Experience Department. The coordinator will assist the student in selecting a volunteer site (if needed), review course expectations and provide an add code for enrollment. Please call to schedule an appointment with the Community Engagement Coordinator.

Santa Rosa Campus  
Bertolini Student Center,  
3rd floor, Room 4842

(707) 527-4329

Business Hours: M-Th 8:00 am to 5:00 pm

Friday 8:00 am to noon

\*Closed Fridays during summer semester

Petaluma Campus

Student Center, Building 500 (by appointment only)

(707) 527-4329

## **COUNSELING SERVICES**

The mission of the Counseling Department at Santa Rosa Junior College is to provide counseling, instruction, and services that assist individuals in attaining their educational, career training, and personal/life goals. The Counseling Department promotes and supports diversity of culture and learning, and, as an integral part of the educational community, seeks to enhance the lives of those who participate through its programs and enroll in our courses.

Counselors are available on a drop-in and appointment (when available) basis both in person and remotely by phone or Zoom. Counselors will develop long-term academic plans, determine progress toward or eligibility for transfer and/or graduation, handle probation or dismissal issues, or assist in completing petitions, etc.

Drop-in is first come, first served with the counselor available at that time. Students can request specific counselors.

Due to a large number of students, there are certain times of the academic year when counseling is busy. We usually see an increase in traffic and wait times in January and August before school starts for the next semester, as well as April and November before priority registration. During this high peak time, the wait may be one to two hours. To avoid the wait, see a Counselor during our non-peak times: February through end of March and September through end of October. Visit our website for most up to date information: <https://counseling.santarosa.edu/>  
(<https://counseling.santarosa.edu/>)

To avoid the lengthy wait and rushed atmosphere, students should plan ahead and earn Early Bird Priority 3 registration. To plan for the next semester, be sure to see a Counselor during their non-peak times to receive Early Bird priority before the deadline to do so. More information can be found on the Early Bird deadline, as well as priority registration status, by visiting the Academic Calendar webpage: <https://admissions.santarosa.edu/academic-calendar>  
(<https://admissions.santarosa.edu/academic-calendar>).

### **Academic Counseling**

Counselors help students clarify their goals and provide accurate and timely information about Career Education programs and transfer and degree requirements. New students are strongly encouraged to meet with a counselor to create an Education Plan. Continuing students should continue to meet with a counselor at regular intervals to evaluate and adjust their Education Plan. While creating an Education Plan, students and counselors will consider educational options together, review requirements, and select appropriate courses and/or options.

### **Career Counseling**

Counselors also assist students in the career planning process. This may include exploring interests, values, and goals; researching and reviewing career options; planning appropriate courses to achieve goals; and referring to services, resources, and career development courses. To make an appointment with a Career Counselor, visit the Career Hub's

website at: <https://careerhub.santarosa.edu/> (<https://careerhub.santarosa.edu/>) or call the Career Hub office at 707-527-4329.

## **Personal Counseling**

Counselors can assist students in exploring personal concerns and life circumstances that may be affecting academic performance. Counselors will refer students to Student Psychological Services in Student Health Services for ongoing personal counseling or to intervene in crisis situations.

Santa Rosa Campus: Bertolini Student Center, (707) 527-4451. Petaluma Campus: Kathleen Doyle Hall, Room PC 216, (707) 778-3914. For further information, visit: <http://counseling.santarosa.edu/> (<http://counseling.santarosa.edu/>)

## **DAY UNDER THE OAKS**

One of SRJC's most popular traditions, Day Under the Oaks (DUO) is the College's annual open house and community education fair. For over 30 years, this free and festive event has been held on the Santa Rosa Campus for all Sonoma County residents, offering diverse booths and activities that provide a world of fun and discovery. With something of interest for all ages, DUO features hands-on learning activities, exhibits, and spectacular presentations, including the Native American celebration, live jazz, dance performances, and Planetarium shows. There's delicious food, sports exhibitions, and crafts booths featuring local artists and much, much more! Some of the most popular DUO activities are SRJC's academic and career technical demonstrations that reflect SRJC's broad educational options to students such as cutting-edge technology, culinary arts, physics, and engineering. DUO welcomes nearly 10,000 attendees each year to this informative event in a most beautiful setting. Visit: <https://duo.santarosa.edu/> (<https://duo.santarosa.edu/>).

## **DENTAL HYGIENE CLINIC**

SRJC's Dental Hygiene Clinic is located on the first floor of the Race Building. The clinic is open to students and the community for dental hygiene services, including regular cleaning, deep cleaning with pain management, fluoride treatment, x-rays, and sealants. For further information and appointments, visit our website at [dentalprograms.santarosa.edu](https://dentalprograms.santarosa.edu/) (<https://dentalprograms.santarosa.edu/>) or call (707) 522-2844.

## **DISABILITY RESOURCES DEPARTMENT**

The Disability Resources Department (DRD) facilitates equal access for qualified students to community college education through services, academic accommodations and educational assistance courses in accordance with state and federal law. Students with verified disabilities are encouraged to request services through this department. DRD serves students with a variety of disabilities, including, but not limited to: physical, sensory, learning, mental health, intellectual, chronic health and temporary disabilities. Services include specialized academic advising focusing on individual abilities and limitations, disability management, and access technology. Qualified students may be authorized to receive academic accommodations including extra time for exams, mobility assistants, sign language interpreters or note takers. Limited learning disability evaluations may be available to students who are enrolled in a program of study at Santa Rosa Junior College. See schedule of classes for DRD course offerings.

Santa Rosa Campus: Bertolini Student Center, 3rd floor (707) 527-4278.

Petaluma Campus: , Richard Call Building 600 (707) 778-2491.

Hours: Monday – Thursday 8:00 am - 5:00 pm and Friday 8:00 am - 12:00 pm.

For more information visit <https://drd.santarosa.edu/> (<https://drd.santarosa.edu/>).

## **ACCESS TECHNOLOGY CENTER**

The Access Technology Center (ATC) provides referral-based assessment and instruction in the use of access technology and alternate media for students with physical, sensory, learning and cognitive disabilities at both the Santa Rosa and Petaluma campuses. The ATC also provides computer access utilizing adapted hardware and software for students with disabilities in SRJC district computer labs and public access locations. For more information, contact (707) 527-4890.

## **ADAPTED PHYSICAL EDUCATION**

The Adapted P.E. Program offers a variety of exercise classes (swimming, water exercise, weight training, and functional movement) for students with physical limitations. Instructors help students develop personalized exercise programs. If one-to-one assistance is needed to participate in class (including getting on and off machines, dressing for swimming, restroom assistance, etc.) it is the student's responsibility to provide an attendant for this. For more information, call (707) 527-4470.

## **COLLEGE TO CAREER PROGRAM**

The College to Career (C2C) program is designed to help students with intellectual disabilities and/or autism obtain employment in the community and in the career area of their choice. C2C is a three-year program culminating in competitive paid employment in Sonoma County for participating students. Serving three cohorts of 20 students annually, C2C is designed to meet the unique needs of students who are challenged with intellectual disabilities and/or autism in postsecondary education and the workforce. C2C is a cooperative program with the California Department of Rehabilitation. As enrollment is limited, admission is competitive. Students who seek admission to C2C are required to submit an application and attend an interview with our C2C Coordinator. Applications and information about the selection process are available on our website.

## **SUPPORT FOR VETERANS**

Returning veterans who experience hearing loss, acquired brain injury, post-traumatic stress, physical disability, or are experiencing difficulty due to other disabilities are encouraged to utilize the support services of the Disability Resources Department. A Disability Specialist/Counselors is available in the Veteran's Affairs Office for confidential consultation.

## **TRANSITION TO COLLEGE PROGRAM**

Transition to College (TC) is an outreach effort through the Disability Resources Department designed for graduating high school seniors with verified disabilities who plan to attend SRJC. Qualified students will learn about services from DRD; complete the SRJC application and orientation, take ESL placement exams with accommodations, create an education plan and are eligible for priority registration. See our website for additional details.

## **DISTANCE EDUCATION AND ONLINE LEARNING AT SRJC**

Santa Rosa Junior College offers a wide variety of online courses as well as online certificates and degrees (<https://de.santarosa.edu/online-degrees-certificates> (<https://de.santarosa.edu/online-degrees-certificates>)). Online courses provide an alternative to traditional instruction and allow students to access learning any time anywhere with

computers or mobile devices that have access to the Internet. All courses are taught by SRJC faculty within the **Canvas** (<https://de.santarosa.edu/CanvasHelp>) course management system, and all units, certificates, and degrees are awarded by SRJC. Online learning courses have the same rigor and quality as other classes at the College, but the methods of instruction are customized to the online environment.

Distance Education at Santa Rosa Junior College (<https://de.santarosa.edu/> (<https://de.santarosa.edu/>)), hosts online, hybrid (51-99% of class meetings are online) and blended (1-50% online) courses. All online and hybrid classes at SRJC include regular and effective contact between instructor and students as well as rigorous student authentication systems.

The Distance Education Department assists faculty with the creation and maintenance of online classes and instructional materials. The vision for Distance Education supports the overall mission of SRJC with a strong commitment to student learning and success through:

- High quality, student-centered, interactive learning experiences in online, hybrid, or blended courses.
- Collaborative and interdisciplinary approaches to learning that help students develop meaningful and relevant connections in their lives.
- Pedagogy which encourages critical and independent thinking and is responsive to a spectrum of learning styles.
- Flexibility in the scheduling of course offerings to meet student needs.
- Up-to-date and accessibility-compliant delivery formats which equip all students to be successful in an ever-changing technological environment. Online and hybrid courses are assessed regularly to ensure accessibility to persons with disabilities.

For more information about Distance Education and Online Learning, please visit: <https://de.santarosa.edu/> (<https://de.santarosa.edu/>)

## **State Authorization**

The United States Department of Education regulation 4 C.F.R. § 600.9(c) requires each state to apply for and receive authorization to provide online/distance education programs to out-of-state students.

The Department of Education requires all post-secondary educational institutions to be legally authorized to provide post-secondary educational instruction in their states.

## **SRJC out-of-state policy for online courses**

In order to maintain compliance, students living outside of California, based on their mailing address, are prohibited from taking online classes at SRJC.

## **Incorrect Mailing Address Issue**

If the mailing address is incorrect, or if a student has recently moved to the state of California, they can log in to the **student portal** ([https://portal.santarosa.edu/SRWeb/SR\\_Account.aspx](https://portal.santarosa.edu/SRWeb/SR_Account.aspx)) and update their mailing address. Once the address has been updated to a California address, the student will be able to enroll in online classes at SRJC.

## **DISTRICT POLICE**

The District Police Department operates 24 hours a day, 365 days a year, and is a fully certified police department in the state of California. The department prides itself in its community-oriented approach to policing and law enforcement. It is responsible for serving and protecting all persons and property on or about the campuses and property of the Sonoma County Junior College District. In addition to investigating crimes and enforcing laws, the department also provides crime prevention and personal safety programs throughout the District. The main police department is located at 2032 Armory Drive, Pedroncelli Center on the Santa Rosa Campus. The department maintains a small substation on the Petaluma Campus in Carole L. Ellis Auditorium, Room PC 305.

For further information about services and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, see the Police Department Web site at <http://police.santarosa.edu/> (<http://police.santarosa.edu/>) or call Police Dispatch at (707) 527-1000.

## **DREAM CENTER**

The Undocu · Immigrant · Dream Center aims to be a source of information, support and provides services for all undocumented students, Deferred Action for Childhood Arrivals (DACA), Temporary Protective Status (TPS) recipients, U nonimmigrant status (U Visa) and Temporary nonimmigrant status (T Visa) holders, refugees, asylum seekers, mixed-status families, students with pending immigration cases, and individuals with other immigration statuses at Santa Rosa Junior College. The Undocu · Immigrant · Dream Center is committed to provide the most dynamic services, in order to facilitate the empowerment of our students, by addressing their unique questions and providing uplifting programing.

The Undocu · Immigrant · Dream Center aspires to serve current and prospective students from diverse immigrant backgrounds, regardless of age, so they may:

- Achieve their academic and career goals.
- Create community.

The Undocu · Immigrant · Dream Center aims to provide guidance in:

- The matriculation process - including enrollment services, financial aid and scholarship programs.
- Academic counseling referral
- Student Psychological Services referral to bilingual therapist
- Student services
- Career opportunities
- Transfer process
- California nonresident tuition exemption request forms (AB540/SB68 forms)
- Enrollment verification letter of non-credit courses for DACA applicants
- and many other forms of support

VIDAS Law Services partners with the Undocu · Immigrant · Dream Center to provide students with:

- Legal guidance and consultation with embedded immigration attorney and DOJ Accredited Representative
- Free legal services to all SRJC students and employees



For more information, please visit: <https://dream.santarosa.edu> (<https://dream.santarosa.edu/>) or call 707-521-7947 at SRJC Santa Rosa and 707-778-4177 at SRJC Petaluma.

## **EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOPS)**

The EOPS Program assists low income and educationally disadvantaged full-time students to achieve their academic goals at Santa Rosa Junior College through a variety of support functions that include outreach, orientation, bilingual assistance in Spanish, early registration, counseling, advocacy, transition services, and book awards. The EOPS Program attempts to create an environment that is responsive to the needs of students and supportive of cultural diversity throughout the college community.

### **CARE (COOPERATIVE AGENCIES RESOURCES FOR EDUCATION)**

The CARE program offers additional assistance such as grants, vouchers, and workshops for parenting students in EOPS who also meet the following eligibility criteria:

- Be eligible for EOPS Services
- Be eligible for TANF, CalWORKs, or SonomaWORKs cash aid
- Be a single head of household
- Be 18 years or older
- Have a child 18 years old or younger.

For more information, call (707) 527-4383 or visit <https://eops.santarosa.edu/> (<https://eops.santarosa.edu/>).

### **Bear Cub Scholars Foster Youth Support Program**

The Bear Cub Scholars Program (formerly known as NextUp) provides services to current or former foster youth attending Santa Rosa Junior College. Our mission is to empower our students by providing them with the support they need to reach their academic goals. We offer academic counseling, financial assistance, and educational resources to encourage a successful and enriching college experience for all of the students we serve.

#### **To qualify:**

- You must have been in foster care, a group home, kinship, guardianship, or another type of out-of-home placement for at least one day during your life.
- Be enrolled in a minimum of 3 for credit academic units
- Be 35 years of age or younger

#### **Assistance offered to most students:**

- Academic counseling
- Help with purchase of books and school supplies
- Helpful, fun, and enriching workshops
- A supportive community, including your peers

- Financial assistance
- Laptop, wi-fi hotspot and other technology services needed to be successful
- Much more!

To find out more about our programs, visit <https://eops.santarosa.edu/foster-youth-services> (<https://eops.santarosa.edu/foster-youth-services>).

## **FINANCIAL AID**

Financial aid may be available for expenses that are directly related to attending college when these costs are more than students, or their families can afford. The eligibility for most financial aid is based on financial need, which is determined by the Financial Aid Office, from information submitted by the student and/or family on the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA). Students are urged to complete applications by March 2 prior to each academic year, although FAFSAs are the FAFSA and CADAA are accepted, and most aid is available, until the following spring. Applicants must also show demonstrate **satisfactory academic progress** (<https://financialaid.santarosa.edu/sap>) and be enrolled in an eligible program toward transfer, a certificate, or a degree objective. Certificate programs must be 16 or more units in length to be eligible for financial aid.

General information about grants and loans is available in the Financial Aid Office. Various dollar amounts shown and regulations regarding financial aid are subject to change without notice due to governmental, state, and local requirement changes.

### **Financial Aid Eligibility**

Not all SRJC certificate programs are eligible for purposes of federal financial aid payments. To be considered eligible, a program must be a minimum of 15 weeks and 16 units in length, must have secured Chancellor's Office approval prior to the term of aid being paid, and must be included on SRJC's Federal Aid Program Participation Agreement.

### **California College Promise Grant Fee Waivers**

The California College Promise Grant (CCPG) Fee Waiver, available to eligible students, will waive your per unit enrollment fee at any California community college throughout the state. Students who are residents of California should complete the FAFSA to be automatically reviewed for CCPG fee waiver eligibility. Out-of-state and exempt students can also file a FAFSA and will be reviewed for eligibility

Students who have an AB540 waiver approved by the SRJC Admissions and Records Office, and students who are foreign and exempt, can file a California Dream Application: <https://financialaid.santarosa.edu/dream-act> (<https://financialaid.santarosa.edu/dream-act>) for review of CCPG fee waiver eligibility.

### **CCPG Fee Waiver Changes Effective Fall 2016**

#### **Minimum requirements for maximum success.**

Whether you want to move into a career or move on to a four-year university, California community colleges want to help you achieve your educational goals. Once you've qualified for the CCPG Fee Waiver, it's important to ensure that you're meeting the academic and progress standards in order to avoid losing it.

#### **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, or fall/winter/spring quarters), you may lose your fee waiver eligibility.

### **Progress - Complete more than 50 percent of your coursework**

If the cumulative number of units you complete is not more than 50 percent in two consecutive primary terms (fall/spring semesters, or fall/winter/ spring quarters), 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 percent may result in loss of fee waiver eligibility.

### **How will I know?**

You'll be notified within 30 days of the end of each term if you are being placed on either academic (GPA) and/or progress (course completion) probation. Your notification will include the information that a second term of probation will result in loss of fee waiver eligibility. After the second consecutive term of probation, you may lose eligibility for the fee waiver at your next registration opportunity.

### **How to regain eligibility**

If you lose eligibility for the CCPG Fee Waiver, there are a few ways that you can have it reinstated:

- Improve your GPA or course completion measures to meet the academic and progress standards
- Successful appeal regarding extenuating circumstances
- Successful appeal based on significant academic improvement
- Not attending your school district for two consecutive primary terms (fall/spring semesters, or fall/winter/spring quarters) The appeals process for extenuating circumstances includes:
  - Verified accidents, illness or other circumstances beyond your control
  - Changes in economic situation
  - Evidence of inability to obtain essential support services
  - Special consideration factors for CalWORKs, EOPS, DSPS and student veterans
  - Disability accommodations not received in a timely manner. If you have questions or need assistance, please contact the financial aid office or registrar at your college.

Please note that foster youth and former foster youth (age 24 years and younger) are not subject to loss of the CCPG Fee Waiver under these regulations.

For more information about the CCPG Fee waiver visit: <http://www.icanaffordcollege.com/>  
(<http://www.icanaffordcollege.com/>)

### **Federal Pell Grants**

Pell Grants are federal grants to assist low and middle income students who are enrolling in any number of units. Awards are granted based on full-time enrollment, but will be pro-rated for students who enroll three-quarter time, half-time, and less than half-time.

### **FSEOG**

Federal Supplemental Educational Opportunity Grants are another form of federal grant for the exceptionally financial needy and are given to the lowest income students. FSEOG grants vary.

## **EOP&S**

Extended Opportunity Program and Service Book Vouchers are for full-time students who are educationally disadvantaged and eligible for CCPG fee waiver A or B. Other services include priority registration, book awards, and counseling. Visit <http://eops.santarosa.edu/> (<http://eops.santarosa.edu/>)

## **Cal Grants**

These are state grants that are awarded by the California Student Aid Commission and paid through the College. There are several types of Cal Grants, including Cal Grant A, B and C. Eligibility is based on financial need and GPA. The deadline to apply is March 2 prior to the year of enrollment for all California colleges and September 2 for all California Community Colleges.

## **Chafee Grant**

Up to \$5,000 per year is available for former foster youth who are California residents. They must have remaining financial need and meet certain age and Independent Living Program (ILP) requirements.

## **Federal Work-Study**

the Federal Work-Study (FWS) program is a form of financial aid that provides students an opportunity to work part-time to earn money to help pay for college expenses. To be considered for a Federal Work-Study award, FAFSA filing students must indicate an interest on their application. If offered (FWS), students are encouraged to seek assistance with the Student Employment Office.

## **Federal Direct Loans**

Federal Direct Loans are funds that a student may borrow from the federal government to help with tuition, books and supplies, and other college expenses. Students must be enrolled at least half time in an eligible program of study, and must apply using the FAFSA and the SRJC Loan Request Form. Loan repayment begins when a student's enrollment falls below half-time (6 units).

## **Short-Term Loans**

A limited number of small short-term loans are available for unforeseen emergencies. For current availability, check with the Financial Aid Office.

## **Scholarships**

For information about scholarships, see Section 5.

Related information can also be found in this Catalog under "Scholarships," "Tuition," "Employment," and "Extended Opportunity Program and Services."

More information about financial aid programs and policies can be found on the Financial Aid web pages or from the Financial Aid Office, Plover Hall, Santa Rosa Campus. Hours are Monday–Thursday, 8:00 am–5:00 pm and Friday, 8:00 am–12:00 pm and 2:00 pm–5:00 pm. Call (707) 527-4471 or visit <http://financialaid.santarosa.edu> (<http://financialaid.santarosa.edu/>)

## **FORENSICS TEAM**

Forensics offers students the opportunity to develop, refine and master communication skills, either as a communications class (Comm 52) or through independent study. We mentor new speakers and guide seasoned competitors. In fact, SRJC has a 100-year history of developing first-time speakers and encouraging them to join the team. Students on the team travel to intercollegiate tournaments locally and across the state. So, if you like to argue, convince, act or perform or if you want to debate or advocate, join us. Further information is available via this link:

<https://comm-studies.santarosa.edu/forensics-public-performance-and-intercollegiate-speech-and-debate>  
(<https://comm-studies.santarosa.edu/forensics-public-performance-and-intercollegiate-speech-and-debate>)

## **FOSTER YOUTH PROGRAMS**

The Bear Cub Scholars Program (formerly known as NextUp) provides services to current or former foster youth attending Santa Rosa Junior College. Our mission is to empower our students by providing them with the support they need to reach their academic goals. We offer academic counseling, financial assistance, and educational resources to encourage a successful and enriching college experience for all of the students we serve.

To qualify:

- You must have been in foster care, a group home, kinship, guardianship, or another type of out-of-home placement for at least one day during your life.
- Be enrolled in a minimum of 3 for credit academic units
- Be 35 years of age or younger

### **Assistance offered to most students:**

- Academic counseling
- Help with purchase of books and school supplies
- Helpful, fun, and enriching workshops
- A supportive community, including your peers
- Financial assistance
- Laptop, wi-fi hotspot and other technology services needed to be successful
- Much more!

To find out more about our programs, visit <https://eops.santarosa.edu/foster-youth-services>  
(<https://eops.santarosa.edu/foster-youth-services>).

## **GALLERY AND MUSEUM**

### **ROBERT F. AGRELLA ART GALLERY**

The Robert F. Agrella art gallery serves as a resource to develop an appreciation and understanding of the visual arts. As an extension of the educational program of the Art Department, the gallery serves both the Santa Rosa Campus and community through its series of exhibits, informational brochures, and lectures. The gallery presents works of excellence in many media with an emphasis on artists not generally seen in this area.

Located on the first floor of the Doyle Library, the gallery is readily accessible during its scheduled exhibits. Please visit our website for hours of operation: <https://art-gallery.santarosa.edu/> (<https://art-gallery.santarosa.edu/>).

## **SANTA ROSA JUNIOR COLLEGE MULTICULTURAL MUSEUM**

The Santa Rosa Junior College Multicultural Museum serves to promote awareness and appreciation for, and communicate the beauty and uniqueness of native cultures of the world. Changing exhibits feature both traditional and contemporary art and technology of Native Americans, as well as Latinx, Asian, Oceanic, and African cultures. The Elsie Allen Family Collection of Pomo basketry is always featured. The Museum offers self-guided tours to community and educational groups. Traditional dances and informative lectures are sponsored during the school year.

The museum is an integral part of the Native American Studies and Anthropology curricula of the Behavioral Sciences Department.

The SRJC Multicultural Museum is housed in Bussman Hall north of the Administration Building.

Please visit our website for current hours, online exhibits, and tour information: <https://museum.santarosa.edu/> (<https://museum.santarosa.edu/>).

## **HEALTH SCIENCES**

### **WILLIAM B. RACE HEALTH SCIENCES BUILDING**

The William B. Race Health Sciences Building houses Health Sciences programs. It provides state-of-the-art instructional facilities for SRJC's Health Sciences Programs: Medical Assistant, Nurse Assistant, Radiologic Technology, Associate Degree in Nursing (RN), Dental Assistant, Dental Hygiene, Nutrition & Dietetics, Dietetic Technician, Certified Dietary Manager, Public Health Degree, and Pharmacy Technician.

The building houses a 30-bed nursing skills laboratory, an ambulatory skills laboratory with exam rooms, a fully operational digital X-ray unit for training Radiologic Technologists, and a pre-dental clinic laboratory. The Allied Dental Health Programs' state-of-the-art clinic is where all SRJC students, faculty, and community members are welcome to receive low-cost dental x-rays and cleanings. Oral health plays an important role in your general health and wellness. Our students are happy to provide these services. Appointments may be scheduled by calling (707) 527-2844.

The Health Learning Resource Center (HLRC) serves the health education needs of Santa Rosa Junior College students. The 30-station educational technology supports the Health Sciences Programs including standardized testing required for State and National Licensing. The center is open, Monday-Friday, 8:00 am-5:00 pm. Call the HLRC at (707) 527-4207.

The William B. Race Health Sciences building is truly an asset to both Santa Rosa Junior College and the community. For information about the Health Sciences Department, call (707) 527-4272 or visit <https://healthsciences.santarosa.edu/> (<https://healthsciences.santarosa.edu/>).

## **HIGH SCHOOL CAREER PATHWAYS TO SRJC**

In partnership with local high schools, SRJC helps connect high school Career Pathways to college Career and Technical Education (CTE) programs to give students a head start on college and careers. Career Pathways are coherent sequences of high school Career & Technical Education (CTE) courses that prepare students for careers and continued education. Many feature articulation with like SRJC courses. Articulation is the alignment and comparability of coursework between two levels of education, such as high school and community college. It is established through discipline specific faculty-to-faculty collaboration. For example, SRJC Automotive Technology instructors meet with their high school counterparts to confirm that concepts and skills being taught in the high school Automotive Technology courses are comparable to those of the College. Once the determination is made that coursework is sufficiently similar, formal articulation agreements are established. Students successfully completing the articulated high school courses have opportunities to earn college credit.

Benefits of Articulation: Students earn a head start on college and their careers, saving time and money by skipping redundant coursework in which they've already demonstrated mastery. CTE faculty collaborate, share resources, conduct joint industry advisories, and update and align curriculum, which provides students with relevant career skills and a smooth transition to postsecondary and career success.

<http://cte.santarosa.edu/credit-exam> (<http://cte.santarosa.edu/credit-exam>)

## **HIGH SCHOOL EQUIVALENCY PROGRAM (HEP)**

The High School Equivalency Program (HEP) helps migratory and seasonal farmworkers (or children of such workers) who are 17 years of age or older and not currently enrolled in school to obtain the equivalent of a high school diploma and, subsequently, to gain employment or begin postsecondary education or training. The program serves more than 5,000 students throughout the nation annually. HEP is funded through a grant from the U.S. Department of Education, Office of Migrant Education. <https://hep.santarosa.edu> (<https://hep.santarosa.edu>), (707) 527-4978.

## **HISPANIC SERVING INSTITUTION**

Approximately 37% of students attending SRJC are Latinx. SRJC was formally designated as an Hispanic Serving Institution (HSI) by the United States Department of Education in April 2014. SRJC was awarded a grant in October 2014 with the purpose to expand educational opportunities and improve the academic attainment of Hispanic and low-income students, and to expand and enhance the academic offerings, program quality, and institutional stability of colleges and universities that are educating the majority of Hispanic college students.

## **HONOR SOCIETIES**

### **ALPHA DELTA NU**

To promote scholarship and academic excellence in the profession of nursing, the Organization for Associate Degree Nursing (OADN), has established the Alpha Delta Nu Honor Society and has made provisions for the establishment of Institutional Honor Society Chapters.

The objective of the OADN Alpha Delta Nu Nursing Honor Society shall be to recognize the academic excellence of students in the study of Associate Degree Nursing. The society shall encourage the pursuit of advance degrees in the profession of nursing as well as continuing education as a life-long professional responsibility. Additionally, the society shall participate in the recruitment of qualified individuals into the profession of nursing. Associate Degree in Nursing students who are enrolled in their second semester of the program are invited to apply if all required qualifications are met.

### **ALPHA GAMMA SIGMA (AGS)**

Alpha Gamma Sigma is the statewide California Community College scholastic honor society. The purpose of Chapter Theta at Santa Rosa Junior College is to promote and recognize scholarship, to develop programs of cultural and social enrichment, to promote service to the College and to the community, and to emphasize the development of leadership, character, and judgment.

### **LAMBDA NU (LN)**

Lambda Nu (LN) is a national honor society for the radiologic and imaging sciences.

The mission of the California Epsilon Delta Pi chapter of Lambda Nu chartered in 2016, is to:

- Foster academic scholarship at the highest academic
- Promote research and investigation in the radiologic and imaging sciences;
- Recognize exemplary scholarship.

Lambda Nu's name is derived from the lower case Greek characters in the formula  $\lambda f = c$ , which represents the physics of the inverse relationship between wavelength and frequency an essential parameter across the diversity of modalities comprising the professions. Lambda Nu uses the upper case Greek characters Lambda and Nu to represent the inverse relationship and delicate balance required between the art and the science inherent in the radiologic and imaging sciences.

Membership in the California Epsilon Delta Pi chapter of Lambda Nu is limited to full-time Santa Rosa Junior College radiologic technology students who have an overall GPA of 3.0 or higher after one full semester in the radiologic technology program.

### **NATIONAL SOCIETY OF LEADERSHIP AND SUCCESS (NSLS)**

The National Society of Leadership (NSLS) and Success is the nation's largest leadership honor society. Students of the NSLS chapter at SRJC Petaluma are selected for membership based on academic standing, leadership potential, and leadership achievement. Candidacy is a nationally recognized achievement of honorable distinction. Membership is for life and provides access to benefits including scholarships and awards, exclusive on-campus events, employer recruitment through an online job bank, discounts on computers, textbooks, grad school prep courses, insurance and much more. Inducted members complete a leadership program consisting of the Orientation, a Leadership Training Day, three Speaker Broadcasts, three Success Networking Team meetings, and an Induction Ceremony where they receive their Certificate of Leadership Training. For more information contact Deborah Ziccone at [dziccone@santarosa.edu](mailto:dziccone@santarosa.edu) (<mailto:dziccone@santarosa.edu>) or (707) 778-3637.

### **PHI THETA KAPPA (PTK)**

Phi Theta Kappa is an internationally renowned two-year college honor society. The mission of the Beta Gamma Delta chapter of Phi Theta Kappa, chartered in 1995, is to recognize, support, promote, and reward those students who maintain a standard of academic excellence.



The goals of Phi Theta Kappa are to support any student who is trying to achieve academic excellence, to encourage all students to set high standards for themselves, to provide a forum in which those students may find a sense of community, to bring a body of talent and skill to the task of improving our larger community and, to represent Santa Rosa Junior College to the best of students' ability by upholding the Phi Theta Kappa hallmarks of "Scholarship, Leadership, Fellowship, and Service." A student must have a 3.5 GPA in order to be inducted. Inquiries pertaining to either society should be made at the Student Affairs Office.

## **JOB DEVELOPMENT**

Job Developers at Santa Rosa Junior College provide information and guidance to students on career planning, job opportunities, and other career-related topics. As part of the SRJC Career Hub students and alumni can utilize the services when seeking out the means to connect to employers, develop their professional profile, and engage in the development of their career-readiness. Job Developers works collaboratively with faculty and staff to coordinate and facilitate recruitment days, employer panels, and targeted job fairs.

## **LEARNING COMMUNITIES AT SRJC**

Learning communities are linked courses; the same group of students enroll in two or more classes. Learning communities support students' academic success, build student community, and provide opportunities for campus and community engagement.

1. **ASIAN PACIFIC AMERICAN STUDENT SUCCESS:** Mana is the mind, one's life force, and nourishment, and in this learning community, students will cultivate their Mana to find success in school and beyond. APASS invites students to participate in numerous cultural and community engagement activities, and students meet regularly with our APASS Counselor. Course themes and topics focus on the Asian and Pacific diaspora, and all SRJC students are invited to enroll. In the fall, students enroll in Counseling 10 (First-Year Experience) and English 1A (College Composition). In the spring, students enroll in English 5 (Advanced Composition and Critical Thinking), ETHST 22 (Introduction to Asian American Studies), and COUN 80 (Understanding Transfer Process).

2. **Avanzando STEM LEARNING COMMUNITY:** This STEM (Science, Technology, Engineering, Mathematics) Learning Community builds connections among students who identify with an educational goal to transfer with a STEM major. The learning community is part of the District's HSI-STEM, Title III-Part F grant and is open to all interested students. The year-long learning community links Mathematics, English, Counseling, and Chemistry courses fundamental to transferring to a four-year university as a STEM major. Students will have access to embedded academic support and research opportunities through the Avanzando MESA Center, STEM counseling and academic support, retention and success services, and insights into building their STEM community of faculty, friends, and STEM professionals.

3. **PUENTE** is a transfer program funded by University of California Office of the President. Puente students participate in a year-long learning community that focuses on English writing, Counseling and Mentoring. Students will enroll in English 1A, English 50 and English 5 that will focus on multicultural literature and experiences. Along with English, students will take Counseling 10 and Counseling 80 which focuses on transition to college and the transfer process. In addition, students will be matched with a mentor who is a professional in the community.

4. **UMOJA** focuses on student success through Academics, Counseling, and career Mentorship. In the fall, students enroll in Umoja linked courses: English 1A, History 30, and are encouraged to take Counseling 10. The program is open to all students interested in completing a degree/transferring, meeting with the Umoja counselor, and participating in

cultural and personal enrichment activities.

Students enroll in Learning Communities because they benefit from:

- Meeting new students and developing new friendships
- Team-taught courses in learning-centered classrooms
- Numerous opportunities for college and community involvement

For more information about Learning Communities call New Student Programs at (707) 527-4375 and/or visit: <http://learningcommunities.santarosa.edu> (<http://learningcommunities.santarosa.edu/>).

## **LIBRARY AND MEDIA SERVICES**

The Santa Rosa Junior College Libraries cultivate dynamic student-centered learning environments designed to foster student success. We create access to quality resources and instruct students in research skills that extend learning, enhance critical thinking, and inspire intellectual discovery.

### **ABOUT THE LIBRARIES**

There are two libraries in the district, the Doyle Library on the Santa Rosa campus and the Mahoney Library on the Petaluma campus. The Frank P. Doyle Library is located in the heart of the Santa Rosa campus. The four-story, 140,000-square-foot building offers abundant individual and group study space, computers and a host of print and digital resources. The Herold Mahoney Library is located on the Rotary Plaza of the Petaluma campus facing south. The two-story, 35,000-square-foot building houses a dynamic print and digital collection, and abundant study spaces and computers. Both libraries offer technology-rich learning commons that provide flexible furniture and spaces for students to study, connect, learn, and create knowledge. The Libraries support the entire spectrum of curriculum offerings.

### **RESEARCH SUPPORT**

The libraries provide thousands of relevant and credible resources of value for academic research projects. These resources include print and online collections that contain books, articles, images, videos and more. Both libraries house a Reserve collection of current textbooks as well as quiet and collaborative study areas. Students can also checkout laptops, iPads and calculators. Library hours can be found at: <https://libraries.santarosa.edu/hours> (<https://libraries.santarosa.edu/hours>).

A librarian is available, online or in-person, to assist students with research and information during all hours that the libraries are open. In addition, librarians teach a 1 unit course called Introduction to Information Literacy, which is an Associate degree requirement for SRJC. Librarians offer scheduled and drop in workshops on research skills, preparing a bibliography/works cited and other specific research tools. Students can also schedule 30-minute, one-on-one research assistance sessions with a librarian for individual support. For more information about the libraries and the resources and services we offer, please visit our website: <http://libraries.santarosa.edu>. (<https://libraries.santarosa.edu/>).

### **MEDIA SERVICES**

Media Services is housed within the library on both the Santa Rosa and Petaluma campuses. Please visit Media Services website at <https://media.santarosa.edu/> (<https://media.santarosa.edu/>). Media Services also offers expertise with educational technology, videoconferencing and Zoom licensing, learning space design/support, and a wide array of

audiovisual, production and technical skills for campus events and projects.

## **LUMAFEST**

LumaFest is SRJC Petaluma's open house and community education event. LumaFest features exhibits and informational booths, food, demonstrations, contests, and activities that highlight the City of Petaluma's annual El Dia de los Muertos cultural celebration. In addition, this family-friendly, all-weather event hosts live musical/dance entertainment, movies and free performances in the Carole L. Ellis Auditorium, a chance to meet "Fresno" the Giraffe and Roscoe the Bear Cub, and interact with educational programs on campus, all while enjoying the spectacular sweeping views of Sonoma Mountain. Call 707-778-3927 for more information.

<https://lumafest.santarosa.edu> (<https://lumafest.santarosa.edu/>)

## **MESA CALIFORNIA COMMUNITY COLLEGE PROGRAM**

The Mathematics, Engineering, Science Achievement (MESA) Community College Program at Santa Rosa Junior College exists to increase the number of students transferring to a four-year college or university as engineering, science and technology majors.

The MESA Program offers academic assistance, transfer advising, and leadership and career development services specific to science, technology, engineering and mathematics (STEM) transfer majors. The MESA Program utilizes an Industry Advisory Board to work closely with local companies, providing professional development enrichment activities.

The MESA Community College Program serves students who:

1. Declare a calculus-based science transfer major,
2. Develop a long-term educational plan that supports transfer in a STEM discipline, and
3. Satisfy specific academic and economic eligibility criteria.

Students must complete an enrollment process in order to receive MESA services.

Students accepted into MESA agree to be engaged in activities that support the main components of the program, build an academically-based peer community on campus, and develop individual and team-building leadership skills. This STEM community of learners is what sets MESA apart from other programs.

### **MAIN COMPONENTS OF THE MESA PROGRAM**

- STEM specific orientation workshops for new and continuing students
- Academic Excellence Workshops, structured study groups and drop-in peer tutoring
- Career advising and professional development workshops
- Access to undergraduate research programs and projects
- Assistance in the transfer process
- Participation in STEM professional organizations, guest speaker presentations, and STEM industry tours

Interested students should visit the MESA Center located in Bertolini room 4832 or call (707) 524-1859 , or visit our website: <https://mesa.santarosa.edu/> (<https://mesa.santarosa.edu/>). For more information about the statewide MESA Community College Program please visit: <https://mesa.santarosa.edu/> (<https://mesa.santarosa.edu/>)

## **OLDER ADULT PROGRAM**

SRJC offers free noncredit educational courses designed specifically for older adults as part of its lifelong learning program. Courses include art, autobiography, discussion group, fitness, and music. Since 1968 our Older Adults Program courses have provided an opportunity for personal growth and development, group interaction, mental stimulation and physical activity. Classes are held at various locations throughout Sonoma County. Interested individuals may sign up for a class by going directly to the location and the instructor will provide application and registration material or go online at <https://older-adults.santarosa.edu/> (<https://older-adults.santarosa.edu/>). Select schedule of classes > Term> “O” for Older Adults. For further information please contact the Older Adults Program at (707) 527-4533.

## **OUR HOUSE INTERCULTURAL CENTER (SRJC PETALUMA)**

The Intercultural Center’s mission is to promote a campus culture of inclusion and equity at SRJC Petaluma through educational and social programming, support of identity-based clubs and organizations, and the provision of services. Our House is also home to Queer Resources and Sawubona Black Student Support Center, call 707-778-2427 for more information.

<https://petaluma.santarosa.edu/ourhouse> (<https://petaluma.santarosa.edu/ourhouse>)

## **PEER ASSISTED LEARNING SPECIALIST (PALS) PROGRAM**

SRJC’s PALS Program seeks to increase student knowledge and skills by fostering community, agency and persistence in the classroom. Students who have successfully completed courses are invited back to mentor and tutor current students so that they may find greater academic success. PALS attend class, and they hold individual tutoring sessions outside of class, as needed. In addition, PALS provides grading assistance to the instructor.

## **PERFORMING ARTS**

### **MEDIA**

The Media Program in the Communication Studies Department offers a variety of activities, including practical workshop courses in film, video, and radio. Students create original film/video, projects, write film scripts, and produce radio dramas. The Media Internship Program with local television and radio stations is unique among two-year colleges in California. Graduates of the Media Program are employed in communication positions throughout the west. The Communication Studies Department grants a Certificate of Completion with an emphasis in Media.

### **MUSIC**

Music opportunities are plentiful and varied. Performing organizations available to all students include choirs (both large and small), jazz singing, jazz bands, concert bands, orchestras, wind, string, and keyboard ensembles. Classical and popular singing classes, synthesizer, musical theatre, and improvisational jazz technique classes are available. Traditional piano, theory, history, and sight-singing courses are open to students.

## **THEATRE ARTS**

Theatre Arts classes are exciting and challenging for all students. Theatre classes offer a wide range of topics from theatre history and performance skills to stage lighting, theatre design, and management. For students with specific interests, Theatre Arts offers specialized training through a certificate program in the fields of acting, costuming, makeup, stagecraft, or stage management. All students are encouraged to participate in our productions as performers, backstage technicians, or as part of the front of house management team. A dynamic season of productions and showcases are presented throughout each school year in our two state-of-the-art theatres. Auditions are generally held within the first 10 days of each semester; interviews for student designer and stage management positions are held in the late spring or early fall. In addition, experienced students have the opportunity to apply for participation in our nationally acclaimed preprofessional training program, Summer Repertory Theatre (see below). Don't miss the chance to participate in a program that will change the shape of your life.

For more information, contact James Newman at (707) 527-4221, or visit: <https://theatrearts.santarosa.edu/> (<https://theatrearts.santarosa.edu/>); Burbank Auditorium room 138.

## **PETALUMA FILM ALLIANCE**

The Petaluma Film Alliance is a program of the SRJC Foundation dedicated to building community through the art of film. Santa Rosa Junior College, community businesses and individual members partner together to create year-around film programs with an emphasis on film education. PFA also offers regular internship opportunities for students to gain experience in programming and festival management at the Petaluma campus cinematheque and Film Fest Petaluma, the city's annual short film festival. The program includes the events listed below.

### **Petaluma Cinema Series**

The Cinema Series, which is open to the public, offers Wednesday night screenings from September through May of classic, foreign and independent films in the Carole L. Ellis Auditorium at the SRJC Petaluma Campus. The series hosts Q&As with guests from the world of film, lectures and post-screening discussions.

Film Fest Petaluma is an annual film festival held in the late spring at Petaluma's historic Mystic Theatre, featuring the best new short films from around the world with filmmakers in conversation.

Sonoma County Student Film Festival is an annual film festival held the first weekend of April, featuring the best student work from schools throughout Sonoma County. Entries for the festival are accepted via [FilmFreeway](https://filmfreeway.com/SCSFF?utm_campaign=Submission+Button&utm_medium=External&utm_source=Submission+Button) ([https://filmfreeway.com/SCSFF?utm\\_campaign=Submission+Button&utm\\_medium=External&utm\\_source=Submission+Button](https://filmfreeway.com/SCSFF?utm_campaign=Submission+Button&utm_medium=External&utm_source=Submission+Button)) until early March.

Further information is available at <https://comm-studies.santarosa.edu/film-screenings-events> (<https://comm-studies.santarosa.edu/film-screenings-events>)

## **PINER EARLY COLLEGE MAGNET PROGRAM**

Santa Rosa City Schools and Santa Rosa Junior College share a unique partnership known as the Piner High School-SRJC Early College Magnet Program. This partnership provides qualified high school students dual enrollment opportunities, allowing them to earn college credits while earning their high school diploma. This exceptional educational opportunity establishes a four-year cohort providing Early College Magnet Program students with accelerated learning in the company of other college students.

Piner Early College Magnet Program students receive special counseling services from both the high school and SRJC. Each student is provided with a personalized four-year education plan. Students also complete SRJC counseling courses to prepare them for college success.

ECM students begin their journey as freshmen at Piner High School by taking a course called Early College Foundations which prepares them for future college course work. As sophomores, the Early College Magnet students take a Counseling course at SRJC that is restricted only for Piner sophomores.

As high school juniors and seniors, students attend four periods at Piner High School and enroll in as many as two college courses per semester at the SRJC Santa Rosa Campus. Their courses of study are guided by their personal education plans and lead to the completion of a certificate, associate degree, or university transfer.

SRJC enrollment fees are exempted for high school dual enrollment students and all required SRJC textbooks are provided at no cost to students enrolled in the Piner Early College Magnet Program. A designated SRJC counselor provides support and instruction for the students, while an SRJC staff member coordinates the Program for the college. The high school supports the program by providing bus transportation to SRJC's Santa Rosa Campus, staff for high school counseling and coordination of the program for the high school, as well as marketing and outreach for student recruitment.

For further information, contact: Colleen Olmstead, Student Outreach Coordinator, Santa Rosa Junior College at [colmstead@santarosa.edu](mailto:colmstead@santarosa.edu) (<mailto:colmstead@santarosa.edu>).

## **PUENTE PROJECT**

Puente Project (Spanish for "bridge") is a national award-winning program that has helped prepare thousands of students for success in university studies. The program involves a two-semester sequence of = English Composition/Critical Thinking that focuses on the Chicano/Latino experience. Counseling courses are also offered to help students with personal development and study skills.

Members of the professional community provide mentoring. Additional program activities are designed to help students participate fully in academics and career preparation. Students are admitted to the program each year through a first-come, first-served basis. Students must be eligible for English 1A and have a high interest in transferring.

If interested, please submit an interest form at [puente.santarosa.edu](http://puente.santarosa.edu). Puente is located in Bertolini Student Center, 2nd floor Counseling Office. For further information, contact: The Puente Santa Rosa Office at (707) 521-6909, or the Petaluma Campus, Kathleen Doyle Hall, at (707) 778-3916.

## **SRJC DISTRICT SUSTAINABILITY COMMITTEE**

The District Sustainability Committee is a collaboration between faculty, staff, administrators, and students committed to expanding and supporting sustainability initiatives at SRJC. A primary goal is to facilitate the development, implementation, and management of Santa Rosa Junior College's Strategic Plan: Strategy 4, Goal 2 "Promote a community culture of sustainability". This is done by identifying "annual goals for sustainability, including the creation and regular assessment of a District Sustainability Plan that achieves the Presidential Climate Commitment" and promoting a culture that promotes environmental stewardship, economic vitality, and social equity throughout all district sites.

The Sustainability Committee is committed to the following functions:

- Promote sustainability across all designated domains: Transportation, Curriculum and Education, Engagement and Culture, Food, Economics, Resource Use and Climate, Built Environment, Administration and Organization
- Monitor and provide input to district-wide policies and projects, especially construction, renovation, and purchasing, to assure implementation of green practices and principles, in coordination with district leadership
- Network with campus and community sustainability organizations and develop student trainings, events, and internships;
- Create sustainability-related professional development opportunities
- Oversee and promote environmental education at SRJC, including supporting the development of environmental courses and majors, administering the Global/Environment AS requirement, facilitating the Environmental Forum course, awarding Foundation scholarships, and assisting faculty across all disciplines to incorporate sustainability issues into their curricula.

Interested students, faculty, and staff are encouraged to get involved by taking the following actions:

- Attend a committee meeting (fourth Thursday of months: Aug, Sept, Oct, Jan, Feb, Mar, Apr, 3:00-4:30PM) and communicate the changes and programs that you would like to see happen.
- Students: Participate with other students in our student-led sustainability group. For more info see the Student Involvement page (<https://sustainability.santarosa.edu/student-involvement> (<https://sustainability.santarosa.edu/student-involvement>)).
- Take a class in an environmental field such as environmental studies, natural resources management, conservation, sustainable agriculture, or photovoltaics/solar design. See the list of courses that have sustainability as a theme at: <https://sustainability.santarosa.edu/sustainability-courses-srjc> (<https://sustainability.santarosa.edu/sustainability-courses-srjc>).

For more information about district-wide sustainability, visit SRJC's Sustainability website (<https://sustainability.santarosa.edu/> (<https://sustainability.santarosa.edu/>)).

## **STUDENT EMPLOYMENT**

The Student Employment office as part of the SRJC Career Hub assists SRJC students and alumni who are seeking employment both on and off-campus. Services and resources include:

### **ON-CAMPUS EMPLOYMENT SERVICES**

On-campus employment provides students the opportunity to acquire and develop general work habits, earn extra money while enrolled in college and to assist departments in maintaining programs. Student Employment provides support services for SRJC student employees including Federal Work Study students throughout their employment. Students must be enrolled part-time to work on campus, 6.00 units in fall and spring semesters and 3.00 units during the summer session. Hours of work are limited to 25 hours a week, and 20 hours for international students. Students are employed at four District locations, SRJC Santa Rosa, SRJC Petaluma, Shone Farm and Southwest Center.

## **ONLINE STUDENT JOB BOARD**

- Jobs for both entry-level and the highly skilled
- Part-time and full-time job listings
- Full-time career opportunities for city, county, and state positions
- Resume templates
- Employer resume search
- Job search and career videos
- Career advice documents and podcasts

For more information, contact:

SRJC Career Hub

Bertolini Student Center 3rd Floor

(707)-527-4476

Hours: Monday-Thursday 8:00 am - 5:00 pm and Fridays 8:00 am - 12:00 pm

Closed Fridays in June and July

<https://careerhub.santarosa.edu/campus-employment> (<https://careerhub.santarosa.edu/campus-employment>)

## **STUDENT HEALTH SERVICES**

Good health is essential to student success. Student Health Services contributes to the well-being and educational success of Santa Rosa Junior College students through a variety of health-related services. The department provides support services for the entire college community through communicable disease control, risk management activities related to accidents and behavioral incidents, optimizing maximum health insurance coverage as possible for students, maintaining referral lists, and more. The department's web page provides online learning activities, access to an interactive online health magazine and health education and promotion resources. Health events and classroom presentations on health issues are provided. Individual students may be supported with a range of direct health services in the health centers to address barriers impacting their educational success.

Student Health Services provides direct medical, mental health, telehealth, administrative services on the 3rd Floor of Bertolini in Santa Rosa. At SRJC Petaluma, medical and mental health are located at 610 Richard Call Building. Student Health Services provides direct services by District College Nurse Practitioners and Mental Health providers for any SRJC student enrolled in credit or non-credit courses. We also provide telehealth appointments. The healthcare providers in Student Health Services are a confidential resource for any student disclosing a Title IX violation.



Services include: appointments and drop-in care for students who are ill, injured, or have health questions/concerns; emergency first aid; crisis intervention, mental health counseling, health screening; health education and promotion activities; sexual and reproductive healthcare, enrollment in health insurance and/or food programs, and resource finding and referrals.

Students who are injured while participating in any college-sponsored and/or supervised activities, whether on or off-campus, may qualify for student accident insurance benefits. Any incident should be reported to Student Health Services as soon as possible to obtain assistance and information regarding the insurance coverage.

Student Health Services is supported by the student health fee. Most services in the clinic are free including mental health counseling and medical visits. Some immunizations and lab tests incur a fee for the student.

SRJC Student Health Services participates in the Naloxone Distribution Project (NDP) to combat opioid overdose-related deaths throughout California. This initiative is aimed to address the opioid crisis by reducing opioid overdose deaths through the provision of free naloxone.

Naloxone is a life-saving medication that works to reverse an opioid overdose while having little to no effects on an individual if opioids are not present in their system. Naloxone blocks opioid receptor sites, reversing the toxic effects of opioid overdose.

Check out the California Department of Public Health (CDPH) training video that highlights the knowledge and skills needed to prevent opioid-related deaths by using naloxone, a drug that can reverse an overdose.

<https://www.youtube.com/watch?v=nurz9qPGKws> (<https://www.youtube.com/watch?v=nurz9qPGKws>) Visit the Student Health Center for more information on the use and location of opioid overdose reversal medication on campus.

Please see our website or call for the latest information of hours and service:

Santa Rosa Campus, Bertolini Building : 527-4445

Petaluma Campus, Richard Call: 778-3919

You may visit our Web site at: <https://shs.santarosa.edu/>.

Or you may email us at: [studenthealthservices@santarosa.edu](mailto:studenthealthservices@santarosa.edu)

During June and July, all sites are closed on Fridays.

## **STUDENT HOUSING**

### **ON-CAMPUS HOUSING**

SRJC Residence Life, Polly O'Meara Doyle Hall opened Fall 2023 located at 1988 Armory Drive Santa Rosa, CA 95401.

Phone: 707-535-3778 for additional information: <https://housing.santarosa.edu> (<https://housing.santarosa.edu>)

### **OFF-CAMPUS HOUSING**

The Student Resource Center maintains an online housing board with current listings of available off-campus housing. Other than providing these services, the College assumes no responsibility for off-campus housing. Room and board and apartment costs vary greatly. Housing is limited and students should make arrangements well in advance of enrollment.

If you are looking for off-campus housing information is available: <https://housing.santarosa.edu/off-campus> (<https://housing.santarosa.edu/off-campus>)

## **STUDENT LIFE, EQUITY & ENGAGEMENT PROGRAMS**

The office of Student Life, Equity & Engagement Programs (SLEE) is the hub of all student activities and programs at Santa Rosa Junior College. This office coordinates the extracurricular and co-curricular activities of students, the Rotary Center for Student Leadership, the Girvin Family Student Activities Center (SAC), the Intercultural Events Committee, the Student Ambassadors Program, the SRJC Student Body, Student Government Assembly, clubs and organizations. In addition, SLEE coordinates Club Days, Lost and Found Sales, Student Elections, Student Information Day, Welcome Day, and many other activities. The office of Student Life, Equity & Engagement Programs supervises the online student life Calendar of Events, the online BearFacts, Student eNewsletter, and coordinates many of the events and activities on MySRJCAApp. The office has a free local phone and mailboxes for student government officers, clubs, and student members of college committees.

The office of Student Life, Equity & Engagement Programs is the place to go for general information and assistance, Student ID cards, and Club Banking. SLEE will also assist and advise students on college Student Grievance and Conduct process.

In Santa Rosa, Student Life is located on the 1st floor of the Bertolini Student Center. Hours of operation are Monday-Friday, 8:00 am – 5:00 pm and Wednesdays, 8:00 am – 6:00 pm. Call (707) 527 – 4424 or email [srjcstudentlife@santarosa.edu](mailto:srjcstudentlife@santarosa.edu) (<mailto:srjcstudentlife@santarosa.edu>).

In Petaluma, Student Life is located in the Student Engagement and Success Center located in Mike Smith Hall. Hours of operation are Monday through Thursday, 8:00 am – 5:00 pm, and Friday, 8:00 am – 12:00 pm. Call (707) 778-7141.

Visit <http://studentlife.santarosa.edu> (<http://studentlife.santarosa.edu/>) for more information.

## **STUDENT RESOURCE CENTERS**

Student Resource Centers are designed to help our SRJC Community (students, staff, faculty, alumni, etc.) when they are finding it hard to meet their basic needs.

- Come into a Student Resource Center to find information, referrals for:
- Housing
- Food
- Transportation
- The Student Resource Center provides information for a variety of basic needs programs both on and off-campus.
- Food Programs
- Housing Programs
- Transportation Programs
- Utility Assistance Programs
- CalFresh Program
- Health, Wellness & Support Programs
- School Supply Programs
- Shower Kits
- Emergency items

- Fire Victims
- and more...

The Santa Rosa Campus Student Resource Center is also a Coordinated Entry Point for our homeless students.

Santa Rosa Campus -- Bertolini Student Center

1st floor, East Corner, Room 4657

Mon – Thurs: 8:00 am– 4:00 pm

(707) 522.2638

Petaluma Campus – Welcome & Connect Center in Mike Smith Hall

680 Sonoma Mountain Parkway

Mon - Th: 8:00 am - 5:00 pm

F: 8:00 am - 12:00 pm

Visit <https://petaluma.santarosa.edu/studentcenter> (<https://petaluma.santarosa.edu/studentcenter>) for more information.

<https://petaluma.santarosa.edu/basicneeds> (<https://petaluma.santarosa.edu/basicneeds>)

<https://maps.santarosa.edu/> (<https://maps.santarosa.edu/>)

## STUDENT PHOTO ID'S

The office of Student Life, Equity & Engagement Programs (SLEE) is the place to purchase and attain a registered student photo ID at a cost of \$5. Also, International Student ID cards cost \$22 and the Gold Card and Employee ID cards are free.

The Santa Rosa Junior College Gold Card is FREE and is available to 1) all residents of Sonoma County, 2) 60 years old or older, and 3) students who have a Student ID number. This plastic, photo ID card entitles the user to similar benefits as a CubCard Premium member. The office of Student Life, Equity & Engagement can help you obtain a Student ID number for free if needed.

## SRJC Student Body

All currently enrolled students are considered members of the Santa Rosa Junior College Student Body and are represented by the Student Government Assembly (SGA). Students who pay the CubCard Premium membership fee each semester (including summer, with a special benefit program) are entitled to benefits, including, free home athletic events, half-price theatre ticket vouchers, a \$5 parking discount, or \$2 motorcycle parking discount, 10% off at the SRJC Bookstore (except textbooks), and \$0.50 off at Fresh & Natural (spend \$4.95 or more). CubCard Premium members are also eligible to apply for both emergency loans and book loans.

The SGA Student Life Committee (SLC) makes college life fun and interesting by sponsoring social and educational programs that are creative and engaging. The SGA gives financial support to many college programs that are creative and engaging. The SGA gives financial support to many college programs that benefit students. They support the following programs or services: Intercultural Events, Puente Project, Women's History Month, Arts & Lectures, Day Under the Oaks, Petaluma Campus Cinema Series, Theatre Arts Program, Intercollegiate Athletics and much more.

The SGA is the main legislative body of the SRJC Student Body and acts as voice and decision-making body of all students who attend Santa Rosa Junior College. The SGA fosters and encourages the democratic process and political action by involving students in educational issues and legislation that affects their lives on local, state, and national levels. Officers of the SGA are annually elected by the student body during the month of April; vacant positions are filled by appointment. All interested students are encouraged to apply in the office of Student Life, Equity & Engagement Programs or contact the Coordinator, Student Government Programs, Zack Miranda at [zmiranda@santarosa.edu](mailto:zmiranda@santarosa.edu) (<mailto:zmiranda@santarosa.edu>) or (707) 524-1528. The offices of the SGA are located in the office of Student Life, Equity & Engagement Programs on both campuses.

## **CLUBS**

A current listing of clubs is available online at <https://studentlife.santarosa.edu/student-clubs> (<https://studentlife.santarosa.edu/student-clubs>). There are clubs for almost any interest and they are open to any student. Clubs actively recruit members and all students are encouraged to join. If none of the clubs are of interest or meet your needs, then organize your own! Pick up a club information packet in the office of SLEE.

## **INTER-CLUB COUNCIL**

The Inter-Club Council (ICC) includes representatives from every college club and is represented in the Student Government Assembly (SGA) by the Inter-Club Council Chair. The ICC votes on club activation status. ICC also sponsors various events each semester. Its membership assists with events endorsed by SGA and Student Life, Equity & Engagement Programs.

## **CLUB MEMBERSHIP POLICY**

Santa Rosa Junior College policy states that students shall not exercise selectivity of memberships based on vote of their members. The Board of Trustees interprets this policy to prohibit the use of any device or practice, which, in effect, implements selectivity. The board expects compliance in spirit and fact with the policy of open membership.

## **STUDENT PUBLICATIONS**

### **BEARFACTS**

The BearFacts Student eNewsletter is an online bulletin that circulates information of interest to the college community. It is emailed and texted weekly to all currently registered students. Its primary focus is intended to communicate Student Services/Student Life information. It also promotes student-sponsored activities and events and other items of interest to the college community. Scholarship deadlines, student employment opportunities, and SRJC club information are just a few of the many listings in the BearFacts Student eNewsletter.

### **FIRST LEAVES**

A publication of student works of literature and art that is published in spring.

### **THE OAK LEAF**

The Oak Leaf is SRJC's award-winning newspaper and website, [www.theoakleafnews.com](http://www.theoakleafnews.com) (<http://www.theoakleafnews.com/>). The News Media Practice classes (Jour. 52A/B/C/D) offer a hands-on learning environment where students produce all content and decide what is published in print and online. The Oak Leaf covers college news, features, sports, opinions and arts & entertainment, as well as state and national events that affect the college and its students.

The Oak Leaf prepares students for careers in journalism and related fields. Students learn a broad range of print and multimedia skills, including writing, reporting, editing, photography, design and layout, podcasting, video production, social media reporting and website management and marketing. Call (707) 527-4867 for more information.

## **STUDENT SUPPORT SERVICES (SSS) TRIO HOPE**

### **PROGRAM DESCRIPTION**

The SSS TRiO HOPE (Health Occupation Preparation Education) Program provides opportunities for academic development, assists students with basic college requirements, and motivates students toward the successful completion of their postsecondary education. The goal of SSS is to increase the college retention and graduation rates of its students who are interested in pursuing a career in a health-related field.

### **SERVICES**

The SSS TRiO HOPE Program provides the following services:

- Academic tutoring, which may include instruction in writing, study skills, mathematics, science, and other subjects.
- Advice and assistance in postsecondary course selection.
- Assistance with information on both the full range of student financial aid programs, benefits and resources for locating public and private scholarships; and assistance in completing financial aid applications.
- Education or counseling services designed to improve financial and economic literacy.
- Assistance in applying for admission to, and obtaining financial assistance for enrollment in four-year programs.

The SSS TRiO HOPE Program may also provide individualized counseling for personal, career, and academic information, activities, and instruction designed to acquaint students with career options; exposure to cultural events and academic programs not usually available; mentoring programs.

Email: [hopecenter@santarosa.edu](mailto:hopecenter@santarosa.edu) (<mailto:hopecenter@santarosa.edu>)

Phone: 707-524-1520

Visit the HOPE Center!

Emeritus Building, Room 1575

## **STUDY ABROAD**

Students at Santa Rosa Junior College have the opportunity to study abroad. Nearly all classes offered are university transferable, meet general education requirements for the associate degree, and meet CSU, UC, and IGETC general education requirements. SRJC faculty and their counterparts from other cooperating California community colleges teach the courses.

Study Abroad offers programs in London or Spain in the fall semester and Florence for the spring semester, as well as short term programs in summer. For semester-length programs, students are required to be enrolled full time (12 or more units) and to have at least a 2.25 GPA and be at least 18 years old.

For additional information, visit the Study Abroad website at: <https://study-abroad.santarosa.edu/> (<https://study-abroad.santarosa.edu/>) or call the Study Abroad office and leave a message at (707) 527-4441.

## **SUCCESS TEAM (SRJC PETALUMA)**

The Petaluma Student Success Team promotes success through utilizing interventions to help you reach your academic goals. These include One-on-One Peer coaching meetings designed to establish goals, troubleshoot any roadblocks to success, provide support and reassurance, and provide referrals to on and off campus resources. For more information about the team, download the MySRJCAApp on your Android or Apple devices or visit our website at: <https://petaluma.santarosa.edu/petsst> (<https://petaluma.santarosa.edu/petsst>).

## **TRANSFER CENTER**

It is the mission of the SRJC Transfer Center to meet the needs of students preparing to transfer to a bachelor's degree program by providing accurate, current information to four-year colleges and a set of coordinated resources, activities, and services that support the transfer process. The Transfer Center offers:

- Availability of college/university representatives for individual meetings.
- Assistance with college/university applications.
- Referrals to faculty for information about majors and colleges/universities.
- Referrals to other programs that support transfer students.
- Workshops, seminars, and panel presentations on transfer topics.
- An annual college fair with representatives from colleges/universities.
- General directories of information about colleges/universities and their academic programs.
- Computerized university/college search programs.
- COUN 80 – Understanding the Transfer Process: a short course about transfer planning.

The Transfer Center is located in the Bertolini Student Service Center and is open Monday–Thursday from 8:00 am–5:00 pm. Friday 8:00 am - 12:00 pm. Call (707) 527-4874, or access information on the Web at <http://transfer.santarosa.edu/> (<http://transfer.santarosa.edu/>).

## **TRANSFER TO A BACHELOR'S DEGREE PROGRAM**

There are four requirements to transfer from a community college to a college/university bachelor's degree program:

1. The total number of required units.
2. General education courses.
3. Major preparation courses.
4. A minimum grade point average.

For an overview of the requirements to transfer to a California State University (CSU) or University of California (UC), which are California public university systems, see the following.

## **CSU MINIMUM TRANSFER ELIGIBILITY**

1. 60 transferable units (courses numbered 1-99).

- 2.0 GPA (for California residents).
- 30 units of General Education completed with grades of C or better. The 30 units of GE courses completed must include all of Area A (speech, composition, critical thinking) and Area B4 (mathematics). Note: Some CSU's now require that these four courses be completed by the end of spring for fall transfer and by the end of summer for spring transfer.
- File an application for admission while the CSU campus is accepting applications.
- For more information please visit the CSU website [www.calstate.edu](http://www.calstate.edu) (<http://www.calstate.edu/>).

## **CSU RECOMMENDED TRANSFER GUIDELINES**

- 60 transferable units.
- 2.5+ GPA (Impacted majors and popular campuses may require a higher GPA and specific preparation to meet “selection criteria”).
- 39 units of GE completed and certified (of which 30 units, including all of Area A and B4, must be with a C or better).
- File an application for admission during the priority-filing period.

Note: To graduate from a CSU, it is required that at least 9 units of upper division GE be completed after transfer. It is not possible to complete all GE required for graduation from a CSU at SRJC.

## **UC MINIMUM TRANSFER ELIGIBILITY REQUIREMENTS**

- 60 transferable units\* (courses numbered 1–49 + 4 PE activity courses)—see “Which Courses Transfer and Where”
- 2.4 GPA (for California residents).
- 2 courses in English Composition.
- 1 college-level math course.
- 4 courses from at least two of the following areas: Arts & Humanities, Social & Behavioral Sciences, and Physical & Biological Sciences.
- The 7 courses must be transferable to UC and completed with grades of C or better
- File an application for admission during the priority filing period.

## **UC REALISTIC TRANSFER SELECTION REQUIREMENTS**

- 60 transferable units. Refer to the SRJC/UC Transferable Course Agreement
- The 7 required courses.
- 3.0+ GPA for California residents (higher GPA may be required for impacted majors).
- Lower division major preparation completed.
- IGETC or campus-specific GE completed.
- File an application for admission during the priority-filing period.
- Please refer to the UC website for more information [www.universityofcalifornia.edu](http://www.universityofcalifornia.edu) (<http://www.universityofcalifornia.edu/>).

For General Education (GE) requirements for the CSU and the UC, see the sections in this College Catalog for: “General Education, California State University” and “IGETC” (Intersegmental General Education Transfer Curriculum).

Note: The CSU GE pattern allows students to meet General Education requirements for the CSU only; the IGETC pattern allows students to meet the General Education requirements for either the CSU or the UC.

Major preparation courses (also called major prerequisites) are courses that must be taken at the freshman or sophomore level in order to be admitted to a major at the junior level. California community colleges offer only freshman and sophomore-level (“lower division”) courses. Only the CSU, the UC, and other colleges/universities with bachelor’s degree programs offer junior/senior-level (“upper division”) courses. Information about major prerequisites for some majors and schools are available from a counselor. It is important to choose a major as early as possible. See a counselor about how to choose a major.

For transfer to an independent (private) college/university or an out-of-state college/university, it is important that the student meet with a counselor as early as possible. The counselor will assist the student in consulting college/university websites about the requirements of each target college/university. It is also important for the student to establish contact with the admissions office of the target school.

## **WHICH COURSES TRANSFER AND WHERE**

At Santa Rosa Junior College the number of each course indicates whether or not it will transfer to the California State University (CSU) or the University of California (UC) for credit toward a bachelor’s degree.

1. Courses numbered 1–49 will be accepted for credit by the UC (examples: English 1A, Math 10, Sociology 30). However, UC transfer students should not count credit earned for selected topics (48) or special studies (49) toward the 60 units required for admission. These courses will be evaluated by the UC campus after admission.
2. Courses numbered 1–99 will be accepted for credit by the CSU (Examples: English 1A, Math 27, NRM 51, Counseling 80).
3. Courses numbered 100 or above do not transfer to either the CSU or the UC (Note: courses numbered 1–299 are accepted for an associate degree at SRJC).
4. In general, independent and out-of-state colleges/universities accept courses numbered 1–49. It is important to meet with a counselor and establish contact with these colleges/universities to verify acceptable courses.

## **WHEN TO APPLY**

There are standard “priority admission” application periods for the California public university systems. Specific CSU or UC campuses may accept applications beyond the priority application period. Students can find out whether a particular campus is open for applications from a counselor, the Transfer Center, or the website of the campus to which they wish to apply.

There are variable application periods for independent and out-of-state colleges/universities. Students should visit the website of each school to which they wish to apply for application deadlines.

Priority Application Period to Apply for:

- July 1-31: Spring semester or quarter of the next year at UC
- August 1-31: Spring semester or quarter of the next year at CSU
- October 1-November 30: Fall quarter or semester of next year at CSU
- October 1-November 30: Fall quarter or semester of the next year at UC

## **TRANSFER ADMISSION AGREEMENTS**

Santa Rosa Junior College has Transfer Admission Guarantees (TAG) with UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Cruz, and UC Santa Barbara. These agreements guarantee transfer admission to students who meet certain requirements for course completion and grade point average. Students must complete 30 transferable units



before entering into the agreement. Students interested in transferring to one of these campuses should review the TAG criteria on the Transfer Center website and meet with an SRJC counselor to clarify any information.

## **TUTORIAL CENTER**

The Tutorial Centers on the Santa Rosa and the Petaluma campuses are student-centered learning places where tutoring is offered FREE OF CHARGE to SRJC students needing assistance with coursework in many subject areas, at all academic levels. This tutorial assistance is provided by Instructional Assistants, faculty who are experts in their subject areas and by knowledgeable students who have been recommended by instructors and have not only succeeded in the courses they tutor, but enjoy helping others succeed. You don't need to have academic challenges or hurdles to overcome to use the Tutorial Centers. Many scholars use it to maintain A and B averages.

In Santa Rosa, the Tutorial Center is located in Doyle Library, Room 151. In Petaluma the Tutorial Center is located at the Mahoney Reading Room. .

We look forward to providing our in-house tutoring services online or in-person. Please visit our website:

<https://college-skills.santarosa.edu/srjc-tutorial-centers> (<https://college-skills.santarosa.edu/srjc-tutorial-centers>).

For additional resources, programs, and services we offer, please visit our website: <https://college-skills.santarosa.edu/> (<https://college-skills.santarosa.edu/>).

## **VETERANS' BENEFITS**

Santa Rosa Junior College is an approved college for the training of veterans and veterans' dependents under the various public laws of the United States and California veteran enactments.

Students eligible for veterans' benefits are urged to contact the Veterans Success Center in Plover Hall well in advance of registration so that necessary arrangements may be made with the Veterans Administration or the California Department of Veterans Affairs.

Students using VA education benefits should keep in mind that the time frame in which they receive their benefit payment is usually directly correlated with the timelines with which they apply for their benefit and/or notify the SRJC Veterans Success Center they wish to use their benefit. Payments will be retroactive from the first day of attendance. Since the payment of fees and books cannot be deferred until receipt of benefits and the Emergency Loan Fund cannot provide loans to cover all veterans during the first two or three months of school, the student should be financially prepared until benefit payments begin.

The state of California provides a program for children of veterans who are deceased or are disabled from service-related causes. Applications should be submitted to the Sonoma County Veteran Service Office, 3725 Westwind Blvd. STE 101, Santa Rosa, CA 95403 (707) 565-5960

Veterans and military reserve members are granted four units of college credit for completion of basic training. Additional academic credit may be granted for advanced military experience and training as determined by the Evaluations Office of Admissions and Records.

Veterans and eligible persons using VA educational benefits should be aware that the United States Department of Veterans Affairs (USDVA) requires the termination of VA educational benefits if the student is not making satisfactory progress toward completion of their training objective. Definitions for satisfactory progress are outlined

at: <https://counseling.santarosa.edu/probation-dismissal-readmission-and-renewal>  
(<https://counseling.santarosa.edu/probation-dismissal-readmission-and-renewal>)

Additionally, USDVA requires benefits be terminated if a student remains in an academic/progress probation status for more than two semesters. In such cases, Veterans and eligible persons using VA educational benefits are able to reinstate the use of their benefit once they have completed one semester of a minimum of six certifiable units with a minimum GPA of 2.0 and a minimum completion rate of 51%.

Should a Veteran or eligible person using VA educational benefits be placed on Academic or Progress Dismissal, they will be able to reinstate the use of their benefit upon completing the process from readmission, outlined at: <https://counseling.santarosa.edu/probation-dismissal-readmission-and-renewal>  
(<https://counseling.santarosa.edu/probation-dismissal-readmission-and-renewal>)

For information or assistance regarding veterans benefits, contact the Veterans Success Center in Plover Hall. Hours are Monday–Thursday, 8:00 am–5:00 pm and Friday, 8:00 am–12:00 pm and 2:00 pm–5:00 pm. For more information, call (707) 527-4326 or visit: <https://veterans.santarosa.edu/> (<https://veterans.santarosa.edu/>)

### **Information for students Using Veteran Readiness and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33)**

A student using Veteran Readiness and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33) will be allowed to enroll in and attend courses and access campus facilities while the campus awaits payment for tuition and fees from the VA. While awaiting receipt of funds from the VA, Santa Rosa Junior College will not impose any penalty, charge late fees or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins the date the student provides appropriate documentation and continues either until funds are received from the VA or until 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

To demonstrate current eligibility and intent to use Chapter 31 or 33 benefits, a student must provide the following documents:

- Electronic authorization from Veteran Readiness and Employment Counselor; or
- Certificate of Eligibility (COE) or Education Enrollment Status form (printed from the VA website).
- A written request to use either VA Veteran Readiness and Employment or Post 9/11 G.I. Bill benefits; and
- All additional information requested by the School Certifying Official to properly certify enrollment to the VA.
- A comprehensive education plan created by an SRJC Veterans Counselor.

For more information regarding this policy, contact your School Certifying Official, Farrel Dobbins at [fdobbins@santarosa.edu](mailto:fdobbins@santarosa.edu) (<mailto:fdobbins@santarosa.edu>) or (707)524-1661.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>  
(<https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.benefits.va.gov%2Fgibill&data=02%7C01%7CLindsay.Blomberg%40CalVet.ca.gov%7C138c>)

## **WELCOME & CONNECT CENTER**

The Welcome & Connect Center is your first stop whether you are going to college for the first time, are new to Santa Rosa Junior College, or just have a quick question. In one convenient location at either of our campuses, you will find the information, services and support you need to make a smooth transition to SRJC. The Welcome & Connect Center has

staff and First Year Peer Success Coaches on hand to answer questions, connect new students to programs and services, and or provide hands-on assistance completing the online application for admission and financial aid paperwork. For more information about the SRJC Santa Rosa Campus Welcome & Connect Center, call or text (707) 527-4410 or visit [welcome.santarosa.edu](https://welcome.santarosa.edu) (<https://welcome.santarosa.edu/>). For information about the SRJC Petaluma Welcome & Connect Center, call (707) 778-7141 or visit: [petaluma.santarosa.edu/welcome](https://petaluma.santarosa.edu/welcome) (<https://petaluma.santarosa.edu/welcome>).

## **WORK EXPERIENCE**

Courses offered assist students in acquiring desirable work habits, attitudes, career awareness and other professional skills. Internship courses are a bridge between classroom learning and work with the internship directly related to the students' major.

Work Experience students apply employability skills known as "soft skills" in a work environment. Soft skills include teamwork, effective communication, time management, adaptability, and problem-solving. The skills learned in Work Experience courses help students develop skills that support career and college success.

### **BENEFITS TO ENROLLING IN WORK EXPERIENCE:**

- Improve effectiveness in the workplace
- Learn skills that will support career advancement
- Apply skills learned in the classroom to the job and vice versa
- Apply goal-setting techniques to achieve success both professionally and personally
- Earn college credit towards a certificate, a degree, or to transfer
- Meet full-time student status for financial or other aid

### **WORK EXPERIENCE COURSES OFFERED:**

- General Work Experience
- Occupational Work Experience
- Internship courses
- Community Engagement courses
- Apprenticeship courses

### **SANTA ROSA CAMPUS**

Bertolini Student Center,  
3rd floor, Room 4842  
(707) 527-4329

Business Hours: M-Th 8:00 am to 5:00 pm  
Friday 8:00 am to noon  
\*Closed Fridays during summer semester

### **PETALUMA CAMPUS**

Student Center, Building 500 (by appointment only)  
(707) 527-4329

Web site: <https://careerhub.santarosa.edu/> (<https://careerhub.santarosa.edu/>).

# THE CATALOG 2023-2024 SECTION 5: SCHOLARSHIPS

## **CONTENTS:**

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Santa Rosa Junior College Foundation  
Scholarship Programs  
Scholarships and Awards

### **SANTA ROSA JUNIOR COLLEGE FOUNDATION**

The Santa Rosa Junior College Foundation is a 501(c)(3) nonprofit organization established in 1969 by past Superintendent/President Dr. Randolph Newman to advance educational opportunities by raising and stewarding funds for student scholarships, academic programs, and special projects of the College. Since inception, nearly \$180 million has been received from our generous community of donors to help students achieve their academic and career goals. The SRJC Foundation is proud of our history created by generations of donors, Board volunteers and staff who have been committed to helping students receive the financial assistance they need to enhance their education.

**Mission:** We inspire investment in higher education to provide life-changing opportunities for all SRJC students, their families, and the community we share.

**Vision:** We elevate our community to new heights through the power of philanthropy and the promise of higher education.

**Core Values:** Impact, Opportunity, Equity, Trust, Collaboration

Gifts to the SRJC Foundation may be made in the form of cash, illiquid assets, bequests, wills, or trusts. Earnings from prudent investing assist in funding scholarships and programs at Santa Rosa Junior College for the progress and welfare of its students, faculty, staff, and community. Charitable contributions to the Foundation are tax-deductible and can be designated for a specific purpose at the college or applied where the need is greatest.

To learn more about the many ways to support the College and its students, please visit <https://foundation.santarosa.edu/> (<https://foundation.santarosa.edu/>).

Phone: (707) 527-4348 Email: [foundation@santarosa.edu](mailto:foundation@santarosa.edu) (<mailto:foundation@santarosa.edu>)

Website: <https://foundation.santarosa.edu/> (<https://foundation.santarosa.edu/>).

### **SCHOLARSHIP PROGRAMS**

Santa Rosa Junior College offers scholarship opportunities to incoming, continuing, and transferring students. Scholarships can be used for tuition, fees, books, supplies, and other educational expenses. This form of financial aid helps to provide access to higher education and support students in completion of their educational goals. The SRJC Scholarship Program is supported by charitable giving from individuals, businesses, and community organizations to the Santa Rosa Junior College Foundation.

The Doyle Scholarship Program provides financial assistance to qualified high school graduates who will attend Santa Rosa Junior College in the academic year following their high school graduation and to continuing SRJC students. Doyle scholarships assist students as they work to complete an Associate's Degree, certificate program, and/or units necessary

to transfer to a four-year institution. Funds for these scholarships are provided through the Frank P. Doyle and Polly O'Meara Doyle Trust. The primary application period for Doyle Scholarships is from October 1 – March 2.

Applications for the SRJC Foundation Scholarships are available from mid-January to March 2 and from late August to October 1. Students are encouraged to contact the Scholarship Office early for information on completing the scholarship application. The Scholarship Office is located in Plover Hall on the Santa Rosa campus. Hours are Monday–Thursday, 8:00 am–5:00 pm and Friday, 8:00 am–12:00 pm and 2:00 pm–5:00 pm. For additional information, call (707) 527-4740. Information is also available at: <http://scholarships.santarosa.edu> (<http://scholarships.santarosa.edu/>).

## **SCHOLARSHIPS AND AWARDS**

The following are named scholarship funds that assist students who will continue their education at Santa Rosa Junior College or transfer from SRJC to a four-year institution. This support and encouragement of higher education is greatly appreciated by the SRJC Board of Trustees, SRJC Foundation Board of Directors, SRJC staff, faculty, administration, and students. <http://scholarships.santarosa.edu/> (<http://scholarships.santarosa.edu/>)

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49-50 Football Team Mastins/Cusick/Charlesworth Scholarship  
A Dog's Life Scholarship in Memory of Riley  
AAA Public Safety Scholarship  
American Association of University Women Healdsburg Al Garren Scholarship  
Adult Literacy Awards Program  
Robert F. Agrella Scholarship  
Bruce Dean Albertson Scholarship  
Alcocer Family Scholarship  
Allan Family Native American Scholarship  
Jon Altimori Memorial Scholarship for El Molino High School Graduates  
Alves Family Scholarship for Learning Disabilities  
Edith M. Amateau Memorial Scholarship  
American AgCredit Agricultural Scholarship  
American Association of University Women Healdsburg Scholarship  
American Association of University Women Petaluma Scholarship  
American Association of University Women Santa Rosa Scholarship  
American Legion Riders Chapter 111 Sgt Ryan James Connolly Memorial  
American Medical Response Foundation for Research and Education Foundation Paramedic Scholarship  
American Vineyard Shone Farm Viticulture Internship Award  
AMR/Paramedic Burton Smith Memorial Scholarship  
Courtenay W. Anderson Chemistry Scholarship  
Betty and Alvin Arndt Memorial Scholarship  
Artists Round Table Award  
ASCCA Chapter 28 Automotive Scholarship  
Associated General Contractors Scholarship  
Diane Babitz Memorial Psychiatric Nursing Scholarship  
Floyd P. Bailey Memorial Outstanding Transferring Student Scholarship  
Marie Griffith Bailey Memorial Reentry Scholarship

Stephen J. Barnhart Herbarium Pepperwood Internship Fund  
George and Vivian Bech Memorial Scholarship  
Charles Belden Memorial Vocational Education Scholarship  
Dorothy Bell-Becker Memorial Elementary Education Scholarship  
Jane Benet Culinary Scholarship  
Larry and Rosie Bertolini Athletic Scholarship  
Larry Bertolini Day Under the Oaks Agriculture Scholarship  
Christine A. Biagi Memorial Art Scholarship  
Bob Blanchard-SRJC Administration of Justice Faculty Scholarship  
Richard Blewett Memorial Athletic Scholarship  
Michael Bloom Memorial Agriculture Scholarship  
Hermelinda Diaz Blume EOPS Scholarship  
Hermelinda Diaz Blume Scholarship  
Bodega Bay Allied Arts Scholarship  
Mark Stephen Bollinger Memorial Endowment  
Joan Borecky Health Sciences Scholarship  
Lt. Glenn R. Bothwell Memorial Music Scholarship  
Yvonne Boullerau Culinary Scholarship  
Bill Bowen Family Memorial Scholarship for Ag  
Bert and Olive Bower Memorial Transferring Student Scholarship  
John and Mildred Boyle Memorial Scholarship for Education Majors  
Patrick Boyle Memorial Mathematics Scholarship  
Bill Bramson Nursing Scholarship  
Renata Breth, Steve Osborn, and Celeste Osborn Breth Study Abroad Scholarship  
Harry M. and Wilma M. Briggs Scholarship  
Larry Broderick and the Kut-Ups of Rohnert Park Music Scholarship  
David R. Brown Memorial Scholarship  
Melissa Brown Reentry Scholarship  
Walt Brown Memorial Engineering Club Scholarship  
C. Howard and Yumiko Bryan Business Scholarship  
Elizabeth Burbank Memorial Transferring Scholarship  
Luther Burbank Botany Scholarship  
Burchill-Konrad Scholarship  
B. Robert Burdo Culinary Arts Center Endowment  
John M. Burke Family Scholarship  
Kieran C. Burke Memorial-Patianna Organic Vineyards Agriculture Scholarship  
Harold Pasmore Burrell Memorial Civil Engineering Scholarship  
Davis Bynum Memorial Viticulture Scholarship  
Cal Alumni Club of Oakmont Scholarship  
Richard "Dick" Caletti Civil Engineering Scholarship  
Richard "Dick" Caletti Construction Management Scholarship  
Richard "Dick" Caletti Engineering Transfer Scholarship  
Call Child Development Internship  
Allen and Ada Call Memorial Electrical Engineering Scholarship  
Robert and Richard Call Outstanding Student Athlete Scholarship  
Patricia J. Callahan and Davis Bernstein Scholarship for Latino Women in Science and Health Care

Patricia J. Callahan & Davis Bernstein Scholarship for Latino Women & Men in Public Safety  
Denise Calvert Scholarship  
Thomas and Evelyn J. Campion Memorial Scholarship, EOPS  
Thomas and Evelyn J. Campion Memorial Reentry Scholarship  
Eugene S. Canevari Associated Students Award  
Susan Cannon Memorial Nursing Scholarship  
Elizabeth Carlson Memorial Scholarship for Disability Resources  
Sue Carlson Memorial ESL Scholarship  
Major William C. Carr Memorial Continuing Engineering Scholarship  
Major William C. Carr Memorial Transferring Engineering Scholarship  
Jamie Lee Carrell Memorial Scholarship  
John Gilchrist Chalmers Technology Scholarship  
Charles and Anna Cherney Memorial Art Scholarship  
Fred V. Chigazola Memorial Scholarship for Music  
Jeanne Chown Memorial Nursing Scholarship  
Michael Cicanese Memorial Culinary Arts Scholarship  
Nettie Clark Memorial Costuming Scholarship  
Mead Clark and Senator Herbert W. Slater Transferring Scholarship  
Mead Clark and Senator Herbert W. Slater Student Singer Scholarship  
Mead Clark and Senator Herbert W. Slater Student Speaker Scholarship  
Laura Clelland Nursing Scholarship  
Janie Rose Arnold Clemens Memorial Nursing Scholarship  
Diane Coddling Memorial Nursing Scholarship  
Patricia Cole Scholarship for Petaluma Campus Student  
Joel Coleman Memorial Music Scholarship  
Charles Lee and Ken Comalli Agricultural Internship  
Commission on the Status of Women Scholarship  
Steve Conklin Memorial Scholarship for Non-Traditional High School Graduates  
Winifred and Steve Connolly Music Scholarship  
Robert R. Coombs Memorial Mathematics Scholarship  
Helen and Jack Cooper Memorial Nursing Scholarship  
Kevin D. Cooper Firefighter/EMT Memorial Scholarship  
James C. and Clara Hall Cortage Scholarship for Humorous Writers  
Marion Coset Memorial Associate Degree Nursing Scholarship  
E. Juli Craig Memorial Business Office Technology Scholarship  
Ruth Parlé Craig Foreign Language Scholarship  
Ruth Parlé Craig Study Abroad Scholarship  
Ruth Parlé Craig Study Abroad Scholarship  
Wil and Ruth Craig Human Services Multi-Year Scholarship  
John and Debra Crevelli Scholarship  
David Crowley Memorial Reentry Scholarship  
Culinary Café & Bakery Scholarship  
Larry Cullen Memorial Scholarship  
Cupric Art Scholarship  
Cupric Continuing Student Scholarship  
Vivian C. Cutcher Memorial Nursing Scholarship

Marc Dahlgren Memorial Agriculture Scholarship  
Norma McClellan Dallachie, RN, FNP Nursing Scholarship  
Kathy Lee Dammarell Memorial Teaching Scholarship  
Jim Davis Memorial Economics Scholarship  
William R. Day Sr. Opportunity Scholarship  
Delta Kappa Gamma Scholarship, Epsilon Beta Chapter  
Richard and Marilyn Dennis Music Scholarship  
Christie Eastman Dias Memorial Nursing Scholarship  
Ruth Sohler Dibble Nursing Scholarship  
Joseph DiGrazia Scholarship Fund  
Olga Dinelli Memorial Scholarship  
Arrienna F. and Mildred L. Doherty Memorial Nursing Scholarship  
Damian H. and Kevin F. Doherty Memorial Nursing Scholarship  
Robert Dollar Administration of Justice Memorial Scholarship  
Dowd Family Scholarship  
Dream Big Scholarship  
Lucile Freed Drennon and Don A. Freed Memorial Social Science Scholarship  
Early Ford V-8 Club of America, Redwood Empire Regional Group #27, Automotive Scholarship  
Early Ford V-8 Club of America, Redwood Empire Regional Group #27, Welding Scholarship  
Rick Edwards Fresh Start Memorial Scholarship  
Elevating Women Scholarship Fund  
Elizabeth's Fund  
Raymond B. Ellam Memorial Business Office Technology Scholarship  
James Elrod Scholarship  
Elsie Allen High School Foundation Scholarship  
Don Emblen Literary Scholarship  
Emery Family Memorial Scholarship  
Kathleen Anne Emery Memorial Scholarship  
Engineering/Science Transferring Scholarship  
Eduardo Avila Escalona Memorial Scholarship  
ESL Culinary Arts Scholarship  
English as a Second Language Scholarship  
Donna Lee Estrada Memorial Scholarship  
Elizabeth Fay Evans Art Scholarship  
Eugene P. Fahy Memorial Scholarship  
David Farrell Memorial ESL Scholarship  
Evelyn Farrell Memorial Reentry Scholarship  
Federated Indians of Graton Rancheria Scholarship  
George C. Feliz Economics Scholarship  
Rhonda Findling Second Chance Scholarship  
Dustin Fiori Memorial Apprenticeship Scholarship  
Firefighter Academy Scholarship -- 99th Academy  
FireScout Fire Academy Scholarship  
Leah Mayfield Ford Scholarship  
Norton Forsyth Athletic Scholarship  
Foundation 21 - Jonathan C. Christopher Memorial Scholarship



Fountaingrove Lodge Scholarship Fund  
Julio Francescutti Memorial Theatre Arts Scholarship  
Gertrude and Angelo Franchetti Memorial Life Sciences Scholarship  
Frank Family Memorial Scholarship  
Joseph James & Mary Ann (Ravenscroft) Frates Memorial Fund  
Daniel Joseph Frazee Scholarship (nursing & dental asst)  
Kathleen L. Fremgen Nursing Scholarship  
Kay French Memorial Art Scholarship  
Fresh & Natural Scholarship  
Ann and Henry Fujita Memorial Chemistry Scholarship  
Dennis and Susan Fujita MESA Scholarship  
Gary Y. Fujita Memorial Chemistry Scholarship  
The Jean Mary Galvin Memorial Tennis Scholarship  
Gant Family ESL Scholarship  
Charles and Lillian Gay Transferring Scholarship  
Galen G. George Scholarship  
Gerald M. Webster Scholarship  
Dennis Gilmore Memorial, SRJC Police Cadet Association Scholarship  
Julie H. Gleason Child Development Scholarship  
Russ Gleason Memorial Anthropology Scholarship  
Leon and Louise Glover Scholarship for Culinary Arts  
Carrie Gong-Lowe Horticulture Scholarship  
Bettie Underwood Goodman-Malamuth Dental Assisting Scholarship  
David Grabill Social Justice Scholarship  
Graton Community Club Scholarship  
Green Thumb Garden Club of Cloverdale  
Robert P. Greiner Memorial History Scholarship  
Gabe Griovski Memorial Scholarship  
John Warren Gripe Memorial  
Peg Gripe Memorial Administration of Justice Scholarship  
Ava and Sam Guerrera International Student Scholarship  
Ava and Sam Guerrera Study Abroad Scholarship  
Ava and Sam Guerrera Study Abroad Scholarship  
E.J. "Nin" Guidotti Memorial Political Science Scholarship  
Raoul Guzman Memorial Scholarship  
Gene Haas Foundation Student Manufacturing Award  
Tony Haas Memorial Scholarship  
Michael Haberski Memorial Scholarship  
Edward Hahn Memorial Scholarship  
Vivien Haigh Memorial Scholarship  
Vivien Haigh Memorial Viticulture Scholarship  
Hallberg Butterfly Gardens Internship  
Marjorie Hammersly Student Excellence Scholarship  
Colleen Handley Memorial Scholarship for Outstanding Physically Challenged Students  
Maryann Haney Scholarship for Education and Inspiration  
Allene and Randolph Hankla Child Development Education Scholarship

Harvey Hansen Memorial History/Political Science Scholarship  
Cheryl Hanson Tutorial Award  
Vince Harper Diversity Scholarship  
Robert and Shirley Harris Family Foundation Continuing Student Scholarship  
Robert and Shirley Harris Family Foundation Financial Aid Student Success Grant  
Robert and Shirley Harris Family Foundation Foster Youth Success Program Completion Incentive Award  
Robert and Shirley Harris Family Foundation Multi-Year Scholarship  
Robert and Shirley Harris Family Foundation Teaching Fellows Program  
Robert and Shirley Harris Family Foundation Transferring Scholarship  
Bea and Homer Harris Scholarship  
Shirley Harris Memorial Scholarship  
Rashuan "Tweet" Harris Memorial Athletic Scholarship  
Theodore K. Hawkins Mass Communications Scholarship  
The Todd Hazen Scholarship  
Heath Physics Prize  
Heck Foundation Wine Studies Scholarship  
Jessie Heinzman HEP Scholarship  
Dr. Atlas Hembree Chemistry Scholarship  
Inger M. Henninger Memorial Nursing Scholarship  
HEP Attendance Award  
Fabian Carreras Hermosillo Memorial Scholarship Fund  
Hester Family Engineering Scholarship  
Chief Carl O. Heynen Memorial Fire Technology Scholarship  
Beverly Hinkle Nursing Scholarship  
Tom Hobart Memorial Agriculture Scholarship  
Clifford E. Hodder, Jr. Memorial Social Sciences Scholarship  
Clifford E. Hodder, Jr. Memorial Social Sciences Scholarship  
Michael and Susan Hoey Scholarship  
HOPE Scholarship Fund  
Horticulture Studies Scholarship  
Hospitality Advisory Committee Scholarship  
Hospitality de los Carneros Scholarship  
Milton Hudis Memorial Scholarship for Civil Engineering  
Donna L. Huffstutter Engineering Scholarship  
Humm Family Physical Sciences Scholarship  
Laura Hunnemeder-Bergfelt Memorial Scholarship  
Alvin Hunter Memorial Anthropology Scholarship  
Blanche E. Hurd Communications Scholarship  
IGNITE  
Carmine Indindoli Enology/Viticulture Scholarship  
International Students Scholarship  
Independent Order of Odd Fellows, Santa Rosa Lodge #53 Independent Student Scholarship  
Independent Order of Odd Fellows, Santa Rosa Lodge #53, Carl Feil Memorial Scholarship  
Independent Order of Odd Fellows, Santa Rosa Lodge #53 Scholarship  
Isabel's Second Chance Scholarship  
Thomas Craige Jackson Memorial Scholarship

Dr. John Muir and Audrey Jacobs Memorial Life Sciences Scholarship  
Harold Jacobs Environmental Studies Scholarship for Continuing Students  
Harold Jacobs Environmental Studies Scholarship for Transferring Students  
Mary E. Jacobs Scholarship  
Janakes Family Scholarship  
Arthur Jaseau Learning Skills Grant  
Fred E. Jenner Native American Scholarship  
Thomas A. Jerrell Memorial Chemistry Scholarship  
Thomas A. Jerrell Memorial Earth Science Scholarship  
Thomas A. Jerrell Memorial Engineering/Physics Scholarship  
Joan and David Nursing Scholarship  
Dorothy C. Johnson Memorial Scholarship  
Margaret Halliday Johnson Nursing Scholarship ADN  
John Jordan Foundation ESL Scholarships  
Kay Jordan Memorial Speech Scholarship  
Peter A. Jorgensen Memorial Award  
Laurie D. Judson Scholarship  
William Justman Memorial Automotive/Welding Technology Scholarship  
Martin T. Karpa Memorial Vocational Scholarship  
Alice Streeter Kellar Art Scholarship  
Jack J. Kellar Memorial Scholarship  
Robert C. Kelley English Scholarship  
Paul and Lucile Kelly Art Scholarship  
Wes Kendall Engineering Scholarship  
Fran and George Everett Keppel Scholarship  
Emeline Kersey Memorial Culinary Scholarship  
Pat Kinahan Memorial Award for Soccer Students  
Joseph E. Kinberg Memorial Scholarship  
Kirkwood-Bly Civil Engineering Scholarship  
Bo and Janet Kirschen High School Equivalency Student Scholarships  
Kiwanis Club of Petaluma Community Service Scholarship  
Lenore and Howard Klein Foundation Scholarship  
Dr. Pearl Konttas Continuing Student Scholarship  
Dr. Pearl Konttas Transferring Student Scholarship  
Albert Koran Memorial Culinary Scholarship  
Mark A. Kostielney Health Careers Scholarship  
Walt and Evie Kotula Memorial Radiologic Technology Award  
Alexander H. Kuhnel Reentry Scholarship  
Alexander H. Kuhnel Redwood Empire Mensa Scholarship  
Alexander H. Kuhnel Transferring Scholarship  
Annabel Baker Lagomarsino Scholarship for Continuing Students  
Annabel Baker Lagomarsino Scholarship for Ag/Farm Study  
Annabel Baker Lagomarsino Scholarship for Leadership  
Annabel Baker Lagomarsino Agriculture/Natural Resources Multi-Year Scholarship  
Annabel Baker Lagomarsino Scholarship for Transferring Students  
F. and C. Lahm Family Memorial Associate Degree Nursing Scholarship

F. and C. Lahm Family Memorial Associate Degree Nursing Scholarship  
F. and C. Lahm Family Memorial Child Development Scholarship  
F. and C. Lahm Family Memorial Dental Assisting Scholarship  
F. and C. Lahm Family Memorial Dental Hygiene Scholarship  
F. and C. Lahm Family Memorial EOPS Scholarship  
F. and C. Lahm Family Memorial Continuing Student Scholarship  
F. and C. Lahm Family Memorial Transferring Student Scholarship  
F. and C. Lahm Family Memorial Multi-Year Scholarship  
F. and C. Lahm Family Memorial Radiologic Technology Scholarship  
F. and C. Lahm Family Memorial Part-Time Reentry Scholarship  
F. and C. Lahm Family Memorial Teaching Scholarship  
F. and C. Lahm Family Memorial Vocational Scholarship  
Eric and Simone Lang Foundation  
Edwin Langhart Memorial History Scholarship  
Maurice Lapp Memorial Scholarship  
Joan-lee LaSalle Memorial Theatre Arts Scholarship  
Nancy Lee Lawry Child Development Scholarship  
Mildred E. Laythe Spring Lake Village Employees Scholarship  
LeBaron Photography  
Bruce Leonard Lee Memorial Technical Theatre Scholarship  
Mike Lee Memorial Viticulture Scholarship  
Ray, Sandy and Bryan Lee Memorial Scholarship  
R. Elton Leith ESL Scholarship  
Robert Elton Leith Career Technical Education Scholarship  
Leveque-Garcia Teaching Scholarship  
Limitless Scholarship  
Alex Ling Memorial Scholarship for International Students  
Margaret Ling Nursing Scholarship  
Linkenheimer Accounting Scholarship  
Leona Dixon Lisignoli and Reno Lisignoli Police Officer Standards & Training Scholarship  
Leona Dixon Lisignoli and Reno Lisignoli Police Officer Standards & Training Scholarship  
Leona Dixon Lisignoli and Reno Lisignoli Police Officer Standards & Training Scholarship  
Leona Dixon Lisignoli and Reno Lisignoli SRT Scholarship  
Leona Dixon Lisignoli and Reno Lisignoli Vocational Scholarship  
George Littrell Horse Management Scholarship  
Livingston Radiologic Technology Highest Achievement Award  
LoCoco Agriculture Scholarship  
LoCoco Legacy Horticulture Scholarship  
Glenn H. and Mildred B. Long Music Scholarship  
Glenn H. and Mildred B. Long Multi-Year Music Scholarship  
Joseph M. Long Award  
Joseph M. Long Award for Pharmacy Technician Students  
Jose David Lopez Memorial Scholarship  
Elrose G. and John B. Lounibos Scholarship  
Sanford L. Lowe Scholarship for Excellence in Critical Religious Studies  
John Patrick Lynch Memorial Journalism Scholarship

Jimmy MacDonald Peace Officers Scholarship  
Margaret Donovan Maclay Memorial History Scholarship  
Madrone Audobon Society Ernestine Smith Scholarship  
Albert and Helen Maggini Public Service Award  
Patricia Maggiora Memorial Art Scholarship  
Robert Maggiora Memorial Business Scholarship  
Jon Magoon Memorial Fund  
Herold and Connie Mahoney Scholarship for Petaluma Campus Students  
Herold and Connie Mahoney Scholarship for Petaluma Campus Students  
John and Eva Maiorka Memorial Scholarship  
Paul Mancini Memorial Agriculture Scholarship  
Oscar and Betty Mann Memorial Agriculture Scholarship  
Audrey Call Marcelli Music Scholarship  
Marin County Retired Teachers Association Scholarship  
Marine Corps League Santa Rosa Detachment 686 Scholarship  
Jena Marks Scholarship  
Eve Martinelli Family Memorial Scholarship for El Molino High School Graduates  
Crystal Hentze Marvin Memorial Scholarship Fund  
Mary's Pizza Shack Scholarship in Memory of Mary Fazio  
Bob and Jessie Mastin Athletic Scholarship  
Jim Mathiesen Memorial SRJC Police Academy Scholarship Fund  
John Thomas Efrem Mattern Memorial Debate Scholarship  
Joyce E. Mattern Memorial EOPS Outstanding Transfer Student Award  
Lieutenant Richard Lee Matthews Memorial Law Enforcement Scholarship  
Mattis American Cultures Scholarship  
James R. Mazzoni, Sr. and Dagmar Petersen Mazzoni Memorial Scholarship  
John L. McDonald, M.D. Paramedic Education Scholarship  
Tom McGinley Memorial Scholarship Endowment  
MEChA de SRJC Scholarship  
Robert Medley Memorial Chemistry Department Scholarship  
Linda Medsker Honors Society Award  
Ana Melgar Nursing Scholarship  
Sydney and Laurie Meller Memorial Scholarship  
Peggy Page Merga Reentry Scholarship  
MESA Quest for Excellence Award  
Doris Meyer Memorial Consumer and Family Studies Scholarship  
MaryAnne Michaels Outstanding Student Award  
Joan G. Michalek Culinary Arts Scholarship  
Michalek, Joseph and Joan, Study Abroad Scholarship  
Stan and Rose Michalek Sustainable Agriculture Scholarship  
Dr. Roy G. Mikalson Scholarship for Students Pursuing Advanced Degrees  
Milden-Mortensen 7-11 Petaluma Lions Club Scholarship  
Ryan Miller Leadership Award  
Gladys Dahlmann Milner Memorial Environmental Studies Scholarship  
Dr. Nathan B. Miron Memorial Music Scholarship  
Bill Mitchell and Jeannette Mancini-Mitchell Scholarship

Coach Bob Miyashiro Transfer Scholarship  
Montgomery Village Lions Club Student Leader Scholarship  
Ida Morgan Memorial Transferring Scholarship  
Genevieve Mott Memorial Literary Scholarship  
Fermin Murillo-Gonzalez Memorial Scholarship  
Henry B. Murphy Memorial Scholarship  
My Dog Molly Memorial Scholarship for Veterinary Technicians  
My Future is in Healthcare Scholarship  
Clark and Jo Nattkemper Science Education Scholarship  
Randall J. Neff Memorial Teaching Scholarship  
Wilma M. Nelson Scholarship  
Randolph Newman Scholar Award  
Randolph Newman SRJC Alumni and Friends Student Service Award  
Randolph Newman Outstanding Transferring Student Leadership Award  
Randolph Newman Outstanding Continuing Student Leadership Award  
Chester Nicholls Memorial Forest Technology Scholarship  
Ellis Nixon Life Sciences Scholarship  
Northern California Farmworker Scholarship  
Patricia Noren Memorial Scholarship  
North Bay Italian Cultural Foundation Florence Scholarship  
North Bay Wool Growers Auxiliary Betty & Oscar Mann/Harlan Wagner Memorial Scholarship  
North Coast Mac Users Group, Roger Levit Memorial Scholarship  
North Coast Wine & Visitor Center Wine Studies Work Experience Scholarship  
Mildred Norton Memorial Art Scholarship  
Mildred Norton Memorial Music Scholarship  
Novato Garden Club, Inc.  
Oakmont Art Association Scholarship  
Margo O'Brien Business Scholarship  
Laura Ojeda Memorial Scholarship  
Judy Olin Memorial Landscape Design Scholarship  
JoAnn Olsen Memorial Scholarship  
Steve Olson Outstanding Agricultural Scholar - Leader Award  
Frank Oman Memorial Construction Technology Scholarship  
Omega Nu Bunni Cogsdell Memorial History Scholarship  
Omega Nu Helen Sloat Grosman Memorial Literary Scholarship  
Pat O'Neill Memorial Business Administration Scholarship  
Osher Scholar Award  
Osher/Lahm Scholar Award  
Augusta Osman Transferring Scholarship  
Arthur R. and Mary C. Oswald Nursing Scholarship  
L.R. Ottinger Memorial Scholarship for Students from Lake County  
Patrick Pacheco Memorial Teaching Scholarship for English Majors  
Elyse Marie Pahler  
Bonnie Panizzera Fashion Studies Scholarship  
Dr. Chung Park Transferring Scholarship  
Robert Lewis Parker Memorial Administration of Justice Scholarship

Bonnie Parsons Scholarship  
Docia Patchett Teaching Scholarship  
Patricia Becker Pedersen Agriculture Scholarship  
William O. Pedersen Music Scholarship  
William O. and Patricia B. Pedersen Business Scholarship  
John A. Pedroncelli, Jr. Scholarship  
Marianne Pedroncelli Italian Studies Scholarship  
Daniel L. Peletz Memorial Education Scholarship  
Harold Peletz Memorial Business Administration Scholarship  
Ruth Bailey Peletz Adult Reentry Multi-Year Scholarship  
Ruth Bailey Peletz Adult Reentry Scholarship  
Ruth Bailey Peletz Adult EOPS Scholarship  
PEO Chapter HJ, Margaret Stevenson Memorial Nursing Scholarship  
PEO Chapter UQ Scholarship  
PEO Chapter UW, Petaluma Book Award  
Petaluma Garden Club  
Petaluma Woman's Club Scholarship  
Marjorie E. Peterson Scholarship Endowment  
Randy Pexton Memorial Machine Tool Technology Scholarship  
Mary Pierce Scholarship for Communication Studies  
Pisenti & Brinker Accounting Scholarship  
Bernard C. Plover Memorial Transferring Scholarship  
Victor A. (Vic) Pozzi Scholarship  
Rosemary Scholarship Fund  
Elizabeth Quandt Art Prize Scholarship  
Marian J. Quill Education Scholarship  
Dr. Catherine Quinlan Memorial Transferring Scholarship  
Barbara A. and William B. Race Health Sciences Scholarship  
Margaret Kraemer Rainwater Memorial Scholarship  
Joe and Sheba Rapaport Memorial Nursing Scholarship  
Pearl Foster Ravenscroft and Henry A. Ravenscroft Memorial Music Scholarship  
Catherine Raymond Environmental Conservation Scholarship  
Redwood Empire Dental Society Paul Levine, D.D.S. Memorial Scholarship  
Reddere In Ante Scholarship  
Liam Connor Rhinehart SAY Memorial Scholarship Fund  
Rachel Rhodes Memorial Nursing Scholarship  
Leonard and Lynn Riepenhoff Scholarship Fund  
Maria Rifo Scholarship for ESL Students  
Rincon Valley Women's Club Administration of Justice Scholarship  
Rincon Valley Women's Club Associate Degree of Nursing Scholarship  
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Robin C. Roberts Scholarship  
The Rodarmel Love of Learning Scholarship  
Manuel Rodarte Memorial Scholarship  
Jason David Rolle Memorial Chemistry Scholarship  
Celso Rosales MESA Scholarship

Fred and Jesse Rosenberg Memorial Transferring Scholarship  
Rotary Club of Glen Ellen-Kenwood Fire Academy Scholarship  
Rotary Club of Santa Rosa - Larry Miyano Memorial Engineering Scholarship  
Larry Bello Memorial Occupational Scholarship  
John E. Brown Memorial Veteran's Scholarship  
Rotary Club of Santa Rosa Foundation Directors Scholarship  
Rotary Club of Santa Rosa - Spence and Shirley Flournoy Memorial Scholarship  
Rotary Club of Santa Rosa Foundation Trustees Scholarship - Hardester Disability  
Rotary Club of Santa Rosa Health & Medicine Scholarship  
Rotary Club of Santa Rosa - Jack Levar Memorial Scholarship  
Rotary Club of Santa Rosa Foundation President's Scholarship  
Rotary Club of Santa Rosa - Sorensen/Chase Scholarship  
Rotary Club of Santa Rosa - Thylin Family Scholarship  
Rotary Club of Santa Rosa - Vicin Family Scholarship  
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Rotary Club Valley of the Moon  
Hans Roth Memorial Scholarship  
Jack and Mattie P. Rudinow Peace Scholarship at SRJC  
Russian River Rotary Scholarships  
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Marjorie Kerr Schaffer Memorial Art Scholarship  
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Carol Cochran Schaffner Education Multi-Year Scholarship  
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Richard F. Schreuder Memorial Fund  
Stephen Schuck STEM Scholarship for BIPOC Female Students  
August Sebastiani Memorial Native American Scholarship  
H. Kent Seegmiller Theatre Arts Scholarship  
Nettie A. Seniw Scholarship  
June L. Severns Memorial Electronic Technology Department Scholarship  
R. Shapiro Family Foundation Scholarship  
Bob Sharp Environmental Scholarship  
Ella Sharrocks-Avison Memorial Nursing Scholarship  
John R. Shaw III Memorial Wrestling Scholarship  
Andrew Shepard Memorial Scholarship for Student Athletes



Rita Shepherd Memorial Scholarship  
Sheridan-Lyman Associate Degree Nursing Scholarship  
The Dick Shore Award  
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Violet Sigerist Nursing Continguing Student Scholarship  
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Christopher Silva Scholarship  
June L. Silva Scholarship  
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Burton Smith Paramedic Safety Scholarship  
Ernestine I. Smith Scholarship  
Kim Y. Smith Floristry Scholarship  
Megan E. Smith Scholarship for Students with Disabilities  
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Joseph Smyth Memorial Reentry Scholarship  
SNURB Scholarship Fund  
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Sonoma County Law Enforcement Association Scholarship  
Sonoma County Mayors' Committee on Employment of People with Disabilities Educational Scholarship  
Sonoma Pride Scholarship  
Soroptimist International - Dora Finnamore Dora Finnemore Occupational Scholarship for Women  
Southport Land & Commercial Company Scholarship  
Vern Spence Scholarship  
Irene Spiegel Nursing Scholarship Endowment  
Dr. Curtis Sprenger Vocal Music Scholarship  
Spring Lake Village Residents Nursing Scholarship  
Spring Lake Village Residents Nursing Scholarship (ADN)  
Kenneth Allen Springer Memorial Music Scholarship  
SRJC 100th Anniversary Student Success Endowment  
SRJC Alumni and Friends Association Scholarship Honoring Dr. Roy G. Mikalson  
SRJC Bookstore Scholarship  
SRJC Tom Bower Theatre Arts Scholarship  
SRJC College Skills Student Achievement Award  
SRJC Engineering/Physics Department Memorial Scholarship  
SRJC Scholarship Fund

SRJC Horticulture Book Award  
SRJC Irish Club Scholarship  
SRJC Mathematics Department, Milton Hoehn Scholarship  
SRJC Puente Transfer Scholarship  
SRJC Radiologic Technology Scholarship  
SRJC Retirees and Associates Scholarship  
SRJC Marjorie A. Schultz Dance Scholarship  
SRJC Women's Staff and Faculty Support Network Reentry Scholarship  
Starke Family Scholarship  
George D. Stewart Memorial Scholarship  
Betty Jane Sthymmel Memorial Scholarship  
Sharon E. Stockham Scholarship  
Ben Stone Economics Scholarship  
Julie Stone Memorial Scholarship  
Julie Stone Memorial Scholarship, Human Services  
Sueños Scholarship  
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Sanford K. Thollaug Memorial Scholarship  
Richard Thomas Wine Industry Scholarship  
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Pat Tognozzi SRJC Classified Senate Scholarship  
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Dwight and Janet Tracy Vocational Scholarship  
Everett J. Traverso Scholarship  
Frank Trejo Memorial Scholarship  
Rhodes and Margaret B. Trussell Education Scholarship  
Rhodes and Margaret B. Trussell Human Services Award  
Margaret B. Trussell International Students Scholarship  
Margaret B. Trussell International Students Scholarship  
Joseph Tse Scholarship Fund  
Dr. Arthur Tye Memorial Life Sciences Scholarship  
United Cerebral Palsy of the North Bay Scholarship  
Patricia Van Schaick Dental Assisting Scholarship  
Grace Comstock Van Zee Memorial Scholarship  
Varenna Employees Scholarship  
Luis Vázquez Memorial Scholarship  
The Villa Family Scholarship honoring Laura Aspinall  
Harold M. Walker Memorial Civil Engineering Scholarship  
Walt Walters Memorial Viticulture/Enology Scholarship  
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Watercolor Artists of Sonoma County Scholarship  
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Jerry Waxman Memorial Scholarship  
Zana T. Weaver Memorial Transferring Scholarship  
Natalie and Jack Weinstein Culinary Scholarship  
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Douglas L. and Philomena Whited Memorial Nursing Scholarship  
Robert J. Whiting Reentry Scholarship for Part-time Trade Technology/Vocational Students  
Robert J. Whiting Transferring Scholarship  
Robert J. Whiting Applied Tech/Construction Scholarship  
Robert J. Whiting Vocational Scholarship  
Mary DeBuhr Wilber Disability Resources Education Scholarship  
James E. Wilcox Memorial Engineering Scholarship  
Ed Wilkinson Memorial Administration of Justice Scholarship  
Williams Scholarship  
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William and Violet Williams Nursing Scholarships  
William and Violet Williams Physics Scholarships  
Susan Wilson Scholarship  
Audrey Marie Wiltsey Memorial Transferring Scholarship  
Audrey Marie Wiltsey Memorial Vocational Scholarship  
Windsor Garden Club Scholarship  
Windsor Residents Firefighters Appreciation Fund  
Women at Ground Zero Scholarship  
Women in Philanthropy Health Sciences Scholarship  
Dr. Richard Gary Wong Scholarship for Santa Rosa High School Graduates  
Rebecca and Al Worden Memorial Art Scholarship  
Juanita Wyatt Memorial Nursing Scholarship  
Mary and Joseph Yacura Scholarship  
Richard Kyle Young Memorial Wrestling Scholarship  
Dominic Ciavonne Ziegler Memorial Scholarship  
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## **THE CATALOG 2023-2024 SECTION 6: DEGREE, MAJOR, AND**

# **CERTIFICATE PROGRAMS**

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## **ASSOCIATE IN ARTS AND ASSOCIATE IN SCIENCE DEGREES**

The Associate in Arts and Associate in Science degrees can be earned at Santa Rosa Junior College. Requirements for graduation with an Associate's Degree are prescribed by the California Community College System and the Board of Trustees of SRJC.

It is the student's responsibility to submit an Application for Degree by the deadline date during the semester in which he/she plans to complete the requirements. Official transcripts from all colleges previously attended should be submitted as part of the graduation evaluation process. Applicants are notified by mail of their eligibility for the degree.

Commencement exercises for August and December graduates and candidates for May graduation are held on a Saturday morning at the close of the semester in May. The graduation date is recorded on the student's permanent record at the end of the semester in which the requirements are met. Diplomas are mailed approximately four weeks later.

## **ASSOCIATE DEGREE FOR TRANSFER**

The Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) are Associate Degrees designed to prepare students for transfer to the CSU system and earn an Associate Degree using the same requirements. They are intended to make it easier for CSU-bound students to successfully transfer by having universal lower-division major requirements for all 23 CSU campuses. Students can prepare to transfer to the CSU system using just one set of preparation courses for their major rather than having to meet different requirements for multiple campuses.

- In general, the Associate Degrees for Transfer offer a streamlined process for those transferring to the CSU system. There are other benefits as well:
- Guaranteed priority admission with junior status to a CSU campus with a "similar" major;
- GPA bump of .10 or .20 when applying to an impacted campus or major;
- After transfer to CSU, guaranteed degree completion within 60 semester units at the CSU

### **ASSOCIATE DEGREE FOR TRANSFER (A.A.-T OR A.S.-T):**

1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
  - A. General Education Pattern Option B: the California State University General Education-Breadth requirements OR General Education Pattern Option C: The Inter-segmental General Education Transfer Curriculum (IGETC) (In some instances the A.A.-T/A.S.-T will only allow for Option C, please be sure to check the specific TMC Template); and
  - B. The Minimum degree specific semester units as required for each Associate in Arts or Associate in Science Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of "C" or better in all courses required for the Associate in Arts or Associate in Science Transfer major.

The above requirements must be completed by the end of a Spring Semester if transferring in Fall. Also, please note that a higher GPA is generally required for majors declared impacted or in high demand - please check with a Counselor for more specific information.

# **GENERAL EDUCATION STATEMENT OF PHILOSOPHY**

The General Education requirements for the Associate degree at Santa Rosa Junior College are intended to provide students with a broad yet integrated and coherent introduction to the skills, knowledge, and insights that are the foundation of a college education, the basis for career development, and the motivation for lifelong learning. The goal of General Education is to enable each student to recognize the value of intellectual inquiry, of physical well-being, of personal responsibility, and of ethical behavior; to discover the interdisciplinary nature of knowledge; to find joy in the process of self-discovery and creative expression; and to demonstrate critical awareness of and informed participation in the natural and social worlds in which we live. The intent of the educational ideals embodied in general education courses is to cultivate in each student:

An understanding of scientific principles and methods of inquiry.

An understanding of the complex and interdependent world and biosphere in which we live, including the issues that are essential to the long term well-being of the natural world and to the human community as part of that world.

Knowledge and appreciation of the arts, ideas, and values expressed in the world's cultural traditions.

An understanding of history, the political and economic practices of societies, and the social and psychological dimensions of human behavior.

An understanding and appreciation of the differences and commonalities that exist within the pluralistic society of the United States, including the rights and responsibilities of participating within its democracy.

The completion of General Education at Santa Rosa Junior College represents a substantial achievement that has ongoing, lifelong value to the individual and to society.

## **GENERAL EDUCATION REQUIREMENTS**

The College shall maintain a current listing of general education requirements for the AA/AS degrees and make them available in the College Catalog and the Schedule of Classes. Changes to the General Education requirements and to the AA/AS degrees shall be reviewed by the Board of Trustees.

The general education requirements for the California State University system and the Intersegmental General Education Transfer Curriculum (IGETC) are also published in the College Catalog and the Schedule of Classes.

Policy 3.1 Revised May 2013

## **DEGREE REQUIREMENTS**

A student must fulfill all of the following degree requirements in order to receive an Associate in Arts or an Associate in Science Degree:

### **GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE'S DEGREE**

For updated General Education Course Information, please see an SRJC Counselor or visit:

<https://articulation.santarosa.edu/ge-breadth> (<https://articulation.santarosa.edu/ge-breadth>)

Students have three options in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science Degree at Santa Rosa Junior College.

These three options are the following:

### **Option A**

Complete the 23 units of the Associate's Degree General Education course requirements and the math competency requirement.

or

### **Option B**

Complete the California State University (CSU) General Education requirements (full certification).

or

### **Option C**

Complete the Intersegmental General Education Transfer Curriculum (IGETC) (full certification).

## **MAJOR REQUIREMENTS**

To receive an Associate's Degree a student must complete a major course of study of at least 18 college units from the SRJC list of approved majors. A major provides coherence, focus, depth, sequencing, and synthesis of learning. A course may be used to satisfy both a General Education requirement and a major requirement (Title 5, 55806). Within the major, a course may not be used more than one time to meet a major requirement.

A student may submit a request for course substitution for major requirements. The course substitution form for the major is required if the student wishes to use a course for an Associate's Degree major that is different than the curriculum listed in the Catalog and on the Web site. The form can be obtained in the Admissions and Records Office. The student must then submit the form to the appropriate department for approval. Consultation with a counselor is highly recommended to assist the student with the process.

Major programs are listed in this Catalog; the most current list of majors is available at the SRJC Web site at <https://curriculum.santarosa.edu/all-majors> (<https://curriculum.santarosa.edu/all-majors>).

## **UNIT REQUIREMENT**

A student must complete a minimum of 60 units in courses numbered 1-299. Courses numbered 300-899 are designed to meet a variety of student needs and are not applicable toward Associate's Degree requirements. Students should plan their course of study carefully with the assistance of a college counselor.

## **RESIDENCE REQUIREMENT**

A student must be enrolled during the semester in which the degree is granted. A minimum of 12 units must be completed at Santa Rosa Junior College.

## **SCHOLARSHIP REQUIREMENT**

A student must have an overall minimum grade point average (GPA) of 2.00 ("C") or better in all Santa Rosa Junior College and transferred coursework submitted toward the degree. For all students admitted for the fall 2009 term or any term thereafter, a grade of "C" or better, or "P" if the course is taken on a pass/no pass basis, is required for each course applied toward the major.

## **Graduation**

To receive the Associate in Arts and/or Associate in Science degree a student must submit an "Application for Degree" at [admissions.santarosa.edu/forms](https://admissions.santarosa.edu/forms) ([admissions.santarosa.edu/forms](https://admissions.santarosa.edu/forms)). Students should submit an application as soon as they have registered for classes in the semester they wish to graduate.

Students are urged to consult a counselor with any questions about degree requirements. Students transferring to a university are encouraged to complete the associate degree.

Official transcripts from all colleges previously attended should be submitted as part of the graduation evaluation process. This process reviews course work completed at SRJC and, if applicable, compares transfer college course work with the SRJC associate degree requirements. Applicants are notified by mail of their eligibility for the degree.

The date for the annual commencement ceremony is available at: <https://admissions.santarosa.edu/academic-calendar> (<https://admissions.santarosa.edu/academic-calendar>)

## **CATALOG RIGHTS FOR MAJORS**

Graduation requirements for an Associate's Degree are determined according to the Catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment, that is, enrollment in at least one credit course during each successive academic year.

For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, graduation requirements are determined according to the Catalog in effect when enrollment is resumed. Students may choose to graduate under the Catalog in effect at the time that they apply for the Degree.

## **CONTINUOUS ENROLLMENT**

Students who do not remain in continuous enrollment are subject to all academic policies and requirements as stated in the college Catalog in effect at the time of their resumption of enrollment. Continuous enrollment is defined as enrollment in at least one credit course during each successive academic year.

## **DEGREE HONORS**

Degree honors are determined by the student's overall grade point average and includes transfer work submitted to SRJC. A student who has maintained a GPA between 3.20 and 3.39 will be graduated with honors; 3.40 and 3.59, with high honors; and 3.60 or higher, with highest honors.

## **ADDITIONAL ASSOCIATE'S DEGREES**

Students who already possess an associate in science or associate in arts from Santa Rosa Junior College may be awarded an additional degree upon completion of the following:

1. All requirements in a major in a different field of study. Previous coursework may be used.
2. Any new areas of General Education in effect at the time the student re-enrolls if there has been a break in enrollment.  
(Please refer to Catalog Rights.)

Students seeking an Associate's Degree after having received an Associate's Degree from another regionally accredited community college may be awarded an additional Associate's Degree upon completion of the following:

1. All requirements in a major in a different field of study.
2. Twelve units in residence.



3. SRJC General Education areas not fulfilled at the previous institution.

Students who already possess a Bachelor's Degree or higher from a regionally accredited institution of higher education may be awarded an Associate's Degree upon completion of the following:

1. All requirements in a major in a different field of study.
2. Twelve units in residence.
3. A bachelor's degree or higher from a regionally accredited college in the United States will be accepted as fulfilling the General Education and Library and Information Resources (LIR) requirements for graduation.

Policy 3.2 Revised December 2012

## **TRANSFER CREDIT EVALUATION**

Lower division credit is accepted for transfer from colleges accredited by recognized regional accrediting associations, but not if it duplicates credit for courses taken at Santa Rosa Junior College.

Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for evaluation. In-person submittals of official transcripts will only be accepted if delivered in a sealed envelope from the issuing institution. Transcripts will be evaluated after the student submits the Transfer Credit Evaluation Form available online at: <http://admissions.santarosa.edu/forms> (<http://admissions.santarosa.edu/forms>). All transcripts become part of each student's permanent SRJC record and will not be released to other institutions or third parties.

## **ADVANCED PLACEMENT CREDIT**

Santa Rosa Junior College awards credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Exams with scores of 3, 4, or 5. Students must have official AP score reports sent by the College Board to the SRJC Office of Admissions, Records, and Enrollment Development for evaluation.

To view the AP Credit Legislative Policy (AB 1985) and the SRJC AP Exam Credit chart listing SRJC course comparability and detailing how AP Exams meet General Education requirements, visit the SRJC Web site at <https://articulation.santarosa.edu/students-and-counselors> (<https://articulation.santarosa.edu/students-and-counselors>) -- click on "AP Exam Scores Worksheet". Please note that a few departments require a score of 4 or 5 to fulfill specific course requirements or place conditions on the award of credit. GE credit, however, follows policy set forth by AB 1985, requiring only a minimum score of 3 for appropriate GE Areas.

See the section on Assessment in this catalog for information on exemption from placement activities in math, chemistry, or English with AP scores of 3 or higher.

Please consult an SRJC Counselor about AP credit earned prior to 2011-12 or to discuss how AP credit fits into your educational plan. This is especially important for those intending to transfer to a four-year college or university, since each campus determines how AP Exams will apply toward credit in a major.

## **MILITARY CREDIT**

Four units of credit are granted for honorable completion of basic training of United States military training as evidenced by a copy of the separation paper (DD214) on file in the Admissions and Records Office.

Additional credit for military courses may be granted upon evaluation of course content and as recommended in the American Council on Education Guide. Evidence of completion must be submitted to the Admissions and Records Office.

## **INTERNATIONAL BACCALAUREATE CREDIT**

Credit for International Baccalaureate (IB) is granted for a limited number (some) Higher Level IB exams. No credit is granted for the subsidiary level exams. An official IB transcript must be submitted for credit review.

## **FOREIGN COURSEWORK**

Credit may be awarded for foreign coursework after evaluation by a credentialed evaluation agency and review by the A&R office. A list of agencies recognized by SRJC may be obtained from A&R or the counselor.

Any credit granted by SRJC is subject to re-evaluation by any other college.

For more information, please visit: <http://admissions.santarosa.edu/incoming-sending-transcripts-srjc>  
(<http://admissions.santarosa.edu/incoming-sending-transcripts-srjc>)

## **2023-2024 ASSOCIATE IN ARTS OR ASSOCIATE IN SCIENCE GENERAL EDUCATION REQUIREMENTS OPTION A**

For the 2023-24 Associate in Arts or Associate in Science General Education Requirements (Option A) please refer to:

<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20A%20GE%20Current.pdf> (<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20A%20GE%20Current.pdf>)

## **2023-2024 CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION-BREADTH REQUIREMENTS AND ASSOCIATE'S DEGREE OPTION B**

For 2023-2024 California State University General Education-Breadth Requirements and Associate's Degree (Option B) please refer to:

<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20B%20GE%20Current.pdf> (<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20B%20GE%20Current.pdf>)

## **2023-2024 TRANSFER PATTERN TO THE UC AND CSU SYSTEMS AND ASSOCIATE'S DEGREE GENERAL ED REQUIREMENTS OPTION C**

For 2023-2024 Transfer Pattern to the UC and CSU systems and Associate's Degree General Ed Requirements (Option C) Please refer to:

<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20C%20GE%20Current.pdf> (<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20C%20GE%20Current.pdf>)

## **2023-2024 IGETC FOR STEM (FOR BIOLOGY AS-T ONLY) OPTION D**

For 2023-2024 IGETC for STEM (for Biology AS-T Only) (Option D) Please refer to:

<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20D%20GE%20Current.pdf> (<https://catalog2023-2024.santarosa.edu/sites/catalog2023-2024.santarosa.edu/files/documents/Option%20D%20GE%20Current.pdf>)

## **MAJOR REQUIREMENTS**

The major is one of several requirements students need to fulfill in order to be awarded an Associate's Degree—the highest level of academic achievement recognized by Santa Rosa Junior College. (For more information, see the section, “Degree Requirements” in this Catalog.) All of the following requirements must be met in order for the degree to be conferred:

- A major
- A General Education Pattern
- A minimum number of degree units
- A minimum number of units taken in residence
- A minimum standard of scholarship

### **About the Major Requirement**

The major is a defined program of study of at least 18.0 units from the SRJC list of approved majors. The program of study in a major provides coherence, focus, depth, sequencing, and synthesis of learning. In addition, majors are intended to provide the student with a foundation for transfer, training for an occupational field, or sufficient depth in a field of knowledge to contribute to lifelong interest.

## **THE SRJC MAJOR AND TRANSFER**

It is important that students who are completing a major and desire to transfer to a four-year institution meet with a counselor to plan their lower division coursework. While many majors at SRJC are intended to align with lower division major preparation required by California public universities, specific lower-division major requirements vary among individual campuses. It is therefore vital that students meet early to create an educational plan that will enable them to meet the requirements of the transfer institution's major, as well as the requirements for the Associate's Degree. If an area of study is not on the approved list of SRJC majors, the student may still prepare for this major by taking appropriate lower division courses. Please discuss such preparation, as well as any questions about an approved major, with a counselor.

## **THE CAREER EDUCATION MAJOR AND THE CERTIFICATE OF ACHIEVEMENT**

Degree programs are often available for many Career Education (CE) fields that also have a Certificate of Achievement program. A student who has completed a certificate program may be awarded an Associate's Degree in a later semester providing that all major and degree requirements are met.

## **THE CAREER EDUCATION MAJOR AND SELECTION PROCESSES**

Some programs, particularly in the Health Sciences or Public Safety fields, may have a selection process for entering students. Please contact the department or a counselor for information about the selection process for any such program.

## **MULTIPLE MAJORS**

It is possible for a student to be awarded more than one major upon graduation, providing that all requirements are met for each major. For multiple majors, a single diploma with all majors listed will be issued. If one major leads to an Associate in Science and the other to an Associate in Arts, two diplomas will be issued.

## **COURSEWORK REQUIREMENTS AND THE MAJOR**

Generally stated, a requirement in a major is:

- A . A designated course (e.g., ART 15)
- B . A defined combination of courses (e.g., ART 2.1 and ART 2.2)
- C . A set number of units that can be fulfilled from a list of courses (e.g., 3 units in any combination from the following: ART 1, 2, 3, 4, 10, 22, 56).

A student may submit a request for course substitution for major requirements. The course substitution form for the major is required if the student wishes to use a course for an associate degree major that is different than the curriculum listed in the Catalog and on the Web site. The form can be obtained in the Admissions and Records Office. The student must then submit the form to the appropriate department for approval. Consultation with a counselor is highly recommended to assist the student with the process. Approved course substitutions apply to the requested major only and not to the SRJC General Education patterns (Options A, B, or C) nor any other SRJC major.

A course may be used to satisfy both a General Education Requirement and a major requirement (Title 5, 55806). However, no course may be used more than once to fulfill a requirement in the major.

## **TERM EFFECTIVE AND THE MAJOR**

The requirements for a major are effective beginning the semester shown for each major. Students who began working on the approved major before the effective semester may not be affected by the changes because they have catalog rights. Please Note: Catalog Rights are not applicable for degree and certificate programs with a separate selection process (i.e., Nursing, Radiologic Technology, Dental Hygiene). Students will be held to the requirements listed in the major for the year in which they actually enter the program. Students should consult with the program contact person, department chair, or a counselor to determine their eligibility to complete the major under previous requirements (see also the section on "Catalog Rights" in this Catalog).

Note:

- Approved major programs are listed in this Catalog. However, the most current list of majors and their requirements is available at the SRJC Web site at [www.santarosa.edu/majors](http://www.santarosa.edu/majors).
- For list of inactivated majors, please refer to: <https://portal.santarosa.edu/SRWeb/ProgramsAdvancedSearch.aspx?ProgramType=0> (<https://portal.santarosa.edu/SRWeb/ProgramsAdvancedSearch.aspx?ProgramType=0>).

## **2023-2024 LIST OF MAJORS**

### **ADMINISTRATION OF JUSTICE (AS-T)**

Program of Study Code: 002062

Term Effective: Fall 2023

**18.00 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (<mailto:jadams2@santarosa.edu>)

#### **PROGRAM DESCRIPTION:**

The Associate in Science for Transfer in Administration of Justice major provides theoretical and practical instruction to prepare students for further study for a career in the criminal justice system and seamless transition to programs in the CSU system. This major fulfills the Transfer Model Curriculum for many CSU campuses. Students will have to fulfill the following requirements to earn this degree. 1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: \* The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and \* A minimum of 18 semester units as required for the Associate in Science in Administration of Justice for Transfer major. 2. Obtainment of an overall minimum grade point average of 2.0. 3. Earn a grade of C or better (or P) in all courses required for the Associate in Science in Administration for Justice for Transfer major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

#### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Analyze relationships and interactions between citizens and the criminal justice system in a social and cultural context and develop a communication style consistent with legal requirements that encompass cultural understanding;
2. evaluate situations and incidents to determine if a criminal law has been violated, and develop and implement an appropriate intervention strategy consistent with constitutional protections and safeguards;
3. evaluate and analyze a crime scene to ensure the proper recognition, identification, collection, preservation, and scientific analysis of physical evidence; and
4. examine the pre-trial, trial, and post-trial elements of the criminal justice system to ensure constitutional and statutory requirements are maintained consistent with public safety standards.

## ADMINISTRATION OF JUSTICE REQUIRED CORE - COMPLETE 6.00 UNITS

AJ 21	Introduction to Administration of Justice	3.00
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AJ 22	Concepts of Criminal Law	3.00
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## ADMINISTRATION OF JUSTICE LIST A - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

AJ 25	Community Relations	3.00
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AJ 53	Juvenile Procedures	3.00
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AJ 55	Criminal Procedures	3.00
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AJ 57	Basic Criminal Investigation	3.00
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AJ 61	Introduction to Evidence	3.00
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AJ 70	Introduction to Corrections	3.00
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## ADMINISTRATION OF JUSTICE LIST B - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

AJ 25	Community Relations	3.00
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AJ 53	Juvenile Procedures	3.00
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AJ 55	Criminal Procedures	3.00
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AJ 56	Crime and Criminal Justice in Society	3.00
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AJ 57	Basic Criminal Investigation	3.00
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AJ 61	Introduction to Evidence	3.00
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AJ 70	Introduction to Corrections	3.00
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AJ 71	Correctional Interviewing & Counseling	3.00
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AJ 98	Independent Study in Administration of Justice	1.00-3.00
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AJ 99I	Administration of Justice Internship	1.00-8.00
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POLS 1	Introduction to United States Government	3.00
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PSYCH 1A	General Psychology	3.00
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SOC 1	Introduction to Sociology	3.00
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SOC 2	Modern Social Problems	3.00
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Only **one** of these courses may be selected:

MATH 15	Elementary Statistics	4.00
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PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
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## PROGRAM REQUIREMENTS NOTES:

A course used to satisfy a requirement in one category can not be used to fulfill the requirements in another category.

## ADMINISTRATIVE ASSISTANT (AS)

Program of Study Code: 002061

Term Effective: Fall 2023

**18.50 Units**

(707) 527-4458

[kseder@santarosa.edu](mailto:kseder@santarosa.edu) (<mailto:kseder@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Administrative Assistant Program is an academic Associate in Science degree program for students seeking employment in the administrative assistant fields. The curriculum integrates knowledge of office procedures based on actual job responsibilities. The Administrative Assistant major prepares the student to be a member of an organization's business team. This program encompasses the integration of 21st Century workforce skills emphasizing communication, teamwork, project management, problem-solving, and systems development. A unique aspect of the program is the internship, which provides the student an opportunity to use their acquired skills in an office environment and gain experience in their profession before completing the program. Opportunities are available in private industry, non-profit organizations, and government offices. With experience and/or additional education, administrative office professionals may be promoted to management positions.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Compose and prepare business documents and correspondence demonstrating appropriate communication techniques and integration of appropriate software and other technology tools;
2. apply time management, project management, records management, and organizational skills to complete office tasks, projects, and operations;
3. use critical thinking, problem solving, interpersonal, and collaborative skills to complete work independently or in a team in an ethical and professional manner;
4. evaluate, analyze, and use appropriate technology to complete tasks and documents productively and efficiently; and
5. use integrated math computational skills to solve a variety of business applications such as inventory, payroll, calculating interest, and budget monitoring.

### ADMINISTRATIVE OFFICE PROFESSIONAL - COMPLETE 17.50 UNITS

BAD 52	Human Relations in Organizations	3.00
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BGN 110	Introduction to the Administrative Professional	1.00
BGN 154	Office Technologies and Procedures	3.00
BMG 66.4	Project Management	1.00

**Complete any combination totaling at least 3.00 units from the following:**

BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BGN 81	Practical Business Math Skills	3.00
BMG 55	Fundamentals of Financial Analysis	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
CS 5	Computer Literacy	3.00
CS 60.11A	Microsoft Word, Part 1	1.50
CS 60.11B	Microsoft Word, Part 2	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50

**Complete any combination totaling at least 3.00 units from the following:**

BGN 71	Business English Grammar	3.00
BGN 100	Professional Writing and Presentations	3.00
BMG 52	Business Communication	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **ADVANCED MANUFACTURING TECHNOLOGY (AS)**

Program of Study Code: 002015

Term Effective: Fall 2022

**28.50 Units**

(707) 527-4488

**[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu) (mailto:wmccracken@santarosa.edu)**



## PROGRAM DESCRIPTION:

The Advanced Manufacturing Technology (AMT) major offers both theoretical and hands-on training related to lathes, vertical mills, drill press, hand tools, Computer Numeric Control (CNC) lathes and mills, and Computer-aided Machining (CAM). A student enrolling in the program should have the desire and ability to work with their hands, possess a high degree of mechanical aptitude and enjoy working in a shop environment. Technological advances and continued expansion of the advanced manufacturing industry have increased the demands for well-trained entry-level technicians locally, state-wide and nationally. Individuals with knowledge of CNC lathes and mills and CAM are especially in demand. Individuals who complete the AMT program should be able to find employment as an entry-level machinists, CNC technician, or machine operator. Graduates can find employment in a variety of areas, including machine shops, manufacturing industries, industrial machinery and equipment, measuring and controlling devices, and beverage product manufacturers.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized machine shop tools and equipment;
2. Demonstrate the set up and operation of manual lathes and mills;
3. Interpret CNC (Computer Numeric Control) programming language;
4. Accurately analyze and interpret blueprints and create part(s) to specifications;
5. Interpret blueprints and GD&T (Geometric Dimensioning & Tolerancing) symbols in order to verify dimensions of a machine part; and
6. Describe applications of design, manufacturing, and fabrication applicable to non-ferrous metals.

## ADVANCED MANUFACTURING TECHNOLOGY REQUIREMENTS - COMPLETE 27.50 UNITS

APTECH 45	Basic Drafting Skills	1.50
APTECH 46	Introduction to Computer-Aided Drafting	2.00
MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 51.1B	Advanced Machine Tool Technology	3.00
MACH 80A	Computer Numeric Control Machining I	5.00
MACH 80B	Computer Numeric Control Machining II	5.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

# INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## AERIAL REMOTE SENSING AND PHOTOGRAMMETRY (AS)

Program of Study Code: 002090

Term Effective: Fall 2023

**28.00 Units**

(707) 527-4376

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (<mailto:rparks@santarosa.edu>)

### PROGRAM DESCRIPTION:

This Major offers an introduction to the fundamentals of Aerial Photogrammetry and Remote Sensing, Mission Planning, Data Management, and Data Processing with emphasis on processing Unmanned Aerial Vehicles (UAVs, aka drones) data. For drone flight training, see the Computer Studies department (<https://cs.santarosa.edu/drone>).

### PROGRAM STUDENT LEARNING OUTCOMES

1. Plan aerial remote sensing missions.
2. Gain familiarity with the concept of ground control for aerial photogrammetry and remote sensing.
3. Gain familiarity with the least squares statistical method relating to aero triangulation and aerial survey control.
4. Gain a basic proficiency in photogrammetric and remote sensing data processing and preparation.

### AERIAL REMOTE SENSING AND PHOTOGRAMMETRY CORE COURSES - COMPLETE 27.00 UNITS

CEST 85	CADD for Civil, Surveying and Land Development	3.00
GIS 40	Introduction to Geographic Information Systems (GIS)	4.00
SURV 56	Introduction to GPS Land Surveying	4.00
SURV 60	Introduction to Plane Surveying	4.00
SURV 62	Introduction to Aerial Remote Sensing & Photogrammetry	3.00
SURV 63	Advanced Aerial Remote Sensing and Photogrammetry	3.00

APTECH 191

Problem Solving in Civil Engineering Technology	3.00
CEST 51      Civil Drafting Technology	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **AGRICULTURE ANIMAL SCIENCE (AS-T)**

Program of Study Code: 002070

Term Effective: Fall 2020

**21.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Associate in Science for Transfer in Agriculture Animal Science will provide current and relevant knowledge, skills and abilities through education and hands-on training in Agricultural Science, Animal Science and Agriculture Studies. The main objective of this major is to prepare students for career opportunities in these disciplines. The Associate in Science for Transfer in Agriculture Animal Science degree is designed to provide a clear pathway to a CSU major and baccalaureate degree in these disciplines. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs. Students are required to complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements. (B) A minimum of 21 semester units in a major or area of emphasis, as determined by the community college district. Students are also required to obtain a minimum grade point average of 2.0. ADTs also require that students must earn a C or better or a P (pass) in all courses required for the major or area of emphasis.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and implement sustainable livestock management practices that will improve livestock quality, provide efficacious management, protect the natural resources and ensure economic viability of the livestock industry
2. Demonstrate a working knowledge of animal production life cycles to develop a ranch management calendar that incorporates scientifically based management decisions and the latest technological advances in livestock husbandry;

3. Identify and evaluate livestock anatomy and physiology and relate form to function;
4. Demonstrate knowledge of practical reproductive management of livestock species.

## **AGRICULTURE ANIMAL SCIENCE FOR TRANSFER REQUIRED CORE - COMPLETE 15.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

AGBUS 7	Agricultural Economics	3.00
ECON 2	Principles of Microeconomics	3.00
ANSCI 20	Basic Animal Science	3.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
MATH 15	Elementary Statistics	4.00

## **AGRICULTURE ANIMAL SCIENCE FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ANSCI 27	Beef Cattle Science	3.00
ANSCI 29	Dairy Cattle Industry/Dairy Cattle Science	3.00
EQSCI 25	Equine Science	3.00

Complete any combination totaling at least 3.00 units from the following:

ANSCI 2	Veterinary Practices	3.00
ANSCI 61	Livestock Feeding and Nutrition	3.00
CHEM 12A	Organic Chemistry	5.00

## **AGRICULTURE ANIMAL SCIENCE FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 3.00 UNITS**

Complete any course from the following:

AGBUS 2	Agricultural Computer Applications	3.00
AGBUS 56	Introduction to Agriculture Business and Management	3.00

### **NOTES:**

A course used to satisfy the requirements in one category (List A, B, or C) cannot also be used to satisfy the requirements in another category.

## **AGRICULTURE BUSINESS (AS-T)**

Program of Study Code: 002069

Term Effective: Fall 2020

## 22.00 Units

(707) 524-4648

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Associate in Science for Transfer in Agriculture Business will provide current and relevant knowledge, skills and abilities through education and hands-on training in Agriculture Business, Agriculture Studies, AgriBusiness, Ag Business and Food Industry Management. The main objective of this program is to prepare students for transfer and career opportunities in these areas. The Agriculture Business Associate in Science for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate understanding of principles and strategies for selling and marketing in agribusiness;
2. Apply principles of demand, supply and price system to agribusiness.
3. Incorporate technology, communication skills, leadership, and business management skills.

### AGRICULTURE BUSINESS FOR TRANSFER REQUIRED CORE - COMPLETE 13.00 UNITS

AGBUS 7	Agricultural Economics	3.00
ECON 1	Principles of Macroeconomics	3.00
MATH 15	Elementary Statistics	4.00

Complete any combination totaling at least 3.00 units from the following:

AGRI 60	Soil & Plant Nutrition	3.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00

And

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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### AGRICULTURE BUSINESS FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 9.00 UNITS

Complete any combination totaling at least 9.00 units from the following:

AGBUS 2	Agricultural Computer Applications	3.00
AGBUS 56		

Introduction to Agriculture		3.00
Business and Management		
AGRI 20	Introduction to Plant Science	3.00
ANSCI 20	Basic Animal Science	3.00

## **AGRICULTURE BUSINESS FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 0.00 UNITS**

Complete any course from the following:

BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
ECON 2	Principles of Microeconomics	3.00

### **NOTES:**

A course used to satisfy the requirements in one category (List A, B, or C) cannot also be used to satisfy the requirements in another category.

## **AGRICULTURE PLANT SCIENCE (AS-T)**

Program of Study Code: 002071

Term Effective: Fall 2023

**22.00 Units**

(707) 524-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Associate in Science for Transfer in Agriculture Plant Science will provide current and relevant knowledge, skills and abilities through education and hands-on training in Agriculture, Agriculture and Environmental Plant Sciences, Agricultural Science, Plant Science, Agriculture Education, and Agriculture Studies. The main objective of this major is to prepare students for career opportunities in these disciplines. The Associate in Science for Transfer in Agriculture Plant Science degree is designed to provide a clear pathway to a CSU major and baccalaureate degree in these disciplines. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs. Students are required to complete 60 semester units that are eligible for transfer to the California State University, including both of the following: 1. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements. 2. A minimum of 21 semester units in a major or area of emphasis, as

determined by the community college district. Students are also required to obtain a minimum grade point average of 2.0. ADTs also require that students must earn a C or better or "P" (Pass) in all courses required for the major or area of emphasis.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate relationships of plants, soils, and climates.
2. Analyze and compare plants, growing conditions, and types of crop production.
3. Identify and evaluate livestock anatomy and physiology and relate form to function.
4. Research and analyze production and marketing data for a proposed crop commodity.
5. Explain the economic aspects of agriculture and their implications to the market.

## AGRICULTURE PLANT SCIENCE FOR TRANSFER CORE REQUIREMENTS - COMPLETE 19.00 UNITS

AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
MATH 15	Elementary Statistics	4.00

Complete any combination totaling at least 3.00 units from the following:

AGBUS 7	Agricultural Economics	3.00
ECON 2	Principles of Microeconomics	3.00

Complete any combination totaling at least 5.00 units from the following:

CHEM 3A	General Chemistry Part 1: Lecture	3.00
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And

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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## AGRICULTURE PLANT SCIENCE FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

CHEM 12A	Organic Chemistry	5.00
HORT 8	Plant Materials: Summer/Fall	3.00
HORT 12	Plant Materials: Winter/Spring	3.00
HORT 70	Plant Propagation	3.00

## AGRICULTURE PLANT SCIENCE FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 0.00 UNITS

AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
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## NOTES:

A course used to satisfy the requirements in one category (List A, B, or C) cannot also be used to satisfy the requirements in another category.

# ANTHROPOLOGY (AA)

Program of Study Code: 001004

Term Effective: Fall 2019

**19.00 Units**

(707) 522-2645

[mdasgupta@santarosa.edu](mailto:mdasgupta@santarosa.edu) (mailto:mdasgupta@santarosa.edu)

## **PROGRAM DESCRIPTION:**

Students completing the Anthropology major will develop skills and knowledge consistent with the study of anthropology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to anthropological inquiry and exposition. Completion of the program will provide the orientation and background necessary for success in the major at the university level.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify the major theoretical approaches, theorists, and historical trends in anthropology;
2. understand and use basic research methods in archaeology, cultural and biological anthropology, including design, data analysis and interpretation;
3. apply anthropological knowledge to understanding human diversity;
4. develop an understanding of self and others in diverse biological and cultural contexts;
5. apply critical thinking to anthropological theories and data; and
6. articulate thoughts effectively in written and oral communication.

## **ANTHROPOLOGY REQUIREMENTS - COMPLETE 19.00 UNITS**

ANTHRO 1	Biological Anthropology	3.00
ANTHRO 1L	Biological Anthropology Lab	1.00
ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 3	Introduction to Archaeology	3.00

**Complete any combination totaling at least 9.00 units from the following:**

ANTHRO 4	Ancient Peoples and Society	3.00
ANTHRO 19	Forensic Anthropology	3.00
ANTHRO 21	American Folklore and Folklife	3.00
ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ANTHRO 32	Native Cultures of North America	3.00
ANTHRO 34	Native Cultures of California	3.00
ANTHRO 43	Native American Art and Culture	3.00



# ANTHROPOLOGY (AA-T)

Program of Study Code: 001071

Term Effective: Fall 2017

**18.00 Units**

(707) 522-2645

[mdasgupta@santarosa.edu](mailto:mdasgupta@santarosa.edu) (<mailto:mdasgupta@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

Students completing the Associate in Arts for Transfer in Anthropology will develop skills and knowledge consistent with the study of anthropology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to anthropological inquiry and exposition. Completion of the degree program will provide the orientation and background necessary for success in the major at the university level. The Associate in Arts for Transfer in Anthropology degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify the major theoretical approaches, theorists, and historical trends in anthropology;
2. Understand and use basic research methods in archaeology, cultural and biological anthropology, including design, data analysis and interpretation;
3. Apply anthropological knowledge to understanding human diversity;
4. Develop an understanding of self and others in diverse biological and cultural contexts;
5. Apply critical thinking to anthropological theories and data; and
6. Demonstrate effective written and oral communication using anthropological concepts.

## **ANTHROPOLOGY FOR TRANSFER CORE REQUIREMENTS - COMPLETE 9.00 UNITS**

ANTHRO 1	Physical Anthropology	3.00
ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 3	Prehistory & Archaeology	3.00

## **ANTHROPOLOGY FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ANTHRO 32	Native Cultures of North America	3.00
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ANTHRO 43	Native American Art and Culture	3.00
MATH 15	Elementary Statistics	4.00

## **ANTHROPOLOGY FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ANAT 1	General Human Anatomy	5.00
ANTHRO 32	Native Cultures of North America	3.00
ANTHRO 43	Native American Art and Culture	3.00
GEOL 1	The Earth	3.00

And

GEOL 1L	Geology Lab	1.00
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or

MATH 15	Elementary Statistics	4.00
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or

PHYSC 21	Introduction to Earth Science	4.00
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## **ANTHROPOLOGY FOR TRANSFER LIST C REQUIREMENTS - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ANAT 1	General Human Anatomy	5.00
ANTHRO 1L	Biological Anthropology Lab	1.00
ANTHRO 4	Ancient Peoples and Society	3.00
ANTHRO 19	Forensic Anthropology	3.00
ANTHRO 21	American Folklore and Folklife	3.00
ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00

ANTHRO 32	Native Cultures of North America	3.00
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ANTHRO 34	Native Cultures of California	3.00
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ANTHRO 43	Native American Art and Culture	3.00
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MATH 15	Elementary Statistics	4.00
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PHYSC 21	Introduction to Earth Science	4.00
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GEOL 1	The Earth	3.00
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And

GEOL 1L	Geology Lab	1.00
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### **NOTES:**

A course used to satisfy the requirements in one category (List A, B, or C) cannot also be used to satisfy the requirements in another category.

# ART (AA)

Program of Study Code: 001005

Term Effective: Fall 2023

**24.00 Units**

(707) 535-3714

[hskoonberg@santarosa.edu](mailto:hskoonberg@santarosa.edu) (mailto:hskoonberg@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Art major is designed for students who are pursuing transfer majors in the fine arts, including Painting and Drawing, Printmaking, Graphic Design, Digital Arts, Photography, Ceramics, Sculpture, and related disciplines.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Synthesize and apply visual principles in creating works of art;
2. Articulate perception and awareness of fine art and applied design concept;
3. Develop a vocabulary to discuss art in aesthetic terms;
4. Demonstrate skills in visual analysis by identifying specific formal elements in works of art;
5. Demonstrate appropriate use of art tools, materials and processes;
6. Achieve greater awareness of global and cultural traditions; and
7. Create a portfolio of fine art and designs.

## **ART MAJOR REQUIREMENTS - COMPLETE 24.00 UNITS**

ART 3	Introduction to Art & Design	3.00
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ART 7A	Drawing & Composition 1	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

ART 4	Principles of Color	3.00
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ART 5	Three Dimensional Design	3.00
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**Complete any combination totaling at least 6.00 units from the following:**

ART 1.1	Introduction to Art of the Ancient World	3.00
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ART 1.2	Global Art from 1500 CE to Present	3.00
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ART 1.3	Introduction to Ancient Egyptian Art	3.00
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ART 2.1	History and Appreciation of Ancient Mediterranean Art	3.00
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ART 2.2	History of European Art: Medieval to Rococo	3.00
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Complete any combination totaling at least 9.00 units from the following:

ART 2.3	History of Modern Art in Europe and North America	3.00
ART 2.5	Women and Art Since 1500	3.00
ART 7B	Drawing and Composition 2	3.00
ART 12	Beginning Figure Drawing	3.00
ART 14A	Beginning Painting	3.00
ART 19	Elementary Photography	3.00
ART 24	Introduction to the Art of Printmaking	3.00
ART 31A	Beginning Ceramics	3.00
ART 33A	Beginning Sculpture	3.00
ART 69	Introduction to Cartooning and Sequential Art	3.00
ART 112A	Intermediate Figure Drawing	3.00
ART 112B	Advanced Figure Drawing	3.00

## **ART HISTORY (AA-T)**

Program of Study Code: 001065

Term Effective: Fall 2023

**21.00 Units**

(707) 535-3714

**[hskoonberg@santarosa.edu](mailto:hskoonberg@santarosa.edu) (mailto:[hskoonberg@santarosa.edu](mailto:hskoonberg@santarosa.edu))**

### **PROGRAM DESCRIPTION:**

The Associate in Arts for Transfer in Art History major is intended for the student seeking to transfer to a baccalaureate-granting institution to major in Art History. It provides a basic foundation in art history and appreciation, "hands on experience" in at least one studio art form, and cultural and historical background necessary to understanding the visual arts. The major may also be of interest to those seeking a foundation for lifelong learning. The Associate in Arts for Transfer in Art History is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A

minimum of 21-22 semester units as required for the Associate in Arts for Transfer in Art History major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or Pass) in all courses required for the Associate in Arts for Transfer in Art History major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Place a work of art in its historical and stylistic context;
2. Identify major monuments and movements in the history of art;
3. Develop a vocabulary to discuss art in aesthetic terms;
4. Demonstrate skills in visual analysis by identifying specific formal elements;
5. Refine critical analysis skills in comparing works of art;
6. Identify cultural artistic characteristics and global traditions; and
7. Recognize basic methods and materials used in architecture, painting, sculpture, print-making, ceramics metalwork, and textiles.

## ART HISTORY FOR TRANSFER CORE REQUIREMENTS - COMPLETE 12.00 UNITS

ART 2.1	History & Aesthetic Appreciation of Prehistoric - Gothic Art	3.00
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ART 7A	Drawing and Composition 1	3.00
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**Complete any combination totaling at least 6.00 units from the following:**

ART 2.2	History and Appreciation of Late Gothic to Impressionist Art	3.00
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*And*

ART 2.3	History of Modern Art in Europe and North America	3.00
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## ART HISTORY FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

**Complete any combination totaling at least 3.00 units from the following:**

ART 1.1	World Art History to 1500	3.00
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ART 1.2	World Art History Since 1500	3.00
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ART 1.3	Introduction to Ancient Egyptian Art	3.00
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ART 2.5	Women and Art Since 1500	3.00
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## ART HISTORY FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 3.00 UNITS

**Complete any combination totaling at least 3.00 units from the following:**

ART 3	Introduction to Art and Design	3.00
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ART 4	Principles of Color	3.00
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ART 5	Three Dimensional Design	3.00
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ART 12	Figure Drawing	3.00
ART 14A	Beginning Painting	3.00
ART 19	Elementary Photography	3.00
ART 24	Introduction to the Art of Printmaking	1.50-3.00
ART 27A	Beginning Screen Printing	3.00
ART 28A	Beginning Etching	1.50-3.00
ART 31A	Beginning Ceramics	3.00
ART 33A	Beginning Sculpture	3.00

## ART HISTORY FOR TRANSFER LIST C REQUIREMENT - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ANTHRO 3	Prehistory & Archaeology	3.00
ANTHRO 21	American Folklore and Folklife	3.00
ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ANTHRO 32	Native Cultures of North America	3.00
ANTHRO 34	Native Cultures of California	3.00
ANTHRO 43	Native American Art and Culture	3.00
COMM 2	Spoken Word	3.00
DANCE 2	Survey of Dance History	3.00
ENGL 1B	Literature and Composition	3.00
ENGL 2	Introduction to the Novel	3.00
ENGL 3	Introduction to Poetry	3.00
ENGL 7	Introduction to the Short Story	3.00
ENGL 10	Introduction to Environmental Literature	3.00
ENGL 12	Children's Literature	3.00
ENGL 25	Introduction to Language Study	3.00
ENGL 27	Introduction to Shakespeare	3.00
ENGL 30.1	American Literature: Pre- Colonial Period to the Civil War	3.00
ENGL 30.2	American Literature from 1865 to the Present	3.00
ENGL 31	African-American Literature	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
ENGL 46.1	Survey of English Literature Part 1	3.00
ENGL 46.2		

2

FREN 1	Elementary French-Part 1	4.00
FREN 2	Elementary French-Part 2	4.00
FREN 3	Intermediate French-Part 1	4.00
FREN 4	Intermediate French-Part 2	4.00
GD 15	History of Graphic Design	3.00
GERM 1	Elementary German-Part 1	4.00
GERM 2	Elementary German-Part 2	4.00
GERM 3	Intermediate German-Part 1	4.00
GERM 4	Intermediate German-Part 2	4.00
HIST 1.1	World History to 1500	3.00
HIST 1.2	World History Since 1500 C.E.	3.00
HIST 4.1	History of Western Civilization to 1648 C.E.	3.00
HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 22	History of California	3.00
HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 30	African American History	3.00
HIST 33	History of Mexico	3.00
HUMAN 4.1	Western Humanities: Arts, Ideas, and Values	3.00
HUMAN 5	World Humanities: Arts, Ideas, Values	3.00
HUMAN 6	Humanities in the United States	3.00
HUMAN 7	Introduction to the Humanities	3.00
HUMAN 8	Comparative Mythology	3.00
ITAL 1	Elementary Italian-Part 1	4.00
ITAL 2	Elementary Italian-Part 2	4.00
ITAL 3	Intermediate Italian-Part 1	4.00
ITAL 4	Intermediate Italian-Part 2	4.00
MEDIA 4	Introduction to Mass Communication	3.00
MEDIA 14	Early Film History	4.00
MEDIA 15	Modern Film History	4.00
MUSC 6.1	Music History and Literature: Antiquity to 1750	3.00

MUSC 6.2	Music History and Literature: 1750 to Present	3.00
MUSC 7	Music Appreciation	3.00
MUSC 8	World Music Appreciation	3.00
MUSC 9	Jazz Appreciation	3.00
PHIL 6	Introduction to Philosophy	3.00
PHIL 7	Contemporary Moral Issues	3.00
PHIL 9	Political Philosophy	3.00
PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
PHIL 11	Introduction to Asian Philosophy	3.00
PHIL 12	Environmental Philosophy	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00
RELS 1	Introduction to Religious Studies	3.00
RELS 2	World Religions	3.00
RELS 3	History of God	3.00
RELS 6.66	History of Satan	3.00
RELS 15	Islam	3.00
RELS 21	The Jewish Bible and the Birth of God	3.00
RELS 22	Jesus and the Invention of Christianity	3.00
RELS 32	Religion in America	3.00
SPAN 1	Elementary Spanish-Part 1	4.00
SPAN 2	Elementary Spanish-Part 2	4.00
SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 4	Intermediate Spanish-Part 2	4.00
THAR 1	World Theatre Through Time	3.00
THAR 2	Introduction to Theatre Arts	3.00
THAR 6	Multicultural Perspectives in American Theatre	3.00

## **AUTOMOTIVE TECHNOLOGY (AA)**

Program of Study Code: 001039

Term Effective: Fall 2023



## 47.50 Units

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

### PROGRAM DESCRIPTION:

The Automotive Technology major offers both theoretical and hands-on training, including engine overhaul, ignition systems, fuel systems, pollution control systems, electrical systems, drive trains, brake systems, suspension systems, and hybrid & electric vehicle systems.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized automotive tools and equipment;
2. Perform entry level diagnoses and repair of automotive engines, electrical systems, transmissions, engine performance, brakes, chassis and emissions control systems;
3. Demonstrate basic maintenance and welding skills; and
4. Access and interpret automotive service information and schematics both manually and on the computer.

### AUTOMOTIVE TECHNOLOGY REQUIREMENTS - COMPLETE 46.50 UNITS

AUTO 80	Introduction to Automotive Technology	3.00
AUTO 126	Mobile Heating and Air Conditioning Systems	2.50
AUTO 151	Automotive Engines	7.00
AUTO 158.1	Automotive Engine Performance and Pollution Control	7.00
AUTO 154	Automotive Brakes, Steering, and Suspension	7.00
AUTO 155	Automotive Drive Train	6.00
AUTO 156.1	Automotive Electrical System	5.00
AUTO 194	Introduction to Hybrid Vehicle Maintenance and Repair	4.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

Complete any combination totaling at least 3.00 units from the following:

AUTO 108	Clean Air Car Course: BAR Levels 1 & 2	5.00
AUTO 120	Automotive Service Advisor, Business Ethics, and Management	2.00
ELEC 51A	Fundamentals of Electricity	3.00
MACH 51.1A	Beginning Machine Tool Technology	3.00

MACH 51.1B	Advanced Machine Tool Technology	3.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00
WELD 102	Introduction to Gas Metal Arc Welding (GMAW)	2.00
WELD 103	Introduction to Flux Cored Arc Welding (FCAW)	2.00
WELD 104	Introduction to Gas Tungsten Arc Welding (GTAW)	2.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### NOTES:

It is recommended that students with no automotive work experience or high school auto shop begin with course AUTO 80 Introduction to Automotive Technology.

## BIOLOGY (AS)

Program of Study Code: 002018

Term Effective: Fall 2022

**41.00 Units**

(707) 522-2820

[agraziani@santarosa.edu](mailto:agraziani@santarosa.edu) (<mailto:agraziani@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Biology major is designed for students who are pursuing transfer to four year programs in the biological sciences, including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, environmental sciences, evolution, genetics, anatomy, physiology, microbiology, and agricultural sciences. The major is also designed for students planning to pursue careers in dentistry, medicine, veterinary medicine, or physical therapy. It is not designed, however, to meet the needs of students interested in pursuing studies in allied health fields. Please see a counselor for assistance in choosing an appropriate major, or to begin this program.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply the scientific method to investigating and evaluating biological phenomenon and summarize results in written scientific format;
2. Perform laboratory techniques, including microscopy, with a high level of expertise without assistance or instruction;
3. Synthesize evolutionary mechanisms, trends, and history with biodiversity;
4. Integrate the levels of biological organization including cell mechanisms, anatomy, physiology, genetics, ecology, and evolution;
5. Investigate human interactions with all levels of biological processes emphasizing the principles of ecosystem, community, population ecology, and global human impacts;
6. Apply knowledge of biological organisms and principles in advanced courses in order to transfer to four year institutions.

## BIOLOGY MAJOR CORE REQUIREMENTS - COMPLETE 40.00 UNITS

BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	5.00
BIO 2.3	Fundamentals of Biology (Botany and Ecology)	5.00
BIO 10	Introduction to Principles of Biology	4.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00

### Complete any combination totaling at least 7.00 units from the following:

PHYS 20A	General Physics Part I	4.00
PHYS 20B	General Physics Part II	4.00
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00

And

PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00
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### Complete any combination totaling at least 4.00 units from the following:

MATH 1A	Calculus, First Course	5.00
MATH 15	Elementary Statistics	4.00
MATH 27	Precalculus Algebra and Trigonometry	6.00

# INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10

Introduction to Information  
Literacy

1.00

## **BIOLOGY (AS-T)**

Program of Study Code: 002077

Term Effective: Fall 2023

**38.00 Units**

(707) 522-2820

[agraziani@santarosa.edu](mailto:agraziani@santarosa.edu) (<mailto:agraziani@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Biology Associate in Science for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree: Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: a) The Intersegmental General Education Transfer Curriculum (IGETC) for STEM; and b) A minimum of 38 semester units as required for the Associate in Science for Transfer in Biology. Obtainment of an overall minimum grade point average of 2.0. Earn a grade of C or better (or P) in all courses required for the Associate in Science for Transfer in Biology. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply the scientific method to investigate and evaluate biological phenomena and summarize results in written scientific format;
2. Perform laboratory techniques independently including microscopy, with a high level of expertise synthesize evolutionary mechanisms, trends, and history with biodiversity;
3. Integrate the levels of biological organization including cell mechanisms, anatomy, physiology, genetics, ecology, and evolution;
4. Investigate human interactions with all levels of biological processes emphasizing the principles defining ecosystems, communities, population ecology, and global human impacts;
5. Apply knowledge of biological organisms and principles in preparation for upper-division courses.

### **BIOLOGY AS-T REQUIREMENTS - COMPLETE 38.00 UNITS**

BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	5.00
BIO 2.3	Fundamentals of Biology (Botany and Ecology)	5.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00

**Complete any combination totaling at least 5.00 units from the following:**

MATH 1A	Calculus, First Course	5.00
MATH 27	Precalculus Algebra and Trigonometry	6.00

**Complete any combination totaling at least 8.00 units from the following:**

PHYS 20A	General Physics Part I	4.00
<i>And</i>		
PHYS 20B	General Physics Part II	4.00
<i>or</i>		
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
<i>And</i>		
PHYS 42	Electricity and Magnetism for Scientists and Engineers	4.00

## **NOTES:**

PHYS 40 & PHYS 42 will also fulfill Physics requirements for this AS-T. MATH 15 or MATH 16 or MATH 25 will fulfill Math requirements for this AS-T. See a counselor for more information.

## **BUSINESS ADMINISTRATION 2.0 (AS-T)**

Program of Study Code: 002086

Term Effective: Fall 2022

**27.00 Units**

(707) 527-4435

**[kzeck@santarosa.edu](mailto:kzeck@santarosa.edu)** (mailto:kzeck@santarosa.edu)

## PROGRAM DESCRIPTION:

The Associate in Science for Transfer in Business Administration 2.0 degree will provide students with the lower division course work to successfully prepare for upper division work. This degree is designed to provide a clear and seamless pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T degree are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. 1. Completion of 60 units that are eligible for transfer to the California State University, including both of the following: a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements; and b) A minimum of 26 semester units as required for the Associate in Science for Transfer in Business Administration major. 2. Obtainment of an overall minimum grade point of 2.0. 3. Earn a grade of C or better (or P for passing) in all courses required for the Associate in Science for Transfer in Business Administration major.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Satisfy the educational requirements necessary to successfully pursue a baccalaureate degree in Business Administration.
2. Demonstrate analytical, critical thinking, and decision-making skills required to succeed in a business context.
3. Demonstrate an understanding of the complex nature of business in a diverse global economy with the integration of ethics and social responsibility.
4. Integrate knowledge of the elements of American business and economic principles including accounting, law, management, marketing, and human relations in organizations.

## BUSINESS ADMINISTRATION FOR TRANSFER CORE REQUIREMENTS - COMPLETE 21.00 UNITS

BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
BAD 18	The Legal Environment of Business	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
MATH 15	Elementary Statistics	4.00

## BUSINESS ADMINISTRATION FOR TRANSFER LIST A - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

MATH 9	Finite Mathematics	3.00
MATH 16	Introduction to Mathematical Analysis	4.00
MATH 1A	Calculus, First Course	5.00

## **BUSINESS ADMINISTRATION FOR TRANSFER LIST B - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

BAD 10	American Business in Its Global Context	3.00
BMG 52	Business Communication	3.00

## **BUSINESS: HUMAN RESOURCE ADMINISTRATION (AA)**

Program of Study Code: 001044

Term Effective: Fall 2023

**27.50 Units**

(707) 527-4435

[phipps@santarosa.edu](mailto:phipps@santarosa.edu) (<mailto:phipps@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

Within every organization, at least one employee is responsible for the Human Resources activities. The Human Resource Administration program of study provides students with the opportunity to gain skills that can be applied to any organization. These involve compliance with employment law when maintaining personnel files, tracking employee leaves, administering employee benefits, administering and regulating salaries, and maintaining payroll. Students learn how to handle confidential information and sensitive situations.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Interpret and apply employment laws in a variety of complex human resource situations;
2. Demonstrate competency in specific human resource administrative responsibilities in the areas of hiring, salary administration, benefits administration, and records administration;
3. Apply necessary skills required for managing the complex human interactions and communications that take place in organizations; and
4. Demonstrate an understanding of the strategic role of human resource management in a modern organizational setting; and
5. Demonstrate the technical skills needed in the human resources field.

## **BUSINESS: HUMAN RESOURCE ADMINISTRATION REQUIREMENTS - COMPLETE 26.50 UNITS**

BAD 52	Human Relations in Organizations	3.00
BMG 53		

Oral Communication in Organizations		3.00
HR 60	Human Resource Management	3.00
HR 61	Human Resource Employment Law	1.50
HR 62	Human Resource Records	1.00
HR 63	Human Resource Hiring Process	1.00
HR 64	Human Resource Salary Administration	1.00
HR 65	Human Resource Benefits Administration	1.50
HR 66	Human Resource Administration Current Applications	1.00
CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50

**Complete any combination totaling at least 3.00 units from the following:**

BAD 1	Financial Accounting	4.00
BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BBK 52.1	Payroll Record Keeping and Reporting	3.00
BGN 112	Marketing Your Skills	1.50
BMG 55	Fundamentals of Financial Analysis	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

**Complete any combination totaling at least 4.50 units from the following:**

BGN 71	Business English Grammar	3.00
BGN 100	Professional Writing and Presentations	3.00
BMG 52	Business Communication	3.00
ENGL 1A	College Composition	4.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **PROGRAM REQUIREMENTS NOTES:**

HR 66 must be the final course taken in the sequence for this program.



## NOTES:

HR 60 is the orientation course for this program.

## **BUSINESS: REAL ESTATE (AA)**

Program of Study Code: 001034

Term Effective: Fall 2022

**19.00 Units**

(707) 527-4362

[sherndon@santarosa.edu](mailto:sherndon@santarosa.edu) (<mailto:sherndon@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Real Estate major will provide students the opportunity to obtain entry-level positions and build their career within the area of real estate. Students will complete courses that meet continuing education requirements for the State of California's Real Estate Salesperson license and that are approved as an education requirement for both the State of California's Broker's license and California Appraiser Qualifications Board Exam. Students will benefit by the additional option of having a real estate major reflected on their Associate Degree.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply an in-depth knowledge of California Real estate principles and laws to successfully complete licensure requirements for licensee and broker;
2. Satisfy Department of Real Estate and Office of Real Estate Appraisers educational requirements for state licensing;
3. Apply necessary skills required for marketing and negotiating real estate transaction;
4. Demonstrate the ability to communicate effectively and ethically with the principals involved in a real property transaction; and
5. Interpret and apply California real estate laws to a variety of real property transactions.

### **BUSINESS: REAL ESTATE MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS**

Complete any combination totaling at least 18.00 units from the following:

RE 50	Real Estate Principles	3.00
RE 51	Real Estate Practice	3.00
RE 52	Real Estate Finance	3.00
RE 53	Residential Real Estate Appraisal	3.00
RE 54	Commercial Real Estate Appraisal	3.00
RE 55	Legal Aspects of Real Estate	3.00

RE 56	Real Estate Economics	3.00
RE 57	Property Management in California	3.00
RE 58	Real Estate Escrow	3.00
RE 59	Advanced Residential Appraisal	3.00
RE 61	Computer Applications in Real Estate	3.00
RE 62	Advanced Real Estate Finance	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **CHEMISTRY (AS)**

Program of Study Code: 002047

Term Effective: Fall 2020

**40.00 Units**

(707) 521-7852

[miimura@santarosa.edu](mailto:miimura@santarosa.edu) (<mailto:miimura@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Chemistry degree is designed for students who are planning to transfer as Chemistry majors, and who subsequently are planning to pursue a career in industrial research and development, medicine, science teaching, toxicology, pharmacy, environmental studies, space studies or other related fields. To complete this major, students must complete a library research course and 39 units of preparatory chemistry, math and physics courses that are required by accredited four-year institutions. Additional courses must be taken to satisfy the General Education requirements of Santa Rosa Junior College.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Relate observable phenomena to molecular events according to prevailing chemical theories;
2. Identify, synthesize, predict and explain the structure of a variety of compounds, both inorganic and organic;
3. Accurately and safely obtain and analyze data from experimental sources, including traditional laboratory methods, computer-interfaced data collection devices, and advanced analytical instrumentation;
4. Use critical thinking skills to analyze applications of chemical knowledge and theories; and
5. Communicate effectively the results of laboratory experiments, including error analysis.

## **CHEMISTRY MAJOR REQUIREMENTS - COMPLETE 39.00 UNITS**

CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00
CHEM 12A	Organic Chemistry	5.00
CHEM 12B	Organic Chemistry	5.00
MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## CHILD DEVELOPMENT (AA)

Program of Study Code: 001002

Term Effective: Fall 2023

**31.00 Units**

(707) 527-4828

[mwarner@santarosa.edu](mailto:mwarner@santarosa.edu) (mailto:mwarner@santarosa.edu)

### PROGRAM DESCRIPTION:

This major will prepare students for careers in Child Care and Preschool Education. It parallels the academic requirements of the Child Development Teacher Permit issued by the California Commission on Teacher Credentialing.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and education programs;
2. Design, implement and evaluate play based environments and activities that support developmentally appropriate learning outcomes for all young children;
3. Apply effective guidance and interaction strategies that support all children's social learning, identity and self-esteem;

4. develop strategies that promote relationships between programs, teachers, families and their communities; and
5. Demonstrate ethical standards and professional behaviors that reflect understanding, knowledge and a commitment to the field of early childhood education and care.

## **CHILD DEVELOPMENT MAJOR REQUIREMENTS - COMPLETE 27.00 UNITS**

CHLD 10	Child Growth and Development	3.00
CHLD 51	Principles and Practices of Early Childhood Education	3.00
CHLD 66	Early Childhood Care and Education Practicum	6.00
CHLD 68	Working With Children and Families in a Diverse Society	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00
CHLD 90.2	Observation and Assessment of Young Children	3.00
CHLD 90.3	Health, Safety and Nutrition for the Young Child	3.00
CHLD 90.4	Introduction to Curriculum	3.00

## **CHILD DEVELOPMENT ELECTIVES - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

CHLD 53A	Introduction to Children with Special Needs	3.00
CHLD 53B	Supporting Children w/ Special Needs in Early Childhood Prgm	3.00
CHLD 55.2	Exploring Science and Math with Young Children	3.00
CHLD 55.5	Foundations of Language and Literacy	3.00
CHLD 55.6	Art for the Young Child	3.00
CHLD 55.7	Music and Movement for Children	3.00
CHLD 79.1	Administration of Early Childhood Education Programs	3.00
CHLD 79.2	Leadership & Personnel Skills for Early Child. Administrator	3.00
CHLD 79.4	Adult Supervision and Mentoring	2.00
CHLD 82	Family Engagement in Early Care & Education	3.00
CHLD 95	Developing Social Competence in the Early Childhood Years	3.00

CHLD 96	Working Through Stress and Loss With Children and Families	3.00
CHLD 111A	Care and Education of Child--- Birth to 3 Years	3.00
CHLD 183	Screen Media and Child Development	3.00
CHLD 185.1	Creative Indoor Environments for Young Children	1.50
CHLD 185.2	Creative Outdoor Environments for Young Children	1.50
CHLD 186	Spanish Language Arts for Young Children	3.00
CHLD 217.1	Constructive Play	1.00
CHLD 217.2	Dramatic Play and Games with Rules	1.00
CHLD 220	Effective Guidance and Discipline	2.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

No course may be used more than once to fulfill a requirement in the major. A grade of "C" or better is required for all major classes.

CHLD 66 has replaced CHLD 60 and CHLD 60.2

## **CIVIL ENGINEERING TECHNOLOGY (AS)**

Program of Study Code: 002016

Term Effective: Fall 2020

**26.00 Units**

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (mailto:rparks@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Civil Engineering Technology program prepares students for variety of technical positions in the civil engineering and engineering construction professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve an Associates Degree or Certificate of

Achievement.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Define and describe civil engineering terminology, methods, procedures, standards and technology;
2. Perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, volume and properties of civil engineering materials;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare basic civil engineering documents and drawings using computer-aided drafting and geographic information systems technology;
5. Research, file, retrieve, analyze, locate and prepare basic drawings, maps, documents, records, reports and correspondence related to civil engineering projects;
6. Demonstrate basic analytical, critical thinking and decision-making skills in civil engineering, land surveying and development; and
7. Describe the influence/effect civil engineering, land surveying and development has on the local, regional, national and global communities.

## CIVIL ENGINEERING TECHNOLOGY CORE REQUIREMENTS - COMPLETE 25.00 UNITS

APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00
CEST 63	Subdivision Planning	3.00
CEST 64	Public Works Inspection & Testing	3.00
CEST 65	Public Works Plans and Estimating	3.00
CEST 85	CAD for Civil, Surveying & Land Development	3.00
CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
GIS 40	Introduction to Geographic Information Systems (GIS)	4.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## COMMUNICATION STUDIES (AA-T)

Program of Study Code: 001054

Term Effective: Spring 2023

**18.00 Units**

(707) 527-4217

[mnelson@santarosa.edu](mailto:mnelson@santarosa.edu) (mailto:mnelson@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Associate in Arts for Transfer in Communications Studies degree at Santa Rosa Junior College provides students with an introduction to and overview of the field of communications while providing a solid foundation in Speech. Students are provided both theoretical perspectives and practical speaking experience, including the opportunity to be a part of a national award-winning Speech & Debate team and/or being part of the student newspaper, The Oak Leaf. This emphasis offers comprehensive lower division baccalaureate work in the field of Communication.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply communication theory to more effectively communicate in a variety of public, private and social context;
2. Effectively express one's ideas through oral communication; and
3. Utilize critical thinking skills to defend, refute and critique presentations.

## **COMMUNICATION STUDIES FOR TRANSFER - COMPLETE 3.00 UNITS**

COMM 1	Introduction to Public Speaking	3.00
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## **COMMUNICATION STUDIES: LIST A - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

COMM 3	Introduction to Argumentation	3.00
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*And*

COMM 5	Group Discussion and Problem Solving	3.00
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*or*

COMM 3	Introduction to Argumentation	3.00
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*And*

COMM 6	Interpersonal Communication	3.00
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*or*

COMM 9	Critical Thinking and Argumentation	3.00
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*And*

COMM 5	Group Discussion and Problem Solving	3.00
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*or*

COMM 9	Critical Thinking and Argumentation	3.00
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And

COMM 6	Interpersonal Communication	3.00
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or

COMM 5	Group Discussion and Problem Solving	3.00
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And

COMM 6	Interpersonal Communication	3.00
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## **COMMUNICATION STUDIES: LIST B - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

COMM 2	Spoken Word	3.00
COMM 3	Introduction to Argumentation	3.00
COMM 5	Group Discussion and Problem Solving	3.00
COMM 6	Interpersonal Communication	3.00
COMM 7	Intercultural Communication	3.00
COMM 9	Critical Thinking and Argumentation	3.00
COMM 10	Introduction to Communication Studies	3.00
COMM 52A	Forensics and Public Performance	1.00-3.00
COMM 52B	Intercollegiate Speech and Debate	1.00-3.00
MEDIA 4	Introduction to Mass Communication	3.00

2 courses, regardless of unit value, must be completed from List B

## **COMMUNICATION STUDIES: LIST C - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

COMM 2	Spoken Word	3.00
COMM 3	Introduction to Argumentation	3.00
COMM 5	Group Discussion and Problem Solving	3.00
COMM 6	Interpersonal Communication	3.00
COMM 7	Intercultural Communication	3.00
COMM 9	Critical Thinking and Argumentation	3.00
COMM 10	Introduction to Communication Theory	3.00
COMM 51A	Practical Experience in Public Speaking 1	3.00



COMM 52A	Forensics 1 (SRJC Speech Team)	6.00
COMM 52B	Forensics 2 (SRJC Speech Team)	6.00
COMM 60	Survey of Communication	3.00
COMM 98	Independent Study in Communication Studies	0.50-3.00
JOUR 1	Introduction to Journalism	3.00
JOUR 2	News Gathering and News Writing	3.00
MEDIA 4	Introduction to Mass Communication	3.00

## PROGRAM REQUIREMENTS NOTES:

A course used to satisfy a requirement in one category cannot be used to fulfill the requirements in another category.

## COMPUTER SCIENCE (AS)

Program of Study Code: 002023

Term Effective: Fall 2019

**34.00 Units**

(707) 527-4282

[dharden@santarosa.edu](mailto:dharden@santarosa.edu) (mailto:dharden@santarosa.edu)

### PROGRAM DESCRIPTION:

The Computer Science major will allow students whose planned transfer major is Computer Science to earn an Associate Degree while meeting the typical lower division requirements for a Computer Science degree at a four-year institution.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Successfully pursue a bachelor's degree in computer science at a four-year institution;
2. Apply the basic and intermediate problem solving and programming skills and tools necessary to succeed in upper division computer science courses; and
3. Apply the mathematical tools necessary to succeed in upper division computer science courses.

### COMPUTER SCIENCE MAJOR CORE REQUIREMENTS - COMPLETE 34.00 UNITS

CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 10B		

Programming Concepts and Methodologies 1		4.00
CS 10C	Programming Concepts and Methodologies 2	4.00
CS 12	Assembly Language Programming/Computer Architecture	4.00
MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 4	Discrete Mathematics	4.00

**Complete any combination totaling at least 4.00 units from the following:**

PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00
PHYS 42	Electricity and Magnetism for Scientists and Engineers	4.00

## **COMPUTER STUDIES: GAME DEVELOPMENT (AS)**

Program of Study Code: 002054

Term Effective: Fall 2022

**25.00 Units**

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (<mailto:ewilde@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Game Development major provides a course of study that prepares students to transfer to a four-year degree program focusing on the design and programming of interactive computer games and leading to a career in the game development industry. The Game Development major focuses on computer programming, mathematics, and game design and programming.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply systems-level thinking and abstraction in the context of interactive computational media.
2. Recognize and understand the social, legal, ethical, and cultural issues in the discipline of computer games.
3. Demonstrate knowledge of visual interaction design and artistic practices in domains involving playful interactions.

4. Demonstrate written and oral communication skills regarding technical and analytical consideration of computer games.
5. Design a technical system that achieves creative goals for audience experience in computational media.
6. Demonstrate the ability collectively plan, organize, and execute complex, team-oriented projects, using appropriate communication and coordination techniques.

## **COMPUTER STUDIES: GAME DEVELOPMENT CORE REQUIREMENTS - COMPLETE 24.00 UNITS**

CS 40	History of Games	3.00
CS 41	Game Design	4.00
CS 42	Introduction to Game Coding	4.00
GD 90	Designing the User Experience	3.00

Complete any combination totaling at least 10.00 units from the following:

APTECH 43	Computer Modeling and Animation with 3D Studio Max	3.00
CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 10B	Programming Concepts and Methodologies 1	4.00
CS 17.11	Java Programming	3.00
CS 50A	Web Development 1	3.00
CS 74.11	Introduction to Digital Media	3.00
GD 51	Introduction to Graphic Design	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **COMPUTER STUDIES: WEB AND MULTIMEDIA (AA)**

Program of Study Code: 001040

Term Effective: Fall 2023

**20.00 Units**

(707) 527-4855

**[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu)** (<mailto:ewilde@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Computer Studies: Web and Multimedia major provides students with the knowledge and skills to generate and manipulate graphics, animations, sound, text and video into consolidated and seamless website and multimedia presentations.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Complete professional projects, products, and other assignments in applications using industry-standard web and multimedia applications.
2. Demonstrate analytical, critical thinking and decision-making skills as they apply to web and multimedia design.
3. Understand, apply, and integrate knowledge of the principles and standards of web and digital media design and demonstrate this in professional projects and assignments that rely on best design practices, software, programming and markup language expertise.

## WEB DEVELOPMENT CORE REQUIREMENTS - COMPLETE 9.00 UNITS

CS 50A	Web Development 1	3.00
CS 50B	Web Development 2	3.00
CS 50C	Web Development 3 - JavaScript	3.00

## WEB AND MULTIMEDIA EMPHASIS REQUIREMENTS - COMPLETE 10.00 UNITS

CS 50.33	Web Projects	4.00
CS 70.11A	Adobe Photoshop 1	3.00

Complete any combination totaling at least 3.00 units from the following:

CS 74.11	Introduction to Digital Media	3.00
CS 74.22	Digital Video Post-Production	3.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## COMPUTER STUDIES: WEB FULL-STACK DEVELOPER (AS)

Program of Study Code: 002081

Term Effective: Fall 2023

**19.00 Units**

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (mailto:ewilde@santarosa.edu)

## PROGRAM DESCRIPTION:

The Computer Studies: Web Full-Stack Developer degree provides a course of study that prepares students to work on client and server-side web and mobile development. This pathway leads to opportunities for a career in web and mobile development. The Computer Studies: Web Full-Stack Developer degree focuses on the core front-end web and mobile technologies of HTML, CSS, and JavaScript as well as server-side development using the PHP and JavaScript languages together with SQL and NoSQL databases.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Work as an effective member of a web or mobile development team;
2. Use principles of software design to analyze programming problems and develop solutions;
3. Create and test web- and mobile-based computer programs that incorporate complex data structures and algorithms along with object-oriented programming methods; and
4. Produce an online, multi-screen web or mobile application with consistency throughout the design and implementation of the application.

## COMPUTER STUDIES: WEB FULL-STACK DEVELOPER - COMPLETE 19.00 UNITS

CS 50A	Web Development 1	3.00
CS 50B	Web Development 2	3.00
CS 50C	Web Development 3 - JavaScript	3.00
CS 50.33	Web Projects	4.00
CS 55.13	Server-Side Web Development	3.00

Complete any combination totaling at least 3.00 units from the following:

CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 74.11	Introduction to Digital Media	3.00
CS 81.62	Relational Database Concepts and Structured Query Language	3.00
GD 51	Introduction to Graphic Design	3.00

## NOTES:

Because CS 55.13 is a limited course offering, it may be taken any time after the first semester of the program. Consult [Schedule of Classes \(https://classes.santarosa.edu/\)](https://classes.santarosa.edu/) for current course offerings.

## CONSTRUCTION MANAGEMENT FUNDAMENTALS (AS)

Program of Study Code: 002089

Term Effective: Fall 2023

## 19.00 Units

(707) 524-1511

[plevelle@santarosa.edu](mailto:plevelle@santarosa.edu) (<mailto:plevelle@santarosa.edu>)

### PROGRAM DESCRIPTION:

Students will gain fundamental knowledge and practical experience with construction management skills, tools, and techniques necessary to be employed in an entry-level construction management position at a local residential or light-commercial construction industry firm. Light-commercial construction involves non-residential buildings constructed of light gauge metal framing or wood.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Understand the skills and knowledge required for entry-level positions in construction management.
2. Identify safety-related issues that occur on a construction jobsite and explain safe use of equipment, techniques, and materials usage.
3. Describe various construction phases and detailed construction processes for a typical residential or light-commercial project.
4. Perform basic and accurate quantitative construction material quantity surveys (take-offs) from construction drawings.
5. Explain the relationship between different professionals or agencies involved in a construction project.
6. Utilize, write, or modify construction documents or forms such as contracts, specifications, Requests For Information (RFI), and change orders.
7. Prepare preliminary cost estimates and project construction schedules for residential and light-commercial construction projects.

### CONSTRUCTION MANAGEMENT FUNDAMENTALS - COMPLETE 18.00 UNITS

CONS 101	Introduction to the Construction Industry	3.00
CONS 102	Construction Practice and Technologies	3.00
CONS 103	Construction Materials, Methods and Equipment	3.00
CONS 104	Construction Management and Scheduling	3.00
CONS 105	Construction Contract Documents	3.00
CONS 106	Construction Estimating and Bidding	3.00

### INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10

## **CULINARY ARTS (AA)**

Program of Study Code: 001010

Term Effective: Fall 2023

**34.00 Units**

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Culinary Arts major is designed to train individuals in all aspects of the culinary arts field. Successful students will be prepared to work as cooks in a wide range of food service settings, such as restaurants, hotels, catering operations, and institutional kitchens.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate station organization, purchasing, storage, menu writing, and sanitation principles as they apply to food handling;
2. Use classic cooking terminology and methods, apply health and safety standards;
3. Demonstrate skill and apply professional industry standards in food handling, beverage service, baking and food service, and use of hand tools;
4. Demonstrate responsibility and team skills for the food service industry;
5. Describe career opportunities within the food industry and strategize own career;
6. Critique, assess and improve one's own performance, listening skills and communication skills for personal, academic, and career purposes;
7. Recognize the diversity of cultural influences and values related to a professional culinary environment; and
8. Think critically in evaluating information, solving problems, and making decisions related to food preparation and food service.

### **CULINARY ARTS MAJOR REQUIREMENTS - COMPLETE 33.00 UNITS**

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 251A	Culinary Fundamentals 1	3.00
CUL 251B	Culinary Fundamentals 2	3.00
CUL 251C	Culinary Fundamentals 3	1.50
CUL 254	Introduction to Baking and Pastry	4.00
CUL 254.5	Professional Plate Presentation	1.00
CUL 255	Production Baking	4.00

CUL 255.2	Careers in the Food and Beverage Industry	1.00
CUL 253.10	Restaurant Kitchen	4.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.12	Restaurant Wine Service	1.00

**Complete any combination totaling at least 4.50 units from the following:**

CUL 254.4	Purchasing and Bakeshop Management	1.00
CUL 255.1	Specialty Production Baking	4.00
CUL 256.3	Introduction to Front House Operations	1.00
CUL 256.8	Beverage Management	1.50
CUL 256.10	Restaurant Operations	3.00
CUL 256.11	Wine and Food Pairing	1.50
DIET 52	Management Training Techniques	3.00
DIET 55	Food Production Management	2.00
FDNT 10	Elementary Nutrition	3.00
HOSP 50	Introduction to Tourism in Sonoma County	1.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 120	Organic Gardening and Food Production	2.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

CUL 270.30	Sonoma Wine Country Cuisine	0.50
CUL 275.1	French Cuisine: Provence	1.00
CUL 275.2	French Cuisine: Paris	1.00
CUL 275.3	French Cuisine: Burgundy	1.00
CUL 275.6	Swiss Cuisine	1.00
CUL 275.10	American Cuisine: Cajun & Creole	1.00
CUL 275.11	American Cuisine: Southern	1.00
CUL 275.12	American Cuisine: Hawaiian	1.00
CUL 275.15	Japanese Cuisine: Tokyo	1.00
CUL 275.16	Japanese Cuisine: Osaka	1.00
CUL 275.17	Japanese Cuisine: Street Food	1.00
CUL 275.31	Pekinese Cuisine	1.00
CUL 275.32	Shanghai Cuisine	1.00
CUL 275.33	Hunanese Cuisine	1.00
CUL 275.34	Cantonese Cuisine	1.00
CUL 275.47	Vietnamese Cuisine	1.00



CUL 275.48	Indian Cuisine	1.00
CUL 275.49	Malaysian Cuisine	1.00
CUL 275.60	Mediterranean Cuisine	1.00
CUL 275.64	Greek Cuisine	1.00
CUL 275.65	Spanish Cuisine	1.00
CUL 275.66	Mexican Cuisine: Oaxacan	1.00
CUL 275.67	Mexican Cuisine: Yucatan	1.00
CUL 275.68	Mexican Cuisine: Veracruz	1.00
CUL 275.80	Italian Cuisine: Northwestern	1.00
CUL 275.81	Italian Cuisine: Northern	1.00
CUL 275.82	Italian Cuisine: Northeastern	1.00
CUL 275.83	Italian Cuisine: Southern	1.00
CUL 275.84	Italian Cuisine: Eastern Central	1.00
CUL 275.85	Italian Cuisine: Western Central	1.00
CUL 286.1	Vegan Cooking	0.50

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### NOTES:

The degree will be granted upon completion of the required courses with a grade of "C" or better.

## CULINARY ARTS: RESTAURANT MANAGEMENT (AA)

Program of Study Code: 001042

Term Effective: Fall 2023

**19.50 Units**

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Culinary Arts: Restaurant Management Degree program is designed to train individuals in all aspects of restaurant management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Employ proper restaurant operations procedures to ensure compliance with safety and sanitation regulations;

2. Use basic math skills to accomplish cash management, labor, and food and beverage costing;
3. Develop employee professionalism in a restaurant setting;
4. Implement industry-standard human resource practices conforming to federal and state wage and labor laws;
5. Employ industry standards relating to service, sales, and alcoholic beverage service;
6. Apply human resource principles to manage a restaurant staff;
7. Employ the diversity of cultural influences and values related to a professional culinary environment; and
8. Exercise critical thinking in evaluating information, solving problems, and making decisions related to food preparation and food service.

## **CULINARY ARTS: RESTAURANT MANAGEMENT REQUIREMENTS - COMPLETE 18.50 UNITS**

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 255.2	Careers in the Food and Beverage Industry	1.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.3	Introduction to Front House Operations	1.00
CUL 256.8	Beverage Management	1.50
CUL 256.10	Restaurant Operations	3.00
CUL 256.11	Wine and Food Pairing	1.50
CUL 256.12	Restaurant Wine Service	1.00

**Complete any combination totaling at least 4.50 units from the following:**

BGN 81	Practical Business Math Skills	3.00
BMG 61	Skills for Managers	1.50
CUL 99I	Culinary Arts Occupational Work Experience Internship	0.50-8.00
CUL 251A	Culinary Fundamentals 1	3.00
CUL 254	Introduction to Baking and Pastry	4.00
CUL 254.4	Purchasing and Bakeshop Management	1.00
HOSP 53	Customer Service	1.50
HOSP 54	Customer Relations for the Hospitality Industry	1.50
SPAN 1	Elementary Spanish-Part 1	4.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## NOTES:

If CUL 99I is selected as an elective, it should be completed for 1 unit.

# **CYBERSECURITY: NETWORK AND SYSTEMS SECURITY ADMINISTRATION (AS)**

Program of Study Code: 002087

Term Effective: Fall 2022

**39.00 Units**

(707) 778-3960

[mmckeeper@santarosa.edu](mailto:mmckeeper@santarosa.edu) (<mailto:mmckeeper@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Cybersecurity: Network and Systems Security Administration Major provides a course of study that prepares students to implement and administer a secure Information Technology (IT) environment. As a significant upgrade to the traditional IT Administrator role, it is foundational to further study in the cybersecurity field. This major focuses on the requisite Knowledge, Skills, and Abilities (KSAs) to securely maintain Microsoft Systems and Cisco networks, including the ability to learn and manage other vendor platforms.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate ability to work as a team member in an information technology group which designs, evaluates, tests, installs and maintains corporate computer systems and networks.
2. Communicate clearly and professionally as an Information Technology (IT) professional, in written and verbal formats.
3. Apply basic knowledge of secure computer networks and systems in assisting individuals and organizations with IT services and solutions.

## **COMPUTER STUDIES: NETWORK AND SYSTEMS SECURITY ADMINISTRATION REQUIREMENTS - COMPLETE 33.00 UNITS**

CS 81.41A	Programming Essentials in Python for Networking	3.00
CS 82.22A	Introduction to Networks	4.00
CS 82.22B	Switching, Routing and Wireless Essentials	4.00
CS 82.22C	Enterprise Networking, Security, and Automation	4.00
CS 82.58	Introduction to Information Systems Security	3.00

CS 82.71	Ethical Hacking and Systems Defense	3.00
CS 84.26	Project Management for IT Professionals	3.00
CS 181.11	Introduction to Virtualization and Cloud Computing	3.00
CS 181.23A	Linux Administration 1	3.00
CS 181.23B	Linux Administration 2	3.00

## COMPUTER STUDIES: NETWORK AND SYSTEMS SECURITY ADMINISTRATION ELECTIVES - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

CS 50A	Web Development 1	3.00
CS 55.13	Server-Side Web Development	3.00
CS 81.62	Relational Database Concepts and Structured Query Language	3.00
CS 81.81A	Server Administration 1	3.00
CS 82.57	Cybersecurity Operations	3.00
CS 82.59	Firewalls and Network Security	3.00
CS 181.43	Programming for Cyber Security	3.00

## DANCE (AA)

Program of Study Code: 001009

Term Effective: Fall 2020

**24.00 Units**

(707) 527-4260

[chillman@santarosa.edu](mailto:chillman@santarosa.edu) (mailto:chillman@santarosa.edu)

### PROGRAM DESCRIPTION:

The Dance major leads to an Associate in Arts in Dance and provides the student with a solid foundation in ballet, modern and jazz dance as well as the opportunity to explore other areas of interest. The Dance major will prepare a student for transfer or for careers in dance.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate proficiency in modern, jazz, and ballet dance forms, in both the performance and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers;

3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing; and
4. Apply the skills and knowledge of dance in advanced courses in order to transfer to four year institutions.

## **AREA I: CORE REQUIREMENTS- THEORY - COMPLETE 5.00 UNITS**

DANCE 2	Survey of Dance History	3.00
DANCE 3.1	Choreography I	2.00

## **AREA II: CORE REQUIREMENTS-TECHNIQUE - COMPLETE 15.00 UNITS**

Complete any combination totaling at least 15.00 units from the following:

DANCE 11.1	Ballet I	1.50
DANCE 11.2	Ballet II	1.50
DANCE 11.3	Ballet III	1.50
DANCE 11.4	Ballet IV	1.50
DANCE 11.5	Ballet V	1.50
DANCE 11.6	Ballet VI	1.50
DANCE 13.1	Jazz Dance I	1.50
DANCE 13.2	Jazz Dance II	1.50
DANCE 13.3	Jazz Dance III	1.50
DANCE 13.4	Jazz Dance IV	1.50
DANCE 13.5	Jazz Dance V	1.50
DANCE 13.6	Jazz Dance VI	1.50
DANCE 16.1	Modern Dance I	1.50
DANCE 16.2	Modern Dance II	1.50
DANCE 16.3	Modern Dance III	1.50
DANCE 16.4	Modern Dance IV	1.50
DANCE 16.5	Modern Dance V	1.50
DANCE 16.6	Modern Dance VI	1.50

## **AREA III: DANCE ELECTIVES - COMPLETE 4.00 UNITS**

Complete any combination totaling at least 4.00 units from the following:

DANCE 14.2	Contemporary Dance II	1.50
DANCE 14.3	Contemporary Dance III	1.50
DANCE 14.4	Contemporary Dance IV	1.50
DANCE 21.1	Hip Hop/Funk I	1.50
DANCE 21.2	Hip Hop/Funk II	1.50
DANCE 21.3	Hip Hop/Funk III	1.50
DANCE 21.4	Hip Hop/Funk IV	1.50
DANCE 21.5	Hip Hop/Funk V	1.50
DANCE 21.6	Hip Hop/Funk VI	1.50
DANCE 27	Dance Production: Experience	2.00
DANCE 28	Choreography for Performance	2.00
DANCE 29	Dance Performance and Touring Company	2.00

DANCE 32	Dance Repertory	1.50
DANCE 88.1	Latin Dance I	1.00
DANCE 88.2	Latin Dance II	1.00
DANCE 88.3	Latin Dance III	1.00
DANCE 88.4	Latin Dance IV	1.00
DANCE 150	Teaching Dance Techniques	1.00
KFIT 50	Teaching Aide	1.00-2.00

## NOTES:

1. There will be an orientation meeting during the first week of school. Please check with the department for place and time.

2. It is HIGHLY recommended to take the courses in the sequence suggested; i.e., take Level I first semester (all dance forms), then Level II the second semester, etc.

The courses below are only offered during the indicated semester:

Dance 28 - Spring

Dance 29 - Fall

The necessary higher level Dance technique classes (levels III and IV) need to be taken prior to the expiration of the 4 semester limit. (repeat code 22)

## DENTAL HYGIENE (AS)

Program of Study Code: 002012

Term Effective: Fall 2023

**97.50 Units**

(707) 527-4583

[lfleckner@santarosa.edu](mailto:lfleckner@santarosa.edu) (mailto:lfleckner@santarosa.edu)

### PROGRAM DESCRIPTION:

The Dental Hygiene Associate Degree program at Santa Rosa Junior College is accredited by the Commission on Dental Accreditation of the American Dental Association. Students receive a comprehensive education in the health sciences and in clinical dental hygiene and are prepared for entry into the practice of dental hygiene.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Discern and manage the ethical issues of dental hygiene practice in a rapidly changing health environment;
2. Advance the profession through active participation and affiliation with professional and community service, and display lifelong professional growth and development;
3. Initiate and assume responsibility for health promotion and disease prevention activities for diverse populations;

4. Formulate comprehensive dental hygiene care plans that are patient centered and based on current scientific evidence;
5. Provide treatment that includes preventive and therapeutic procedures to promote and maintain oral health and assist the patient in achieving oral health goals; and
6. Evaluate the effectiveness of patient treatment, patient education, planned clinical and community educational services and make necessary modifications.

## PROGRAM SELECTION PROCESS:

Please contact the Dental Hygiene coordinator in the Health Science department for information.

## DENTAL HYGIENE PREREQUISITES - COMPLETE 32.00 UNITS

ANAT 1	General Human Anatomy	5.00
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**Complete any combination totaling at least 4.00 units from the following:**

ENGL 1A	Reading & Composition	4.00
ESL 10	ESL College Composition	4.50
PHYSIO 1	Human Physiology	5.00

**Complete any combination totaling at least 3.00 units from the following:**

MATH 101	Mathematics for the Associate Degree	3.00
MATH 154	Elementary and Intermediate Algebra For Business and STEM	8.00
MATH 156	Intermediate Algebra for Business and STEM Majors	5.00
MATH 161	Mathematics Preparation for Statistics and Liberal Arts	4.00

**or higher level math course**

**Complete any combination totaling at least 5.00 units from the following:**

CHEM 60	General, Organic and Biological Chemistry	5.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00

*And*

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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*And*

CHEM 8	Introductory Organic Chemistry	5.00
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**Complete any combination totaling at least 4.00 units from the following:**

MICRO 5	General Microbiology	5.00
MICRO 60	Fundamentals of Microbiology	4.00

**Complete any combination totaling at least 3.00 units from the following:**

FDNT 10	Elementary Nutrition	3.00
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FDNT 62	Nutrition and Diet Therapy	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

COMM 3	Introduction to Argumentation	3.00
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COMM 9	Critical Thinking and Argumentation	3.00
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ENGL 5	Advanced Composition and Critical Thinking	3.00
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PHIL 3	Critical Thinking	3.00
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PHIL 5	Critical Thinking/Writing	3.00
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## **COMMISSION ON DENTAL ACCREDITATION OF THE AMERICAN DENTAL ASSOC. REQUIREMENTS - COMPLETE 9.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

COMM 1	Introduction to Public Speaking	3.00
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COMM 4	Survey of Communication	3.00
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COMM 5	Group Discussion and Problem Solving	3.00
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COMM 6	Interpersonal Communication	3.00
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COMM 7	Intercultural Communication	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

PSYCH 1A	General Psychology	3.00
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PSYCH 4	Child and Adolescent Psychology	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

SOC 30	Race and Ethnic Relations	3.00
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SOC 1	Introduction to Sociology	3.00
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*And*

CHLD 68	Working With Children and Families in a Diverse Society	3.00
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*or*

SOC 1	Introduction to Sociology	3.00
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*And*

COMM 7	Intercultural Communication	3.00
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*or*

SOC 1	Introduction to Sociology	3.00
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*And*

COUN 7	Identity and Cultural Diversity	3.00
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*or*

SOC 1	Introduction to Sociology	3.00
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*And*

HIST 21	Race, Ethnicity and Gender in American Culture	3.00
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or  
SOC 1 Introduction to Sociology 3.00

And  
HUMAN 6 Humanities in the United States 3.00

or  
SOC 1 Introduction to Sociology 3.00

And  
PSYCH 34 The Psychology of Prejudice and  
Discrimination 3.00

or  
SOC 1 Introduction to Sociology 3.00

And  
THAR 6 Multicultural Perspectives in  
American Theatre 3.00

## DENTAL HYGIENE CORE REQUIREMENTS - COMPLETE 56.50 UNITS

DE 51 Occupational Health & Safety 2.00

DE 55A Introduction to Dental Radiology 2.00  
1

DE 55B Dental Radiology 1.00

DH 69 Medical Emergencies in Dental  
Practice 1.00

DH 70 Dental Anatomy and Tooth  
Morphology 2.50

DH 71A Clinical Dental Hygiene Care and  
Theory 1 5.00

DH 71B Clinical Dental Hygiene Care and  
Theory 2 5.00

DH 71C Clinical Dental Hygiene Care and  
Theory 3 2.00

DH 71D Clinical Dental Hygiene Care and  
Theory 4 7.00

DH 71E Clinical Dental Hygiene Care and  
Theory 5 7.00

DH 72 Oral Health Education 2.00

DH 74 Head and Neck Anatomy,  
Histology and Embryology 3.00

DH 75 Pharmacology for the Dental  
Hygienist 2.00

DH 76 Dental Materials for the Dental  
Hygienist 2.00

DH 78 Local Anesthesia/Nitrous Oxide  
Conscious Sedation 1.00

DH 79	Periodontics for the Dental Hygienist	2.00
DH 80	Oral Pathology for the Dental Hygienist	2.00
DH 81	Community Dental Health	2.00
DH 83	Ethics, Jurisprudence & Practice Mgmt for Dental Hygienist	2.00
DH 85	Advanced Periodontal Dental Hygiene Care	2.00
DH 86	Integration of Dental Hygiene and Dentistry	2.00

## PROGRAM REQUIREMENTS NOTES:

All Dental Hygiene major prerequisites must be completed prior to entering the Dental Hygiene program.

The Dental Hygiene Program at SRJC does not accept any AP Coursework for any of the program prerequisites however you can use AP Coursework for General Education at SRJC.

## NOTES:

COMM 7 may be applied to 'Communication' as well as 'Cultural Diversity' requirement

All courses taken in conjunction with this program must be completed with a letter grade of 'C' or better.

## DIESEL EQUIPMENT TECHNOLOGY (AS)

Program of Study Code: 002019

Term Effective: Fall 2022

46.50 Units

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Diesel Equipment Technology major offers both theoretical and hands-on training related to diesel equipment including diesel engines, drive trains, fuel, electrical, hydraulic, brake and suspension systems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized diesel tools and equipment;
2. Identify major truck, construction and agricultural equipment components;
3. Diagnose major component failures and recommend repairs;
4. Perform typical major component repairs; and

5. Access and interpret Diesel service information and schematics both manually and on the computer.

## **DIESEL EQUIPMENT TECHNOLOGY REQUIREMENTS - COMPLETE 45.50 UNITS**

AUTO 120	Automotive Service Advisor, Business Ethics, and Management	3.00
AUTO 126	Mobile Heating and Air Conditioning Systems	2.50
AUTO 156.1	Automotive Electrical System	5.00
DET 179	Diesel Shop Practices	3.00
DET 182A	Diesel Engine Overhaul	3.00
DET 182B	Diesel Engine Fuel Systems	3.00
DET 184	Mobile Hydraulics	3.00
DET 185	Heavy Duty Chassis and Undercarriage Systems	3.00
DET 188	Heavy-Duty Power Train	3.00
DET 189	Heavy Duty Equipment Electrical Systems	3.00
MACH 51.1A	Beginning Machine Tool Technology	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

**Complete any combination totaling at least 7.00 units from the following:**

AUTO 151	Automotive Engines	7.00
AUTO 158.1	Automotive Engine Performance and Pollution Control	7.00
AUTO 154	Automotive Brakes, Steering, and Suspension	7.00
AUTO 155	Automotive Drive Train	6.00
AUTO 194	Introduction to Hybrid Vehicle Maintenance and Repair	4.00

**Complete any combination totaling at least 3.00 units from the following:**

DET 181	Preventive Maintenance and Inspection	3.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10

## NOTES:

DET 179 and DET 181 are beginning courses, one of which should be taken prior to or concurrently with other DET core classes.

## DIETETIC TECHNICIAN (AS)

Program of Study Code: 002049

Term Effective: Fall 2023

**41.00 Units**

(707) 521-6921

[jtarver@santarosa.edu](mailto:jtarver@santarosa.edu) (<mailto:jtarver@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Dietetic Technician Major prepares individuals to manage an efficient, safe and healthful food service or to work in health promotion in the community. Students acquire skills for supervising both food production and personnel in health care and other food service institutions; for assisting individuals in the selection of food; and for assisting dietitians with nutrition screening and education. Courses include both classroom instruction and supervised field experience in community nutrition and local food service establishments. The Dietetic Technician major courses meet the minimal requirement of the California Department of Health Services for managing the food service department in a health care facility. Some required courses have strictly enforced prerequisites.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Take and pass the Commission on Dietetic Registration (CDR) Exam for Dietetic Technicians, Registered (DTR) or be prepared to continue education in nutrition, dietetics, or foodservice at a higher level;
2. Communicate clearly and professionally as a Dietetic Technician, Registered, in written and verbal formats;
3. Apply basic knowledge of nutrition and physiology in assisting individuals with health promotion and disease prevention;
4. Prepare nutritional care plans for and provide counseling to clients from diverse cultural and social backgrounds at various stages in the lifecycle;
5. Manage cost control, purchasing, inventory, meal production, employee scheduling and supervision of foodservice workers for safe and sanitary commercial food production;
6. Use leadership skills to motivate employees to work as a team in an efficient and effective manner that meets or exceeds client expectations; and
7. Exhibit professional behaviors in all aspects of work as competent DTRs.

### DIETETIC TECHNICIAN PREREQUISITES - COMPLETE 9.00 UNITS

DIET 50	Sanitation and Safety	2.00
FDNT 10	Elementary Nutrition	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

DIET 70	Introduction to Nutrition, Dietetics and Food Service	1.00
FDNT 70	Introduction to Nutrition, Dietetics and Food Service	1.00

**Complete any combination totaling at least 3.00 units from the following:**

PHYSIO 1	Human Physiology	5.00
PHYSIO 58	Introduction to Human Physiology	3.00

## **DIETETIC TECHNICIAN REQUIREMENTS - COMPLETE 32.00 UNITS**

DIET 52	Management Training Techniques	3.00
DIET 55	Food Production Management	2.00
DIET 107.1	Dietetic Technician 1: Lecture	1.00
DIET 107.1L	Dietetic Technician 1: Supervised Field Experience	4.00
DIET 107.2	Dietetic Technician 2: Lecture	1.00
DIET 107.2L	Dietetic Technician 2: Supervised Field Experience	4.00
DIET 176	Applied Nutrition Therapy	3.00
DIET 176L	Applied Nutrition Therapy Lab	1.00
DIET 191	Counseling and Group Facilitation Skills in Healthcare	3.00
FDNT 75	Principles of Food	3.00

**Complete any combination totaling at least 3.00 units from the following:**

COMM 1	Introduction to Public Speaking	3.00
COMM 4	Survey of Communication	3.00
COMM 6	Interpersonal Communication	3.00
PSYCH 1A	General Psychology	3.00
LIR 10	Introduction to Information Literacy	1.00

### **NOTES:**

Students must apply to the program during the application period stated on the department website. The following prerequisite courses will need to be done and/or in progress at time of application. All classes must be passed with a grade of C or better prior to starting the program if work is in progress by application deadline.

- DIET 50
- FDNT 10
- DIET/FDNT 70
- PHYSIO 58 or PHYSIO 1

General education can be completed at any time either before or during the program.

All courses taken in conjunction with this program must be completed with a letter grade of 'C' or better.

Recommended elective: FDNT 60: Nutrition and Physical Fitness.

Students will complete a portfolio demonstrating competency in entry-level Dietetic Technician skills as part of their Supervised Field Experience classes, DIET 107.1L and 107.2L.

## **DIGITAL MEDIA: 3D MODELING AND ANIMATION (AS)**

Program of Study Code: 002055

Term Effective: Fall 2022

**22.00 Units**

(707) 527-4603

[watchison@santarosa.edu](mailto:watchison@santarosa.edu) (<mailto:watchison@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Digital Media: 3D Modeling and Animation major provides fundamental skills for entry into a wide range of industries, including entertainment, architecture, electronic gaming, advertising, and educational media, as well as forensics and medical animation, and 3D simulations. This program also prepares students for advanced animation education through degree granting institutions and schools specializing in the film and broadcast fields. Students will explore the principles of three-dimensional (3D) modeling, texturing, lighting and animating, as well as the application of particle systems and dynamics to produce a range of effects. Emphasis is placed on modeling, rigging and animating 3D characters, and upon creating sophisticated 3D scenes. Upon completion, students will have a comprehensive understanding of the basic practices of designing, building and animating 3D environments, characters, and visual effects.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply the basic practices of designing, building, and animating 3D environments, characters, and visual effects; and
2. Produce 3D animations consistent with industry requirements for entry level animators.

### **DIGITAL MEDIA: 3D MODELING & ANIMATION CORE REQUIREMENTS - COMPLETE 21.00 UNITS**

APTECH 43	Computer Modeling and Animation with 3D Studio Max	3.00
APTECH 162	3D Animation: Visual Effects and Compositing	2.00
APTECH 63	3D Animation: Modeling and Rigging	4.00
APTECH 64	3D Animation: Character Animation	4.00

APTECH 168	3D Animation: Introduction to Virtual Reality	2.00
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CS 74.11	Introduction to Digital Media	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

APTECH 46	Introduction to Computer-Aided Drafting	2.00
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ART 5	Three Dimensional Design	3.00
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ART 69	Introduction to Cartooning and Sequential Art	3.00
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CS 41	Game Design	4.00
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CS 42	Introduction to Game Coding	4.00
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CS 70.11A	Adobe Photoshop 1	3.00
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CS 74.22	Digital Video Post-Production	3.00
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CS 78.1A	Make It with 3D Printing	1.50
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MEDIA 20	Introduction to Digital Filmmaking	4.00
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MEDIA 22	Screenwriting	3.00
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THAR 10A	Introduction to Acting	3.00
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THAR 10B	Scene Study and Characterization	3.00
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## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **DIGITAL MEDIA: AUDIO (AA)**

Program of Study Code: 001047

Term Effective: Fall 2021

**25.00 Units**

(707) 527-4790

[rbudginas@santarosa.edu](mailto:rbudginas@santarosa.edu) (<mailto:rbudginas@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The purpose of the Digital Media: Audio program, (formerly Audio Production for Digital Media), is to provide students with an overview of MIDI sequencing, sound synthesis, audio recording, digital and analog audio technology, basic music theory, sound design for multimedia applications including video games (for educational

and/or entertainment purposes), and delivery of audio content over radio, television, and the Internet. Graduates are prepared for entry-level positions in professional audio production including audio engineering, sound design, audio-for-video post-production, broadcasting, and CD/DVD mastering.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate technical proficiency with a Digital Audio Workstation (DAW);
2. Create digital audio recordings and master them for distribution; and
3. Design audio for video, computer games, and other multimedia applications.

## DIGITAL MEDIA: AUDIO REQUIREMENTS - COMPLETE 24.00 UNITS

MUSC 50	Introduction to Music Technology	3.00
MUSC 51A	Digital Audio: Fundamentals	3.00
MUSC 51B	Digital Audio: Multimedia	3.00
MUSC 60A	Audio Recording 1	3.00
MUSC 60B	Audio Recording 2	3.00
MUSC 70A	Music Industry 1: Fundamentals	3.00
MUSC 70B	Music Industry 2: Marketing & Distribution	3.00

Complete any combination totaling at least 3.00 units from the following:

MUSC 1	Music Fundamentals	3.00
MUSC 2A	Music Theory 1	3.00
MUSCP 11A	Class Piano 1	2.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## EARLY CHILDHOOD EDUCATION (AS-T)

Program of Study Code: 002063

Term Effective: Fall 2023

**27.00 Units**

(707) 527-4828

[mwarner@santarosa.edu](mailto:mwarner@santarosa.edu) (mailto:mwarner@santarosa.edu)



## PROGRAM DESCRIPTION:

The Associate in Science for Transfer in Early Childhood Education degree provides the foundational courses for transfer into upper division programs in Child Development, Human Development, Early Childhood Education, Early Childhood Studies, Child and Adolescent Development. It is based on the work of the Early Childhood Curriculum Alignment Project and therefore it has a curriculum and student learning outcomes similar to other aligned colleges. It fulfills the transfer model curriculum for many CSU campuses. The degree consists of evidence-based courses that are intended to become a foundational core for all early care and education professionals. Students will receive a comprehensive survey of the field of early childhood education including the growth and development of young children, the role of community and society in that development and the fundamentals of being an early childhood educator in a variety of settings. The Early Childhood Education Associate in Science for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. 1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: \* The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and \* A minimum of 27 semester units as required for the Associate in Science in Early Childhood Education for Transfer major. 2. Obtainment of an overall minimum grade point average of 2.0. 3. Earn a grade of C or better in all courses required for the Associate in Science in Early Childhood Education for Transfer major.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and programs;
2. Design, implement and evaluate play based environments and activities that support developmental appropriate learning outcomes for all young children;
3. Apply effective guidance and interaction strategies that support all children's social learning, identity and self-esteem;
4. Develop strategies that promote relationships between programs, teachers, families, and their communities; and
5. Demonstrate ethical standards and professional behaviors that reflect understanding, knowledge, and a commitment to the field of early childhood education and care.

## EARLY CHILDHOOD EDUCATION FOR TRANSFER REQUIREMENTS - COMPLETE 27.00 UNITS

CHLD 10	Child Growth and Development	3.00
CHLD 51	Principles and Practices of Early Childhood Education	3.00
CHLD 66	Early Childhood Care and Education Practicum	6.00
CHLD 68	Working With Children and Families in a Diverse Society	3.00

CHLD 90.1	Child, Family, Community Interrelationships	3.00
CHLD 90.2	Observation and Assessment of Young Children	3.00
CHLD 90.3	Health, Safety and Nutrition for the Young Child	3.00
CHLD 90.4	Introduction to Curriculum	3.00

## **ECONOMICS (AA-T)**

Program of Study Code: 001069

Term Effective: Fall 2023

**19.00 Units**

(707) 524-1812

[adonegan@santarosa.edu](mailto:adonegan@santarosa.edu) (mailto:adonegan@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Associate in Arts for Transfer in Economics will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU. The Associate in Arts for Transfer in Economics is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: -(A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and -(B) A minimum of 26-28 semester units as required for the Associate in Arts for Transfer in Economics major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in Economics major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply economic theories and economic reasoning to real life situations using the concepts of scarcity, marginal analysis, opportunity cost for individual and collective decision-making;
2. Use analytical techniques to measure economic conditions related to the individual, business firms, industries, and economic systems;
3. Explain the role that households, business organizations, governments, and the international sector, play in free markets, command economics, and mixed economies; and

4. Evaluate the objectives, limitations, and mechanics of regulation, taxation, tariffs, quotas, and monetary and fiscal policies.

## **ECONOMICS FOR TRANSFER CORE REQUIREMENTS - COMPLETE 13.00 UNITS**

ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00

**Complete any combination totaling at least 3.00 units from the following:**

MATH 15	Elementary Statistics	4.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00

**Complete any combination totaling at least 4.00 units from the following:**

MATH 1A	Calculus, First Course	5.00
<i>And</i>		
MATH 1B	Calculus, Second Course	5.00
<i>or</i>		
MATH 16	Introduction to Mathematical Analysis	4.00

## **ECONOMICS FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 7	Agricultural Economics	3.00
BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
BAD 18	The Legal Environment of Business	3.00
BMG 52	Business Communication	3.00
COMM 3	Introduction to Argumentation	3.00
COMM 9	Critical Thinking and Argumentation	3.00
CS 84.21	Management Information Systems	3.00
ENGL 5	Advanced Composition and Critical Thinking	3.00
MATH 9	Finite Mathematics	3.00
PHIL 5	Critical Thinking/Writing	3.00
SOC 1	Introduction to Sociology	3.00

## **ECONOMICS FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 7	Agricultural Economics	3.00
BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
BAD 18	The Legal Environment of Business	3.00
COMM 3	Introduction to Argumentation	3.00
COMM 9	Critical Thinking and Argumentation	3.00
CS 84.21	Management Information Systems	3.00
ECON 12	Introduction to Economics and the Environment	3.00
ECON 30	International Economics	3.00
ENGL 5	Advanced Composition and Critical Thinking	3.00
MATH 5	Introduction to Linear Algebra	3.00
MATH 9	Finite Mathematics	3.00
PHIL 5	Critical Thinking/Writing	3.00
SOC 1	Introduction to Sociology	3.00

## NOTES:

**NOTE: A course used to satisfy the List A requirement may not also be used to satisfy the List B requirement.**

## **ELECTRICAL UNION APPRENTICESHIP (AS)**

Program of Study Code: 002088

Term Effective: Fall 2023

**40.50 Units**

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Electrical Union Apprenticeship Associate of Science Degree is a five-year apprenticeship that consists of 8,000 hours of on-the-job training (OJT) and 900 hours of classroom instruction. This apprenticeship prepares a student to install and maintain all of the electrical conduits, wires, cables, motor controls, and panelboards found in commercial and industrial facilities. While completing the Electrical Union Apprenticeship Associate of Science Degree, apprentices are paid while they work and learn. Application and acceptance into the Redwood Empire Joint Electrical Training Center is a requirement to start this program.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe and demonstrate electrical principles and regulations related to General Electricians' trade.
2. Demonstrate knowledge of theory and regulations of General Electricians' trade.
3. Apply best practices in practical environment related to General Electricians' trade.
4. Identify lighting controls and how they function.
5. Describe how lighting controls are installed.

## ELECTRICAL UNION APPRENTICESHIP MAJOR - COMPLETE 40.50 UNITS

APED 220.1	Apprentice Electricians, First Semester	4.00
APED 220.2	Apprentice Electricians, Second Semester	4.00
APED 220.3	Apprentice Electricians, Third Semester	4.00
APED 220.4	Apprentice Electricians, Fourth Semester	4.00
APED 220.5	Apprentice Electricians, Fifth Semester	4.00
APED 220.6	Apprentice Electricians, Sixth Semester	4.00
APED 220.7	Apprentice Electricians, Seventh Semester	4.00
APED 220.8	Apprentice Electricians, Eighth Semester	4.00
APED 220.9	Apprentice Electricians, Ninth Semester	4.00
APED 220.10	Apprentice Electricians, Tenth Semester	4.00
APED 220.11	California Advanced Lighting Controls Training Program	0.50

## ENGINEERING (AS)

Program of Study Code: 002051

Term Effective: Fall 2023

**38.00 Units**

(707) 527-4359

**[vbertsch@santarosa.edu](mailto:vbertsch@santarosa.edu)** (<mailto:vbertsch@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Engineering major is designed for students seeking to fulfill lower division preparation for junior level transfer to bachelor degree engineering programs at four-year colleges and universities. Students develop the analysis, teamwork, design, and communication skills necessary to succeed in their upper division work and as an engineer in industry.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply lower division level knowledge of math, science, and engineering to the formulation and solution of engineering problems;
2. Show competence with modern engineering tools necessary for success in upper division engineering course work;
3. Demonstrate a solid foundation of communication, teamwork, analysis, and design skills necessary for success in upper division work; and
4. Develop a foundation for life-long learning in the evolving group of engineering disciplines that function within a framework of environmental, social, political, health and safety, economic and ethical concerns.

## ENGINEERING REQUIREMENTS - COMPLETE 38.00 UNITS

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 1C	Calculus, Third Course	4.00
MATH 2	Calculus, Fourth Course- Differential Equations	4.00
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00

**Complete any combination totaling at least 6.00 units from the following:**

ENGR 6	Programming in MATLAB for Engineers	3.00
ENGR 10	Introduction to the Engineering Profession	2.00
ENGR 16	Electric Circuits and Devices	4.00
ENGR 25	Engineering Graphics and Design	3.00
ENGR 34	Engineering Mechanics: Statics	3.00
ENGR 45	Properties of Materials	4.00
ENGR 101	Engineering Design Project	1.00
ENGR 102	Robotics Design Project	1.00
ENGR 103	Microcontroller Projects	1.00

**Complete any combination totaling at least 4.00 units from the following:**

PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00
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## **ENGLISH (AA-T)**

Program of Study Code: 001061

Term Effective: Fall 2023

**18.00 Units**

(707) 527-4251

[jchin@santarosa.edu](mailto:jchin@santarosa.edu) (<mailto:jchin@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The English Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. Completion of 60 semester units that include: 1. A minimum of 18 semester or 27 quarter units in the major as determined by the community college district, and 2. The California State University General Education-Breadth (CSU GE-Breadth) pattern of 39 units; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern of 37 units. 3. Obtainment of a minimum grade point average (GPA) of 2.0 and Earn a grade of C or better (or P) in all courses required for the major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Critically read, analyze, and interpret diverse literary works;
2. Write clear, effective and original expository and argumentative essays on the college level;
3. Communicate their understanding and analysis of literature in both formal and informal discussion;
4. Show familiarity with the historic and cultural contexts of literatures in the United States, Great Britain, and other English speaking countries;
5. Analyze literature arising from any tradition and any cultural group;
6. Demonstrate sensitivity to cultural differences as they are expressed in literary works published not only in English, but in translation;
7. Apply a range of both historic and contemporary critical approaches to literature; and
8. Support critical arguments with sufficient research and appropriate secondary sources.

### **ENGLISH FOR TRANSFER CORE REQUIREMENTS - COMPLETE 6.00 UNITS**

ENGL 1B

Literature and Composition

3.00

ENGL 5	Advanced Composition and Critical Thinking	3.00
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## **ENGLISH FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

ENGL 30.1	American Literature: Pre- Colonial Period to the Civil War	3.00
ENGL 30.2	American Literature from 1865 to the Present	3.00
ENGL 46.1	Survey of English Literature Part 1	3.00
ENGL 46.2	Survey of English Literature Part 2	3.00

## **ENGLISH FOR TRANSFER LIST B REQUIREMENT - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ENGL 2	Introduction to the Novel	3.00
ENGL 3	Introduction to Poetry	3.00
ENGL 4A	Beginning Creative Writing	3.00
ENGL 7	Introduction to the Short Story	3.00
ENGL 12	Children's Literature	3.00
ENGL 27	Introduction to Shakespeare	3.00

## **ENGLISH FOR TRANSFER LIST C REQUIREMENTS - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ENGL 9	Contemporary World Literature	3.00
ENGL 10	Introduction to Literature and the Environment	3.00
ENGL 11	Introduction to Dramatic Literature	3.00
ENGL 14	Dystopian Literature	3.00
ENGL 22	Ethnic Diversity in American Arts and Literature	3.00
ENGL 25	Introduction to Language Study	3.00
ENGL 31	African-American Literature	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
ENGL 36	LGBTQ+ Arts and Literature	3.00



# **ENVIRONMENTAL HORTICULTURE: LANDSCAPE CONSTRUCTION AND MAINTENANCE (AS)**

Program of Study Code: 002029

Term Effective: Fall 2023

**23.00 Units**

(707) 527-4409

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (mailto:info-agnr@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Environmental Horticulture: Landscape Construction and Maintenance major program deals with all aspects of plant use in the landscape. This program provides an introductory base of plant knowledge and landscape skills, allowing students the option of entering a variety of jobs with the preparation for rapid advancement within their chosen occupations.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Create a materials takeoff for hardscape features;
2. Develop the skills to perform landscape contractor construction skills;
3. Demonstrate proper landscape plant maintenance practices;
4. Develop proper water efficient practices in the landscape; and
5. Assess plants for landscape purposes.

## **ENVIRONMENTAL HORTICULTURE: LANDSCAPE CONSTRUCTION AND MAINTENANCE REQUIREMENTS - COMPLETE 22.00 UNITS**

HORT 8	Plant Materials: Summer/Fall	3.00
HORT 12	Plant Materials: Winter/Spring	3.00
HORT 51	Introduction to Horticulture	3.00
HORT 80	Landscape Practices	3.00
HORT 91	Landscape Construction/Estimation	3.00
HORT 144	Landscape Irrigation	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 991	Agriculture Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 2	Agricultural Computer Applications	3.00
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AGBUS 56	Introduction to Agriculture Business and Management	3.00
AGBUS 61	Agricultural Marketing	3.00
AGRI 60	Soil & Plant Nutrition	3.00
HORT 70	Plant Propagation	3.00
HORT 71	Nursery Production	3.00
HORT 93	Landscape Drafting and Design	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

The following courses are anticipated to be added as elective options: HORT 127 and HORT 133.

## **ENVIRONMENTAL HORTICULTURE: LANDSCAPE DESIGN (AS)**

Program of Study Code: 002027

Term Effective: Fall 2023

**26.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (mailto:info-agnr@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Environmental Horticulture: Garden Design major prepares students for occupations within the landscape industry that require garden design skills. The program emphasizes hands-on learning, and most courses incorporate lab activities that apply knowledge and skills in realistic settings.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply proper landscape principles to an appropriate site;
2. Apply color media to the graphic presentation of a landscape plan; and
3. Prepare perspective drawings of a design.

## **ENVIRONMENTAL HORTICULTURE: LANDSCAPE DESIGN - COMPLETE 25.00 UNITS**

HORT 8	Plant Materials: Summer/Fall	3.00
HORT 12	Plant Materials: Winter/Spring	3.00
HORT 51	Introduction to Horticulture	3.00
HORT 91	Landscape Construction/Estimation	3.00
HORT 93	Landscape Drafting and Design	3.00
HORT 144	Landscape Irrigation	3.00
HORT 195	CAD: Landscape Site Plans	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 2	Agricultural Computer Applications	3.00
AGBUS 56	Introduction to Agriculture Business and Management	3.00
AGBUS 61	Agricultural Marketing	3.00
HORT 70	Plant Propagation	3.00
HORT 71	Nursery Production	3.00
HORT 80	Landscape Maintenance	3.00
HORT 184	Introduction to Arboriculture	3.00
HORT 196	CAD: Advanced Landscape Design	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

## **ENVIRONMENTAL STUDIES (AA)**

Program of Study Code: 002048

Term Effective: Fall 2023

**21.00 Units**

[kgerber@santarosa.edu](mailto:kgerber@santarosa.edu) (mailto:kgerber@santarosa.edu)

## PROGRAM DESCRIPTION:

The Environmental Studies major will provide students with an understanding of the manner in which various disciplines study the environment and approach our most pressing environmental issues. The degree in Environmental Studies will also help prepare students for transfer to a broad-based Environmental Studies program at a University of California or California State University campus.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Summarize, analyze and critically evaluate environmental information from a variety of sources;
2. Apply critical thinking skills to identify environmental issues, recognize their causes, and to evaluate potential solutions;
3. Integrate the perspectives of the humanities, social sciences and natural sciences as they pertain to environmental issues;
4. Explain the societal (social, political, economic, cultural and/or ethical) variables that contribute to environmental degradation; and
5. Reflect critically about their roles and identities as citizens, consumers, and environmental actors, in a complex interconnected world.

## ENVIRONMENTAL STUDIES CORE REQUIREMENTS - COMPLETE 14.00 UNITS

ENVST 40	Environmental Forum	1.00
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**Complete any combination totaling at least 12.00 units from the following:**

BIO 12	Basic Concepts of Ecology	3.00
ECON 12	Introduction to Economics and the Environment	3.00
ENGL 10	Introduction to Literature and the Environment	3.00
ENVS 8	Introduction to Global Climate Change	3.00
ENVS 12	Introduction to Environmental Science	3.00
NRM 12	Introduction to Environmental Conservation	3.00
PHIL 12	Environmental Philosophy	3.00
POLS 12	Environmental Policy and Politics	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

CI 51	Community Engagement	0.50-3.00
NRM 99I	Natural Resources Management Internship	1.00-8.00
WEOC 99	Occupational Work Experience	0.50-8.00

WEOC 99I Internship Occupational Work 0.50-8.00  
Experience

## SCIENCE REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 10	Introduction to Principles of Biology	4.00
BIO 12	Basic Concepts of Ecology	3.00
BIO 16	Introduction to Biology For Non-Majors	4.00
BIO 25	Marine Biology	4.00
BIO 27	Biology of Marine Mammals	3.00
BIO 31	Tropical Biodiversity and Conservation	2.00
BOTANY 60	Field Botany	4.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 42	Introductory General Chemistry	4.00
ENVS 8	Introduction to Global Climate Change	3.00
ENVS 12	Introduction to Environmental Science	3.00
GEOG 4	Physical Geography	3.00
GEOL 20	Natural Disasters	3.00
MATH 15	Elementary Statistics	4.00
NRM 12	Introduction to Environmental Conservation	3.00
NRM 51	Wildland Trees and Shrubs	3.00
NRM 84	Introduction to Fish and Wildlife Conservation	3.00
NRM 88	Watershed Ecology and Restoration	3.00
NRM 104	Ecological Restoration	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00

## BEHAVIORAL/SOCIAL SCIENCES/HUMANITIES ELECTIVE REQ - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ANTHRO 2	Cultural Anthropology	3.00
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ARCH 12	Introduction to Environmental Design	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
ECON 12	Introduction to Economics and the Environment	3.00
ENGL 10	Introduction to Environmental Literature	3.00
GEOG 7	Introduction to Human Geography	3.00
HIST 22	History of California	3.00
NRM 80	Environmental Policy for Resource Managers	3.00
PHIL 12	Environmental Philosophy	3.00
POLS 12	Environmental Policy and Politics	3.00
POLS 25	Introduction to International Relations	3.00
SOC 2	Modern Social Problems	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

Completing four of six core courses is required to fulfill the core requirement for the major. (BIO 12, ECON 12, ENGL 10, ENVS 8, ENVS 12, NRM 12, PHIL 12, and POLS 12).

Students are encouraged to use remaining core courses to fulfill elective requirements for the major.

No course may be used more than once to fulfill a requirement in the major.

Some courses are only offered during the spring semester, or only periodically at SRJC (ECON 12 and ENGL 10).

SSU Requirement: SSU requires GEOG 4 as part of their Environmental Studies and Environmental Science programs.

#### The Work Experience/Internship/Community Engagement Requirement:

The work experience/internship/community engagement requirement is an integral part of the Environmental Studies major. This requirement is intended to give students the chance to apply knowledge and skills learned in the classroom to real-world situations. Additionally, it may provide networking opportunities and build awareness regarding potential career options. To develop an appropriate work experience/internship or community engagement experience, students will work with their instructors and the SRJC Work Experience and Internships department. Most students will complete this requirement in their second year of study.

# **FASHION DESIGN (AA)**

Program of Study Code: 001035

Term Effective: Fall 2022

**28.50 Units**

(707) 778-3956

[emelville@santarosa.edu](mailto:emelville@santarosa.edu) (mailto:emelville@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Fashion Studies Program's Fashion Design major offers students interested in careers in the fashion industry a combination of theoretical and hands-on instruction. Students will learn about the history of modern fashion as well as all aspects of apparel production from creating the initial design to sourcing of textiles and materials, to patternmaking and sample sewing, through to the marketing and presentation of the finished garment.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate design concepts through technical sketches and illustrations.
2. Translate garment designs from sketch to pattern to finished garment using apparel industry techniques.
3. Select appropriate fabrics for apparel based on fiber content, textile construction, and environmental impact.
4. Relate the history and social context of fashion to current industry trends.
5. Apply technical and professional skills expected in the fashion industry as both an employee and an entrepreneur.

## **FASHION DESIGN REQUIREMENTS - COMPLETE 28.50 UNITS**

FASH 8	Introductory Textiles	3.00
FASH 52.2	Visual Merchandising	2.00
FASH 56	Fashion Design and Illustration	3.00
FASH 60	Draped Design	2.00
FASH 62A	Flat Pattern Design 1	2.00
FASH 70A	Clothing Construction 1	2.00
FASH 70B	Clothing Construction 2	2.00
FASH 112	Alterations and Sustainability	2.00
FASH 121	Knitwear Construction	2.00
FASH 139	Fashion Entrepreneurship	3.00
FASH 141	Contemporary Fashion Designers	3.00
FASH 152	Fashion Show	2.00
FASH 152L	Fashion Show Production Lab	0.50

## **NOTES:**

No course may be used more than once to fulfill a requirement in the major.

All courses must be completed with a grade of C or higher.

# **FASHION FUNDAMENTALS (AA)**

Program of Study Code: 001037

Term Effective: Fall 2022

**21.00 Units**

(707) 778-3956

[emelville@santarosa.edu](mailto:emelville@santarosa.edu) (mailto:emelville@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Fashion Studies Program's Fashion Fundamentals Design major offers students interested in careers in the fashion industry a combination of theoretical and hands on instruction. Students will be introduced to basic clothing construction techniques, strategies for marketing and presenting apparel, as well as an overview of the history of modern fashion.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Execute industry standard garment construction techniques.
2. Select appropriate fabrics for apparel based on fiber content, fabric construction, and environmental impact.
3. Relate the history and social context of fashion to current industry trends.
4. Apply technical and professional skills expected in the fashion industry as both an employee and entrepreneur.

## **FASHION FUNDAMENTALS MAJOR REQUIREMENTS - COMPLETE 21.00 UNITS**

FASH 8	Introductory Textiles	3.00
FASH 52.2	Visual Merchandising	2.00
FASH 70A	Clothing Construction 1	2.00
FASH 112	Alterations and Sustainability	2.00
FASH 70B	Clothing Construction 2	2.00
FASH 139	Fashion Entrepreneurship	3.00
FASH 141	Contemporary Fashion Designers	3.00
FASH 152	Fashion Show	2.00
FASH 152L	Fashion Show Production Lab	0.50

**Complete any combination totaling at least 1.50 units from the following:**

FASH 56	Fashion Design and Illustration	3.00
FASH 60	Draped Design	2.00
FASH 62A	Flat Pattern Design 1	2.00

## **NOTES:**

All courses must be completed with a grade of C or higher.



# **FILM STUDIES (AA)**

Program of Study Code: 001075

Term Effective: Fall 2023

**20.00 Units**

(707) 778-3687

[mtraina@santarosa.edu](mailto:mtraina@santarosa.edu) (<mailto:mtraina@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Film Studies major is designed for students pursuing lower division preparation for a baccalaureate degree in Film, including Cinema Studies, Film History, Film Production, Media Studies, and Screenwriting. It provides a basic foundation in film aesthetics, film history, and digital film production while meeting the typical lower division requirements for a bachelor's degree in Film at a four-year institution. The major is also designed to prepare students for careers in the film and television industries with opportunities to write and produce screenplays, collaboratively work on film production teams, and gain experience in programming and festival management through internships with the Petaluma campus cinematheque and Film Fest Petaluma, the city's annual short film festival.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate a technical and theoretical understanding of cinema, including narrative forms, genres, and the complex interplay of image, sound, and motion.
2. Demonstrate a broad-based understanding of the historical and aesthetic development of world cinema from its origins to the present day, including the impact of historical movements and new technologies.
3. Demonstrate the ability to work as part of a production team to effectively plan, organize, and execute the production of a short digital film project.
4. Demonstrate fluency in the vocabulary of film production and criticism.
5. Demonstrate skills in the critical analysis of cinema by identifying how specific formal techniques are used to functionally support film narratives.
6. Demonstrate an understanding of the roles and responsibilities of various industry professionals in both the artistic and commercial side of motion picture production, distribution and exhibition.
7. Demonstrate an understanding of motion pictures as a technology, business, cultural product, global entertainment medium, and industrial art form.

## **FILM STUDIES - COMPLETE 19.00 UNITS**

MEDIA 10	Film Appreciation	4.00
MEDIA 14	Early Film History	4.00
MEDIA 15	Modern Film History	4.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

Complete any combination totaling at least 3.00 units from the following:

MEDIA 6	Media, Culture, and Identity	3.00
MEDIA 17	Contemporary World Cinema	4.00
MEDIA 22	Screenwriting	3.00
MEDIA 44	Media Criticism	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **FILM, TELEVISION, AND ELECTRONIC MEDIA (AS-T)**

Program of Study Code: 002085

Term Effective: Fall 2022

**20.00 Units**

(707) 522-2709

[bantonson@santarosa.edu](mailto:bantonson@santarosa.edu) (<mailto:bantonson@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Associate of Science for Transfer (AS-T) in Film, Television, and Electronic Media is designed for students pursuing transfer majors in film & media studies and film & television production. The AS-T in Film, Television, and Electronic Media is designed to give the student a basic framework with flexibility to tailor the degree to their interests. It is designed to prepare students for careers in the film and television industries by giving them a variety of hands-on opportunities. The Film, Television, and Electronic Media degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students are required to complete 60 semester units that are eligible for transfer to the California State University, including both of the following: 1. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements. 2. A minimum of 18.00 semester units in a major or area of emphasis, as determined by the community college district. Students are also required to obtain a minimum grade point average of 2.0. ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Analyze visual media from a technical, aesthetic, historical, and cultural point of view;

2. Demonstrate fluency in the language of film production and criticism;
3. Structure and develop a narrative into a properly formatted screenplay;
4. Plan, organize, and execute the production of digital media projects;
5. Collaborate effectively in production teams.

## **FILM, TELEVISION, AND ELECTRONIC MEDIA REQUIREMENTS - COMPLETE 20.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

MEDIA 4	Introduction to Mass Communication	3.00
MEDIA 10	Film Appreciation	4.00
MEDIA 22	Screenwriting	3.00
MEDIA 18	Audio for Film Production	3.00

Complete any combination totaling at least 4.00 units from the following:

MEDIA 20	Introduction to Digital Filmmaking	4.00
MEDIA 19	Multi-Camera Studio Production	4.00

Complete any combination totaling at least 4.00 units from the following:

JOUR 55	Multimedia Reporting	4.00
MEDIA 14	Early Film History	4.00
MEDIA 15	Modern Film History	4.00
MEDIA 17	Contemporary World Cinema	4.00
MEDIA 21	Intermediate Digital Filmmaking	4.00
CS 74.22	Digital Video Post-Production	3.00

### **NOTES:**

Effective Fall 2022, students who completed both CS 74.21A and CS 74.21B in prior semesters may substitute those courses or CS 74.22, as part of the requirement for an AS-T in Film, Television and Electronic Media. For more information and options regarding course selection, please visit: [Digital Film Production \(https://communications.santarosa.edu/digital-film-production\)](https://communications.santarosa.edu/digital-film-production).

## **FIRE SCIENCE - COMPANY OFFICER (AS)**

Program of Study Code: 002076

Term Effective: Fall 2020

**19.50 Units**

(707) 836-2913

## PROGRAM DESCRIPTION:

The Fire Science - Company Officer degree is designed for students who have already obtained State Fire Training Firefighter II and provides the student with the knowledge, skills and abilities necessary to be a successful first-line supervisor. The program includes California State recognized coursework that directly benefits students who may wish to advance within the fire service to a supervisory position.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate strong interpersonal and communication skills;
2. Apply necessary skills to be a successful Company Officer;
3. Understand and apply foundational knowledge as a Company Officer supervisor.

## FIRE SCIENCE - COMPANY OFFICER - COMPLETE 19.50 UNITS

FIRE 50	Ethical Leadership in the Classroom	0.50
FIRE 69	S-290 Intermediate Wildland Fire Behavior	2.00
FIRE 80	Human Resource Management for Company Officers	2.00
FIRE 81	Fire Administration for Company Officers	1.00
FIRE 82	Fire Inspections and Investigations for Company Officers	2.00
FIRE 83	All Risk Command Operations for Company Officers	2.00
FIRE 84	Wildland Incident Operations for Company Officers	2.00
FIRE 85	Hazardous Materials Incident Commander	2.00
FIRE 86A	Fire Service Instructor I	2.00
FIRE 90	Firefighting Tactics and Strategy	3.00
FIRE 91	ICS-200 Basic Incident Command System	1.00

## FIRE TECHNOLOGY (AS)

Program of Study Code: 002006

Term Effective: Fall 2022

## 30.00 Units

(707) 836-2913

[ksebastiani@santarosa.edu](mailto:ksebastiani@santarosa.edu) (mailto:ksebastiani@santarosa.edu)

### PROGRAM DESCRIPTION:

The Fire Technology major provides practical and technical instruction to meet the requirements of various fire service agencies at the local, state, and federal levels.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Identify minimum qualifications and entry level skills for firefighter hiring. The student will be able to describe the following elements: application process, written exam process, physical agility exam, oral interview, chief's interview, background investigation and the firefighter;
2. Demonstrate the ability to analyze, appraise and evaluate fire and emergency incidents and identify components of emergency management and firefighter safety including: size-up, report on conditions, the Incident Command System, RECEO, the 10 Standard Firefighting Orders, the 18 Situations that shout "Watch Out", the 16 Firefighter Life Safety Initiatives and the common factors associated with injuries and line of duty deaths;
3. Identify and comprehend laws, regulations, codes and standards that influence fire department operations and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances and firefighter health and safety;
4. Analyze the causes of fire, determine extinguishing agents and methods; differentiate the stages of the fire and fire development, and compare methods of heat transfer;
5. Identify and describe the equipment and apparatus used in the fire service and the maintenance of said equipment and apparatus;
6. Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety; and
7. Differentiate between fire detection and alarm systems and identify common health and safety concerns of firefighters and first responders.

### FIRE TECHNOLOGY REQUIREMENTS - COMPLETE 30.00 UNITS

FIRE 71	Fire Protection Organization	3.00
FIRE 72	Fire Behavior and Combustion	3.00
FIRE 73	Fire Prevention Technology	3.00
FIRE 74	Fire Protection Equipment and Systems	3.00
FIRE 76	Building Construction for Fire Protection	3.00
FIRE 78	Principles of Fire and Emergency Services Safety-Survival	3.00

Complete any combination totaling at least 12.00 units from the following:

EMC 100	Emergency Medical Responder	2.00
EMC 103	Emergency Medical Technician	7.50
FIRE 50		

Ethical Leadership in the Classroom		0.25
FIRE 61	Fire Investigation	3.00
FIRE 69	S-290 Intermediate Wildland Fire Behavior	2.00
FIRE 77	Hazardous Materials for Public Safety	3.00
FIRE 80	Human Resource Management for Company Officers	2.00
FIRE 81	Fire Administration for Company Officers	1.00
FIRE 82	Fire Inspections and Investigations for Company Officers	2.00
FIRE 83	All Risk Command Operations for Company Officers	2.00
FIRE 84	Wildland Incident Operations for Company Officers	2.00
FIRE 85	Hazardous Materials Incident Commander	2.00
FIRE 86A	Fire Service Instructor I	2.00
FIRE 86B	Fire Service Instructor II Instructional Development	1.00
FIRE 86C	Fire Service Instructor III Instructional Program Management	1.00
FIRE 107.1	Volunteer Firefighter Skills	1.50
FIRE 107.2	Advanced Volunteer Firefighter Skills	4.00
FIRE 206	Wildland Firefighter Academy	1.25
FIRE 208	Introduction to Firefighter I Academy	1.50
FIRE 208.5	Firefighter II Capstone Training	0.50
FIRE 241	Driver Operator 1A	1.50
FIRE 258	Fire Apparatus 1B, Pumping Apparatus Operations	1.00
FIRE 284.1	Residential Truck Academy	1.00
FIRE 290	Firefighter Academy	17.50

## NOTES:

The following courses are suggested to help the student fulfill the minimum of 60 units in courses numbered 1-299 required for the associate degree: AJ 221.9, EMC 100, EMC 103, FIRE 77, FIRE 206, FIRE 208, FIRE 290, FIRE 212, FIRE 241 or FIRE 258.

Please see the catalog for a complete listing of degree requirements. All courses taken in conjunction with this program must be completed with a letter grade of 'C' or better.

## **FITNESS, NUTRITION, AND HEALTH (AA)**

Program of Study Code: 001058

Term Effective: Fall 2023

**28.50 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (mailto:tjacobson@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Fitness, Nutrition, and Health Major at Santa Rosa Junior College is designed to provide an in-depth study and practical application of principles of nutrition, weight management, behavior modification, fitness testing, physical fitness training, exercise leadership and program design. This certificate/major is for students seeking entry-level careers and/or additional training in the fitness and health industry. Possible career opportunities may include personal trainer, group exercise instructor, health or wellness coach, weight management consultant, aerobic dance instructor, and fitness instructor. This program also prepares students to sit for nationally recognized certification exams such as American Council on Exercise (ACE), National Academy of Sports Medicine (NASM), Aerobics and Fitness Association of America (AFAA), and National Strength and Conditioning Association (NSCA). This major is unique in its design because in addition to learning principles of exercise science, it also encompasses comprehensive topics in the area of health, nutrition, and behavior change vital for fitness trainers to address broader client goals and to meet the need of a growing trend toward wellness type coaching. This major also has a strong emphasis on practical “hands-on” experience and teaching techniques.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Design safe and effective training programs based on client needs, goals, fitness level and health history;
2. Demonstrate proper individual and group exercise leadership skills for general and special populations;
3. Evaluate client food intake and educate clients on healthful eating habits for weight management and physical performance;
4. Integrate behavior modification techniques and concepts of health and wellness to formulate comprehensive training plans; and
5. Analyze emerging information in the field of nutrition, health, and fitness and differentiate between credible and non-credible sources and information.

### **FITNESS, NUTRITION AND HEALTH MAJOR - COMPLETE 27.50 UNITS**

FDNT 10	Elementary Nutrition	3.00
FDNT 60	Nutrition and Physical Fitness	1.00
KINES 1	Introduction to Kinesiology	3.00

KINES 53	Principles of Health and Wellness	3.00
KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 81	Intro to Exercise Physiology	3.00
KINES 82	Exercise Assessment and Prescription	3.00
KINES 83	Techniques of Fitness Instruction	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.1	Fitness Teaching Practicum	1.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 3.00 units from the following:**

BMK 50	Marketing	3.00
BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
DIET 191	Counseling and Group Facilitation Skills in Healthcare	3.00
KINES 4	Introduction to Sports Medicine	3.00
KINES 59	Psychological Aspects of Sport Performance	3.00

**Complete any combination totaling at least 1.50 units from the following:**

KFIT 1.1	Beginning Aerobic Dance	1.50
KFIT 1.2	Intermediate Aerobic Dance	1.50
KFIT 2.1	Beginning Step Aerobics	1.50
KFIT 2.2	Intermediate Step Aerobics	1.50
KFIT 3.1	Beginning Body Conditioning	1.50
KFIT 3.2	Intermediate Body Conditioning	1.50
KFIT 3.3	Advanced Body Conditioning	1.50
KFIT 5	Introduction to Pilates Mat	1.50
KFIT 5.1	Beginning Pilates Mat	1.50
KFIT 5.2	Intermediate Pilates Mat	1.50
KFIT 6	Introduction to Yoga	1.50
KFIT 6.1	Beginning Yoga	1.50
KFIT 6.2	Intermediate Yoga	1.50
KFIT 7.1	Beginning Circuit Training	1.50
KFIT 7.2	Circuit Training Intermediate	1.50
KFIT 8	Introduction to Weight Lifting	1.50
KFIT 8.1	Beginning Weight Lifting	1.50
KFIT 10.1	Resistance Training	1.50
KFIT 11.1	Periodized Weight Training	1.50
KFIT 12.1	Power Lifting	1.50



KFIT 16.1	Plyometrics, Speed and Agility	1.50
KFIT 17.1	Interval Training	1.50
KFIT 20.1	ZUMBA	1.50
KFIT 21.1	Cardio Kickboxing	1.50
KFIT 25.1	Vinyasa Flow Yoga	1.50
KFIT 26.1	Gentle Yoga	1.50
KFIT 30.1	Stability Ball Training	1.50
KFIT 31.1	Pilates Yoga Fusion	1.50
KFIT 32	Introduction to Barre Fitness	1.50
KFIT 32.1	Beginning Barre Fitness	1.50
KFIT 36.1	Jogging for Fitness	1.50
KFIT 37	Introduction to Boot Camp Training	1.50
KFIT 37.1	Boot Camp	1.50
KFIT 61	Personal Fitness Training	0.50-1.50
KFIT 62	Personal Fitness Technique	0.50-1.50
KFIT 63	Personal Fitness Health and Wellness	0.50-1.50
KFIT 64	Personal Fitness Program Design	0.50-1.50

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### NOTES:

KINES 50 should be taken for 1 unit only

WEOC 99I MUST be taken for one unit of Occupational Work Experience Internship: 75 hours (paid) or 60 hours (unpaid). **One unit is the minimum requirement for this program.**

## FLORAL DESIGN (AA)

Program of Study Code: 001028

Term Effective: Fall 2016

**19.00 Units**

(707) 527-4395

[ddolan@santarosa.edu](mailto:ddolan@santarosa.edu) (<mailto:ddolan@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Floral Design major prepares students for work in the floral design industry. Flower care and handling, basic design, use of seasonal, dry, silk, or exotic plant materials, floral decoration, and special occasion arrangement are some of the skills and topics covered in the program.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Name and properly use the tools and mechanics in floral design;
2. Demonstrate proper standards of care and handling of fresh floral materials;
3. Create fresh floral arrangements and distinguish between the different types of design styles; and
4. Demonstrate an entry level knowledge of retail flower shop operation.

## FLORAL DESIGN REQUIREMENTS - COMPLETE 18.00 UNITS

FLORS 83A	Beginning Floral Design	2.00
FLORS 83B	Intermediate Floral Design	2.00
FLORS 183C	Advanced Floral Design	2.00
FLORS 187	European & Advanced Contemporary Floral Design	1.00
FLORS 105	Flowers to Wear and Carry	1.00
FLORS 108	Display and Merchandising for Retail Florists	1.00
FLORS 112	Wedding Design	2.00
FLORS 113	Floral Tributes	2.00
FLORS 114	Retail Flower Shop Management	3.00
FLORS 116	Identification and Handling of Flowers, Foliages and Plants	2.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## NOTES:

Courses must be completed with a grade of C or better.

## FRENCH (AA)

Program of Study Code: 001053

Term Effective: Fall 2023

**18.00 Units**

## PROGRAM DESCRIPTION:

The major in French will allow transfer students whose planned transfer major is French to learn an Associate Degree that prepares them for upper division coursework. In addition, the major in French will benefit students whose career paths involve international commerce or diplomacy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Converse in French on a full range of topics, including but not limited to personal and family lives, school or work related topics, current events, historical, political and cultural perspectives with effective use of grammar and comprehensible pronunciation;
2. Demonstrate an understanding of authentic texts in French on a wide range of topics, including but not limited to newspaper and magazine articles, short stories, letters, poems and essays by identifying and explaining the key points and themes both orally and in writing;
3. Write cogent essays or term papers in grammatically correct French formulating and developing ideas on a full range of topics, including but not limited to, history, culture, literary analysis and current events; and
4. Demonstrate cultural awareness and appreciation of the French and francophone experience by examining, identifying and analyzing the values, attitudes and traditions that characterize such experience.

## FRENCH MAJOR REQUIREMENTS - COMPLETE 17.00 UNITS

FREN 3	Intermediate French-Part 1	4.00
FREN 4	Intermediate French Part 2	4.00

Complete any combination totaling at least 9.00 units from the following:

ART 2.2	History and Appreciation of Late Gothic to Impressionist Art	3.00
ENGL 25	Introduction to Language Study	3.00
FREN 1	Elementary French-Part 1	4.00
FREN 2	Elementary French-Part 2	4.00
FREN 50B	Conversation for Beginners-Part 2	3.00
FREN 50C	Intermediate Conversation	3.00
HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
HUMAN 4.1	Western Humanities: Arts, Ideas, and Values	3.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## NOTES:

FREN 1 and FREN 2 will only be accepted for the major if completed before FREN 3.

## GEOSPATIAL TECHNOLOGY (AS)

Program of Study Code: 002053

Term Effective: Fall 2021

**21.00 Units**

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (<mailto:rparks@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Geospatial Technology certificate/degree prepares students for variety of technical positions in many different professions. Geospatial Technology incorporates new technology with traditional disciplines by mapping and analyzing things that exist and events that happen on earth.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Define and describe geospatial terminology, methods, procedures, standards and technology;
2. Create, edit and analyze geographic, spatial and remotely sensed data;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare layouts, reports, charts and graphs to support different geospatial applications;
5. Produce finished quality maps representing a basic analysis, a basic survey or a basic scale-based, descriptive, diagrammatic summary;
6. Create a Geographic Information System (GIS) map following standard cartographic principles which can be utilized within a professional portfolio;
7. Demonstrate analytical, critical thinking and decision-making skills in geographic information science and technology; and
8. Describe the influence/effect that geospatial science and technology has on the local, regional, national and global communities.

### GEOSPATIAL TECHNOLOGY CORE REQUIREMENTS - COMPLETE 20.00 UNITS

APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00
CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
GIS 40		

Introduction to Geographic Information Systems (GIS)	4.00
GIS 51 Intermediate Geographic Information Systems (GIS)	3.00
GIS 54 Data Acquisition in Geographic Information Systems (GIS)	4.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10 Introduction to Information Literacy	1.00
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## **GRAPHIC DESIGN (AA)**

Program of Study Code: 001025

Term Effective: Fall 2023

**31.50 Units**

(707) 527-4909

[swinston@santarosa.edu](mailto:swinston@santarosa.edu) (mailto:swinston@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Graphic Design major is designed to provide students with entry-level skills for business or industry in the field of graphic design, and is structured to provide a practical, hands-on experience in graphic fundamentals.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Develop professional level communication visuals from initial concept all the way through printed materials using design principles, an understanding of graphic design history, typographic knowledge, hand mock-up and illustration skills, advanced computer skills using the Adobe Suite, and pre press knowledge;
2. Set-up and manage a one person freelance studio complying with governmental regulations, estimating projects, writing up proposals, negotiating with clients, keeping records, billing clients, and managing finances; and
3. Create and present a professional portfolio of at least fifteen finished projects to potential employers and clients using professional level interviewing skills and well designed collateral materials.

### **GRAPHIC DESIGN MAJOR REQUIREMENTS - COMPLETE 31.50 UNITS**

CS 70.11A Adobe Photoshop 1	3.00
CS 71.11 Adobe Illustrator 1	3.00
CS 72.11A Adobe InDesign 1	3.00
GD 15 History of Graphic Design	3.00
GD 20	

Introduction to Typography and Letterforms		3.00
GD 51	Introduction to Graphic Design	3.00
GD 53	Design Techniques in Illustrator	3.00
GD 54	Beginning Page Layout and Advertising Design	3.00
GD 60	Creating the Professional Portfolio	1.50
GD 62	Color Theory for Designers	1.50

**Complete any combination totaling at least 4.50 units from the following:**

BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
GD 57	Getting It Printed: Digital Prepress and Print Production	3.00
GD 65	Business Skills for Creatives	1.50
GD 90	Designing the User Experience	3.00
GD 145	Package Design	1.50

## **HEMP AGRICULTURE (AS)**

Program of Study Code: 002030

Term Effective: Fall 2023

**26.00 Units**

(707) 527-4409

**[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu)** (mailto:info-agnr@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Hemp Agriculture major provides a rigorous and comprehensive foundation for students seeking positions in the hemp industry that propagate, grow, and market a variety of products for consumers, commercial enterprises, or the wholesale market. The program delivers both lecture and hands-on laboratory experience in: Plant science, growth, and development; Soil and plant nutrition; Integrated pest management; Nursery and crop production; Irrigation methods, system design, and troubleshooting; and Principles of sustainable agriculture. While these topics apply to production of any crop, these courses will offer contextualized units, assignments, and/or lab activities that apply these topics to specific aspects of the hemp plant. Hemp represents a multi-billion dollar industry and is poised to grow exponentially following federal legalization in 2018. Hemp (*Cannabis sativa* L.) is a genetically distinct biotype of *cannabis sativa* grown for fiber, seed or oil. In federal law, hemp by definition contains less than 0.3% THC, the compound in marijuana known for its psychoactive effects (the euphoric “high”). Hemp is used in the production of a wide range of products, including food and beverages, cosmetics and personal

care products, nutritional supplements, fabrics and textiles, construction and insulation materials, and other manufactured goods. In addition, hemp is used to produce non-psychoactive cannabidiol (CBD), which has shown enormous promise for a variety of medical applications. While this major is focused on hemp agriculture students may apply the knowledge and skills attained to a variety of agricultural production careers. This program of study is also available as a certificate option.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate primary methods of plant propagation in the hemp industry.
2. Identify and compare important developmental stages of the hemp plant.
3. Design a hemp production plan and schedule from soil preparation through harvest.
4. Identify and analyze sustainable agronomic hemp cultivation practices.

## HEMP AGRICULTURE - COMPLETE 25.00 UNITS

AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
AGRI 70	Integrated Pest Management	3.00
HORT 70	Plant Propagation	3.00
HORT 72	Greenhouse Production	3.00
HORT 144	Landscape Irrigation	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 64	Warm Season Vegetable Production	2.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGBUS 7	Agricultural Economics	3.00
AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00
HORT 71	Nursery Production	3.00
HORT 91	Landscape Construction/Estimation	3.00
SUSAG 65	Cool Season Vegetable Production	2.00
SUSAG 103	Composting for Commercial Organic Farming and Gardening	1.00
SUSAG 109	Organic Crop Planning and Production	4.00
SUSAG 160	Direct Farm Marketing	2.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10

**NOTES:**

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

**HISTORY (AA-T)**

Program of Study Code: 001066

Term Effective: Fall 2023

**18.00 Units**

(707) 524-1812

[adonegan@santarosa.edu](mailto:adonegan@santarosa.edu) (<mailto:adonegan@santarosa.edu>)

**PROGRAM DESCRIPTION:**

The Associate in Arts for Transfer in History will develop skills and knowledge consistent with the study of history in a global, multicultural and comparative context. The successful student will have mastered the reading, writing, and research skills essential to historical inquiry and exposition. The History Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A minimum of 18-19 semester units as required for the Associate in Arts for Transfer in History major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in History major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

**PROGRAM STUDENT LEARNING OUTCOMES**

1. Write clearly, concisely and persuasively about historically significant people, events and problems;
2. Create, organize and support an historical argument in written and/or oral presentation;
3. Identify and evaluate multiple perspectives and approaches to historical understanding;
4. Understand and appreciate diversity and develop a worldview informed by multicultural and global perspectives;  
and
5. Demonstrate the ability to reconstruct the past through inquiry, research, critical thinking and problem solving.



## HISTORY FOR TRANSFER CORE REQUIREMENTS - COMPLETE 6.00 UNITS

HIST 17.1	History of the United States to 1877	3.00
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HIST 17.2	U.S. History from 1877	3.00
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## HISTORY FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 6.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

HIST 1.1	World History to 1500	3.00
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HIST 4.1	History of Western Civilization to 1648 C.E.	3.00
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Complete any combination totaling at least 3.00 units from the following:

HIST 1.2	World History Since 1500 C.E.	3.00
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HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
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## HISTORY FOR TRANSFER LIST B AREA 1 REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

HIST 1.1	World History to 1500	3.00
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HIST 1.2	World History Since 1500 C.E.	3.00
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ANTHRO 2	Cultural Anthropology	3.00
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ANTHRO 3	Prehistory & Archaeology	3.00
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ANTHRO 21	American Folklore and Folklife	3.00
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ANTHRO 30	Anthropology of Globalization	3.00
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ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
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ANTHRO 32	Native Cultures of North America	3.00
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ANTHRO 34	Native Cultures of California	3.00
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ANTHRO 43	Native American Art and Culture	3.00
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ART 1.1	World Art History to 1500	3.00
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ART 1.2	World Art History Since 1500	3.00
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ART 1.3	Introduction to Ancient Egyptian Art	3.00
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COUN 7	Identity and Cultural Diversity	3.00
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ENGL 31	African American Literature	3.00
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ENGL 33	Chicano/Chicana Arts and Literature	3.00
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FREN 1	Elementary French-Part 1	4.00
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FREN 2	Elementary French-Part 2	4.00
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FREN 3	Intermediate French-Part 1	4.00
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FREN 4	Intermediate French-Part 2	4.00
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GERM 1	Elementary German-Part 1	4.00
GERM 2	Elementary German-Part 2	4.00
GERM 3	Intermediate German-Part 1	4.00
GERM 4	Intermediate German-Part 2	4.00
HIST 5	History of the Modern Middle East	3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 18.1	History of Women in the United States to 1877	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 22	History of California	3.00
HIST 26	History of Chicanx and Latinx from 1848 to present	3.00
HIST 30	African American History	3.00
HIST 33	History of Mexico	3.00
HUMAN 5	World Humanities: Arts, Ideas, Values	3.00
HUMAN 6	Humanities in the United States	3.00
HUMAN 14	Popular Culture in the United States	3.00
HUMAN 23	Culture and Values in Latin America and The Caribbean	3.00
ITAL 1	Elementary Italian-Part 1	4.00
ITAL 2	Elementary Italian-Part 2	4.00
ITAL 3	Intermediate Italian-Part 1	4.00
ITAL 4	Intermediate Italian-Part 2	4.00
MUSC 9	Jazz Appreciation	3.00
RELS 15	Islam	3.00
SOC 30	Race and Ethnic Relations	3.00
SPAN 1	Elementary Spanish-Part 1	4.00
SPAN 2	Elementary Spanish-Part 2	4.00
SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 4	Intermediate Spanish-Part 2	4.00
THAR 6	Multicultural Perspectives in American Theatre	3.00

# HISTORY FOR TRANSFER LIST B AREA 2 REQUIREMENTS - COMPLETE

## 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ART 2.1	History and Appreciation of Prehistoric to Gothic Art	3.00
ART 2.2	History and Appreciation of Late Gothic to Impressionist Art	3.00
ART 2.3	History of Modern Art in Europe and North America	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
ECON 12	Introduction to Economics and the Environment	3.00
ENGL 30.1	American Literature: Pre-Colonial Period to the Civil War	3.00
ENGL 30.2	American Literature from 1865 to the Present	3.00
ENGL 46.1	Survey of English Literature Part 1	3.00
ENGL 46.2	Survey of English Literature Part 2	3.00
GEOG 3	World Regional Geography	3.00
GEOG 7	Introduction to Human Geography	3.00
HIST 20	History of the US Since 1945	3.00
HUMAN 4.1	Western Humanities: Arts, Ideas, and Values	3.00
HUMAN 8	Comparative Mythology	3.00
PHIL 9	Political Philosophy	3.00
PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
PHIL 11	Introduction to Asian Philosophy	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00
POLS 1	Introduction to United States Government	3.00
POLS 2	Introduction to Comparative Government	3.00
POLS 12	Environmental Policy and Politics	3.00

POLS 18	Political Theory	3.00
POLS 25	Introduction to International Relations	3.00
RELS 1	Introduction to Religious Studies	3.00
RELS 2	World Religions	3.00
RELS 3	History of God	3.00
RELS 6.66	History of Satan	3.00
RELS 21	The Hebrew Bible	3.00
RELS 22	Jesus and the Invention of Christianity	3.00
RELS 32	Religion in America	3.00
SOC 1	Introduction to Sociology	3.00
SOC 2	Modern Social Problems	3.00

## **HOSPITALITY MANAGEMENT (AS-T)**

Program of Study Code: 002075

Term Effective: Fall 2023

**18.00 Units**

(707) 527-4627

[ayu@santarosa.edu](mailto:ayu@santarosa.edu) (<mailto:ayu@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Associate in Science for Transfer in Hospitality Management is designed to provide a clear pathway to a CSU major and baccalaureate programs in Hospitality Management. The Hospitality Management major also offers a comprehensive educational approach to a career in the hospitality industry. The curriculum is designed to prepare students with both management theories and occupational job skills required to enter any segment of the industry. Students take classes specific to the industry including introduction to hospitality, introduction to the hotel industry, and hospitality law. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. 1. Completion of 60 units that are eligible for transfer to the California State University, including both of the following: \* The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements; and \* A minimum of 18 semester units as required for the Associate in Science for Transfer in Hospitality Management major. 2. Obtainment of an overall minimum grade point of 2.0. 3. Earn a grade of C or better (or 'P') in all courses required for the Associate in Science for Transfer in Hospitality Management major.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe effective customer service and be able to meet and exceed guest expectations in any hospitality industry environment through the concept of anticipating a guest's needs.
2. Demonstrate the knowledge needed to be a supervisor in a hospitality business.
3. Identify specific job titles within the hospitality, food service, and tourism industries and describe the responsibilities of the positions as well as the outlook for future job growth.
4. Demonstrate the ability to use management skills resulting in an ethical and productive hospitality work environment.
5. Demonstrate the ability to use various technologies, systems and computer applications for the hospitality industry.
6. Describe an ongoing personal professional development plan to enhance leadership and management skills for the hospitality environment.
7. Analyze the interdependence of various tourism sectors on a local, national and global scale when faced with industry issues.

## HOSPITALITY MANAGEMENT REQUIREMENTS - COMPLETE 18.00 UNITS

HOSP 80	Introduction to Hospitality	3.00
ECON 2	Principles of Microeconomics	3.00
HOSP 63	Introduction to the Hotel Industry	3.00
HOSP 68	Hospitality Law	3.00

Complete any combination totaling at least 6.00 units from the following:

BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
ECON 1	Principles of Macroeconomics	3.00
FDNT 10	Elementary Nutrition	3.00

Choose one of the following:

MATH 15	Elementary Statistics	4.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00

## HUMANITIES (AA)

Program of Study Code: 001022

Term Effective: Fall 2023

**18.00 Units**

(707) 524-1519

## PROGRAM DESCRIPTION:

The Humanities major is intended for the student who wants to explore the arts, ideas, values, and cultural expressions of the world's peoples as a foundation for lifelong learning or as an introduction to the related fields of Humanities and Interdisciplinary Studies, Art History, Music Appreciation, Theatre Arts, Philosophy, English Literature, Modern and Classical Languages, or Religious Studies. This major is broad and exploratory in nature and is not intended to fulfill the requirements for transfer in a specific field.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify components and approaches of the Humanities as an academic discipline;
2. Communicate knowledge of topics and themes related to art, cultures and societies worldwide orally and in writing;
3. Apply humanistic methodology to analyze features of cultural and ethnic groups;
4. Analyze and interpret significant texts, artifacts and traditions within a broad cultural and historical framework; and
5. Identify and investigate a focus on one or more disciplines for further study.

## HUMANITIES MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

Complete any combination totaling at least 18.00 units from the following:

ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ANTHRO 43	Native American Art and Culture	3.00
ARCH 2.1	History of World Architecture: Prehistory to Gothic	3.00
ARCH 2.2	History of World Architecture: Renaissance to 20th Century	3.00
ARCH 2.3	History of World Architecture: 20th Century and Contemporary	3.00
ART 1.1	World Art History to 1500	3.00
ART 1.2	World Art History Since 1500	3.00
ART 1.3	Introduction to Ancient Egyptian Art	3.00
ART 2.1	History and Appreciation of Ancient Mediterranean Art	3.00
ART 2.2	History of European Art: Medieval to Rococo	3.00
ART 2.3	History of Modern Art in Europe and North America	3.00
ART 3	Introduction to Art and Design	3.00
ART 4	Principles of Color	3.00
ART 5	Three Dimensional Design	3.00
ART 7A	Drawing and Composition 1	3.00

ART 69	Introduction to Cartooning and Sequential Art	3.00
ASL 1	Elementary American Sign Language - Part 1	4.00
ASL 2	Elementary American Sign Language - Part 2	4.00
ASL 3	Intermediate American Sign Language - Part 1	4.00
ASL 4	Intermediate American Sign Language - Part 2	4.00
CHIN 1	Elementary Chinese - Part 1	4.00
CHIN 2	Elementary Chinese - Part 2	4.00
COMM 2	Spoken Word	3.00
DANCE 2	Survey of Dance History	3.00
ENGL 1B	Literature and Composition	3.00
ENGL 2	Introduction to the Novel	3.00
ENGL 3	Introduction to Poetry	3.00
ENGL 7	Introduction to the Short Story	3.00
ENGL 9	Contemporary World Literature	3.00
ENGL 10	Introduction to Environmental Literature	3.00
ENGL 12	Children's Literature	3.00
ENGL 22	Ethnic Diversity in American Arts and Literature	3.00
ENGL 25	Introduction to Language Study	3.00
ENGL 27	Introduction to Shakespeare	3.00
ENGL 30.1	American Literature: Pre-Colonial Period to the Civil War	3.00
ENGL 30.2	American Literature from 1865 to the Present	3.00
ENGL 31	African American Literature	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
ENGL 36	LGBTQ+ Arts and Literature	3.00
ENGL 46.1	Survey of English Literature Part 1	3.00
ENGL 46.2	Survey of English Literature Part 2	3.00
FREN 1	Elementary French-Part 1	4.00
FREN 2	Elementary French-Part 2	4.00
FREN 3	Intermediate French-Part 1	4.00
FREN 4	Intermediate French-Part 2	4.00
GD 15	History of Graphic Design	3.00

GERM 1	Elementary German-Part 1	4.00
GERM 2	Elementary German-Part 2	4.00
GERM 3	Intermediate German-Part 1	4.00
GERM 4	Intermediate German-Part 2	4.00
HIST 1.1	World History to 1500	3.00
HIST 1.2	World History Since 1500 C.E.	3.00
HIST 4.1	History of Western Civilization to 1648 C.E.	3.00
HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
HUMAN 4.1	Western Humanities: Arts, Ideas, and Values	3.00
HUMAN 5	World Humanities: Arts, Ideas, Values	3.00
HUMAN 6	Humanities in the United States	3.00
HUMAN 7	Introduction to the Humanities	3.00
HUMAN 8	Comparative Mythology	3.00
HUMAN 14	Popular Culture in the United States	3.00
HUMAN 23	Culture and Values in Latin America and The Caribbean	3.00
HUMAN 25	Monsters	3.00
ITAL 1	Elementary Italian-Part 1	4.00
ITAL 2	Elementary Italian-Part 2	4.00
ITAL 3	Intermediate Italian-Part 1	4.00
ITAL 4	Intermediate Italian-Part 2	4.00
JAPAN 1	Elementary Japanese - Part 1	4.00
JAPAN 2	Elementary Japanese - Part 2	4.00
MEDIA 4	Introduction to Mass Communication	3.00
MEDIA 10	Film Appreciation	4.00
MEDIA 14	Early Film History	4.00
MEDIA 15	Modern Film History	4.00
MUSC 6.1	Music History and Literature: Antiquity to 1750	3.00
MUSC 6.2	Music History and Literature: 1750 to Present	3.00
MUSC 7	Music Appreciation	3.00
MUSC 8	World Music Appreciation	3.00
MUSC 9	Jazz Appreciation	3.00
PHIL 6	Introduction to Philosophy	3.00
PHIL 7	Contemporary Moral Issues	3.00
PHIL 9	Political Philosophy	3.00



PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
PHIL 11	Introduction to Asian Philosophy	3.00
PHIL 12	Environmental Philosophy	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
RELS 1	Introduction to Religious Studies	3.00
RELS 2	World Religions	3.00
RELS 3	History of God	3.00
RELS 6.66	History of Satan	3.00
RELS 8	Buddhism	3.00
RELS 15	Islam	3.00
RELS 21	The Jewish Bible and the Birth of God	3.00
RELS 22	Jesus and the Invention of Christianity	3.00
RELS 32	Religion in America	3.00
SPAN 1	Elementary Spanish-Part 1	4.00
SPAN 2	Elementary Spanish-Part 2	4.00
SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 4	Intermediate Spanish-Part 2	4.00
SPAN 40	Introductory Spanish for Spanish Speakers	4.00
SPAN 41	Intermediate Spanish for Spanish Speakers	4.00
THAR 1	World Theatre Through Time	3.00
THAR 2	Introduction to Theatre Arts	3.00
THAR 6	Multicultural Perspectives in American Theatre	3.00

## **INTERIOR DESIGN (AA)**

Program of Study Code: 001026

Term Effective: Fall 2023

**37.00 Units**

## PROGRAM DESCRIPTION:

The Interior Design major prepares students for employment in full service interior design firms, retail establishments, architectural firms, space planning agencies, real estate, construction and development companies.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply problem solving to produce practical solution to clients' space needs by applying the materials, methods, and principles of interior design, including historical, sustainable, and design for special populations;
2. Use manual and digital graphic methods and oral presentation skills to communicate interior design solutions to sub-contractors, suppliers, and clients;
3. Identify the business practices, building codes, and professional ethics of the interior design trade.

## INTERIOR DESIGN REQUIREMENTS - COMPLETE 37.00 UNITS

APTECH 46	Introduction to Computer-Aided Drafting	2.00
APTECH 59	Architectural CAD Basics	2.00
ARCH 60	Digital Presentation Graphics	2.00
ARCH 65	3D Modeling with Revit	2.00
INDE 20	Introduction to Interior Design	3.00
INDE 50	Drafting and Drawing for Interiors	3.00
INDE 52	Interior Environment and Space Planning	3.00
INDE 62	History of Interior Design	3.00
INDE 63	Interior Products, Materials, and Lighting	3.00
INDE 64	Professional Practices for Interior Design	3.00
INDE 71	Interior Design Studio	3.00
INDE 73	Portfolio Development	2.00

**Complete any combination totaling at least 3.00 units from the following:**

INDE 67	Interior Illustration and Rendering	3.00
INDE 122	Kitchen and Bath Design	3.00

**Complete any combination totaling at least 3.00 units from the following:**

ARCH 2.1	History of World Architecture: Prehistory to Gothic	3.00
ARCH 2.2	History of World Architecture: Renaissance to 20th Century	3.00

ARCH 2.3	History of World Architecture: 20th Century and Contemporary	3.00
ARCH 12	Introduction to Environmental Design	3.00
ART 3	Introduction to Art and Design	3.00
ART 4	Principles of Color	3.00
ART 5	Three Dimensional Design	3.00
ART 7A	Drawing and Composition 1	3.00
ART 82	Beginning Digital Photography	3.00
BMK 50	Marketing	3.00
BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
BMK 54	Advertising	3.00
BMK 57	Introduction to Public Relations	1.50
BMK 59	Consumer Behavior	1.50
COMM 1	Introduction to Public Speaking	3.00
COMM 4	Communication Skills	3.00
CONS 103	Construction Materials, Methods and Equipment	3.00
CONS 105	Construction Contract Documents	3.00
CS 71.11	Adobe Illustrator 1	3.00
CS 74.11	Introduction to Digital Media	3.00

## JOURNALISM (AA-T)

Program of Study Code: 001064

Term Effective: Fall 2023

**18.50 Units**

(707) 527-4867

[abelden@santarosa.edu](mailto:abelden@santarosa.edu) (<mailto:abelden@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Associate in Arts for Transfer in Journalism degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California

State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A minimum of 20 semester units as required for the Associate in Arts for Transfer in Journalism Degree. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in Journalism Degree A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Develop story ideas, conduct research and interviews, and write news and feature stories, opinion columns and critical reviews on deadline for both print and web publishing.
2. Use various media (i.e. audio, photography, video, blog platforms, social media, and web software) to create multimedia news and feature stories.
3. Explain the changing role of news media and information dissemination in American society and critically evaluate elements of effective journalism.
4. Exercise news judgment and apply knowledge of journalism ethics and media law to real-life newsroom situations.
5. Work as a productive member of a college newspaper staff. Demonstrate competency in grammar, punctuation, word usage and Associated Press Style to edit stories for print or online publication.

## JOURNALISM FOR TRANSFER CORE REQUIREMENTS - COMPLETE 9.50 UNITS

JOUR 1	Introduction to Journalism	3.00
JOUR 1L	Introduction to Journalism Lab	0.50
JOUR 52A	News Media Practice 1	3.00
MEDIA 4	Introduction to Mass Communication	3.00

## JOURNALISM FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

JOUR 2	News Gathering and News Writing	3.00
JOUR 2L	News Gathering and News Writing Lab	0.50
JOUR 5	Non-Fiction Digital StoryTelling	4.00
JOUR 52C	News Media Practice 3	5.00
JOUR 59	Photojournalism	3.00

## JOURNALISM FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

ART 19	Elementary Photography	3.00
COMM 3	Introduction to Argumentation	3.00

COMM 10	Introduction to Communication Theory	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
ENGL 5	Advanced Composition and Critical Thinking	3.00
PHIL 3	Critical Thinking	3.00
PHIL 4	Introduction to Symbolic Logic	3.00
POLS 1	Introduction to United States Government	3.00
POLS 2	Introduction to Comparative Government	3.00

## NOTES:

JOUR 1 is a prerequisite/corequisite for JOUR 1L. It is recommended to take both courses concurrently. JOUR 2 is a prerequisite for JOUR 2L. It is recommended to take both courses concurrently.

## JOURNALISM: DIGITAL (AS)

Program of Study Code: 002072

Term Effective: Fall 2023

**29.00 Units**

(707) 527-5767

[abelden@santarosa.edu](mailto:abelden@santarosa.edu) (<mailto:abelden@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Journalism: Digital major provides students with an introduction to and skills in digital journalism and provides hands-on preparation for entry-level work in web journalism and/or an overlay of digital skills for recent journalism graduates and seasoned print journalists.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Develop, create, report, research and produce technically well-executed news and feature stories for the web and/or broadcast news using combinations of text, images, audio, video and social media.
2. Use new website, audio and video software systems to produce multimedia stories.
3. Write news and feature stories on print and web deadlines using foundational journalism skills such as developing story ideas, conducting research, interviewing sources, and applying proper grammar and Associated Press Style.
4. Exercise news judgment and apply knowledge of online journalism ethical, legal and content issues to real-life situations.
5. Analyze and evaluate multimedia stories for content, aesthetics and technical quality.

## JOURNALISM: DIGITAL CORE REQUIREMENTS - COMPLETE 17.00 UNITS

JOUR 1	Introduction to Journalism	3.00
JOUR 1L	Introduction to Journalism Lab	0.50
JOUR 2	News Gathering and News Writing	3.00
JOUR 2L	News Gathering and News Writing Lab	0.50
JOUR 52A	News Media Practice 1	3.00
JOUR 5	Non-Fiction Digital StoryTelling	4.00
JOUR 56	Editing for News Media	3.00

## JOURNALISM: DIGITAL ELECTIVE REQUIREMENT - COMPLETE 11.00 UNITS

Complete any combination totaling at least 11.00 units from the following:

ART 82	Beginning Digital Photography	3.00
CS 57.11	Introduction to Social Media	3.00
CS 74.11	Introduction to Digital Media	3.00
CS 74.22	Digital Video Post-Production	3.00
CS 76.11	Drone Piloting and Imaging	3.00
ENGL 4A	Beginning Creative Writing	3.00
JOUR 52B	News Media Practice 2	5.00
JOUR 52C	News Media Practice 3	5.00
JOUR 59	Photojournalism	3.00
MEDIA 18	Audio for Film Production	3.00
MEDIA 19	Multi-Camera Studio Production	4.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## NOTES:

### Suggested Emphases

1. Digital - Video/documentary
  - Take Intro to Digital Media, Digital Filmmaking 1, and Oak Leaf 2, Dig. Vid post production A&B
2. Digital - Broadcast
  - Take Intro to Digital Media, Media 19 and Oak Leaf 2 and Dig. Vid post production A&B
3. Digital - Photojournalism
  - Take Photojournalism, Drone piloting/imaging and Oak Leaf 2
4. Digital - Podcasting

- Take Digital Audio 1 and 2, Oak Leaf 2
5. General/Writing - Longform
- Take Creative Writing; Oak leaf 2, Photojournalism
6. General/Writing - News
- Take Photojournalism, Oak Leaf 2, Social Media and/or intro to digital media

## **KINESIOLOGY (AA)**

Program of Study Code: 001051

Term Effective: Fall 2023

**33.00 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (<mailto:tjacobson@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Kinesiology Associate of Arts degree provides students with the opportunity to meet the requirements for transferring to four-year colleges and universities in the areas of physical education, health and fitness, exercise science, and Kinesiology. The program in physical education outlined below is typical lower division requirements for four-year colleges and universities; some requirements vary from college to college. Students are advised to meet with a counselor for appropriate campus specific course requirements before selecting courses.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Understand human anatomy and physiology pertaining to the fifteen major areas/body systems;
2. Understand the health, fitness, and basic nutritional aspects of physical education;
3. Identify the psychological aspects and dynamics of individual and team sports;
4. Transfer to university level programs with a comprehensive foundation in physical education courses; and
5. Successfully compete academically with 4 year university students in their major.

### **KINESIOLOGY PREREQUISITES - COMPLETE 9.00 UNITS**

BIO 10	Introduction to Principles of Biology	4.00
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**Complete any combination totaling at least 5.00 units from the following:**

CHEM 3A	General Chemistry Part 1: Lecture	3.00
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*And*

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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*or*

CHEM 60		
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## **KINESIOLOGY CORE - COMPLETE 14.00 UNITS**

ANAT 1	General Human Anatomy	5.00
KINES 6	Standard First Aid, CPR, and AED	1.00
KINES 1	Introduction to Kinesiology	3.00
PHYSIO 1	Human Physiology	5.00

## **KINESIOLOGY THEORY - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

ATHL 11L	Baseball Laboratory	1.00-3.00
ATHL 15L	Basketball Lab	1.00
ATHL 16	Techniques & Theory of Basketball	1.00-2.00
ATHL 17L	Cross Country Lab	1.50
ATHL 22.1L	Defensive Football Laboratory	1.50
ATHL 22.2L	Offensive Football Laboratory	1.50
ATHL 29L	Soccer Lab	1.50
ATHL 30	Theory and Analysis of Soccer	1.50
ATHL 31L	Softball Lab	1.50
ATHL 32	Theory and Analysis of Wrestling	1.50
ATHL 32L	Wrestling Lab	1.50
ATHL 45L	Volleyball Lab	1.50
FDNT 10	Elementary Nutrition	3.00
KINES 53	Principles of Health and Wellness	3.00
KINES 59	Psychological Aspects of Sport Performance	3.00
MATH 15	Elementary Statistics	4.00

## **KINESIOLOGY COACHING/FITNESS/TEACHER - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

FDNT 10	Elementary Nutrition	3.00
HLE 5	Personal Health and Wellness	3.00
KINES 2	Sports Officiating Fall	2.00-3.00
KINES 3	Sports Officiating Spring	2.00-3.00
KINES 4	Introduction to Sports Medicine	3.00
KINES 55	Coaching Sports	3.00
KINES 62A	Sports Medicine Experience A	2.00
KINES 62B	Sports Medicine Experience B	2.00
KINES 62C	Sports Medicine Experience C	2.00
KINES 62D	Sports Medicine Experience D	2.00
PSYCH 1A	General Psychology	3.00



## KINESIOLOGY TEAM OR INDIVIDUAL ELECTIVE REQUIREMENT - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ATHL 1	Intercollegiate Physical Fitness	1.00-2.00
ATHL 8	Varsity Wrestling	3.00
ATHL 9	Women's Varsity Water Polo	3.00
ATHL 10	Men's Varsity Water Polo	3.00
ATHL 11	Men's Varsity Baseball	3.00
ATHL 13	Men's Varsity Basketball	1.50
ATHL 14	Women's Varsity Basketball	1.50
ATHL 17	Men's Varsity Cross Country	3.00
ATHL 18	Women's Varsity Cross Country	3.00
ATHL 21	Varsity Football	3.00
ATHL 24	Varsity Golf	3.00
ATHL 27	Men's Varsity Soccer	3.00
ATHL 28	Women's Varsity Soccer	3.00
ATHL 31	Women's Varsity Softball	3.00
ATHL 33	Men's Varsity Swimming and Diving	3.00
ATHL 34	Women's Varsity Swimming and Diving	3.00
ATHL 37	Men's Varsity Tennis	3.00
ATHL 38	Women's Varsity Tennis	3.00
ATHL 41	Men's Varsity Track and Field	3.00
ATHL 42	Women's Varsity Track and Field	3.00
ATHL 45	Women's Varsity Volleyball	3.00
KAQUA 1.1	Beginning Swimming	1.00-2.00
KAQUA 1.2	Intermediate Swimming	1.00-2.00
KAQUA 1.3	Advanced Swimming	1.00-2.00
KAQUA 1.4	Training for the Competitive Swimmer	1.00-2.00
KAQUA 2.1	Aquatic Fitness	1.00-2.00
KAQUA 2.3	Advanced Aquatic Fitness	1.50
KAQUA 3.1	Aquatic Calisthenics	1.00-2.00
KAQUA 4.1	Deep Water Running	1.00-2.00
KAQUA 10.1	Springboard Diving	1.00-2.00
KAQUA 12.1	Beginning Water Polo	1.50
KAQUA 12.2	Intermediate Water Polo	1.50
KAQUA 12.3	Training for Competitive Water Polo	1.50

KAQUA 21	Lifeguard Training	2.00
KCOMB 1.1	Tai Chi - Chen Style	1.50
KCOMB 2.1	Beginning Judo	1.00
KCOMB 2.2	Intermediate Judo	1.50
KCOMB 2.3	Advanced Judo	1.50
KCOMB 3.1	Beginning Karate	1.50
KCOMB 3.2	Intermediate Karate	1.50
KCOMB 4	Introduction to Boxing	1.50
KCOMB 4.1	Introduction to Boxing	1.50
KCOMB 4.2	Intermediate Boxing	1.50
KFIT 1.1	Beginning Aerobic Dance	1.50
KFIT 1.2	Intermediate Aerobic Dance	1.50
KFIT 2.1	Beginning Step Aerobics	1.50
KFIT 2.2	Intermediate Step Aerobics	1.50
KFIT 3.1	Beginning Body Conditioning	1.50
KFIT 3.2	Intermediate Body Conditioning	1.50
KFIT 3.3	Advanced Body Conditioning	1.50
KFIT 4.1	Body Mechanics	1.50
KFIT 5	Introduction to Pilates Mat	1.50
KFIT 5.1	Beginning Pilates Mat	1.50
KFIT 5.3	Advanced Pilates Mat	1.50
KFIT 6	Introduction to Yoga	1.50
KFIT 6.1	Beginning Yoga	1.50
KFIT 6.2	Intermediate Yoga	1.50
KFIT 6.3	Advanced Yoga	1.50
KFIT 7.1	Beginning Circuit Training	1.50
KFIT 7.2	Circuit Training Intermediate	1.50
KFIT 8	Introduction to Weight Lifting	1.50
KFIT 8.1	Beginning Weight Lifting	1.50
KFIT 8.2	Intermediate Weight Training	1.50
KFIT 15.1	Personal Fitness Activities	1.50
KINDV 1.1	Beginning Wrestling	1.50
KINDV 2.1	Beginning Badminton	1.50
KINDV 2.2	Intermediate Badminton	1.50
KINDV 2.3	Advanced Badminton	1.50
KINDV 3.1	Beginning Golf	1.50
KINDV 3.2	Intermediate Golf	1.50
KINDV 3.3	Advanced Golf	1.00
KINDV 4.1	Beginning Tennis	1.50
KINDV 4.2	Intermediate Tennis	1.50
KINDV 4.3	Advanced Tennis	1.50
KINDV 5.1	Beginning Track and Field	1.00
KINDV 5.2	Intermediate Track and Field	1.00

KINDV 5.3	Advanced Track and Field	1.50
KINES 49	Independent Study in Kinesiology, Athletics and/or Dance	0.50-3.00
KINES 55	Coaching Sports	3.00
KTEAM 1.1	Football Passing Game	1.00
KTEAM 2.1	Touch Football	1.00
KTEAM 3.1	Beginning Baseball	1.00
KTEAM 3.2	Intermediate Baseball	1.50
KTEAM 3.3	Advanced Baseball	1.50
KTEAM 4.1	Beginning Basketball	1.50
KTEAM 4.2	Intermediate Basketball	1.50
KTEAM 4.3	Advanced Basketball	1.50
KTEAM 5.1	Softball	1.00
KTEAM 6.1	Beginning Soccer	1.50
KTEAM 6.2	Intermediate Soccer	1.50
KTEAM 6.3	Advanced Soccer	1.50
KTEAM 7.1	Indoor Soccer	1.50
KTEAM 8.1	Beginning Volleyball	1.50
KTEAM 8.2	Intermediate Volleyball	1.50
KTEAM 8.3	Advanced Volleyball	1.50
KTEAM 9.1	Beginning Outdoor Volleyball	1.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

No course may be used more than once to fulfill a requirement in the major.

## **KINESIOLOGY (AA-T)**

Program of Study Code: 002068

Term Effective: Fall 2023

**22.00 Units**

(707) 778-4116

**[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu)** (mailto:tjacobson@santarosa.edu)

## PROGRAM DESCRIPTION:

The Kinesiology Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. Completion of 60 semester or 90 quarter CSU-transferable units that include: A minimum of 22-26 semester units as required for the Associates in Arts for Transfer in Kinesiology, and The Intersegmental General Education Transfer Curriculum (IGETC) pattern of 37 units. Obtainment of a minimum grade point average (GPA) of 2.0 and earn a grade of C or better (or P) in all courses required for the major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate content knowledge in the Kinesiology core, career areas, human anatomy, and physiology, physiological response to exercise, and the mechanics and control of human movement.
2. Explain breadth of occupational and educational pathways in Kinesiology.
3. Demonstrate competency in and successful application of Kinesiology-related skills.
4. Demonstrate the ability to think critically through the performance and evaluation of health, fitness, and movement assessment.
5. Demonstrate professional and person growth, including advocacy for a healthy, active lifestyle.

## KINESIOLOGY FOR TRANSFER CORE REQUIREMENTS - COMPLETE 16.00 UNITS

KINES 1	Introduction to Kinesiology	3.00
ANAT 1	General Human Anatomy	5.00
PHYSIO 1	Human Physiology	5.00

Complete any combination totaling at least 3.00 units from the following:

### Movement-Based Courses

*Select one course maximum from any*

*six of the following areas:*

#### Area 1: Aquatics

KAQUA 1.1	Beginning Swimming	1.50
KAQUA 1.2	Intermediate Swimming	1.50
KAQUA 2.1	Aquatic Fitness	1.50
KAQUA 2.3	Advanced Aquatic Fitness	1.50
KAQUA 3.1	Beginning Aquatic Calisthenics	1.50
KAQUA 4.1	Deep Water Running	1.50
KAQUA 10.1	Beginning Springboard Diving	1.50
KAQUA 10.2	Intermediate Springboard Diving	1.50

KAQUA 12.1	Beginning Water Polo	1.50
KAQUA 12.2	Intermediate Water Polo	1.50

**Area 2: Combatives**

KCOMB 1.1	Tai Chi - Chen Style	1.50
KCOMB 2.1	Beginning Judo	1.50
KCOMB 2.2	Intermediate Judo	1.00
KCOMB 2.3	Advanced Judo	1.00
KCOMB 3.1	Beginning Karate	1.50
KCOMB 3.2	Intermediate Karate	1.50
KCOMB 4	Introduction to Boxing	1.50
KCOMB 4.1	Introduction to Boxing	1.50
KCOMB 4.2	Intermediate Boxing	1.50
KCOMB 5.1	Beginning Foil Fencing	1.50
KCOMB 5.2	Intermediate Foil Fencing	1.50
KCOMB 6.1	Beginning Sabre Fencing	1.50
KCOMB 6.2	Intermediate Sabre Fencing	1.50
KCOMB 7.1	Beginning Epee Fencing	1.50

**Area 3: Dance**

DANCE 10.1	Introduction to Dance Movement	1.50
DANCE 10.2	Introduction to Dance Genres: Ballet, Modern, Jazz	1.50
DANCE 11.1	Ballet I	1.50
DANCE 11.2	Ballet II	1.50
DANCE 11.3	Ballet III	1.50
DANCE 11.4	Ballet IV	1.50
DANCE 13.1	Jazz Dance I	1.50
DANCE 13.2	Jazz Dance II	1.50
DANCE 13.3	Jazz Dance III	1.50
DANCE 13.4	Jazz Dance IV	1.50
DANCE 14.1	Contemporary Dance I	1.50
DANCE 14.2	Contemporary Dance II	1.50
DANCE 16.1	Modern Dance I	1.50
DANCE 16.2	Modern Dance II	1.50
DANCE 16.3	Modern Dance III	1.50
DANCE 16.4	Modern Dance IV	1.50
DANCE 21.1	Hip Hop/Funk I	1.50
DANCE 21.2	Hip Hop/Funk II	1.50
DANCE 21.3	Hip Hop/Funk III	1.50
DANCE 21.4	Hip Hop/Funk IV	1.50
DANCE 37.1	Ballroom Dance I	1.00
DANCE 88.1	Latin Dance I	1.00
DANCE 88.2	Latin Dance II	1.00

DANCE 88.3	Latin Dance III	1.00
<b>Area 4: Fitness</b>		
KFIT 1.1	Beginning Aerobic Dance	1.50
KFIT 1.2	Intermediate Aerobic Dance	1.50
KFIT 2.1	Beginning Step Aerobics	1.50
KFIT 2.2	Intermediate Step Aerobics	1.50
KFIT 3.1	Beginning Body Conditioning	1.50
KFIT 3.2	Intermediate Body Conditioning	1.50
KFIT 3.3	Advanced Body Conditioning	1.50
KFIT 4.1	Body Mechanics	1.50
KFIT 5	Introduction to Pilates Mat	1.50
KFIT 5.1	Beginning Pilates Mat	1.50
KFIT 5.2	Intermediate Pilates Mat	1.50
KFIT 5.3	Advanced Pilates Mat	1.50
KFIT 6	Introduction to Yoga	1.50
KFIT 6.1	Beginning Yoga	1.50
KFIT 6.2	Intermediate Yoga	1.50
KFIT 7.1	Beginning Circuit Training	1.50
KFIT 7.2	Circuit Training Intermediate	1.50
KFIT 8	Introduction to Weight Lifting	1.50
KFIT 8.1	Beginning Weight Lifting	1.50
KFIT 8.2	Intermediate Weight Training	1.50
KFIT 10.1	Resistance Training	1.50
KFIT 11.1	Periodized Weight Training	1.50
KFIT 12.1	Power Lifting	1.50
KFIT 17.1	Interval Training	1.50
KFIT 20.1	ZUMBA	1.50
KFIT 21.1	Cardio Kickboxing	1.50
KFIT 25.1	Vinyasa Flow Yoga	1.50
KFIT 26.1	Gentle Yoga	1.50
KFIT 30.1	Stability Ball Training	1.50
KFIT 31.1	Pilates Yoga Fusion	1.50
KFIT 32.1	Beginning Barre Fitness	1.50
KFIT 35.1	Walking for Fitness	1.50
KFIT 36.1	Jogging for Fitness	1.50
<b>Area 5: Individual Sports</b>		
KINDV 1.1	Beginning Wrestling	1.50
KINDV 1.3	Advanced Wrestling	1.50
KINDV 2.1	Beginning Badminton	1.50
KINDV 2.2	Intermediate Badminton	1.50
KINDV 2.3	Advanced Badminton	1.50
KINDV 3.1	Beginning Golf	1.50

KINDV 3.2	Intermediate Golf	1.50
KINDV 3.3	Advanced Golf	1.00
KINDV 4.1	Beginning Tennis	1.50
KINDV 4.2	Intermediate Tennis	1.50
KINDV 4.3	Advanced Tennis	1.50
KINDV 5.1	Beginning Track and Field	1.00
KINDV 5.2	Intermediate Track and Field	1.00
KINDV 5.3	Advanced Track and Field	1.50

#### Area 6: Team Sports

KTEAM 1.1	Football Passing Game	1.00
KTEAM 2.1	Touch Football	1.00
KTEAM 3.1	Beginning Baseball	1.00
KTEAM 3.2	Intermediate Baseball	1.50
KTEAM 3.3	Advanced Baseball	1.50
KTEAM 4.1	Beginning Basketball	1.50
KTEAM 4.2	Intermediate Basketball	1.50
KTEAM 4.3	Advanced Basketball	1.50
KTEAM 5.1	Softball	1.00
KTEAM 6.1	Beginning Soccer	1.50
KTEAM 6.2	Intermediate Soccer	1.50
KTEAM 7.1	Indoor Soccer	1.50
KCOMB 7.2	Intermediate Epee Fencing	1.50
KTEAM 8.1	Beginning Volleyball	1.50
KTEAM 8.2	Intermediate Volleyball	1.50
KTEAM 8.3	Advanced Volleyball	1.50
KTEAM 9.1	Beginning Outdoor Volleyball	1.00

## KINESIOLOGY FOR TRANSFER LIST A REQUIREMENT - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

BIO 10	Introduction to Principles of Biology	4.00
KINES 53	Principles of Health and Wellness	3.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00

And

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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or

Select MATH 15 or PSYCH 9

MATH 15	Elementary Statistics	4.00
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or

PSYCH 9		
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Introduction to Behavioral Sciences Statistics 3.00

or

Select **PHYS 20A** or **PHYS 40**

PHYS 20A General Physics Part I 4.00

or

PHYS 40 Classical Mechanics for Scientists and Engineers 5.00

or

Select **PSYCH 1A** or **SOC 1**

PSYCH 1A General Psychology 3.00

or

SOC 1 Introduction to Sociology 3.00

## NOTES:

IMPORTANT NOTES FOR STUDENTS:

1. Under the Core Requirement Section Students are required to take 3 Movement-based Courses for a minimum of 3 units, choosing a maximum of 1 course from any 3 of the following areas: KAQUA, KCOMB, DANCE, KFIT, KINDV or KTEAM.

## **KINESIOLOGY: SPORTS MEDICINE PREPARATION (AA)**

Program of Study Code: 001057

Term Effective: Fall 2023

**32.00 Units**

(707) 527-4457

[mohkubo@santarosa.edu](mailto:mohkubo@santarosa.edu) (<mailto:mohkubo@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Kinesiology: Sports Medicine Preparation Associate of Arts degree provides students with the opportunity to meet the requirements for transfer to various allied health and kinesiology majors. The major is intended for students who are pursuing academic programs and/or careers in fields of kinesiology or medicine such as athletic training, physical therapy, strength & conditioning, physical education, physician assistant, occupational therapy, adapted physical education, and chiropractic.



## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of the sports medicine profession, including history, educational preparation and role of the practitioner and various members of the sports medicine team;
2. Describe, integrate and apply concepts of prevention, immediate care, evaluation, treatment, rehabilitation and reconditioning of athletic injuries and injuries to the physically active; and
3. Demonstrate effective communication, professionalism, legal and ethical understanding, and general organization and administration within a sports medicine setting.

## KINESIOLOGY: SPORTS MEDICINE PREPARATION - COMPLETE 32.00 UNITS

ANAT 1	General Human Anatomy	5.00
BIO 10	Introduction to Principles of Biology	4.00
KINES 4	Introduction to Sports Medicine	3.00
PHYSIO 1	Human Physiology	5.00
KINES 62A	Sports Medicine Experience A	2.00
KINES 62B	Sports Medicine Experience B	2.00
KINES 63	Sports Medicine: Lower Body Injuries	3.00
KINES 64	Sports Medicine: Upper Body Injuries	3.00

Complete any combination totaling at least 5.00 units from the following:

CHEM 3A	General Chemistry Part 1: Lecture	3.00
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And

CHEM 3AL	General Chemistry Part 1: Lab	2.00
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or

CHEM 60	General, Organic and Biological Chemistry	5.00
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## NOTES:

The one unit of LIR 10 also satisfies the Area I, Option A General Education (G.E.) requirement.

If the Math graduation requirement has not been satisfied within the G.E. units, it is a separate and additional requirement.

Transfer students are strongly encouraged to complete G.E. option B or C.

## LATIN AMERICAN STUDIES (AA)

Program of Study Code: 001020

Term Effective: Fall 2020

## 18.00 Units

(707) 527-4277

[llarque@santarosa.edu](mailto:llarque@santarosa.edu) (<mailto:llarque@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Latin American Studies major gives students a broad, interdisciplinary introduction to the study of Latin America, including languages, cultures, history, and social structure. The program prepares students for transfer in the fields of Latin American Studies, or provides a foundation for lifelong learning.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate beginning level Spanish language skills with the ability to read and communicate basic ideas and concepts in Spanish;
2. Analyze and critique the interaction between the dominant Spanish culture and the cultures it encountered in Latin America and the Caribbean;
3. Analyze works of visual art, film, drama, music, literature, philosophy, and religion from culturally diverse groups within Latin America and the Caribbean in their historical and cultural context; and
4. Utilize appropriate library and online resource to research topics relevant to Latin America and the Caribbean.

## LATIN AMERICAN STUDIES MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

HUMAN 23	Culture and Values in Latin America and The Caribbean	3.00
SPAN 1	Elementary Spanish-Part 1	4.00
SPAN 2	Elementary Spanish-Part 2	4.00

**Complete any combination totaling at least 3.00 units from the following:**

ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 30	Anthropology of Globalization	3.00
GEOG 7	Introduction to Human Geography	3.00

**Complete any combination totaling at least 4.00 units from the following:**

ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ECON 1	Principles of Macroeconomics	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
GEOG 7		

Introduction to Human Geography		3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 33	History of Mexico	3.00
LIR 10	Introduction to Information Literacy	1.00
POLS 2	Introduction to Comparative Government	3.00
SOC 1	Introduction to Sociology	3.00
SOC 30	Race and Ethnic Relations	3.00
SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 4	Intermediate Spanish-Part 2	4.00
SPAN 40	Introductory Spanish for Spanish Speakers	4.00
SPAN 41	Intermediate Spanish for Spanish Speakers	4.00

## PROGRAM REQUIREMENTS NOTES:

Note: No course may be used more than once to fulfill a requirement in the major.

## MATHEMATICS (AS)

Program of Study Code: 001011

Term Effective: Fall 2023

**22.00 Units**

(707) 527-4943

[tmelvin@santarosa.edu](mailto:tmelvin@santarosa.edu) (<mailto:tmelvin@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Mathematics major is designed to help guide the student seeking a bachelor's degree in mathematics to fulfill the lower division requirements for that degree.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate the ability to use symbolic, graphical, and numerical representations of mathematical ideas and to communicate mathematical results in a clear, organized and contextually accurate manner;

2. Perform advanced operations with functions of one or more variables, including algebraic, transcendental, and vector-valued; understand the characteristics and graphs of functions; and apply this knowledge to modeling problems;
3. Apply mathematical techniques including solving equations and inequalities, solving systems of equations and inequalities, differentiation, and integration, to problems that arise in the real world;
4. Use and apply conic sections, polar graphs, parametric equations, vectors, complex numbers, sequences, and series; and
5. Engage in logical and critical thinking in mathematics.

## MATHEMATICS MAJOR REQUIREMENTS - COMPLETE 22.00 UNITS

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 1C	Calculus, Third Course	4.00
MATH 5	Introduction to Linear Algebra	4.00

Complete any combination totaling at least 4.00 units from the following:

MATH 2	Calculus, Fourth Course- Differential Equations	3.00
MATH 4	Discrete Mathematics	4.00
MATH 6	An Introduction to Higher Mathematics	4.00

## MATHEMATICS (AS-T)

Program of Study Code: 002067

Term Effective: Fall 2018

**21.00 Units**

(707) 527-4943

[tmelvin@santarosa.edu](mailto:tmelvin@santarosa.edu) (<mailto:tmelvin@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Associate in Science for Transfer in Mathematics is designed to guide the student seeking a bachelor's degree in Mathematics to fulfill the lower division requirements for that degree. This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-

Breadth requirements; and (B) A minimum of 20-21 semester units as required for the Associate in Science for Transfer Degree in Mathematics major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Science for Transfer Degree in Mathematics major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Use calculus to solve problems
2. Use multivariate calculus to solve problems
3. Use mathematics to model physical and sociological phenomena

## MATHEMATICS FOR TRANSFER CORE REQUIREMENTS - COMPLETE 14.00 UNITS

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 1C	Calculus, Third Course	4.00

## MATHEMATICS FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

MATH 2	Calculus, Fourth Course- Differential Equations	3.00
MATH 5	Introduction to Linear Algebra	3.00

## MATHEMATICS FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 4.00 UNITS

Complete any combination totaling at least 4.00 units from the following:

CS 10A	Introduction to Programming Concepts and Methodologies	4.00
MATH 4	Discrete Mathematics	4.00
MATH 6	An Introduction to Higher Mathematics	4.00

## MECHATRONICS TECHNICIAN (AS)

Program of Study Code: 002083

Term Effective: Fall 2021

**26.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Mechatronics Technician major provides training in a multi-disciplinary field focusing on industrial automation. Topics include electricity, electronics, industrial motor controls, programmable logic controllers (PLCs), robotics, AC/DC drives, and manufacturing technologies.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Use computers to monitor and regulate processes and equipment, and to generate reports.
2. Analyze, construct, and test automated systems including electronic sensors, mechanical actuators, and computer control.
3. Demonstrate the ability to create Programmable Logic Controllers (PLCs) and microcontroller programs and properly interface them to input and output devices.
4. Understand safety codes and implement safety procedures applicable to usage of industrial equipment in an industrial working environment.

## MECHATRONICS TECHNICIAN REQUIREMENTS - COMPLETE 26.00 UNITS

ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 54C	Microcontrollers and Embedded Systems	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 82	Mechatronics Fundamentals	3.00
ELEC 88	Computer Hardware	3.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 180	LabVIEW for Technicians	3.00
ELEC 184	Industrial Robotics Fundamentals	3.00

## MECHATRONICS: INDUSTRIAL MAINTENANCE TECHNICIAN (AS)

Program of Study Code: 002082

Term Effective: Fall 2022

**19.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Industrial Maintenance Technician major prepares individuals for employment as electro-mechanical maintenance technicians in high tech manufacturing. Instruction is provided in the fundamentals of electronics, programmable logic controllers, rotating machinery, and mathematics.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify and troubleshoot PLC program problems.
2. Operate and maintain AC and DC motors, generators and controllers.
3. Implement safety procedures in the workplace.
4. Understand safety codes and regulations applied to usage of industrial equipment and industrial working environment.
5. Test, align, and troubleshoot various complex electronic circuits.

## MECHATRONICS: INDUSTRIAL MAINTENANCE TECHNICIAN - COMPLETE 19.00 UNITS

ELEC 51A	Fundamentals of Electricity	3.00
ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 154	Rotating Machinery	3.00

Complete any combination totaling at least 2.00 units from the following:

DET 184	Mobile Hydraulic Systems	3.00
MACH 51.1A	Beginning Machine Tool Technology	3.00
WEOC 99	Occupational Work Experience	0.50-8.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00

## MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL (AS)

Program of Study Code: 002041

Term Effective: Fall 2022

**40.00 Units**

## PROGRAM DESCRIPTION:

The Medical Assisting: Administrative and Clinical major prepares students for work in physicians' offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. Students completing the program will be eligible to sit for the California Certifying Board for Medical Assistants (CCBMA) exam. This program provides training in both administrative (front office) and clinical (back office) skills.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate ability to greet patients, answer telephones, schedule appointments, maintain and filing client medical records, complete insurance forms, arrange hospital admissions and laboratory services, handle billing, bookkeeping, and physician correspondence;
2. Demonstrate ability to perform clinical tasks such as taking and recording vital signs and medical histories, explaining treatment procedures to clients, preparing clients for examinations, and assisting during examinations;
3. Collect and prepare laboratory specimens and perform basic laboratory tests on the premises, dispose of contaminated supplies, and sterilize medical instruments;
4. Present in an instructional manner information about medication and special diets;
5. Demonstrate ability to perform other clinical tasks such as preparing and administering medications as directed by a physician, authorizing drug refills as directed, telephoning prescriptions to a pharmacy, preparing clients for x-rays, taking EKG's, removing sutures and changing dressings; and
6. Arrange examining room instruments and equipment, purchase and maintain supplies and equipment, and keep waiting and examining rooms neat and clean.

## MEDICAL ASSISTING CORE REQUIREMENTS - COMPLETE 16.00 UNITS

ANAT 140	Fundamentals of Anatomy and Physiology	2.00
HLC 140	Health Care Implications of Anatomy and Physiology	1.00
HLC 160	Medical Terminology	3.00
LIR 10	Introduction to Information Literacy	1.00
MA 160	Introduction to Medical Office Practice	3.00
MA 161	Law and Ethics for Medical Assistants	1.00
MA 162	Disease Processes	3.00
MA 168	Basic Medical Office Insurance Billing	2.00

## MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL - COMPLETE 24.00 UNITS

MA 163



Basic Clinical Skills for Medical Assisting		3.00
MA 164	Laboratory Techniques	2.00
MA 165	Pharmacology & Administration of Medications	3.00
MA 167	Basic Diagnostic Coding	2.00
MA 169	Procedural Coding	2.50
MA 174	Intermediate Clinical Skills for Medical Assisting	4.00
MA 176	Externship	4.50
PSYCH 1A	General Psychology	3.00

## NOTES:

All courses taken in conjunction with this program must be completed with a letter grade of 'C' or better.

## MUSIC: INSTRUMENTAL (AA)

Program of Study Code: 001045

Term Effective: Fall 2021

**50.00 Units**

(707) 527-4665

[jbenecke@santarosa.edu](mailto:jbenecke@santarosa.edu) (mailto:jbenecke@santarosa.edu)

### PROGRAM DESCRIPTION:

The Music major provides students with the opportunity to earn an Associate in Arts in Music while meeting the typical lower division requirements for a bachelor's degree in Music at a four-year institution. The major is also designed to prepare students for careers in music performance, composition, publishing, education, and other specializations in the music industry.

### PROGRAM STUDENT LEARNING OUTCOMES

1. (through music theory) Demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) Demonstrate fluency with the language of music in written and aural form;
3. (through applied music) Perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) Perform effectively in a musical ensemble;
5. (through piano proficiency) Utilize the piano keyboard to demonstrate and apply musical concepts; and
6. (through music history) Demonstrate a broad-based understanding of the historical and aesthetic development of music.

## MUSIC: INSTRUMENTAL CORE REQUIREMENTS - COMPLETE 27.00 UNITS

MUSC 2A	Music Theory 1	3.00
MUSC 2B	Music Theory 2	3.00
MUSC 2C	Music Theory 3	3.00
MUSC 2D	Music Theory 4	3.00
MUSC 3A	Musicianship 1	2.00
MUSC 3B	Musicianship 2	2.00
MUSC 3C	Musicianship 3	2.00
MUSC 3D	Musicianship 4	2.00

Complete any combination totaling at least 3.00 units from the following:

MUSC 6.1	Music History and Literature: Antiquity to 1750	3.00
MUSC 6.2	Music History and Literature: 1750-Present	3.00

Complete any combination totaling at least 4.00 units from the following:

MUSCP 11A	Class Piano 1	2.00
MUSCP 11B	Class Piano 2	2.00
MUSCP 11C	Class Piano 3	2.00
MUSCP 11D	Class Piano 4	2.00

## MUSIC: INSTRUMENTAL PERFORMANCE REQUIREMENTS - COMPLETE 10.00 UNITS

Complete any combination totaling at least 10.00 units from the following:

MUSCP 21A	Concert Choir	2.50
MUSCP 21B	Concert Choir	2.50
MUSCP 21C	Concert Choir	2.50
MUSCP 21D	Concert Choir	2.50
MUSCP 30A	Symphonic Band	2.50
MUSCP 30B	Symphonic Band	2.50
MUSCP 30C	Symphonic Band	2.50
MUSCP 30D	Symphonic Band	2.50
MUSCP 33A	Orchestra	2.50
MUSCP 33B	Orchestra	2.50
MUSCP 33C	Orchestra	2.50
MUSCP 33D	Orchestra	2.50

## MUSIC: INSTRUMENTAL APPLIED MUSIC REQUIREMENTS - COMPLETE 10.00 UNITS

Complete any combination totaling at least 10.00 units from the following:

MUSCP 40.1
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Applied Music (Individual Instruction): Piano	2.50
MUSCP 40.3 Applied Music (Individual Instruction): Strings	2.50
MUSCP 40.4 Applied Music (Individual Instruction): Woodwind	2.50
MUSCP 40.5 Applied Music (Individual Instruction): Brass	2.50
MUSCP 40.6 Applied Music (Individual Instruction): Percussion	2.50
MUSCP 40.7 Applied Music (Individual Instruction): Guitar	2.50

## MUSIC ELECTIVES - COMPLETE 2.00 UNITS

Complete any combination totaling at least 2.00 units from the following:

MUSC 4A	Jazz, Rock, and Pop Theory 1	3.00
MUSC 4B	Jazz, Rock, and Pop Theory 2	3.00
MUSC 5A	Jazz Improvisation 1	3.00
MUSC 5B	Jazz Improvisation 2	3.00
MUSC 5C	Jazz Improvisation 3	3.00
MUSC 5D	Jazz Improvisation 4	3.00
MUSC 50	Introduction to Music Technology	3.00
MUSCP 17A	Elementary Voice	2.00
MUSCP 17B	Intermediate Voice	2.00
MUSCP 19.1A	Classical Guitar 1	2.00
MUSCP 19.1B	Classical Guitar 2	2.00
MUSCP 23A	Chamber Singers 1	2.50
MUSCP 23B	Chamber Singers 2	2.50
MUSCP 23C	Chamber Singers 3	2.50
MUSCP 23D	Chamber Singers 4	2.50
MUSCP 32A	Jazz Band 1	2.50
MUSCP 32B	Jazz Band 2	2.50
MUSCP 32C	Jazz Band 3	2.50
MUSCP 32D	Jazz Band 4	2.50
MUSCP 42A	Jazz Combo Ensemble 1	2.50
MUSCP 42B	Jazz Combo Ensemble 2	2.50
MUSCP 42C	Jazz Combo Ensemble 3	2.50
MUSCP 42D	Jazz Combo Ensemble 4	2.50

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

## PROGRAM REQUIREMENTS NOTES:

All music majors must complete a minimum of FOUR SEMESTERS of both Applied Music (MUSCP 40.x) and a major performance ensemble (see list above).

### NOTES:

Incoming Music Majors should have prior experience performing on an instrument and be able to read music. Students who lack these basic skills are advised to take one or more of the following:

- MUSC 1 Music Fundamentals

## MUSIC: JAZZ STUDIES (AA)

Program of Study Code: 001048

Term Effective: Fall 2021

**58.00 Units**

(707) 527-4665

[jbenecke@santarosa.edu](mailto:jbenecke@santarosa.edu) (<mailto:jbenecke@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Music: Jazz Studies major provides students with the opportunity to earn an Associate in Arts in Music while meeting the typical lower division requirements for a bachelor's degree in Jazz Studies at a four-year institution. The major is also designed to prepare students for careers in music performance, composition, publishing, education, and other specializations in the music industry.

### PROGRAM STUDENT LEARNING OUTCOMES

1. (through music theory) Demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) Demonstrate fluency with the language of music in written and aural form;
3. (through applied music) Perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) Perform effectively in a musical ensemble;
5. (through piano proficiency) Utilize the piano keyboard to demonstrate and apply musical concepts;
6. (through music history) Demonstrate a broad-based understanding of the historical and aesthetic development of music; and
7. (through jazz improvisation) Improvise on standard jazz repertoire.

### MUSIC: JAZZ STUDIES CORE REQUIREMENTS - COMPLETE 35.00 UNITS

MUSC 2B	Diatonic Harmony	3.00
MUSC 3A	Musicianship 1	2.00
MUSC 3B	Musicianship 2	2.00
MUSC 4A	Jazz, Rock, and Pop Theory 1	3.00
MUSC 4B	Jazz, Rock, and Pop Theory 2	3.00
MUSC 9	Jazz Appreciation	3.00
MUSC 15	Standards Repertoire for the Jazz Musician	3.00

**Complete any combination totaling at least 9.00 units from the following:**

MUSC 5A	Jazz Improvisation 1	3.00
MUSC 5B	Jazz Improvisation 2	3.00
MUSC 5C	Jazz Improvisation 3	3.00
MUSC 5D	Jazz Improvisation 4	3.00

**Complete any combination totaling at least 4.00 units from the following:**

MUSCP 11A	Class Piano 1	2.00
MUSCP 11B	Class Piano 2	2.00
MUSCP 11C	Class Piano 3	2.00
MUSCP 11D	Class Piano 4	2.00

## **MUSIC: JAZZ STUDIES APPLIED MUSIC REQUIREMENTS - COMPLETE 10.00 UNITS**

**Complete any combination totaling at least 10.00 units from the following:**

MUSCP 40.1	Applied Music (Individual Instruction): Piano	2.50
MUSCP 40.2	Applied Music (Individual Instruction): Voice	2.50
MUSCP 40.3	Applied Music (Individual Instruction): Strings	2.50
MUSCP 40.4	Applied Music (Individual Instruction): Woodwind	2.50
MUSCP 40.5	Applied Music (Individual Instruction): Brass	2.50
MUSCP 40.6	Applied Music (Individual Instruction): Percussion	2.50
MUSCP 40.7	Applied Music (Individual Instruction): Guitar	2.50

## **MUSIC: JAZZ STUDIES PERFORMANCE REQUIREMENTS - COMPLETE 10.00 UNITS**

**Complete any combination totaling at least 10.00 units from the following:**

MUSCP 32A	Jazz Band 1	2.50
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MUSCP 32B	Jazz Band 2	2.50
MUSCP 32C	Jazz Band 3	2.50
MUSCP 32D	Jazz Band 4	2.50
MUSCP 42A	Jazz Combo Ensemble 1	2.50
MUSCP 42B	Jazz Combo Ensemble 2	2.50
MUSCP 42C	Jazz Combo Ensemble 3	2.50
MUSCP 42D	Jazz Combo Ensemble 4	2.50

## MUSIC: JAZZ STUDIES ELECTIVES - COMPLETE 2.00 UNITS

Complete any combination totaling at least 2.00 units from the following:

MUSC 50	Introduction to MIDI	3.00
MUSCP 17A	Elementary Voice	2.00
MUSCP 17B	Intermediate Voice	2.00
MUSCP19.1A	Classical Guitar 1	2.00
MUSCP19.1B	Classical Guitar 2	2.00
MUSCP 23A	Chamber Singers 1	2.50
MUSCP 23B	Chamber Singers 2	2.50
MUSCP 23C	Chamber Singers 3	2.50
MUSCP 23D	Chamber Singers 4	2.50
MUSCP 30A	Symphonic Band 1	2.50
MUSCP 30B	Symphonic Band 2	2.50
MUSCP 30C	Symphonic Band 3	2.50
MUSCP 30D	Symphonic Band 4	2.50
MUSCP 33A	Orchestra 1	2.50
MUSCP 33B	Orchestra 2	2.50
MUSCP 33C	Orchestra 3	2.50
MUSCP 33D	Orchestra 4	2.50

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### PROGRAM REQUIREMENTS NOTES:

All music majors must complete a minimum of FOUR SEMESTERS of both Applied Music (MUSCP 40.x) and a major performance ensemble (see list above).

### NOTES:

Incoming Music Majors should have prior experience performing on an instrument or voice, and be able to read music. Students who lack these basic skills are advised to take one or more of the following:

- MUSC 1 Music Fundamentals

# MUSIC: VOCAL (AA)

Program of Study Code: 001046

Term Effective: Fall 2021

**58.00 Units**

(707) 527-4665

[jbenecke@santarosa.edu](mailto:jbenecke@santarosa.edu) (mailto:[jbenecke@santarosa.edu](mailto:jbenecke@santarosa.edu))

## **PROGRAM DESCRIPTION:**

The Music major provides students with the opportunity to earn an Associate in Arts in Music while meeting the typical lower division requirements for a bachelor's degree in Music at a four-year institution. The major is also designed to prepare students for careers in music performance, composition, publishing, education, and other specializations in the music industry.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. (through music theory) Demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) Demonstrate fluency with the language of music in written and aural form;
3. (through applied music) Perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) Perform effectively in a musical ensemble;
5. (through piano proficiency) Utilize the piano keyboard to demonstrate and apply musical concepts; and
6. (through music history) Demonstrate a broad-based understanding of the historical and aesthetic development of music.

## **MUSIC: VOCAL CORE REQUIREMENTS - COMPLETE 27.00 UNITS**

MUSC 2A	Music Theory 1	3.00
MUSC 2B	Music Theory 2	3.00
MUSC 2C	Music Theory 3	3.00
MUSC 2D	Music Theory 4	3.00
MUSC 3A	Musicianship 1	2.00
MUSC 3B	Musicianship 2	2.00
MUSC 3C	Musicianship 3	2.00
MUSC 3D	Musicianship 4	2.00

**Complete any combination totaling at least 3.00 units from the following:**

MUSC 6.1	Music History and Literature: Antiquity to 1750	3.00
MUSC 6.2	Music History and Literature: 1750-Present	3.00

**Complete any combination totaling at least 4.00 units from the following:**

MUSCP 11A	Class Piano 1	2.00
MUSCP 11B	Class Piano 2	2.00
MUSCP 11C	Class Piano 3	2.00
MUSCP 11D	Class Piano 4	2.00

## **MUSIC: DICTION AND REPERTOIRE REQUIREMENTS - COMPLETE 8.00 UNITS**

MUSC 18.1	Diction and Repertoire: Italian	2.00
MUSC 18.2	Diction and Repertoire: English	2.00
MUSC 18.3	Diction and Repertoire: German	2.00
MUSC 18.4	Diction and Repertoire: French	2.00

## **MUSIC: VOCAL CONCENTRATION REQUIREMENTS - COMPLETE 10.00 UNITS**

Complete any combination totaling at least 10.00 units from the following:

MUSCP 21A	Concert Choir 1	2.50
MUSCP 21B	Concert Choir 2	2.50
MUSCP 21C	Concert Choir 3	2.50
MUSCP 21D	Concert Choir 4	2.50
MUSCP 23A	Chamber Singers 1	2.50
MUSCP 23B	Chamber Singers 2	2.50
MUSCP 23C	Chamber Singers 3	2.50
MUSCP 23D	Chamber Singers 4	2.50

## **MUSIC ELECTIVES - COMPLETE 2.00 UNITS**

Complete any combination totaling at least 2.00 units from the following:

MUSC 4A	Jazz, Rock, and Pop Theory 1	3.00
MUSC 4B	Jazz, Rock, and Pop Theory 2	3.00
MUSC 5A	Jazz Improvisation 1	3.00
MUSC 5B	Jazz Improvisation 2	3.00
MUSC 5C	Jazz Improvisation 3	3.00
MUSC 5D	Jazz Improvisation 4	3.00
MUSC 50	Introduction to Music Technology	3.00
MUSCP 17A	Elementary Voice	2.00
MUSCP 17B	Intermediate Voice	2.00
MUSCP 19.1A	Classical Guitar 1	2.00
MUSCP 19.1B	Classical Guitar 2	2.00
MUSCP 23A	Chamber Singers 1	2.50
MUSCP 23B	Chamber Singers 2	2.50
MUSCP 23C	Chamber Singers 3	2.50



MUSCP 23D	Chamber Singers 4	2.50
MUSCP 32A	Jazz Band 1	2.50
MUSCP 32B	Jazz Band 2	2.50
MUSCP 32C	Jazz Band 3	2.50
MUSCP 32D	Jazz Band 4	2.50
MUSCP 42A	Jazz Combo Ensemble 1	2.50
MUSCP 42B	Jazz Combo Ensemble 2	2.50
MUSCP 42C	Jazz Combo Ensemble 3	2.50
MUSCP 42D	Jazz Combo Ensemble 4	2.50

## **MUSIC: VOCAL APPLIED MUSIC REQUIREMENTS - COMPLETE 10.00 UNITS**

MUSCP 40.2	Applied Music (Individual Instruction): Voice	2.50
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## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **PROGRAM REQUIREMENTS NOTES:**

All music majors must complete a minimum of FOUR SEMESTERS of both Applied Music (MUSCP 40.x) and a major performance ensemble (see list above).

### **NOTES:**

Students should have prior experience performing on an instrument or voice, and be able to read music. Students who lack these basic skills are advised to take one or more of the following:

- MUSC 1 Music Fundamentals
- MUSCP 17A Elementary Voice

**IMPORTANT: For the Music: Vocal Applied Music Requirements, students must successfully complete MUSCP 40.2 four times for a total of 10.0 units.**

## **NATIVE AMERICAN STUDIES (AA)**

Program of Study Code: 001076

Term Effective: Spring 2023

**18.00 Units**

(707) 524-1599

## PROGRAM DESCRIPTION:

The Native American Studies Associate in Arts is designed to prepare students for transfer to a baccalaureate program in Native American Studies, American Indian Studies, or Ethnic Studies with an emphasis on Native American Cultural Studies. The degree offers an interdisciplinary approach that includes Native American visual arts, literature, religious traditions, and history, as well as the interaction of Native American cultures with non-native cultures within a larger historical context of California and the United States. The Associate Degree in Native American Studies also prepares students to serve in a variety of capacities. Graduates can attain positions with: tribes, indigenous organizations, federal, state, and local governments, social service agencies, non-profit organizations, community organizations, museums, youth-serving organizations, schools, and research centers, among others

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify examples of American Indian traditional knowledge and counter narratives, and apply these to current socio-geopolitical issues, including racialization, equity, ethnocentrism, eurocentrism, settler colonialism, self-determination, liberation, decolonization, and anti-racism.
2. Distinguish and compare Native American stereotypes and explain how these stereotypes were created, why they are sustained in modern society, and how they perpetuate the process of racialization, settler colonialism, and eurocentrism.
3. Analyze the intersection of Native identity and sovereignty with race, ethnicity, class, gender, and sexuality through analysis of federal, state, and tribal policies.
4. Understand the unique nation-to-nation relationship between the U.S. and tribal nation governments through analysis of treaties, Congressional acts, and case law.

## NATIVE AMERICAN STUDIES REQUIREMENTS - COMPLETE 18.00 UNITS

ETHST 24	Introduction to Native American Studies	3.00
ETHST 25	The American Indian and the U.S. Political System	3.00
ETHST 26	The Original Californians	3.00
ETHST 27	American Indians Today	3.00

Complete any combination totaling at least 6.00 units from the following:

ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 34	Native Cultures of California	3.00
ANTHRO 43	Native American Art and Culture	3.00
COUN 7	Identity and Cultural Diversity	3.00
ETHST 20	Introduction to Ethnic Studies	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 22	History of California	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00

SOC 30	Race and Ethnic Relations	3.00
THAR 6	Multicultural Perspectives in American Theatre	3.00

## NATURAL RESOURCES (AS)

Program of Study Code: 002020

Term Effective: Fall 2023

**27.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Natural Resources major (AS degree) is a transfer-oriented program. Students conduct introductory coursework in Forestry, Watershed Management and Parks and Recreation that prepares them to successfully complete a Bachelor's degree in these or related fields at 4-year college or university. The major also provides career-oriented training necessary for technician-level positions in natural resource conservation and the outdoor recreation industry with government agencies and the private sector. The program consists of 20 units of core requirements and 6 units of elective courses that allow the student to specialize or focus on a particular area of Natural Resources.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and discuss historical approaches to Natural Resource Management in the U.S.;
2. Develop and use vocabulary for the protection, cultivation and management of wildlands;
3. Discuss economic benefits to protecting healthy watershed characteristics including: recreation opportunities, biological diversity, species richness and clean water;
4. Critically analyze and apply research and extension work in the field of watershed, park management, and forestry; and
5. Identify best management practices strategies for managing land and recreational areas.

### **NATURAL RESOURCES CORE REQUIREMENTS - COMPLETE 20.00 UNITS**

**Complete any combination totaling at least 20.00 units from the following:**

AGRI 60	Soil & Plant Nutrition	3.00
NRM 12	Introduction to Environmental Conservation	3.00
NRM 51	Wildland Trees and Shrubs	3.00
NRM 70	Forest Management and Assessment	4.00

NRM 84	Introduction to Fish and Wildlife Conservation	3.00
NRM 87	Geographic Info. Systems Applications in Natural Resources	3.00
NRM 88	Watershed Ecology and Restoration	3.00
NRM 99I	Natural Resources Management Internship	1.00-8.00

## **NATURAL RESOURCES ELECTIVE REQUIREMENTS - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

BAD 52	Human Relations in Organizations	3.00
CS 72.11A	Adobe InDesign 1	3.00
NRM 60	Introduction to Outdoor Recreation	3.00
NRM 63	Environmental Education	3.00
NRM 67	Recreation Facility Management	3.00
NRM 72	Forest Fire Control and Its Use	3.00
NRM 80	Environmental Policy for Resource Managers	3.00
NRM 86	Watershed Resource Management	2.00
NRM 91	Rangeland Management	3.00
NRM 104	Ecological Restoration	3.00
NRM 111	Orientation to Environmental Resource Management	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

Students who elect to take more than three courses from the Parks and Recreation Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Parks and Recreation Management Elective Requirement.

## **NATURAL SCIENCES (AS)**

Program of Study Code: 002002

Term Effective: Fall 2023

**18.00 Units**

(707) 527-4246

[vtam@santarosa.edu](mailto:vtam@santarosa.edu) (<mailto:vtam@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Natural Sciences major focuses on the physical universe, its life forms, and its natural phenomena. This degree program is intended for the student who wants to explore the natural sciences as a foundation for lifelong learning, or as an introduction to the various related disciplines in the natural sciences, including astronomy, biology, botany, chemistry, environmental science, geology, meteorology, physics, and physiology.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe the facts and principles that form the basis of one discipline within the natural sciences;
2. Outline the scientific method and describe how this method is used to study the natural world; and
3. Apply critical thinking skills and knowledge of the scientific method to the observation and exploration of natural phenomena.

## NATURAL SCIENCES MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

Complete any combination totaling at least 18.00 units from the following:

Students must complete at least 18 units from the list below; course choices must include at least one course from three different science area disciplines.

Science Area Disciplines include: Chemistry, Earth & Space Sciences, Life Sciences, Math, and Physics.

Please NOTE: Students may only count 1 course each from the following three groups toward the major requirements:

ANAT 1 or ANAT 40 or ANAT 58; MICRO 5 or MICRO 60; PHYSIO 1 or PHYSIO 58.

### Area Discipline 1: Chemistry

CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00
CHEM 8	Introductory Organic Chemistry	5.00
CHEM 12A	Organic Chemistry	5.00
CHEM 12B	Organic Chemistry	5.00
CHEM 42	Introductory General Chemistry	4.00
CHEM 60	General, Organic and Biological Chemistry	5.00

### Area Discipline 2: Earth and Space Science

ASTRON 3	Stellar Astronomy	3.00
ASTRON 3L	Stellar Astronomy Laboratory	1.00
ASTRON 4	Astronomy of the Solar System	3.00
ASTRON 4L	Solar System Astronomy Laboratory	1.00
ASTRON 12	Astronomy Observational Lab	1.00
ENVS 12	Introduction to Environmental Science	3.00
GEOG 4	Physical Geography	3.00
GEOG 10	Introduction to Weather and Climate	3.00
GEOL 1	The Earth	3.00
GEOL 1L	Geology Lab	1.00
GEOL 11	Geology of California	3.00
GEOL 20	Natural Disasters	3.00
METRO 10	Introduction to Weather and Climate	3.00
METRO 10L	Weather and Climate Lab	1.00
NRM 12	Introduction to Environmental Conservation	3.00

### Area Discipline 3: Life Science

AGRI 20	Introduction to Plant Science	4.00
ANAT 1	General Human Anatomy	5.00
ANAT 40	Introduction to Human Anatomy and Physiology	4.00
ANAT 58	Introduction to Human Anatomy	3.00
ANSCI 20	Basic Animal Science	3.00
ANTHRO 1	Biological Anthropology	3.00
ANTHRO 1L	Biological Anthropology Lab	1.00
BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	5.00
BIO 2.3	Fundamentals of Biology (Botany and Ecology)	5.00
BIO 10	Introduction to Principles of Biology	4.00
BIO 12	Basic Concepts of Ecology	3.00
BIO 13	Human Biology	3.00
BIO 14	Current Issues in Biology	3.00
BIO 16		

Introduction to Biology For Non-Majors		4.00
BIO 20	Human Genetics	3.00
BIO 25	Marine Biology	4.00
BIO 27	Biology of Marine Mammals	3.00
BOTANY 10	Plant Biology	4.00
BOTANY 60	Field Botany	4.00
FDNT 10	Elementary Nutrition	3.00
MICRO 5	General Microbiology	5.00
MICRO 60	Fundamentals of Microbiology	4.00
PHYSIO 1	Human Physiology	5.00
PHYSIO 58	Introduction to Human Physiology	3.00
NRM 51	Wildland Trees and Shrubs	3.00

#### Area Discipline 4: Mathematics

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 4	Discrete Mathematics	4.00
MATH 9	Finite Mathematics	3.00
MATH 10	Nature of Mathematics	3.00
MATH 15	Elementary Statistics	4.00
MATH 16	Introduction to Mathematical Analysis	4.00
MATH 25	Precalculus Algebra	4.00
MATH 27	Precalculus Algebra and Trigonometry	6.00
MATH 58	Precalculus Trigonometry	3.00
MATH 154	Elementary and Intermediate Algebra For Business and STEM	8.00
MATH 156	Intermediate Algebra for Business and STEM Majors	5.00
MATH 161	Mathematics Preparation for Statistics and Liberal Arts	4.00

#### Area Discipline 5: Physics

PHYS 1	Introduction to Physics Problem Solving	3.00
PHYS 11	Conceptual Physics	4.00
PHYS 20A	General Physics Part I	4.00
PHYS 20B	General Physics Part II	4.00
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
PHYS 41		

Waves, Optics, and 4.00

Thermodynamics for Scientists &

Engineers

PHYS 42

Electricity and Magnetism for

4.00

Scientists and Engineers

## PROGRAM REQUIREMENTS NOTES:

Students must complete at least 18 units; course choices must include at least one course from three different science area disciplines: chemistry, earth & space sciences, life sciences, math, and physics.

PLEASE NOTE: Students may only count 1 course each from the following three groups toward the major requirements:

ANAT 1 or ANAT 40 or ANAT 58; MICRO 5 or MICRO 60; PHYSIO 1 or PHYSIO 58.

No course may be counted twice to fulfill the major requirements.

## NURSING ADN (AS)

Program of Study Code: 002001

Term Effective: Fall 2023

**68.00 Units**

(707) 524-1590

[dgreen@santarosa.edu](mailto:dgreen@santarosa.edu) (<mailto:dgreen@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Nursing major has been approved by the California Board of Registered Nursing. Students receive clinical experiences in a variety of clinical facilities and community agencies throughout Sonoma County.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Practice nursing in ways that minimize risk of harm to patients and providers through their individual performances and contributions to system effectiveness.
2. Use data to monitor the outcomes of care processes and actively participate in continuous quality improvements activities.
3. Use information and technology to communicate, manage knowledge, mitigate error, and support decision-making that improves patient outcomes.
4. Integrate the best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal health care.
5. Function effectively within nursing and inter-professional teams, using open communication, respect for others, and shared decision-making to achieve quality patient care.



6. Provide and direct nursing care that promotes and supports the emotional, mental and social well-being of the patient experiencing stressful events, as well as clients with acute or chronic mental illness.
7. Promote physical health and wellness by providing care and comfort, reducing patient risk potential and managing health alterations.
8. Use the Nursing Process and critical thinking to provide safe and effective patient care in a variety of practice settings.
9. Recognize the patient and family or designee as the source of control and full partner in providing compassionate and coordinated care based on respect for the patient's preferences, values, and needs.
10. Provide and direct nursing care that incorporates the knowledge of expected growth and development principles; prevention and/or early detection of health problems, and strategies to achieve optimal health.
11. Facilitate patient and family learning by providing information and resources to support health and manage disease.

## PROGRAM SELECTION PROCESS:

The selection process is in compliance with Title 5 of the California Education Code. Screening is based on a probability of student succeeding in an ADN program. The score is determined by a formula using the following four criteria:

- **Overall College GPA within the last 5 years prior to application to the ADN program**
- English Composition GPA (English 1A or equivalent)
- Overall GPA in the following prerequisite sciences (anatomy, physiology, microbiology)
- Minus the number of repeats, withdraws, no credits, and incomplete grades in the core sciences (negative predictor of success).

The formula will determine a probability of success score for each student. All students who have this score or higher will be eligible for the program. If there are more students than seats in the program, a random computerized selection process (lottery) will be used to select the individuals entering the program from applicants who met the minimum cut score, along with an alternate list. The alternate list is not kept from year to year. Students not accepted must reapply each year.

Senate bill 1309 legislates that ADN programs are to implement assessment testing of students prior to the student being allowed to start ADN coursework. Beginning Spring 2008, all students who are accepted into the SRJC ADN program will be required to successfully pass an assessment test. Those students who pass the test may enroll in ADN coursework. Those students who do not pass are required to take remedial coursework and successfully complete assessment testing before being allowed to enter the ADN program.

## NURSING (ADN) PREREQUISITES REQUIREMENTS - COMPLETE 21.00 UNITS

ANAT 1	General Human Anatomy	5.00
PHYSIO 1	Human Physiology	5.00

**Complete any combination totaling at least 4.00 units from the following:**

ENGL 1A	Reading & Composition	4.00
ESL 10	ESL College Composition	4.50

**Complete any combination totaling at least 3.00 units from the following:**

FDNT 10	Elementary Nutrition	3.00
FDNT 62	Nutrition and Diet Therapy	3.00

**Complete any combination totaling at least 4.00 units from the following:**

MICRO 5	General Microbiology	5.00
MICRO 60	Fundamentals of Microbiology	4.00

## **NURSING (ADN) BOARD OF REGISTERED NURSING REQUIREMENTS - COMPLETE 9.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

COMM 1	Introduction to Public Speaking	3.00
COMM 3	Introduction to Argumentation	3.00
COMM 4	Survey of Communication	3.00
COMM 5	Group Discussion and Problem Solving	3.00
COMM 6	Interpersonal Communication	3.00
COMM 7	Intercultural Communication	3.00

**Complete any combination totaling at least 3.00 units from the following:**

PSYCH 1A	General Psychology	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 8	Introduction to Lifespan Psychology	3.00
PSYCH 56	Aging, Dying and Death	3.00

**Complete any combination totaling at least 3.00 units from the following:**

ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 21	American Folklore and Folklife	3.00
SOC 1	Introduction to Sociology	3.00
SOC 2	Modern Social Problems	3.00
SOC 10	Marriage & the Family	3.00
SOC 30	Race & Ethnic Relations	3.00

## **NURSING (ADN) CORE REQUIREMENTS - COMPLETE 38.00 UNITS**

NR 75.2A	Fundamentals of Professional Nursing	10.00
NR 75.1B	Introduction to Medical Surgical Nursing	5.00
NR 75.2B	Psychiatric Nursing	4.50
NR 75.1C	Intermediate Medical Surgical Nursing	4.50
NR 75.2C	Maternal Child Nursing	5.00
NR 75.1D		

**NOTES:**

CHEM 60 and BIO 10 are prerequisites to the Anatomy, Physiology, and Microbiology courses. *Prerequisite science courses without an on campus laboratory component will not be accepted.*

Because basic algebra is recommended for chemistry, students without basic algebra skills are advised to take Elementary Algebra. The department recommends that students meet the math competency requirement for the Associate Degree prior to entering the program.

Food & Nutrition and Psychology courses must be completed and verified on the student transcript prior to application for admission to the ADN program.

Beginning with the class of Fall 2009, only college transferable reading and composition courses (English 1A or equivalent) will be accepted to fulfill the English prerequisite requirement. English 100 and English 100 ESL will no longer be accepted. This change is effective for students who apply Fall 2008 for the Fall 2009 ADN program.

Prior to being accepted into the ADN program students must successfully complete a background check, clear urine drug screen, and other clinical placement health requirements. For specific guidance on qualification requirements and selection process please refer to the ADN web page available at: [adn.santarosa.edu](http://adn.santarosa.edu) (<http://adn.santarosa.edu>).

All courses taken in conjunction with this program must be completed with a grade of 'C' or better. (*A C minus in prerequisite courses will not be accepted.*)

Updated 8/8/22

**NUTRITION & DIETETICS (AA)**

Program of Study Code: 001018

Term Effective: Fall 2020

**40.00 Units**

(707) 521-6947

[jharrison@santarosa.edu](mailto:jharrison@santarosa.edu) (<mailto:jharrison@santarosa.edu>)

**PROGRAM DESCRIPTION:**

The Nutrition & Dietetics major provides education in nutrition science and the relationship of the human diet to health and lifestyle-related diseases. The purpose of the Nutrition & Dietetics major is to provide students with education and training in the area of nutritional sciences or dietetics and to prepare for transfer.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify the role of nutrients and healthy food preparations for optimal health and well-being;
2. Select appropriate foods for a healthy diet and disease risk reduction;
3. Clearly communicate nutrition concepts in oral and written formats;
4. Use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions; and
5. Transfer to a four-year program in Nutrition, Dietetics, and/or Food Science.

## NUTRITION & DIETETICS MAJOR CORE REQUIREMENTS - COMPLETE 39.00 UNITS

CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00
CHEM 8	Introductory Organic Chemistry	5.00
FDNT 10	Elementary Nutrition	3.00
FDNT 70	Introduction to Nutrition, Dietetics and Food Service	1.00
FDNT 75	Principles of Food	3.00
MATH 15	Elementary Statistics	4.00
PHYSIO 1	Human Physiology	5.00
PSYCH 1A	General Psychology	3.00

Complete any combination totaling at least 5.00 units from the following:

BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	5.00
MICRO 5	General Microbiology	5.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### NOTES:

Math, Chemistry, Physiology, Biology and Microbiology courses require placement exams or successful completion of pre-requisite courses prior to enrollment; check individual courses for specific requirements and timelines for placement exams. Completion of pre-reqs for the required science and math courses for this major are CRITICAL during the FIRST semester of enrollment if a student wants to complete within 4 semesters.

# **PARALEGAL STUDIES (AA)**

Program of Study Code: 001052

Term Effective: Fall 2023

**34.00 Units**

(707) 527-4435

[rpowell@santarosa.edu](mailto:rpowell@santarosa.edu) (mailto:rpowell@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Santa Rosa Junior College Paralegal Studies Program is an academic Associate in Arts degree program for students seeking employment in the legal field and in business. The curriculum blends an understanding of legal theory and practical skills, based on actual paralegal job responsibilities. Classes are taught by practicing attorneys and paralegals in the evenings and on weekends.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Locate statutes and case law by researching legal issues;
2. Compose legal documents and complete mandated legal court forms;
3. Apply learned critical thinking and analytical skills to client matters;
4. Compile and organize materials efficiently for trials;
5. Interview witnesses and conduct investigations on the behalf of clients; and
6. Complete specific, substantive tasks as delegated by the supervising attorney.

## **PARALEGAL STUDIES CORE REQUIREMENT - COMPLETE 27.00 UNITS**

PLS 50	Introduction to Paralegal Studies	3.00
PLS 51	Legal Research	3.00
PLS 52	Legal Writing	3.00
PLS 53	Civil Procedure: Pleadings	3.00
PLS 54	Civil Procedure: Discovery	3.00
PLS 55	Legal Ethics	2.00
BGN 71	Business English Grammar	3.00
PLS 56	Civil Litigation and Discovery	3.00
	Practices and Procedures	
PLS 57	Legal Professions	1.00
CS 60.11A	Microsoft Word, Part 1	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50

## **PARALEGAL STUDIES ELECTIVE - COMPLETE 7.00 UNITS**

Complete any combination totaling at least 7.00 units from the following:

BAD 18

The Legal Environment of Business		3.00
HR 61	Human Resource Employment Law	1.50
PLS 60	Legal Calendaring	1.00
PLS 61	Intellectual Property Law	3.00
PLS 62	Torts	3.00
PLS 63	Contracts	3.00
PLS 64	The American Jury System	1.00
PLS 65	Technology in the Law Office: Practice, Procedures & Ethics	3.00
PLS 66	Wills, Trusts and Estate Planning	3.00
PLS 67	Family Law	3.00
RE 55	Legal Aspects of Real Estate	3.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

## NOTES:

### Students with a Bachelor's Degree or Higher

Students who already possess a Bachelor's Degree or higher from a regionally accredited institution of higher education may be awarded an Associate's Degree upon completion of the following: 1 . All requirements in a major in a different field of study. 2 . Twelve units in residence. 3 . A Bachelor's Degree or higher from a regionally accredited college in the United States will be accepted as fulfilling the General Education requirements for graduation.

## PARAMEDIC (AS)

Program of Study Code: 002007

Term Effective: Fall 2022

**52.25 Units**

(707) 836-2907

[ahsieh@santarosa.edu](mailto:ahsieh@santarosa.edu) (<mailto:ahsieh@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Paramedic program provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain licensure as a paramedic by the California State Emergency Medical Services Authority. Students must be 18 years of age to enter the program.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent with criteria for employment as a licensed paramedic in the state of California.

## PROGRAM SELECTION PROCESS:

Please see the **Public Safety** (<https://pstc.santarosa.edu/>) department website for more information about entering the program. A current EMT-1 certificate is required to enter this program.

## PARAMEDIC MAJOR PREREQUISITES - COMPLETE 13.75 UNITS

ANAT 40	Introduction to Human Anatomy and Physiology	4.00
EMC 103	Emergency Medical Technician	7.50
EMC 109	Introduction to Paramedic	0.25
EMC 114	Basic Arrhythmia Recognition Course	2.00

## PARAMEDIC MAJOR CORE REQUIREMENTS - COMPLETE 38.50 UNITS

EMC 131A	Paramedic Clinical Practicum 1	2.00
EMC 131B	Paramedic Clinical Practicum 2	3.00
EMC 133A	Paramedic Theory 1A - Preparatory	9.50
EMC 133B	Paramedic Theory 1B - Trauma Emergencies	2.50
EMC 133C	Paramedic Theory 2A - Medical Emergencies	8.00
EMC 133D	Paramedic Theory 2B - Pediatric and other Emergencies	3.50
EMC 134	Paramedic Field Practicum	10.00

## NOTES:

Student's participating in the program must have the following:

High school diploma/GED

Current EMT- 1 certificate

Current health care provider CPR certification

Current immunizations (MMR, Tetanus, Hepatitis B, negative TB Skin test)

Evidence of good health verified by a physical examination

Background clearance

EMC program staff registers students into EMC 133A through D and 131A after enrollment is complete. Students are unable to enroll independently.

EMC 109 is taken in the Spring before the Paramedic Academy begins. Enrollment into EMC 109 is based on

approval from EMC Program.

EMC 133A begins in early August and continues into Fall semester. EMC 131A is a co-enrollment with EMC 133A.

Outside coursework for EMC 114 and ANAT 40 may be accepted for application to the Paramedic Academy. Determination of acceptance is made on a case by case basis. Prospective students should review the student learning objectives for each course and compare them to the outside coursework prior to taking the class(es).

ANAT 58 may be considered as a substitute for ANAT 40

## **PHARMACY TECHNICIAN (AS)**

Program of Study Code: 002009

Term Effective: Fall 2023

**19.50 Units**

(707) 524-1631

[jnieto@santarosa.edu](mailto:jnieto@santarosa.edu) (<mailto:jnieto@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Pharmacy Technician major prepares students to be registered pharmacy technicians and for employment in a variety of pharmacy settings.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Pharmacologically classify a drug after having been presented with its generic name, brand (trade) name, chemical name and indication;
2. interpret current federal and state legislation and name the agencies regulating the practice of pharmacy;
3. create patient profiles utilizing information obtained from the prescription and the patient;
4. read and write proper medical notation on the drug order and interpret information on drug labels and stock bottles;
5. calculate the oral dosages of drugs, both solid and liquid forms based on currently accepted pharmaceutical mathematics;
6. describe the pharmacological action, therapeutic effects, common side effects, doses and drug interactions of common medications prescribed to treat dysfunction of selected body systems; and
7. describe common pharmaceutical measuring, weighing and compounding devices and accurately use the metric, apothecary, avoirdupois and household systems to count and measure.

### **PHARMACY TECHNICIAN REQUIREMENTS - COMPLETE 19.50 UNITS**

PHARM 102	Pharmaceutical Calculations for the Pharmacy Technician	2.00
PHARM 103	Critical Thinking and Management Skills for the PT	2.00



PHARM 150	Introduction to Pharmacy Technician	3.00
PHARM 152	Ambulatory Pharmacy Practice	2.00
PHARM 154A	Retail Clinical 1	1.00
PHARM 154B	Retail Clinical 2	2.00
PHARM 155	Pharmacology	4.00
PHARM 156	Dispensing and Compounding	2.50
PHARM 157	Hospital Pharmacy Practice for the Pharmacy Technician	0.50
PHARM 157L	Hospital Pharmacy Clinical Experience	0.50

## NOTES:

Licensure Note: The California State Board of Pharmacy may deny licensure for felony or misdemeanor offences. It is the responsibility of the student to present sufficient evidence of rehabilitation prior to licensure and/or secure a pre-application process with the Board, independent to the program admission application.

Other Notes:

- All courses must be completed with a "C" or better.
- PHARM 150 (delivered online) is only offered in the Summer semester and it is suggested that students take CSKLS 334- How to Take an Online Class, before enrolling for PHARM 150.

## PHILOSOPHY (AA)

Program of Study Code: 001012

Term Effective: Fall 2020

**19.00 Units**

(707)527-4908

[slesson@santarosa.edu](mailto:slesson@santarosa.edu) (<mailto:slesson@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Philosophy major provides lower division preparation for those who plan to major in Philosophy at a university. An Associate Degree in Philosophy can also provide a foundation for lifelong learning.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Identify characteristically philosophical issues; and
2. Identify and critically evaluate philosophical arguments, including the arguments of prominent philosophers from the history of philosophy.

## PHILOSOPHY MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

PHIL 6	Introduction to Philosophy	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00

Complete any combination totaling at least 6.00 units from the following:

PHIL 7	Contemporary Moral Issues	3.00
PHIL 9	Political Philosophy	3.00
PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
PHIL 11	Introduction to Asian Philosophy	3.00
PHIL 12	Environmental Philosophy	3.00
POLS 18	Political Theory	3.00
RELS 2	World Religions	3.00
RELS 3	History of God	3.00
RELS 21	The Hebrew Bible	3.00
RELS 22	Early Christian Literature	3.00
RELS 32	Religion in America	3.00

Complete any combination totaling at least 3.00 units from the following:

PHIL 3	Critical Thinking	3.00
PHIL 4	Introduction to Symbolic Logic	3.00
PHIL 5	Critical Thinking/Writing	3.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## PHILOSOPHY (AA-T)

Program of Study Code: 001070

Term Effective: Fall 2020

**18.00 Units**

(707) 527-4908

[slesson@santarosa.edu](mailto:slesson@santarosa.edu) (<mailto:slesson@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Associate in Arts for Transfer in Philosophy is designed to guide the student seeking a bachelor's degree in Philosophy to fulfill the lower division requirements for that degree. The Philosophy Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following ADT requirements to earn this degree: 1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: -(A)The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and -(B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Philosophy major. 2. Obtain an overall minimum grade point average of 2.0 3. Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer Degree in Philosophy major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify characteristic philosophical issues; and
2. Identify and critically evaluate philosophical arguments, including the arguments of prominent philosophers from the history of philosophy.

## PHILOSOPHY FOR TRANSFER CORE REQUIREMENTS - COMPLETE 6.00 UNITS

PHIL 4	Introduction to Symbolic Logic	3.00
PHIL 6	Introduction to Philosophy	3.00

## PHILOSOPHY FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00

## PHILOSOPHY FOR TRANSFER LIST B REQUIREMENTS - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

PHIL 3	Critical Thinking	3.00
PHIL 5	Critical Thinking/Writing	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00

PHIL 21	History of Western Philosophy: Modern	3.00
RELS 2	World Religions	3.00

## PHILOSOPHY FOR TRANSFER LIST C REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

PHIL 3	Critical Thinking	3.00
PHIL 5	Critical Thinking/Writing	3.00
PHIL 7	Contemporary Moral Issues	3.00
PHIL 9	Political Philosophy	3.00
PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
PHIL 11	Introduction to Asian Philosophy	3.00
PHIL 12	Environmental Philosophy	3.00
PHIL 20	History of Western Philosophy: Ancient and Medieval	3.00
PHIL 21	History of Western Philosophy: Modern	3.00
RELS 1	Introduction to Religious Studies	3.00
RELS 2	World Religions	3.00
RELS 3	History of God	3.00
RELS 15	Islam	3.00
RELS 21	The Hebrew Bible	3.00
RELS 22	Jesus and the Invention of Christianity	3.00
RELS 32	Religion in America	3.00

### NOTES:

NOTES: A course used to satisfy the List A requirements cannot be used to satisfy List B or List C. A course used to satisfy the List B requirements cannot be used to satisfy List A or List C. A course used to satisfy the List C requirements cannot be used to satisfy List A or List B.

## PHYSICS (AS)

Program of Study Code: 002050

Term Effective: Fall 2023

**40.00 Units**

(707) 527-4637

## PROGRAM DESCRIPTION:

The Physics Degree Program is designed to prepare students for transfer and upper division work at four-year colleges and universities in the fields of physics, astronomy, astrophysics, or applied physics. Students develop the conceptual knowledge, analytical abilities, and laboratory skills necessary for further study in physics related fields.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply physical principles from the basic subfields of physics (classical mechanics, electricity and magnetism, quantum mechanics, statistical mechanics, and thermodynamics), as well as areas from application (e.g. solid state physics, optics, etc.) in advanced courses;
2. Apply physical principles to novel situations through critical thinking, problem solving, mathematical modeling, and laboratory experimentation;
3. Design and assemble experimental apparatuses, conduct and analyze measurements of physical phenomena, assess experimental uncertainty, and make meaningful comparisons between experiment and theory; and
4. Communicate ideas and processes of physics clearly and precisely, both orally and in writing.

## PHYSICS REQUIREMENTS - COMPLETE 39.00 UNITS

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 1C	Calculus, Third Course	4.00
MATH 2	Calculus, Fourth Course- Differential Equations	4.00
PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00
PHYS 42	Electricity and Magnetism for Scientists and Engineers	4.00
PHYS 43	Modern Physics for Scientists and Engineers	3.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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# **PHYSICS (AS-T)**

Program of Study Code: 002066

Term Effective: Fall 2023

**30.00 Units**

(707) 527-4637

[sgjorgjievaska@santarosa.edu](mailto:sgjorgjievaska@santarosa.edu) (<mailto:sgjorgjievaska@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Associate in Science for Transfer in Physics degree is designed to prepare students for transfer and upper division work at a CSU campus in the field of Physics. Students develop the conceptual knowledge, analytical abilities, and laboratory skills necessary for further study in physics and related fields. The Physics Associate in Science for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC); and (B) A minimum of 29 semester units as required for the Associate in Science in Physics for Transfer major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Science in Physics for Transfer major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply physical principles from the basic subfields of physics (classical mechanics, electricity and magnetism, quantum mechanics, statistical mechanics, and thermodynamics), as well as apply applications of Physics (e.g. solid state physics, optics, etc.) in advanced courses;
2. Apply physical principles to novel situations through critical thinking, problem solving, mathematical modeling, and laboratory experimentation;
3. Design and assemble experimental apparatuses, conduct and analyze measurements of physical phenomena, assess experimental uncertainty, and make meaningful comparisons between experiment and theory; and
4. Communicate ideas and processes of physics clearly and precisely, both orally and in writing.

## **PHYSICS FOR TRANSFER CORE REQUIREMENTS - COMPLETE 30.00 UNITS**

MATH 1A	Calculus, First Course	5.00
MATH 1B	Calculus, Second Course	5.00
MATH 1C	Calculus, Third Course	4.00

PHYS 40	Classical Mechanics for Scientists and Engineers	5.00
PHYS 41	Waves, Optics and Thermodynamics for Scientists & Engineers	4.00
PHYS 42	Electricity and Magnetism for Scientists and Engineers	4.00
PHYS 43	Modern Physics for Scientists and Engineers	3.00

## NOTES:

**MATH 2** is a prerequisite to PHYS 43 and may be taken after successful completion of MATH 1C. To keep this degree under 60 units, **only the GE IGETC pattern** can be used.

## POLITICAL SCIENCE (AA)

Program of Study Code: 001031

Term Effective: Fall 2016

**19.00 Units**

(707) 524-1812

[adonegan@santarosa.edu](mailto:adonegan@santarosa.edu) (<mailto:adonegan@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Political Science major will provide students with a framework for understanding political theories, institutions and processes. Completion of the program should provide students with the analytical tools needed for success in the major at the university level.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Describe how different political theories and political systems address the question of who governs, how resources are allocated, and what rights citizens have in a society;
2. Analyze how political institutions and processes impact our daily lives;
3. Employ critical thinking skills and analysis to interpret and support a political position;
4. Research contemporary political issues drawing on diverse sources, including online material; and
5. Assess and distinguish between factual and interpretive information.

### POLITICAL SCIENCE MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

POLS 1	Introduction to United States Government	3.00
POLS 2		

Introduction to Comparative Government		3.00
POLS 18	Political Theory	3.00
POLS 25	Introduction to International Relations	3.00

**Complete any combination totaling at least 6.00 units from the following:**

ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
HIST 1.2	World History Since 1500 C.E.	3.00
HIST 4.1	History of Western Civilization to 1648 C.E.	3.00
HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
HIST 17.1	History of the United States to 1877	3.00
HIST 17.2	U.S. History from 1877	3.00
HIST 20	History of the US Since 1945	3.00
HIST 22	History of California	3.00
MATH 15	Elementary Statistics	4.00
PHIL 9	Political Philosophy	3.00
SOC 1	Introduction to Sociology	3.00
SOC 2	Modern Social Problems	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **POLITICAL SCIENCE (AA-T)**

Program of Study Code: 001060

Term Effective: Fall 2023

**18.00 Units**

(707) 524-1812

**[adonegan@santarosa.edu](mailto:adonegan@santarosa.edu) (mailto:[adonegan@santarosa.edu](mailto:adonegan@santarosa.edu))**



## PROGRAM DESCRIPTION:

The Associate in Arts for Transfer in Political Science (AA-T) degree will provide students with a framework for understanding political theories, institutions and processes. Completion of the degree should provide students with a seamless transition to a CSU and the analytical tools needed for success in the major at the university level. This associate degree is designed to provide a clear and seamless pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe how different political theories and political systems address the question of who governs, how resources are allocated, and what rights citizens have in a society;
2. Analyze how political institutions and processes impact our daily lives;
3. Employ critical thinking skills and analysis to interpret and support a political position;
4. Research contemporary political issues drawing on diverse sources, including online material; and
5. Assess and distinguish between factual and interpretive information.

## POLITICAL SCIENCE TMC CORE REQUIREMENTS - COMPLETE 9.00 UNITS

Complete any combination totaling at least 9.00 units from the following:

POLS 1	Introduction to United States Government	3.00
POLS 18	Political Theory	3.00
POLS 2	Introduction to Comparative Government	3.00
POLS 25	Introduction to International Relations	3.00

## POLITICAL SCIENCE TMC LIST A - COMPLETE 6.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

MATH 15	Elementary Statistics	4.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
POLS 12	Environmental Policy and Politics	3.00

## POLITICAL SCIENCE TMC LIST B - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

AJ 56	Crime and Criminal Justice in Society	3.00
ANTHRO 2	Cultural Anthropology	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00

GEOG 7	Introduction to Human Geography	3.00
HIST 4.1	History of Western Civilization to 1648 C.E.	3.00
HIST 4.2	History of Western Civilization from 1648 C.E.	3.00
HIST 17.1	History of the United States to 1877	3.00
HIST 17.2	United States History from 1877	3.00
HIST 18.1	History of Women in the United States to 1877	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
SOC 1	Introduction to Sociology	3.00
SOC 2	Modern Social Problems	3.00

## PROGRAM REQUIREMENTS NOTES:

A course used to satisfy a requirement in List A can not be used to fulfill the requirements in List B.

## PRE-ALLIED HEALTH (AS)

Program of Study Code: 002011

Term Effective: Fall 2016

**24.00 Units**

(707) 522-2820

[agraziani@santarosa.edu](mailto:agraziani@santarosa.edu) (mailto:agraziani@santarosa.edu)

### PROGRAM DESCRIPTION:

The Pre-Allied Health major is designed for students intending to transfer to allied health disciplines, such as Nursing, Dental Hygiene, and Physical Therapy Assistant, etc., at two or four-year institutions. (Please consult a counselor.)

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of the relationship between structure and function by predicting the function of unfamiliar structures based on knowledge of previously studied cells, tissues, and organs;
2. Use skills acquired in the human anatomy course to learn new body structures;
3. Work safely in a lab or clinical setting with microorganisms;

4. Explain pharmaceutical drug actions based on knowledge of physiological mechanisms;
5. Apply knowledge of anatomy, microbiology, physiology to more advanced courses required in allied health majors; and
6. Apply knowledge of anatomy, microbiology or physiology in the clinical practice of nursing or dental hygiene.

## PRE-ALLIED HEALTH MAJOR REQUIREMENTS - COMPLETE 23.00 UNITS

ANAT 1	General Human Anatomy	5.00
BIO 10	Introduction to Principles of Biology	4.00
CHEM 60	Chemistry for the Allied Health Sciences	5.00
PHYSIO 1	Human Physiology	5.00

Complete any combination totaling at least 4.00 units from the following:

MICRO 5	General Microbiology	5.00
MICRO 60	Fundamentals of Microbiology	4.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## PRE-VETERINARY STUDIES (AS)

Program of Study Code: 002084

Term Effective: Fall 2021

**43.50 Units**

(707) 778-4174

[dfamini@santarosa.edu](mailto:dfamini@santarosa.edu) (<mailto:dfamini@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Pre-Veterinary Studies major is designed to provide insight into the veterinary career field, and a solid foundation in the science courses for students with a goal of attending a professional veterinary medicine program such as the UC Davis School of Veterinary Medicine. Veterinarians have Doctorate of Veterinary Medicine (DVM) degrees from one of 30 Veterinary Schools in the United States. This is a graduate degree that requires most students to earn a Bachelor's Degree as part of their journey towards earning a DVM. Each veterinary school has slightly different pre-requisite requirements. A student's state of residency has a major impact on the likelihood of admission for most schools; therefore, Santa Rosa Junior College Pre-Veterinary major is modeled after the requirements for UC Davis. Students are encouraged to review the requirements of different schools through the Association of American Veterinary Medical College's website ([aavmc.org](http://aavmc.org)).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate understanding of the veterinary medical career field and generate a personal academic and occupational plan.
2. Demonstrate an understanding of foundational concepts in the fields of biology, chemistry and statistics to prepare students towards admissions into a veterinary school.

## PRE-VETERINARY REQUIREMENTS - COMPLETE 43.50 UNITS

ANHLT 101	Introduction to Veterinary Careers	1.50
BIO 2.1	Fundamentals of Biology (Cell and Molecular)	5.00
BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	5.00
BIO 2.3	Fundamentals of Biology (Botany and Ecology)	5.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00
MATH 15	Elementary Statistics	4.00
PHYS 20A	General Physics Part I	4.00
PHYS 20B	General Physics Part II	4.00

Complete any combination totaling at least 5.00 units from the following:

CHEM 8	Introductory Organic Chemistry	5.00
CHEM 12A	Organic Chemistry	5.00

And

CHEM 12B	Organic Chemistry	5.00
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## PSYCHOLOGY (AA)

Program of Study Code: 001038

Term Effective: Fall 2023

**21.00 Units**

(707) 527-4220

[jkremer@santarosa.edu](mailto:jkremer@santarosa.edu) (<mailto:jkremer@santarosa.edu>)

## PROGRAM DESCRIPTION:

Students completing the Psychology major at Santa Rosa Junior College will develop skills and knowledge consistent with the study of Psychology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to Psychological inquiry and exposition. Completion of the program will provide the orientation and background necessary for success in the major at the university level and will provide a foundation for lifelong learning.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify the major theoretical approaches, theorists, and historical trends in psychology;
2. Understand and use basic research methods in psychology, including design, data analysis and interpretation;
3. Apply psychological knowledge to personal, social, and cultural issues;
4. Develop interpersonal skills to foster an understanding of self and others in a diverse cultural context;
5. Apply critical thinking to psychological theories, research, and personal assumptions; and
6. Articulate thoughts effectively in written and oral communication.

## PSYCHOLOGY MAJOR REQUIREMENTS - COMPLETE 9.00 UNITS

PSYCH 1A	General Psychology	3.00
PSYCH 1B	Introduction to Psychological Research Methods	3.00

Complete any combination totaling at least 3.00 units from the following:

PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
MATH 15	Elementary Statistics	4.00

## PSYCHOLOGY MAJOR RESTRICTED ELECTIVES - COMPLETE 12.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00

Complete any combination totaling at least 6.00 units from the following:

PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 8	Introduction to Lifespan Psychology	3.00
PSYCH 10	Introduction to Biological Psychology	3.00

PSYCH 11	Introduction to Cognitive Psychology	3.00
PSYCH 14	Introduction to Positive Psychology	3.00
PSYCH 15	Introduction to Psychology of Consciousness	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 35	Psychology of Personal and Social Adjustment	3.00
PSYCH 40	Introduction to Psychology of Gender	3.00
PSYCH 52	Interpersonal Communication	3.00
PSYCH 56	Aging, Dying and Death	3.00
PSYCH 57	Introduction to Sports Psychology	3.00

## NOTES:

No course may be used more than once to fulfill a requirement in the major. A grade of "C" or better is required for all major classes.

## PSYCHOLOGY (AA-T)

Program of Study Code: 001056

Term Effective: Fall 2023

**19.00 Units**

(707) 527-4220

[jkremer@santarosa.edu](mailto:jkremer@santarosa.edu) (<mailto:jkremer@santarosa.edu>)

### PROGRAM DESCRIPTION:

Students completing the Associate in Arts for Transfer in Psychology at Santa Rosa Junior College will develop skills and knowledge consistent with the study of Psychology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to psychological inquiry and exposition. Completion of the major will provide the orientation and background necessary for success in psychology at the university level and will provide a foundation for lifelong learning. This major fulfills the transfer model curriculum for the California State University (CSU) campuses.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Identify the major theoretical approaches, theorists, and historical trends in psychology;
2. Understand and use basic research methods in psychology, including design, data analysis and interpretation;

3. Apply psychological knowledge to personal, social, and cultural issues;
4. Develop interpersonal skills to foster an understanding of self and others in a diverse cultural context;
5. Apply critical thinking to psychological theories, research, and personal assumptions; and
6. Articulate thoughts effectively in written and oral communication.

## **PSYCHOLOGY FOR TRANSFER REQUIRED - COMPLETE 9.00 UNITS**

PSYCH 1A	General Psychology	3.00
PSYCH 1B	Introduction to Psychological Research Methods	3.00

Complete any combination totaling at least 3.00 units from the following:

PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
MATH 15	Elementary Statistics	4.00

## **PSYCHOLOGY LIST A - COMPLETE 4.00 UNITS**

Complete any combination totaling at least 4.00 units from the following:

BIO 10	Introduction to Principles of Biology	4.00
BIO 16	Introduction to Biology For Non- Majors	4.00

## **PSYCHOLOGY LIST B - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

CHLD 10	Child Growth and Development	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 30	Social Psychology	3.00

## **PSYCHOLOGY LIST C - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

CHLD 10	Child Growth and Development	3.00
PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 10	Introduction to Biological Psychology	3.00
PSYCH 11	Introduction to Cognitive Psychology	3.00
PSYCH 14	Introduction to Positive Psychology	3.00
PSYCH 15	Introduction to Psychology of Consciousness	3.00

PSYCH 30	Social Psychology	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
PSYCH 35	Psychology of Personal and Social Adjustment	3.00
PSYCH 40	Introduction to Psychology of Gender	3.00
PSYCH 52	Interpersonal Communication	3.00
PSYCH 56	Aging, Dying and Death	3.00
PSYCH 57	Introduction to Sports Psychology	3.00

## PROGRAM REQUIREMENTS NOTES:

**Note:** Courses used to satisfy requirements in one category cannot be used to satisfy requirements in another category. Review the TMC template for specific details.

## PUBLIC HEALTH SCIENCE (AS-T)

Program of Study Code: 002074

Term Effective: Fall 2018

**34.00 Units**

(707) 524-1591

[ejen@santarosa.edu](mailto:ejen@santarosa.edu) (<mailto:ejen@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Public Health Science Associate in Science for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Describe social, political, and economic issues that impact public health and healthcare delivery systems in the United States.
2. Explain how functional anatomy and physiological regulation affect health and wellness.
3. Describe how behavioral, cultural, and environmental factors impact the health status of individuals and diverse populations.
4. Demonstrate effective communication and problem-solving skills necessary to improve health inequalities, such as advocacy, community organizing, and/or policy change.



## PUBLIC HEALTH SCIENCE REQUIREMENTS - COMPLETE 34.00 UNITS

HLE 5	Personal Health and Wellness	3.00
HLC 52	Introduction to Public Health	3.00
MATH 15	Elementary Statistics	4.00
BIO 10	Introduction to Principles of Biology	4.00
CHEM 42	Introductory General Chemistry	4.00
PSYCH 1A	General Psychology	3.00
ANAT 1	General Human Anatomy	5.00
PHYSIO 1	Human Physiology	5.00

Complete any combination totaling at least 3.00 units from the following:

ECON 2	Principles of Microeconomics	3.00
ECON 1	Principles of Macroeconomics	3.00
FDNT 60	Nutrition and Physical Fitness	1.00
PSYCH 3	Human Sexuality	3.00
SOC 1	Introduction to Sociology	3.00
PSYCH 8	Introduction to Lifespan Psychology	3.00

## RADIOLOGIC TECHNOLOGY (AS)

Program of Study Code: 002008

Term Effective: Fall 2023

**94.50 Units**

(707) 527-4346

[talander@santarosa.edu](mailto:talander@santarosa.edu) (<mailto:talander@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Radiologic Major provides training in the operation of X-ray and computer equipment, performance of radiological procedures, creating and processing radiographs, experience in other advanced imaging modalities, and radiation protection. A minimum of 1,850 clinical hours is required in hospitals and radiology departments affiliated with Santa Rosa Junior College. Elective clinical experience in other modalities is available. The SRJC program, accredited by the Joint Review Committee on Education in Radiologic Technology, is approved by the California State Department of Public Health -Radiologic Health Branch. Upon successful program completion, eligible graduates (contact individual health care agencies for specific criteria and pre-application review process) will be allowed to sit for examinations administered by the American Registry of Radiologic Technologists and the California State Department of Public Health - Radiologic Health Branch.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Deliver high quality patient care services in Radiology;
2. Observe a high level of medical ethics;
3. Perform radiographic job duties with professionalism;
4. Use effective communication skills;
5. Use critical thinking skills to analyze and resolve imaging issues; and
6. Demonstrate clinical competency of an entry-level technologist.

## PROGRAM SELECTION PROCESS:

Applicants who have completed all of the program prerequisites by the deadline of the application year will be qualified for the lottery selection process. Please contact the Health Science Department for information about entering the program.

## RADIOLOGIC TECHNOLOGY PREREQUISITES - COMPLETE 28.00 UNITS

CS 5	Computer Literacy	3.00
HLC 160	Medical Terminology	3.00
RADT 99	Community Engagement Related to Medical Imaging	1.00
RADT 100	Survey of Medical Imaging	2.00

**Complete any combination totaling at least 4.00 units from the following:**

ENGL 1A	College Composition	4.00
ESL 10	ESL College Composition	4.50

**Complete any combination totaling at least 3.00 units from the following:**

ANAT 1	General Human Anatomy	5.00
ANAT 58	Introduction to Human Anatomy	3.00

**Complete any combination totaling at least 3.00 units from the following:**

PHYSIO 1	Human Physiology	5.00
PHYSIO 58	Introduction to Human Physiology	3.00

**Complete any combination totaling at least 3.00 units from the following:**

COMM 7	Intercultural Communication	3.00
COMM 1	Introduction to Public Speaking	3.00

*And*

HIST 21	Race, Ethnicity and Gender in American Culture	3.00
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*or*

COMM 1	Introduction to Public Speaking	3.00
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*And*

HUMAN 6	Humanities in the United States	3.00
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*or*

COMM 1	Introduction to Public Speaking	3.00
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<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 1	Introduction to Public Speaking	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	HIST 21	Race, Ethnicity and Gender in American Culture	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	HUMAN 6	Humanities in the United States	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00
<i>or</i>	COMM 60	Communication Skills	3.00
<i>And</i>	HIST 21	Race, Ethnicity and Gender in American Culture	3.00
<i>or</i>	COMM 60	Communication Skills	3.00
<i>And</i>	HUMAN 6	Humanities in the United States	3.00
<i>or</i>	COMM 60	Communication Skills	3.00
<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 60	Communication Skills	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00

**Complete any combination totaling at least 3.00 units from the following:**

MATH 101	Mathematics for the Associate Degree	3.00
MATH 154	Elementary and Intermediate Algebra For Business and STEM	8.00
MATH 156	Intermediate Algebra for Business and STEM Majors	5.00
MATH 161	Mathematics Preparation for Statistics and Liberal Arts	4.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00

**Any higher level (<https://assessment.santarosa.edu/math-sequence-chart>) math course will satisfy requirement**

**Complete any combination totaling at least 3.00 units from the following:**

PSYCH 1A	General Psychology	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 52	Interpersonal Communication	3.00

**RADIOLOGIC TECHNOLOGY REQUIREMENTS - COMPLETE 66.50 UNITS**

RADT 60	Introduction to Radiologic Technology	3.00
RADT 61A	Radiographic Positioning 1	4.00
RADT 61B	Radiographic Positioning 2	3.00
RADT 61C	Radiographic Positioning 3	1.00
RADT 63A	Radiation Physics and Medical Imaging Systems	3.00
RADT 63B	Radiobiology Radiation Protection, and Quality Control	3.00
RADT 64	Patient Care in Radiology	3.00
RADT 64L	Patient Care in Radiology Laboratory	2.00
RADT 65	Pathology in Radiology	3.50
RADT 66	Special Modalities	4.00
RADT 68	Preparation for Professional Practice	3.00
RADT 71A	Clinical Experience 1	4.50
RADT 71B	Clinical Experience 2	6.00
RADT 71C	Clinical Experience 3	2.50
RADT 71D	Clinical Experience 4	8.50
RADT 71E	Clinical Experience 5	8.50
RADT 71F	Clinical Experience 6	4.00

## PROGRAM REQUIREMENTS NOTES:

Program prerequisites are put in place by external accreditation and regulatory agencies and are not subject to catalog rights. Starting Fall 2009, only college transferable reading and composition courses (English 1A or equivalent) will be accepted to fulfill the English prerequisite requirement. Completion of all prerequisites must show on official transcripts. Listing of articulated classes are available for review: Articulation Agreements (<https://articulation.santarosa.edu/california-community-colleges>).  
(<https://articulation.santarosa.edu/california-community-colleges>)

Starting in 2015, the American Registry of Radiologic Technologists will require an Associate Degree as eligibility to sit for the licensing examination. Therefore, the SRJC Radiologic Technology Program strongly urges all applicants who do not possess an Associate Degree or higher, to complete all of the general education requirements for an Associate of Science degree prior to admission to the program in Fall 2013. The program prerequisites only fulfill the graduation requirements in areas A, B, C, D, and G for students using the Option A General Education Pattern.

Recency: applies to Anatomy and Medical Terminology only. Recency is five years preceding the year of application closing.

## NOTES:

Accepted students must successfully pass a criminal background check (paid by students) that will require social security numbers.

All program classes and prerequisites taken in conjunction with this program must be completed with a letter grade of 'C' or better.

For students interested in pursuing mammography, we offer RADT 102 - Mammography for Radiologic Technology Effective Fall 2022, RADT 99 will be a 1 unit course (60 hours).

## RELIGIOUS STUDIES (AA)

Program of Study Code: 001041

Term Effective: Fall 2023

**19.00 Units**

(707) 527-1710

[ethompson@santarosa.edu](mailto:ethompson@santarosa.edu) (<mailto:ethompson@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Religious Studies Associate of Arts Degree Program prepares students for all and any transfer options in the area of religious studies such as upper division degrees in religious studies, biblical studies, archeology, theological or ministry paths, history, literature, humanities and interdisciplinary studies.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate greater awareness of global religious traditions and their origins;
2. Apply the appropriate lexicon to discuss religions in socio-historical contextual terms;
3. Demonstrate skills in critical analysis of religious claims; and
4. Identify the major world religions and their major branches in order to distinguish among different types of religions.

## RELIGIOUS STUDIES REQUIREMENTS - COMPLETE 18.00 UNITS

RELS 1	Introduction to Religious Studies	3.00
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Complete any combination totaling at least 3.00 units from the following:

HUMAN 8	Comparative Mythology	3.00
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RELS 2	World Religions	3.00
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Complete any combination totaling at least 12.00 units from the following:

RELS 3	History of God	3.00
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RELS 6.66	History of Satan	3.00
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RELS 7	Wisdom Religions of Asia	3.00
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RELS 8	Buddhism	3.00
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RELS 15	Islam	3.00
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RELS 21	The Hebrew Bible	3.00
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RELS 22	Jesus and the Invention of Christianity	3.00
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RELS 32	Religion in America	3.00
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## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## SIGNAL TECHNICIAN (AS)

Program of Study Code: 002079

Term Effective: Fall 2021

**20.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (mailto:mpapa@santarosa.edu)

## PROGRAM DESCRIPTION:

The Signal Technician degree will train students to repair, test, adjust, and install electronic equipment, such as industrial controls, transmitters, and antennas. Course requirements will cover assembly, testing, and troubleshooting of automation devices as well as programmable logic controller programs, their installation and related maintenance.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Evaluate transmission signals, transmission lines, and antennas.
2. Analyze and measure the characteristics of typical DC and AC circuits.
3. Apply multimeter and oscilloscope measurement techniques to solid state circuits.
4. Build an electronic device using a schematic and device specifications.
5. Install and test the operation of a ladder logic Program for a PLC.
6. Design and program LabVIEW virtual instruments.

## SIGNAL TECHNICIAN REQUIREMENTS - COMPLETE 20.00 UNITS

ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 88	Computer Hardware	3.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 167	Radio Frequency and Wireless Communications	3.00
ELEC 180	LabVIEW for Technicians	3.00

## SOCIAL AND BEHAVIORAL SCIENCES (AA)

Program of Study Code: 001023

Term Effective: Fall 2020

**18.00 Units**

(707) 527-4763

[cprince@santarosa.edu](mailto:cprince@santarosa.edu) (<mailto:cprince@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Social and Behavioral Sciences major is intended for the student who wants to explore the social and behavioral sciences as a foundation of lifelong learning, or as an introduction to the related fields of Sociology, Psychology, Anthropology, Economics, History, Social Science, and/or Political Science. This major is broad and

exploratory in nature and does not necessarily fulfill the lower division requirements for transfer in a specific discipline.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify major theoretical approaches across a variety of disciplines within the Social and Behavioral Sciences (i.e Psychology, Sociology, Anthropology, History, Political Science and Economics);
2. Employ critical thinking and writing skills in the analysis of complex issues; and
3. Develop a global world view that encompasses diverse perspectives.

## SOCIAL AND BEHAVIORAL SCIENCES REQUIREMENTS - COMPLETE 18.00 UNITS

Complete any combination totaling at least 18.00 units from the following:

AGBUS 7	Agricultural Economics	3.00
AJ 25	Community Relations	3.00
AJ 56	Crime and Criminal Justice in Society	3.00
ANTHRO 2	Cultural Anthropology	3.00
ANTHRO 3	Introduction to Archaeology	3.00
ANTHRO 4	Ancient Peoples and Society	3.00
ANTHRO 21	American Folklore and Folklife	3.00
ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 32	Native Cultures of North America	3.00
ANTHRO 34	Native Cultures of California	3.00
BAD 10	American Business in Its Global Context	3.00
BEHSC 49	Independent Study in Behavioral Sciences	1.00-3.00
CHLD 10	Child Growth and Development	3.00
CHLD 68	Working With Children and Families in a Diverse Society	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00
COMM 7	Intercultural Communication	3.00
COMM 10	Introduction to Communication Studies	3.00
COUN 7	Identity and Cultural Diversity	3.00
COUN 20	Sex and Gender	3.00
ECON 1	Principles of Macroeconomics	3.00
ECON 2	Principles of Microeconomics	3.00
ECON 12	Introduction to Economics and the Environment	3.00



ECON 30	International Economics	3.00
GEOG 3	World Regional Geography	3.00
GEOG 7	Introduction to Human Geography	3.00
HIST 5	History of the Modern Middle East	3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 17.1	History of the United States to 1877	3.00
HIST 17.2	United States History from 1877	3.00
HIST 18.1	History of Women in the United States to 1877	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 20	History of the US Since 1945	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 22	History of California	3.00
HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 30	African American History	3.00
HIST 33	History of Mexico	3.00
POLS 1	Introduction to United States Government	3.00
POLS 2	Introduction to Comparative Government	3.00
POLS 18	Political Theory	3.00
POLS 25	Introduction to International Relations	3.00
PSYCH 1A	General Psychology	3.00
PSYCH 1B	Introduction to Psychological Research Methods	3.00
PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 8	Introduction to Lifespan Psychology	3.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00

PSYCH 10	Introduction to Biological Psychology	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
PSYCH 57	Introduction to Sports Psychology	3.00
SOC 1	Introduction to Sociology	3.00
SOC 2	Modern Social Problems	3.00
SOC 3	Self and Society	3.00
SOC 5	Sociological Research Methods	3.00
SOC 10	Close Relationships and Family Life	3.00
SOC 30	Race and Ethnic Relations	3.00

## NOTES:

[Social Science Department website \(https://socialscience.santarosa.edu\)](https://socialscience.santarosa.edu)

[Behavioral Science Department website \(https://behavioralsciences.santarosa.edu/\)](https://behavioralsciences.santarosa.edu/)

## SOCIAL JUSTICE STUDIES (AA-T)

Program of Study Code: 001073

Term Effective: Fall 2023

**18.00 Units**

(707) 527-4277

[llarque@santarosa.edu \(mailto:llarque@santarosa.edu\)](mailto:llarque@santarosa.edu)

### PROGRAM DESCRIPTION:

This Associate in Arts for Transfer in Social Justice Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in Social Justice, Ethnic Studies, Women or Gender Studies, or to programs focused on ethnic groups such as Chicano/Latino Studies, African American Studies, Asian American Studies, or Native American Studies. Social Justice Studies explores the experiences of individuals from different interdisciplinary studies of different groups and the complex relations and phenomena of culture, power, oppression, equity, and equality from the perspective of what is fair and just. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree: (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental

General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A minimum of 60 semester units as required for the Associate in Arts for Transfer in Social Justice Studies major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in Social Justice Studies major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Utilize the psychology and/or sociology of prejudice and discrimination to analyze examples of discrimination and oppression in historical and cultural frameworks.
2. Utilize the principles of Women and Gender Studies to identify, explore, and analyze examples of prejudice, discrimination, or oppression of women in historical or cultural frameworks.
3. Utilize statistics or research methods in psychology or sociology to better analyze issues related to Social Justice Studies.
4. Analyze issues in political sciences, arts and humanities, and behavioral and social sciences through a social justice perspective.

## SOCIAL JUSTICE STUDIES REQUIRED CORE - COMPLETE 9.00 UNITS

PSYCH 40	Introduction to Psychology of Gender	3.00
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**Complete any combination totaling at least 3.00 units from the following:**

PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
SOC 30	Race and Ethnic Relations	3.00

**Complete any combination totaling at least 3.00 units from the following:**

COUN 20	Sex and Gender	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 30	African American History	3.00
HIST 33	History of Mexico	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
PSYCH 40	Introduction to Psychology of Gender	3.00
SOC 30	Race and Ethnic Relations	3.00

# SOCIAL JUSTICE STUDIES LIST A (3 COURSES FROM 2+ AREAS, SEE TMC) - COMPLETE 9.00 UNITS

Complete any combination totaling at least 9.00 units from the following:

List A: Select three courses from 2+ areas

## Area 1: History or Government

HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 18.1	History of Women in the United States to 1877	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 22	History of California	3.00
HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 30	African American History	3.00
HIST 33	History of Mexico	3.00
POLS 1	Introduction to United States Government	3.00

## Area 2: Arts and Humanities

ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ANTHRO 43	Native American Art and Culture	3.00
ENGL 31	African-American Literature	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
ENGL 36	LGBTQ+ Arts and Literature	3.00
HUMAN 6	Humanities in the United States	3.00
MUSC 9	Jazz Appreciation	3.00
PHIL 9	Political Philosophy	3.00
PHIL 10	Philosophy of Peace and Nonviolent Action	3.00
RELS 32	Religion in America	3.00
SPAN 4	Intermediate Spanish-Part 2	4.00
THAR 6	Multicultural Perspectives in American Theatre	3.00

## Area 3: Social Science

ANTHRO 21	American Folklore and Folklife	3.00
ANTHRO 32	Native Cultures of North America	3.00
ANTHRO 34	Native Cultures of California	3.00
CHLD 68	Working With Children and Families in a Diverse Society	3.00
COMM 7	Intercultural Communication	3.00
COUN 7	Identity and Cultural Diversity	3.00
COUN 20	Sex and Gender	3.00
POLS 18	Political Theory	3.00

#### Area 4: Quantitative Reasoning and Research Met

Select MATH 15 or PSYCH 9 (not both)

MATH 15	Elementary Statistics	4.00
OR		
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
PSYCH 1B	Introduction to Psychological Research Methods	3.00
SOC 5	Sociological Research Methods	3.00

#### Area 5: Major Preparation

ANTHRO 34	Native Cultures of California	3.00
COMM 7	Intercultural Communication	3.00
COUN 20	Sex and Gender	3.00
ENGL 31	African American Literature	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 18.2	History of Women in the United States Since 1877	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 26	History of Chicanx and Latinx from 1848 to present	3.00
HIST 30	African American History	3.00
HUMAN 6	Humanities in the United States	3.00
MUSC 9	Jazz Appreciation	3.00
SOC 30	Race and Ethnic Relations	3.00
SPAN 4	Intermediate Spanish-Part 2	4.00

## NOTES:

For List A Requirements: Select three courses from at least two areas listed on the [TMC Template \(SR\\_ProgramsOfStudy.aspx?MCID=1776&DocType=2\)](#).

A course used to satisfy a requirement in one category can not be used to fulfill the requirements in another category.

## **SOCIAL WORK AND HUMAN SERVICES: ADDICTION STUDIES** **(AA)**

Program of Study Code: 001015

Term Effective: Fall 2023

**43.00 Units**

(707) 527-4289

[jpaisley@santarosa.edu](mailto:jpaisley@santarosa.edu) (<mailto:jpaisley@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Social Work and Human Services: Addiction Studies major is designed to provide the student with the academic preparation and field experience needed to work with the drug-dependent. It provides a broad base of knowledge regarding approaches to drug education and prevention, treatment issues, counseling skills, ethical issues, and practical knowledge about drugs and their effects.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate an understanding of the social work and human services field and its operational function in relation to client services;
2. Examine and perform various social work and human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the social work and human services field;
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of social work and human services clients; and
5. Identify the essential components of alcohol and drug addiction and employ the tools and skills needed to work with clients in treatment centers.

### **SOCIAL WORK AND HUMAN SERVICES CORE REQUIREMENTS - COMPLETE 31.50 UNITS**

COUN 7	Identity and Cultural Diversity	3.00
SWHS 80	Introduction to Addiction Studies	3.00

SWHS 83	Family Systems in Addiction Studies	3.00
SWHS 87	Ethical Issues in Human Services	3.00
SWHS 88	Internship Practicum	1.50
SWHS 90	Introduction to Human Services	3.00
SWHS 91	Skills and Techniques in Human Services	3.00
SWHS 92	Introduction to Group Counseling	3.00
SWHS 93	Introduction to Case Management	3.00
SWHS 96	Co-Occurring Disorders	3.00
SWHS 99I	Human Services Internship Work Experience	0.50-8.00

## **ADDICTION STUDIES REQUIREMENTS - COMPLETE 10.50 UNITS**

SWHS 81	Prevention and Education on Addiction	3.00
SWHS 82	Pharmacological & Physiological Effects of Addiction	3.00
SWHS 88	Internship Practicum	1.50
SWHS 99I	Social Work and Human Services Internship Work Experience	0.50-8.00

## **- COMPLETE 0.00 UNITS**

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **NOTES:**

SWHS 88 must be taken twice for a total of 3.0 units.

It is strongly recommended that students complete SWHS 88 and SWHS 99I in the final semester of taking the core requirements. In this program, COUN 99I consists of internships in alcohol or drug settings.

CAADE Certification requires that students complete two internships in different modalities. Students will therefore complete a second SWHS 99I internship as part of the Addiction Studies requirements.

## **SOCIAL WORK AND HUMAN SERVICES: ADVOCACY (AA)**

Program of Study Code: 001014

Term Effective: Fall 2023

### 35.50 Units

(707) 527-4289

[jpaisley@santarosa.edu](mailto:jpaisley@santarosa.edu) (<mailto:jpaisley@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Social Work and Human Services: Advocacy major is designed as an interdisciplinary approach to understanding the skills needed in human rights advocacy. Particular attention is given to the ways in which processes and practices are handled for some individuals.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of the social work and human services field and its operational function in relation to client services;
2. Examine and perform various social work and human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the social work and human services field; and
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of social work and human services clients.

## SOCIAL WORK AND HUMAN SERVICES: ADVOCACY CORE REQUIREMENTS - COMPLETE 25.50 UNITS

COUN 7	Identity and Cultural Diversity	3.00
SWHS 80	Introduction to Addiction Studies	3.00
SWHS 90	Introduction to Human Services	3.00
SWHS 91	Skills and Techniques in Human Services	3.00
SWHS 93	Introduction to Case Management	3.00
SWHS 87	Ethical Issues in Human Services	3.00
SWHS 88	Internship Practicum	1.50
SWHS 99I	Human Services Internship Work Experience	0.50-8.00

Complete any combination totaling at least 3.00 units from the following:

SWHS 92	Introduction to Group Counseling	3.00
SWHS 96	Co-Occurring Disorders	3.00

## ADVOCACY EMPHASIS REQUIREMENTS - COMPLETE 9.00 UNITS

SWHS 95	Advocating for Social Change	3.00
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**Complete any combination totaling at least 6.00 units from the following:**

AJ 25	Community Relations	3.00
AJ 53	Juvenile Procedures	3.00
AJ 56	Crime and Criminal Justice in Society	3.00
AJ 71	Correctional Interviewing & Counseling	3.00
ASL 1	Elementary American Sign Language - Part I	4.00
CHLD 10	Child Growth and Development	3.00
CHLD 53A	Introduction to Children with Special Needs	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00
COUN 20	Sex and Gender	3.00
HLC 160	Medical Terminology	3.00
PHIL 7	Contemporary Moral Issues	3.00
PSYCH 1A	General Psychology	3.00
PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 40	Introduction to Psychology of Gender	3.00
PSYCH 56	Aging, Dying and Death	3.00
RELS 2	World Religions	3.00
SOC 2	Modern Social Problems	3.00
SOC 30	Race and Ethnic Relations	3.00
SWHS 81	Prevention and Education on Addiction	3.00
SWHS 82	Pharmacological & Physiological Effects of Addiction	3.00
SWHS 83	Family Systems in Addiction Studies	3.00
SWHS 92	Introduction to Group Counseling	3.00
SWHS 96	Co-Occurring Disorders	3.00

**INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00  
UNIT**

LIR 10

Introduction to Information 1.00

Literacy

## NOTES:

It is strongly recommended that students complete SWHS 88 and SWHS 99I in the final semester of taking the core requirements. SWHS 92 and SWHS 96 can only count once.

## SOCIOLOGY (AA-T)

Program of Study Code: 001055

Term Effective: Fall 2023

**18.00 Units**

(707) 522-2645

[mdasgupta@santarosa.edu](mailto:mdasgupta@santarosa.edu) (mailto:mdasgupta@santarosa.edu)

### PROGRAM DESCRIPTION:

The Associate in Arts for Transfer in Sociology degree provides students with an introduction to and overview of the field of Sociology. Students learn the major theories and research methods used by sociologists, as well as develop the ability to analyze critical aspects of contemporary society. This major fulfills the Transfer Model Curriculum for transfer to California State University (CSU) campuses.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Explain and apply the major theories, concepts, and methodologies of sociology;
2. Analyze society and social groups using a sociological perspective; and
3. Evaluate structures and policies of major American social institutions.

### SOCIOLOGY FOR TRANSFER REQUIRED CORE - COMPLETE 9.00 UNITS

SOC 1	Introduction to Sociology	3.00
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SOC 2	Modern Social Problems	3.00
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Complete any combination totaling at least 3.00 units from the following:

PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00
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MATH 15	Elementary Statistics	4.00
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### SOCIOLOGY FOR TRANSFER LIST A - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

AJ 56	Crime and Criminal Justice in Society	3.00
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PSYCH 30	Social Psychology	3.00
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SOC 10 Close Relationships and Family 3.00

Life

SOC 15 Introduction to Sociology of 3.00

Gender

SOC 30 Race and Ethnic Relations 3.00

If choosing one of the courses below, only one will count towards the major (you do not need to take both):

PSYCH 1B Introduction to Psychological 3.00

Research Methods

SOC 5 Sociological Research Methods 3.00

## **SOCIOLOGY FOR TRANSFER LIST B - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

The courses chosen below must be different from List A.

AJ 56 Crime and Criminal Justice in 3.00

Society

ANTHRO 2 Cultural Anthropology 3.00

GEOG 7 Introduction to Human 3.00

Geography

HIST 21 Race, Ethnicity and Gender in 3.00

American Culture

PSYCH 1A General Psychology 3.00

PSYCH 30 Social Psychology 3.00

SOC 3 Self and Society 3.00

SOC 10 Close Relationships and Family 3.00

Life

SOC 15 Introduction to Sociology of 3.00

Gender

SOC 30 Race and Ethnic Relations 3.00

If neither was chosen from List A, then one may be selected for List B:

PSYCH 1B Introduction to Psychological 3.00

Research Methods

SOC 5 Sociological Research Methods 3.00

## **PROGRAM REQUIREMENTS NOTES:**

**A course used to satisfy a requirement in one category can not be used to fulfill the requirements in another category.**

## **SPANISH (AA)**

Program of Study Code: 001001

Term Effective: Fall 2023

**18.00 Units**

(707) 527-4615

[holcomb@santarosa.edu](mailto:holcomb@santarosa.edu) (<mailto:holcomb@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

A student completing the Spanish major will have a solid background in reading, writing, speaking and comprehending Spanish and will have developed both an understanding and appreciation of Hispanic cultures. The student will be prepared for upperdivision coursework in Spanish at a four-year university or, should he/she pursue other fields of study, will have achieved a level of competence in Spanish that will both enhance job performance and increase marketability in professions where knowledge of Spanish is either necessary or advantageous.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Converse in Spanish with native speakers of Spanish on a full range of topics, including but not limited to, personal and family lives, school or work related topics, current events, historical, political and cultural perspectives with effective use of grammar and comprehensible pronunciation;
2. Demonstrate an understanding of authentic texts in Spanish on a wide range of topics, including but not limited to, newspaper and magazine articles, short stories, letters, poems, essays by identifying and explaining the key points and themes both orally and in writing;
3. Write cogent essays or term papers in grammatically correct Spanish formulating and developing ideas on a full range of topics, including but not limited to, history, culture, literary analysis and current events;
4. Demonstrate cultural awareness and appreciation of the Spanish & Spanish American experience by examining, identifying and analyzing the values, attitudes and traditions that characterize such experience; and
5. Succeed in upper division Spanish coursework at a four-year university and/or function in a professional setting where the use of Spanish is an asset.

## **SPANISH MAJOR REQUIREMENTS - COMPLETE 8.00 UNITS**

**Complete any combination totaling at least 4.00 units from the following:**

SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 41	Intermediate Spanish for Spanish Speakers	4.00
SPAN 4	Intermediate Spanish - Part 2	4.00

## **SPANISH MAJOR RESTRICTED ELECTIVES - COMPLETE 9.00 UNITS**

**Complete any combination totaling at least 9.00 units from the following:**

ANTHRO 30	Anthropology of Globalization	3.00
ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ENGL 25	Introduction to Language Study	3.00

ENGL 33	Chicano/Chicana Arts and Literature	3.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00
HIST 21	Race, Ethnicity and Gender in American Culture	3.00
HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 33	History of Mexico	3.00
HUMAN 23	Culture and Values in Latin America and The Caribbean	3.00
SPAN 1	Elementary Spanish-Part 1	4.00
SPAN 2	Elementary Spanish-Part 2	4.00
SPAN 40	Introductory Spanish for Spanish Speakers	4.00
SPAN 50A	Conversation for Beginners-Part 1	3.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## SPANISH (AA-T)

Program of Study Code: 001068

Term Effective: Fall 2023

**19.00 Units**

(707) 527-4615

[rho1comb@santarosa.edu](mailto:rho1comb@santarosa.edu) (mailto:rho1comb@santarosa.edu)

### PROGRAM DESCRIPTION:

A student completing the Associate in Arts in Spanish for Transfer will have a solid background in reading, writing, speaking, and comprehending Spanish and will have developed both an understanding and appreciation of Hispanic cultures.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Converse in Spanish with native speakers of Spanish on a full range of topics, including but not limited to, personal and family lives, school or work related topics, current events, historical, political and cultural perspectives with effective use of grammar and comprehensible pronunciation;
2. Demonstrate an understanding of authentic texts in Spanish on a wide range of topics, including but not limited to, newspaper and magazine articles, short stories, letters, poems, essays by identifying and explaining the key points and themes both orally and in writing;
3. Write cogent essays or term papers in grammatically correct Spanish formulating and developing ideas on a full range of topics, including but not limited to, history, culture, literary analysis and current events;
4. Demonstrate cultural awareness and appreciation of the Spanish & Spanish American experience by examining, identifying and analyzing the values, attitudes and traditions that characterize such experience; and
5. Succeed in upper division Spanish coursework at a four-year university and/or function in a professional setting where the use of Spanish is an asset.

## SPANISH FOR TRANSFER CORE REQUIREMENTS - COMPLETE 16.00 UNITS

SPAN 1	Elementary Spanish-Part 1	4.00
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Complete any combination totaling at least 4.00 units from the following:

SPAN 2	Elementary Spanish-Part 2	4.00
SPAN 40	Introductory Spanish for Spanish Speakers	4.00

Complete any combination totaling at least 4.00 units from the following:

SPAN 3	Intermediate Spanish-Part One	4.00
SPAN 41	Intermediate Spanish for Spanish Speakers	4.00
SPAN 4	Intermediate Spanish-Part 2	4.00

## SPANISH FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ANTHRO 31	Mesoamerican Origins of Latino Culture	3.00
ENGL 33	Chicano/Chicana Arts and Literature	3.00
FREN 1	Elementary French-Part 1	4.00
FREN 2	Elementary French-Part 2	4.00
FREN 3	Intermediate French-Part 1	4.00
FREN 4	Intermediate French-Part 2	4.00
HIST 8.1	History of Latin America from Pre-Columbian to 1830	3.00
HIST 8.2	History of Latin America from 1830 to Present	3.00

HIST 26	History of Chicanos and Latinos from 1848 to Present	3.00
HIST 33	History of Mexico	3.00
HUMAN 23	Culture and Values in Latin America and The Caribbean	3.00
ITAL 1	Elementary Italian-Part 1	4.00
ITAL 2	Elementary Italian-Part 2	4.00
ITAL 3	Intermediate Italian-Part 1	4.00
ITAL 4	Intermediate Italian-Part 2	4.00
SPAN 50C	Intermediate Conversation	3.00

## NOTES:

Important Note for Students: Please use the TMC Template link above to review options for Substitution Courses: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (Title 5 regulations). Course substitutions are made at the discretion of the local college and may or may not be delineated in the local degree. Suggested substitutions include courses in List A. Additional suggested course substitutions are contained in the finalized Transfer Model Curriculum (TMC). The following courses have been identified as options: Any course from List A OR; ANTHRO 31 Anthropology of Globalization (3 units) or; ENGL 25 Introduction to Language Study (3 units) or; HIST 21 Race, Ethnicity and Gender in American Culture (3 units) or; SPAN 40 Introductory Spanish for Spanish Speakers (4 units) or; SPAN 41 Intermediate Spanish for Spanish Speakers (4 units)

## STUDIO ARTS (AA-T)

Program of Study Code: 001062

Term Effective: Fall 2023

**27.00 Units**

(707) 535-3714

[hskoonberg@santarosa.edu](mailto:hskoonberg@santarosa.edu) (mailto:hskoonberg@santarosa.edu)

### PROGRAM DESCRIPTION:

This Associate in Arts for Transfer in Studio Art is designed for students who are pursuing a degree in Studio Art, including the fields of Painting and Drawing, Printmaking, Photography, Ceramics, Sculpture, and related disciplines. The Studio Arts Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the

following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A minimum of 26 semester units as required for the Associate in Arts for Transfer in Studio Art (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in Studio Art. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Synthesize and apply visual principles in creating works of art;
2. Articulate perception and awareness of fine art and applied design concepts;
3. Develop a vocabulary to discuss art in aesthetic terms;
4. Demonstrate skills in visual analysis by identifying specific formal elements in works of art;
5. Demonstrate appropriate use of art tools, materials and processes;
6. Achieve greater awareness of global and cultural traditions; and
7. Create a portfolio of fine art and designs.

## STUDIO ART FOR TRANSFER CORE REQUIREMENTS - COMPLETE 15.00 UNITS

ART 2.2	History and Appreciation of Late Gothic to Impressionist Art	3.00
ART 2.3	History of Modern Art in Europe and North America	3.00
ART 3	Introduction to Art and Design	3.00
ART 5	Three Dimensional Design	3.00
ART 7A	Drawing and Composition 1	3.00

## STUDIO ART FOR TRANSFER LIST A - COMPLETE 3.00 UNITS

Complete any combination totaling at least 3.00 units from the following:

ART 1.1	World Art History to 1500	3.00
ART 1.2	World Art History Since 1500	3.00
ART 1.3	Introduction to Ancient Egyptian Art	3.00
ART 2.1	History and Appreciation of Ancient Mediterranean Art	3.00

## STUDIO ART FOR TRANSFER LIST B - COMPLETE 9.00 UNITS

Complete any combination totaling at least 9.00 units from the following:

ART 4	Principles of Color	3.00
ART 7B	Drawing and Composition 2	3.00
ART 12	Figure Drawing	3.00
ART 13	Watercolor	1.50-3.00
ART 14A	Beginning Painting	3.00



ART 14B	Intermediate Painting	3.00
ART 19	Elementary Photography	3.00
ART 21	Intermediate Black and White Photography	3.00
ART 24	Introduction to the Art of Printmaking	1.50-3.00
ART 27A	Beginning Screen Printing	3.00
ART 27B	Intermediate Screen Printing	3.00
ART 28A	Beginning Etching	1.50-3.00
ART 28B	Intermediate Etching	1.50-3.00
ART 31A	Beginning Ceramics	3.00
ART 31B	Intermediate Ceramics	3.00
ART 33A	Beginning Sculpture	3.00
ART 33B	Intermediate Sculpture	3.00
ART 34A	Ceramic Sculpture	3.00

## **SURVEYING TECHNOLOGY (AS)**

Program of Study Code: 002017

Term Effective: Fall 2020

**30.00 Units**

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (mailto:rparks@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Surveying Technology program prepares students for a variety of technical positions in the surveying and mapping professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve a Certificate of Achievement or an Associate's Degree. This program also prepares students to transfer to university to further their studies in surveying or geomatics.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Define and describe land surveying terminology, methods, procedures, standards and technology;
2. Perform basic mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, and volume;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare basic land surveying maps, plats, documents and drawings using computer-aided drafting and geographic information systems technology;
5. Operate terrestrial and global positioning surveying instruments for various types of surveys;and

6. Research, file, retrieve, analyze, locate and prepare basic descriptions of land, drawings, maps, plats, documents, records, reports and correspondence related to land surveying.

## **SURVEYING TECHNOLOGY CORE REQUIREMENTS - COMPLETE 29.00 UNITS**

GIS 40	Introduction to Geographic Information Systems (GIS)	4.00
APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00
CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
SURV 53	Route Surveying & Design	4.00
SURV 56	Introduction to GPS Land Surveying	4.00
SURV 58	Evidence and Procedures for Boundary Determination	4.00
SURV 60	Introduction to Plane Surveying	4.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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### **NOTES:**

This program was formerly named "Civil & Surveying Technology: Surveying"

## **SUSTAINABLE AGRICULTURE (AS)**

Program of Study Code: 002031

Term Effective: Fall 2023

**27.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Sustainable Agriculture major is designed to train farmers and gardeners in the techniques of sustainable food production. It provides a foundation in plant and soil science, integrated pest management, and ecological agriculture, and emphasizes the "how to" aspects of organic gardening and farming, including tillage, compost

production, and crop planning and production.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Plan and manage diverse crop farming enterprises based on ecological management practices.
2. Apply scientific literacy to the management of agricultural systems.
3. Identify and pursue appropriate market channels for vegetable and fruit crops.
4. Utilize appropriate tools and techniques for the propagation, maintenance, and harvest of organically grown crops.

## SUSTAINABLE AGRICULTURE REQUIREMENTS - COMPLETE 26.00 UNITS

AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
AGRI 70	Integrated Pest Management	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 160	Direct Farm Marketing	2.00
SUSAG 109	Organic Crop Planning and Production	4.00

Complete any combination totaling at least 4.00 units from the following:

AGRI 56	Agricultural Enterprise Project	2.00-4.00
AGRI 98	Independent Study in Agriculture	1.00-3.00
ANSCI 153	Sustainable Agriculture Production Systems with Animals	3.00
SUSAG 64	Warm Season Vegetable Production	2.00
SUSAG 65	Cool Season Vegetable Production	2.00
SUSAG 103	Composting for Commercial Organic Farming and Gardening	1.00
SUSAG 116	Organic Apple Production	1.00
SUSAG 117	Organic Fruit Tree & Berry Production	1.50
SUSAG 119	Specialty Crop Production	2.00
SUSAG 120	Organic Gardening and Food Production	2.00
SUSAG 153	Community Supported Agriculture	2.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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## NOTES:

The degree will be awarded upon completion of all major requirements with a grade of "C" or better.

## THEATRE ARTS (AA)

Program of Study Code: 002057

Term Effective: Fall 2022

**19.00 Units**

(707) 527-4221

[jnewman@santarosa.edu](mailto:jnewman@santarosa.edu) (<mailto:jnewman@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Theatre Arts Major is designed for students who are pursuing transfer majors in the Theatre Arts. It provides a basic foundation in theatre history and literature, "hands on experience" in several theatre arts disciplines including Acting, Stagecraft and Costuming, and cultural and historical background necessary to understanding the Theatre Arts. The major may be of interest to those seeking a foundation in related disciplines, such as television, film, and other media. The major may also be of interest to those seeking a foundation for lifelong learning as well. Program Student Learning Outcomes Upon completion of the major, students will be able to: 1. Develop self-awareness and confidence through creative expression; 2. collaborate and effectively communicate in a theatre setting; 3. demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting; 4. creatively analyze, critique, and interpret works of theatrical art; 5. identify, summarize, compare and contrast the principal movements in World theatre history and literature; 6. serve in a production position to gain understanding of the collaborative and complex nature of a live performance; 7. demonstrate an understanding of and empathy for the racial, ethnic, and cultural diversity of U.S. and World theatre; and 8. utilize current theatrical technology.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Develop self-awareness and confidence through creative expression;
2. Collaborate and effectively communicate in a theatre setting;
3. Demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting;
4. Creatively analyze, critique, and interpret works of theatrical art;
5. Identify, summarize, compare and contrast the principal movements in World theatre history and literature;
6. Serve in a production position to gain understanding of the collaborative and complex nature of a live performance;
7. Demonstrate an understanding of and empathy for the racial, ethnic, and cultural diversity of U.S. and World theatre; and
8. Utilize current theatrical technology.

## THEATRE ARTS MAJOR REQUIREMENTS - COMPLETE 18.00 UNITS

THAR 1	World Theatre Through Time	3.00
THAR 6	Multicultural Perspectives in American Theatre	3.00
THAR 10A	Introduction to Acting	3.00
THAR 20	Introduction to Stagecraft	3.00
THAR 25.2	Production Lab: Running Crew	1.50-3.00
THAR 21A	Introduction to Costume Technology	3.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00

## INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT

LIR 10	Introduction to Information Literacy	1.00
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### NOTES:

1. All students enrolled in the major program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. The type of position and number of productions a student will work on during a semester determines the number of units to be taken for THAR 25.1 and THAR 25.2

## THEATRE ARTS (AA-T)

Program of Study Code: 001067

Term Effective: Fall 2022

**18.00 Units**

(707) 527-4221

[jnewman@santarosa.edu](mailto:jnewman@santarosa.edu) (mailto:jnewman@santarosa.edu)

### PROGRAM DESCRIPTION:

The Associate in Arts for Transfer in Theatre Arts is designed for students who are pursuing a baccalaureate degree. It provides a basic foundation in theatre history and literature, hands-on experience in several theatre arts disciplines including Acting, Stagecraft and Costuming, and cultural and historical background necessary to understanding the Theatre Arts. The Theatre Arts Associate in Arts for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are

encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs. Students will have to fulfill the following requirements to earn this degree. (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and (B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Theatre Arts major. (2) Obtain an overall minimum grade point average of 2.0 (3) Earn a grade of C or better (or P) in all courses required for the Associate in Arts for Transfer in Theatre Arts major. A maximum of 12 units are allowed with a P grade for students earning an Associate Degree. For detailed information, please refer to the SRJC Grading Policy.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate self-awareness and confidence through creative expression;
2. Collaborate and effectively communicate in a theatre setting;
3. Demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting;
4. Creatively analyze, critique, and interpret works of theatrical art;
5. Identify, summarize, compare and contrast the principal movements in world theatre history and literature;
6. Demonstrate an understanding of the collaborative and complex nature of a live performance through serving in a production position;
7. Demonstrate an understanding and awareness of the racial, ethnic, and cultural diversity of U.S. and world theatre; and
8. Utilize current theatrical technology.

## THEATRE ARTS FOR TRANSFER CORE REQUIREMENTS - COMPLETE 9.00 UNITS

THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00

**Complete any combination totaling at least 3.00 units from the following:**

THAR 25	Production Lab: General	1.00-3.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00
THAR 25.2	Production Lab: Running Crew	1.50-3.00
THAR 25.3	Production Lab: House Staff	0.25-3.00
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00
THAR 25.5	Production Lab: Construction	0.50-3.00

## THEATRE ARTS FOR TRANSFER LIST A REQUIREMENTS - COMPLETE 9.00 UNITS

**Complete any combination totaling at least 9.00 units from the following:**

THAR 10B	Scene Study and Characterization	3.00
THAR 24	Introduction to the Design Process	3.00
THAR 26		

Introduction to Theatrical Lighting		3.00
THAR 21A	Introduction to Costume Technology	3.00
THAR 28	Introduction to Costume Design	3.00
THAR 22	Theatrical Makeup Design for Stage and Screen	2.00
<i>And</i>		
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00
<i>or</i>		
ENGL 11	Introduction to Dramatic Literature	3.00
<i>or</i>		
THAR 20	Introduction to Stagecraft	3.00
<i>or</i>		
THAR 11.1	Performance: Non-Musical	1.00-3.00
<i>or</i>		
THAR 11.2	Performance: Musical	1.00-3.00
<i>or</i>		
THAR 25	Production Lab: General	1.00-3.00
<i>or</i>		
THAR 25.1	Production Lab: Costume Crew	1.50-3.00
<i>or</i>		
THAR 25.2	Production Lab: Running Crew	1.50-3.00
<i>or</i>		
THAR 25.3	Production Lab: House Staff	0.25-3.00
<i>or</i>		
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00
<i>or</i>		
THAR 25.5	Production Lab: Construction	0.50-3.00
<i>or</i>		
THAR 81A	Opera and Related Forms in Performance 1	2.00-5.00

## NOTES:

Select either THAR 21A or THAR 28 for List A requirements. Refer to [Transfer Model Curriculum \(TMC\)](#) ([SR\\_ProgramsOfStudy.aspx?MCID=1742&DocType=2](#)) for more information.

## VITICULTURE (AS)

Program of Study Code: 002026

Term Effective: Fall 2023

## 25.00 Units

(707 527-4987)

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Viticulture major focuses on the growing of grapes for winemaking, including seasonal practices in the vineyard and vineyard management. The program also includes enology and winery operations components.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Conduct in-depth feasibility studies for new vineyard development, and from the results, prepare comprehensive reports and cost projections appropriate to their planting recommendations;
2. Identify and implement sustainable farming practices that will improve fruit quality, provide efficacious pest and disease management, protect natural resources and the environment, and prepare a farming plan that encompasses these practices;
3. Research and apply all county, state and federal laws regarding vineyard development and maintenance, worker safety, pesticide use, and environmental protection;
4. Demonstrate a working knowledge of the latest technological advances in vineyard management and incorporate current technology into their farming plans and budgets;
5. Work cooperatively and effectively with wineries to determine optimum harvest parameters, coordinate the operations required, and negotiate a grape contract;
6. Show management and leadership capabilities by effectively training others to perform hands-on vineyard tasks:  
and
7. Contribute to the winegrape industry and participate in professional organizations at the local, state-wide, national and international levels.

## VITICULTURE REQUIREMENTS - COMPLETE 24.00 UNITS

AGRI 60	Soil & Plant Nutrition	3.00
VIT 51	Viticulture: Fall Practices	3.00
VIT 52	Viticulture: Spring Practices	3.00
VIT 55	Basic Wine Grape Viticulture	3.00
VIT 60	Vineyard Management	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AGRI 70	Integrated Pest Management	3.00
VIT 70	Vineyard Pest and Disease Management	3.00

**Complete any combination totaling at least 6.00 units from the following:**

AGBUS 2	Agricultural Computer Applications	3.00
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AGBUS 7	Agricultural Economics	3.00
AGBUS 56	Introduction to Agriculture Business and Management	3.00
AGBUS 61	Agricultural Marketing	3.00
AGRI 99I	Agriculture Internship	1.00-8.00
AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
NRM 87	Geographic Info. Systems Applications in Natural Resources	3.00
SPAN 50A	Conversation for Beginners-Part 1	3.00
VIT 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
VIT 53	Advanced Vineyard Practices for Quality Production	3.00
VIT 54	Viticulture: Summer Practices	1.00
VIT 113	Organic Viticulture	1.50
VIT 114	Sustainable Viticulture	1.50
VIT 120	Vineyard Pruning	0.25
VIT 121	Pruning Techniques for Vine Balance	0.50
VIT 122	Vineyard Canopy Management	1.00
VIT 123	Budding & Grafting	0.25
VIT 124	Vineyard Irrigation and Fertilization	1.00
VIT 130	Grapevine Physiology	1.00
VIT 131	Working with Your Winemaker - Fruit Quality Assurance	1.00
VIT 133	Advances in Viticulture	1.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WEOC 99I	Internship Occupational Work Experience	0.50-8.00
WRKEX 97	General Work Experience	0.50-6.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **WASTEWATER TREATMENT OPERATIONS (AS)**

Program of Study Code: 002060

Term Effective: Fall 2022

**25.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (<mailto:cmurray@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Wastewater Treatment Operations Program provides instructional training necessary for entry level positions in the operation of wastewater treatment facilities and wastewater collection systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. The certificate program requires a total of 21 units consisting of 18 units of core requirements plus 3 units of elective courses. Students may continue on to major in this area by completing additional course work and meeting other college requirements to earn an Associates' degree.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Read and interpret meters and gauges that monitor the purification process and operation;
2. Apply data to formulas that determine treatment requirements, flow levels, and concentration levels;
3. Collect water samples, operate chemical-feeding devices, and perform laboratory tests;
4. Use information to control pumps, valves, and generators that move wastewater through treatment processes and dispose of the waste materials;
5. Use computers to monitor and regulate processes and equipment and to generate reports; and
6. Apply to take the Wastewater Treatment Plant Operator Examination, Grade II.

## **WASTEWATER TREATMENT OPERATIONS - COMPLETE 18.00 UNITS**

WWTR 112	Math for Water and Wastewater Technology	3.00
WWTR 120	Wastewater Treatment 1	3.00
WWTR 121	Wastewater Treatment 2	3.00
WWTR 122	Chemistry for Water and Wastewater Technology	3.00
WWTR 123	Instrumentation and Controls	3.00
WWTR 124	Pumps and Motors	3.00

## **WASTEWATER TREATMENT OPERATIONS ELECTIVES - COMPLETE 6.00 UNITS**

Complete any combination totaling at least 6.00 units from the following:

BGN 71	Business English Grammar	3.00
CHEM 42	Introductory General Chemistry	4.00
CHEM 60	General, Organic and Biological Chemistry	5.00

CS 60.11A	Microsoft Word, Part 1	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
ENGL 1A	College Composition	4.00
ENVS 12	Introduction to Environmental Science	3.00
MATH 101	Mathematics for the Associate Degree	3.00
MATH 156	Intermediate Algebra for Business and STEM Majors	5.00
WTR 110	Water Treatment Plant Operator	3.00
WTR 111	Water Distribution System Operator	3.00
WWTR 125	Industrial Waste Pretreatment Facility Inspection	3.00

## **INFORMATION LEARNING RESOURCES REQUIREMENT - COMPLETE 1.00 UNIT**

LIR 10	Introduction to Information Literacy	1.00
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## **WELDING TECHNOLOGY (AS)**

Program of Study Code: 002080

Term Effective: Fall 2022

**25.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (<mailto:daschwanden@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Welding Technology Associate of Science degree prepares students for work in areas of shipbuilding, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobile and related industries where metal must be joined together. Developments in metallurgy have created many types of metals that require new techniques to join and fasten.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate use of mathematic skills, as needed, in the fabricating industry;
2. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;
3. Identify the difference between ferrous and non-ferrous metals; and

4. Demonstrate the ability to pass the relevant American Welding Society Unlimited Structural Certification Tests (code D1.1)

## **WELDING TECHNOLOGY MAJOR REQUIREMENTS - COMPLETE 24.00 UNITS**

MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00
WELD 102	Introduction to Gas Metal Arc Welding (GMAW)	2.00
WELD 103	Introduction to Flux Cored Arc Welding (FCAW)	2.00
WELD 104	Introduction to Gas Tungsten Arc Welding (GTAW)	2.00
WELD 113	Thermal Cutting Processes	2.00
WELD 114A	Introduction to Metal Fabrication	2.00
WELD 114B	Advanced Metal Fabrication	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## **WINE STUDIES: ENOLOGY (AS)**

Program of Study Code: 002037

Term Effective: Fall 2023

**29.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wine Studies major, with three areas of emphasis (Wine Hospitality and Direct Marketing, Wine Marketing, and Enology) is designed to prepare students for a variety of positions in the wine industry.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate knowledge of the fundamentals of winemaking and wine cellar practices including product evaluation; and
2. Demonstrate knowledge of general chemistry principles, wine microbiology fundamentals, and wine laboratory techniques; and
3. Demonstrate practices of wine analysis methods during cellaring operations.

## WINE STUDIES CORE REQUIREMENTS - COMPLETE 17.00 UNITS

AGBUS 2	Agricultural Computer Applications	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 3	Introduction to Enology	4.00
WINE 42.2	Spring Winery Operations	2.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

Complete any combination totaling at least 2.00 units from the following:

AGRI 99I	Agriculture Internship	1.00-8.00
WINE 42.1	Fall Winery Operations	2.00

## WINE STUDIES: ENOLOGY EMPHASIS REQUIREMENTS - COMPLETE 12.00 UNITS

Complete any combination totaling at least 12.00 units from the following:

CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 8	Introductory Organic Chemistry	5.00
CHEM 42	Introductory General Chemistry	4.00
WINE 55	Lab Analysis of Wines	3.00

## WINE STUDIES: WINE CELLAR WORKER (AS)

Program of Study Code: 002078

Term Effective: Fall 2020

**20.00 Units**

(707) 527-4363

[ksea@santarosa.edu](mailto:ksea@santarosa.edu) (<mailto:ksea@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Wine Studies program has four majors: Wine Hospitality and Direct Marketing, Wine Marketing, Enology, and Wine Cellar Worker, to prepare students for a variety of positions in the wine industry.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Execute all tasks required of an entry-level wine cellar worker.
2. Describe the reason for winemaking procedures that are executed by a cellar worker.

## WINE STUDIES: WINE CELLAR WORKER REQUIREMENTS - COMPLETE 20.00 UNITS

CS 61.11A	Microsoft Excel, Part 1	1.50
VIT 55	Basic Wine Grape Viticulture	3.00
WINE 3	Introduction to Enology	4.00
WINE 42.1	Fall Winery Operations	2.00
WINE 42.2	Spring Winery Operations	2.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

Complete any combination totaling at least 3.00 units from the following:

VIT 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00

Complete any combination totaling at least 1.50 units from the following:

WINE 111.1	Sonoma American Viticulture Areas-North County	1.50
WINE 111.2	Sonoma American Viticulture Areas-South County	1.50

## WINE STUDIES: WINE HOSPITALITY AND DIRECT MARKETING (AS)

Program of Study Code: 002035

Term Effective: Fall 2023

**24.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (mailto:info-agnr@santarosa.edu)

## PROGRAM DESCRIPTION:

The Wine Studies: Wine Hospitality and Direct Marketing major prepares students with skills such as serving wine according to professional standards, planning and effectively publicizing wine industry events, selling wine direct to consumers, and effectively using social media. In addition, the wine core classes give students a thorough understanding of winemaking procedures, principles of wine tasting and analysis, computer programs used in wineries, and knowledge of wines produced locally, regionally, and internationally.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate knowledge of skills such as serving wine according to professional standards including an understanding of wine evaluation; and
2. Demonstrate the skills required for planning an effective publicity program for a wine industry event; and
3. Discuss wine regions and characteristics of grape varieties suited to specific regions; and
4. Demonstrate knowledge of the fundamentals of the wine industry including basic enology and business concepts.

## WINE STUDIES: WINE HOSPITALITY AND DIRECT MARKETING - COMPLETE 24.00 UNITS

AGBUS 2	Agricultural Computer Applications	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 103	Wine Direct to Consumer Sales	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50
WINE 128	Developing and Maintaining Wine Social Media Campaigns	1.50
WINE 130	Wine Service and Hospitality	1.50
WINE 131	Wine Industry Event Planning	1.50
WINE 132.1	Tasting Room Operations	2.00

**Complete any combination totaling at least 4.00 units from the following:**

WINE 42.1	Fall Winery Operations	2.00
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*And*

WINE 42.2	Spring Winery Operations	2.00
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*or*

WINE 3	Introduction to Enology	4.00
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**Complete any combination totaling at least 1.50 units from the following:**

WINE 111.1	Sonoma American Viticulture Areas-North County	1.50
WINE 111.2	Sonoma American Viticulture Areas-South County	1.50

**Complete any combination totaling at least 1.50 units from the following:**

AGRI 56	Agricultural Enterprise Project	2.00-4.00
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AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00
CUL 256.11	Wine and Food Pairing	1.50
WINE 101	Wine Sales	1.50
WINE 102	Wine Marketing	1.50
WINE 105	Wine Public Relations	1.50
WINE 109	Wine Club Creation, Maintenance and Promotion	1.50
WINE 112	Wine Regions of California	1.50
WINE 116	Wines of Italy	1.50
WINE 117	Wines of France	1.50
WINE 119	An Examination of Pinot Noir	1.50
WINE 121	Wines of Spain	1.50
WINE 123	Causation and Detection of Wine Faults	1.50
WINE 124	Cabernet Sauvignon	1.50
WINE 132.2	Tasting Room Management	2.00

## **WINE STUDIES: WINE MARKETING (AS)**

Program of Study Code: 002036

Term Effective: Fall 2023

**26.50 Units**

(707) 527-4408

[ingo-agnr@santarosa.edu](mailto:ingo-agnr@santarosa.edu) (<mailto:ingo-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wine Studies: Wine Marketing major prepares students with skills such as basic knowledge of retail wine sales, construction a wine marketing plan, applying management and business and wine marketing, describing wine distribution methods and wine markets, and calculating pricing in markets.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Describe wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.



# WINE STUDIES: WINE MARKETING REQUIREMENTS - COMPLETE 26.50 UNITS

AGBUS 2	Agricultural Computer Applications	3.00
BMK 50	Marketing	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 101	Wine Sales	1.50
WINE 102	Wine Marketing	1.50
WINE 103	Wine Direct to Consumer Sales	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

**Complete any combination totaling at least 4.00 units from the following:**

WINE 42.1	Fall Winery Operations	2.00
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*And*

WINE 42.2	Spring Winery Operations	2.00
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*or*

WINE 3	Introduction to Enology	4.00
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**Complete any combination totaling at least 1.50 units from the following:**

WINE 111.1	Sonoma American Viticulture Areas-North County	1.50
WINE 111.2	Sonoma American Viticulture Areas-South County	1.50

**Complete any combination totaling at least 4.50 units from the following:**

AGRI 56	Agricultural Enterprise Project	2.00-4.00
AGRI 99I	Agriculture Internship	1.00-8.00
WINE 105	Wine Public Relations	1.50
WINE 109	Wine Club Creation, Maintenance and Promotion	1.50
WINE 112	Wine Regions of California	1.50
WINE 116	Wines of Italy	1.50
WINE 117	Wines of France	1.50
WINE 119	An Examination of Pinot Noir	1.50
WINE 121	Wines of Spain	1.50
WINE 123	Causation and Detection of Wine Faults	1.50
WINE 124	Cabernet Sauvignon	1.50
WINE 127.1	Wine Compliance - Licensing	1.50
WINE 127.2	Winery Compliance - Required Recordkeeping and Reporting	1.50
WINE 128		

Developing and Maintaining		1.50
Wine Social Media Campaigns		
WINE 130	Wine Service and Hospitality	1.50
WINE 131	Wine Industry Event Planning	1.50

## **CERTIFICATES IN THE CREDIT PROGRAM**

Santa Rosa Junior College offers a broad array of Career Technical Education certificate programs that provide a course of study preparing students directly for employment or self-employment upon completion of the program. Most certificate programs are developed through the collaboration of SRJC faculty and industry leaders and employers who sit on advisory committees for the Career Technical Education disciplines.

There are two types of certificates acknowledged by the State (Title 5, 55070(a)(b)) and the College: those requiring approval by the Systems Office, California Community Colleges called Certificates of Achievement; and, those requiring only local Board approval. At Santa Rosa Junior College, the locally approved certificates are called Skills Certificates. Only Certificates of Achievement which have been approved by the System's Office will appear on a student transcript.

### **CERTIFICATE OF ACHIEVEMENT**

Certificates of Achievement certify that students successfully completing all requirements are fully prepared to enter the careers designated on their certificates. These programs generally, but not always, require a year or more of study and eighteen or more units of coursework.

Certificates of Achievement must be approved by the Curriculum Committee and the Board of Trustees. They must also be endorsed by the Bay Area Community College Consortium (comprised of community college occupational administrators) and approved by the Systems Office. Certificates of Achievement are posted to the official transcript.

### **SKILLS CERTIFICATE**

A Skills Certificate certifies that students successfully completing all requirements are prepared with a particular set of skills for an entry-level position in the field, to upgrade or advance in an existing career, or to pursue a full Certificate of Achievement. These programs usually provide career ladder instruction and are therefore of shorter duration and narrower in scope than Certificate of Achievement Programs.

Skills Certificates must be approved by the Curriculum Committee and the Board of Trustees

Santa Rosa Junior College is committed to maintaining the academic rigor and relevance of its occupational curriculum. Each Career Technical Education program has an employer advisory committee to provide Career Technical Education outlook information and give input to the curriculum, ensuring that students are learning the skills needed by industry. Whether the student is exploring career choices following high school, considering a major career move, or seeking new skills for advancement, a wide variety of training options are available through these various certificate programs. Skills certificates do not post to the official transcript.

### **FINANCIAL AID ELIGIBILITY**

Not all SRJC certificate programs are eligible for purposes of federal financial aid payments. To be considered eligible, a program must be a minimum of 15 weeks and 16 units in length, must have secured Chancellor's Office approval prior to the term of aid being paid, and must be included on SRJC's Federal Aid Participation Agreement.

## **THE CERTIFICATE OF ACHIEVEMENT AND THE MAJOR (DEGREE PROGRAM)**

Students in Career Technical Education programs are strongly encouraged to obtain an Associate's Degree. This can be done by selecting a major related to the certificate program, or by pursuing a more general major, such as Humanities, Natural Sciences, or Social and Behavioral Sciences. To be awarded an Associate's Degree, a student must complete at least 18 units of major requirements, as well as other degree requirements. Please see the section, "Degree Requirements," in this Catalog.

Degree programs are often available for many occupational fields that also have a Certificate of Achievement program. A student who has completed a certificate program may be awarded the Associate's Degree in a later semester providing all major and degree requirements are met.

## **THE CERTIFICATE OF ACHIEVEMENT AND SELECTION PROCESSES**

Some programs—particularly in the Health Sciences or Public Safety fields—may have a selection process for entering students. Please contact the department or a counselor for information about the selection process for any such program.

## **CERTIFICATES IN THE NON-CREDIT PROGRAM**

There are two types of non-credit certificates acknowledged by the State and the College. The first is called a Certificate of Completion and the second a Certificate of Competency. Title 5: 55151(b)(1)(2)

### **CERTIFICATE OF COMPLETION**

This certificate confirms that a student has completed a program or sequence of non-credit courses that prepares him or her to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. This document certifies that the student has gained proficiency in basic educational skills, such as math, reading, listening, writing or English as a Second Language leading to improved employability or job opportunities at the entry level.

### **CERTIFICATE OF COMPETENCY**

This certificate confirms that a student has enrolled in a program or sequence of non-credit courses and demonstrated competencies that prepares him or her to progress to a career path or to undertake credit courses to further pursue his or her career. This document certifies that the student has achieved a set of skills or competencies that can be applied in a recognized career field and articulated with degree-applicable coursework leading to a degree.

#### **Approvals**

Each certificate must be approved by the Curriculum Committee, Board of Trustees and the Systems Office.

## **CERTIFICATE REQUIREMENTS**

All of the following requirements must be met in order for the certificate to be conferred:

- All coursework and related unit requirements

- A minimum number of units taken in residence
- A minimum standard of scholarship

## **Coursework and Related Unit Requirements**

No course may be used more than once to fulfill a requirement in the certificate. Generally stated, a requirement within a certificate is:

- A) A designated course (e.g., NRM 15);
- B) A defined combination of courses (e.g., NRM 2.1 and NRM 2.2); or
- C) A set number of units that can be fulfilled from a list of courses (e.g., “3 units in any combination from the following: NRM 1, 2, 3, 4, 10, 22, 56”).

## **Residence Requirement**

1. A student must complete at least six units or 20 percent of the total units (whichever is greater) of the certificate program at Santa Rosa Junior College. This means that, for certificates of one to six units, all coursework must be completed at SRJC.
2. A student must be enrolled at Santa Rosa Junior College during the semester in which the certificate is awarded.
3. A department may propose to exceed the minimum standards set herein. Such proposal would be reviewed by the Educational Planning & Coordinating Council (EPCC) and recommended to the Academic Senate for appropriate action.
4. Implementation of approved residency requirements will have an effective date based on the new catalog year, so that all students receive timely, clear, and consistent information about the requirement.

## **Scholarship Requirement**

1. A student must have a minimum “C” grade (or equivalent) in all Santa Rosa Junior College and transferred coursework submitted toward the certificate.
2. A department may propose to exceed the minimum standards set herein. Such proposal would be reviewed by the Educational Planning & Coordinating Council (EPCC) and recommended to the Academic Senate for appropriate action.
3. Implementation of approved scholarship requirements will have an effective date based on the new catalog year, so that all students receive timely, clear, and consistent information about the requirement.

*Policy 3.2, Revised December 2012*

## **TERM EFFECTIVE AND THE CERTIFICATE**

The requirements for a certificate are effective beginning the semester shown for each certificate. Students who began working on the approved certificate before the effective semester may not be affected by the changes because they have catalog rights. Please Note: Catalog Rights are not applicable for degree and certificate programs with a separate selection process (i.e., Nursing, Radiologic Technology, Dental Hygiene). Students will be held to the requirements listed in the major for the year in which they actually enter the program. Students should consult with the program contact person, department chair, or a counselor to determine their eligibility to complete the major under previous requirements.

# **CATALOG RIGHTS FOR CERTIFICATES**

## **CERTIFICATES IN THE CREDIT PROGRAM**

Award requirements for a certificate in the credit program are determined according to the catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment; that is, enrollment in at least one credit course during each successive academic year. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, certificate requirements are determined according to the catalog in effect when enrollment is resumed. Students may choose to receive a certificate award under the catalog requirements in effect at the time of their petition to receive the certificate.

## **CERTIFICATES IN THE NON-CREDIT PROGRAM**

Award requirements for a certificate in the non-credit program are determined according to the catalog requirements in effect at the time of their petition to receive the certificate.

Policy 3.2, Revised December 2012

# **2023-2024 LIST OF CERTIFICATES**

## **ADMINISTRATIVE ASSISTANT**

Program of Study Code: 003053

Term Effective: Fall 2023

**16.00 Units**

(707) 527-4458

[kseder@santarosa.edu](mailto:kseder@santarosa.edu) (<mailto:kseder@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

This Program is a Certificate of Achievement. Because the administrative field continues to rank among the largest occupations in the U.S. economy, job opportunities for skilled Administrative Assistants are available locally and nationally. According to the U.S. Department of Labor, approximately nine out of ten Administrative Assistants are employed in service-providing industries that range from education, health care, and social services to government and retail trade. Depending on experience, skills, and level of responsibility, salaries vary broadly. However, job applicants with extensive technology knowledge and workforce skills such as communication, teamwork, project management, problem-solving, and systems develop are in high demand. Individuals who have earned certification typically earn higher salaries and are in high demand for employment. The traditional role of office professionals continues to dramatically change due to corporate downsizing, the elimination of middle managers, and the increased dependency on technology. As a result, the importance and value of the administrative professionals have dramatically increased, and the demand for well-trained, well-rounded administrative staff has never been greater. Most businesses regard administrative workers as the operation's point people and rely on their skilled

expertise and operational coordination to accomplish multiple administrative and clerical duties that are essential to efficiently running an organization. Some of the key responsibilities expected of Administrative Assistants are planning and scheduling meetings, troubleshooting office equipment and programs, conducting project and database management, disseminating information, pursuing Internet research, composing correspondence, and answering phones, emails and other communication. The Administrative Assistant Program includes an internship, which provides the student an opportunity to use their acquired skills in an office environment and gain experience in their profession before completing the program. This certificate is the advanced level of the Administrative Assistant program. Students completing the Office Assistant Completion Certificate will have fulfilled a portion of the Administrative Assistant Certificate of Achievement. More information about the programs can be found at the Business Administration Department website.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Compose and prepare business documents and correspondence demonstrating appropriate communication techniques and integration of appropriate software and other technology tools;
2. Apply time management, project management, records management, and organizational skills to complete office tasks, projects, and operations;
3. Use critical thinking, problem solving, interpersonal, and collaborative skills to complete work independently or in a team in an ethical and professional manner;
4. Evaluate, analyze, and use appropriate technology to complete tasks and documents productively and efficiently; and
5. Use integrated math computational skills to solve a variety of business applications such as inventory, payroll, calculating interest, and budget monitoring.

## ADMINISTRATIVE ASSISTANT REQUIREMENTS - COMPLETE 16.00 UNITS

BAD 52	Human Relations in Organizations	3.00
BGN 110	Introduction to the Administrative Professional	1.00
BGN 154	Office Technologies and Procedures	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BGN 81	Practical Business Math Skills	3.00
BMG 55	Fundamentals of Financial Analysis	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
CS 5	Computer Literacy	3.00
CS 60.11A	Microsoft Word, Part 1	1.50
CS 60.11B	Microsoft Word, Part 2	1.50

CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50

Complete any combination totaling at least 3.00 units from the following:

BGN 71	Business English Grammar	3.00
BGN 100	Professional Business Writing	1.50
BMG 52	Business Communication	3.00

## **ADULT ED: BASIC COMPUTER OPERATIONS**

Program of Study Code: 005098

Term Effective: Fall 2022

**72 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Basic Computer Operations Certificate of Completion provides a sequence of courses that assist students with little or no experience with computers to practice using common hardware and software including using the keyboarding and mouse, browsing the internet, creating and using an email account for basic and complex functions, online shopping, using classified websites, online bill paying, creating and saving a MS Word document, and using the Google Calendar.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate basic understanding of computer hardware and software;
2. Successfully use the internet to search for information, complete online purchases, use classified websites, and pay bills online;
3. Use basic and complex email functions;
4. Create and save a MS Word document;
5. Effectively use simple and complex features of Google Calendar.

### **ADULT ED: BASIC COMPUTER OPERATIONS - COMPLETE 72.00 HOURS**

ADLTED 761.1	Basic Computer Operations 1	24.00
ADLTED 761.2	Basic Computer Operations 2	24.00
ADLTED 761.3 ADLTED 764	Basic Computer Operations 3	18.00

## **ADULT ED: COMPUTER OPERATIONS FOR THE WORKPLACE**

Program of Study Code: 005114

Term Effective: Fall 2022

**120 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Computer Operations for the Workplace Certificate of Completion provides a sequence of courses to build competency in MS Word, Excel, and PowerPoint for personal and professional use. Students will learn to create and format a variety of documents in MS Word; create and format simple and more advanced worksheets using formulas and graphic elements in MS Excel; and create and format PowerPoint presentations. These tools can be applied to careers in agriculture, business, communications, education, healthcare, manufacturing, municipal services, the non-profit sector, science, and technology.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Create and format a variety of documents in MS Word;
2. Create and format simple worksheets in MS Excel;
3. Add formulas and insert charts and graphs in MS Excel;
4. Create and format a presentation with textual and visual elements in MS PowerPoint.

### **ADULT ED: COMPUTER OPERATIONS FOR THE WORKPLACE - COMPLETE 120.00 HOURS**

ADLTED 762.1	Basic Computer Operations 4: Google Calendar and MS Word	24.00
ADLTED 762.2	Basic Computer Operations 5: MS Word, Google Docs, Excel	24.00
ADLTED 762.3	Basic Computer Operations 6: Basic Excel and Google Sheets	24.00
ADLTED 762.4	Computer Operations for the Workplace 4	24.00
ADLTED 762.5	Computer Operations for the Workplace 5	24.00



## ADULT ED: FAMILY CHILD CARE PROVIDER

Program of Study Code: 005102

Term Effective: Fall 2022

**80 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Family Child Care Provider Certificate of Completion provides a sequence of courses that prepares students to become licensed family childcare providers.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate understanding of theories of child development, curriculum and program design, and operations and licensure requirements;
2. Prepare to apply to be a licensed provider.

### **ADULT ED: FAMILY CHILD CARE PROVIDER - COMPLETE 80.00 HOURS**

ADLTED 731.2	Child Care Provider 2: Curriculum and Program Development	24.00
ADLTED 731.3	Child Care Provider 3: Child Development	24.00
ADLTED 730	First Aid, CPR, AED and Bloodborne Pathogens	8.00

Complete 1 course from below:

ADLTED 731.1	Child Care Provider 1: Professional Operations and Licensing	26.00
ADLTED 751	How to Start a Small Business	24.00
ADLTED 752	Small Business Financing	24.00
ADLTED 753	Marketing for a Small Business	24.00

## ADULT ED: FINANCIAL LITERACY

Program of Study Code: 005085

Term Effective: Fall 2020

**48 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## **PROGRAM DESCRIPTION:**

The Adult Ed: Financial Literacy Certificate of Completion provides a sequence of four courses that will introduce students to the principles of finance with an emphasis on personal finance. After taking this sequence students will be prepared to move to a focus on business finance.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Create a personal budget of income and expenses;
2. Explain how credit works and how to use credit responsibly;
3. Describe available banking and loan services;
4. Describe basic characteristics of consumer installment and real estate loans;
5. Describe a workable set of financial goals;
6. Create a long-term financial plan leading to retirement.

## **ADULT ED: FINANCIAL LITERACY - COMPLETE 48.00 HOURS**

CSKLS 791	Personal Finance	18.00
ADLTED 792	Planning for the Financial Future	24.00

## **ADULT ED: FIRE RESILIENT LANDSCAPING**

Program of Study Code: 005121

Term Effective: Fall 2022

**40 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## **PROGRAM DESCRIPTION:**

The Adult Ed: Fire Resilient Landscaping Certificate of Completion includes a sequence of courses that introduce students to residential and commercial landscape and building maintenance practices that reduce risk of structure loss during wildfire and guide safe and effective post-fire mitigation and clean-up.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Explain how buildings ignite during a wildfire;
2. Discuss the prioritization and importance of various structure hardening and defensible space activities;

3. Safely perform a variety of fire risk reduction and mitigation activities using appropriate tools and techniques;
4. Demonstrate an understanding of safety in the workplace;

## **ADULT ED: FIRE RESILIENT LANDSCAPING - COMPLETE 40.00 HOURS**

ADLTED 740	OSHA 10 Certification Preparation	14.00
ADLTED 748.3	Fire Resilient Landscaping	26.00

## **ADULT ED: INTRODUCTION TO BUILDING AND CONSTRUCTION TRADES**

Program of Study Code: 005097

Term Effective: Fall 2022

**122 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Introduction to Building and Construction Trades Certificate of Completion provides a sequence of courses that assist students in learning about variety of jobs in the field, the communications skills necessary for success, and workforce preparation.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe a variety of jobs in the building and construction trades;
2. Demonstrate an understanding of the safety in the workplace;
3. Effectively use correct terminology to explain tasks, materials, and standards in the industry;
4. Read and interpret building plans.

## **ADULT ED: INTRODUCTION TO BUILDING AND CONSTRUCTION TRADES - COMPLETE 122.00 HOURS**

ADLTED 740	OSHA 10 Certification Preparation	14.00
ADLTED 744	Survey of the Building Trades and Construction Industry	50.00
ADLTED 746	Introduction to Plan Reading for Building Trades	40.00

**Complete 1 course from below**

ADLTED 721	Workplace Arithmetic--Part 1	18.00
CSKLS 722	Workplace Arithmetic--Part 2	18.00

## **ADULT ED: INTRODUCTION TO LANDSCAPE MAINTENANCE**

Program of Study Code: 005115

Term Effective: Fall 2022

**96 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Introduction to Landscape Maintenance Certificate of Completion provides courses that prepare and train students to work in commercial landscaping businesses and municipal settings. Students will learn and practice the basics of using a variety of landscaping tools and equipment common to landscape maintenance.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate a basic knowledge of key aspects of landscape maintenance including lawn care, pruning and maintaining trees and shrubs, safely using and maintaining landscaping tools and equipment, and basic sprinkler repair;
2. Prepare for a position in the landscaping industry.

## **ADULT ED: INTRODUCTION TO LANDSCAPE MAINTENANCE - COMPLETE 96.00 HOURS**

ADLTED 748.3	Fire Resilient Landscaping	26.00
ADLTED 748.4	Introduction to Tree Maintenance and Pruning	24.00
ADLTED 748.5	Introduction to Sprinkler Repair and Maintenance	24.00

### **Complete 1 course from below**

ADLTED 740	OSHA 10 Certification Preparation	14.00
ADLTED 749.1	OSHA 30--Construction Industry Procedures	60.00
ADLTED 749.2	OSHA 30--General Industry Procedures	36.00

### **Complete 1 course from below**

ADLTED 730	First Aid, CPR, AED and Bloodborne Pathogens	8.00
ADLTED 741	Forklift Operation--Sitting and Standing	8.00

## **ADULT ED: INTRODUCTION TO LANDSCAPING I: PLANTS AND ENVIRONMENTAL CONDITION**

Program of Study Code: 005088

Term Effective: Fall 2022

**96 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Introduction to Landscaping I: Plants and Environmental Conditions Certificate of Completion provides a sequence of courses that assist students in learning about a variety of jobs in the field, the communications skills necessary for success, and workforce preparation.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe a variety of jobs in the landscaping industry;
2. Demonstrate an understanding of the safety in the workplace;
3. Effectively use correct terminology to explain tasks, materials, and standards in the industry;
4. Use proper measurement per landscaping plans.

## **ADULT ED: INTRODUCTION TO LANDSCAPING - COMPLETE 96.00 HOURS**

ADLTED 740	OSHA 10 Certification Preparation	14.00
ADLTED 743	Softscape: Plants and Environmental Conditions	40.00
ADLTED 748.1	Edible Landscaping	24.00

**Complete 1 course from below**

ADLTED 721	Workplace Arithmetic--Part 1	18.00
CSKLS 722	Workplace Arithmetic--Part 2	18.00
ADLTED 748.2	Introduction to Nursery Operations	24.00

ADLTED  
748.4

Introduction to Tree  
Maintenance and Pruning

24.00

## **ADULT ED: INTRODUCTION TO LANDSCAPING II: HARDSCAPE AND NON-PLANT FEATURES**

Program of Study Code: 005120

Term Effective: Fall 2022

**112 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Introduction to Landscaping II: Hardscape and Non-Plant Features Certificate of Completion includes a sequence of courses that provide a foundational understanding of irrigation systems, greywater systems, and stormwater capture systems, irrigation as part of landscape design, and non-plant features that are part of landscape design.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe a variety of jobs in the landscaping industry and the associated job duties;
2. Discuss the advantages and disadvantages of various irrigation systems;
3. Describe a range of hardscaping features including the types of materials needed for specific projects and the environment in which they are used;
4. Demonstrate an understanding of the safety in the workplace;
5. Effectively use correct terminology to explain tasks, materials, and standards in the industry.

### **ADULT ED: INTRODUCTION TO LANDSCAPING II REQUIREMENTS - COMPLETE 112.00 HOURS**

ADLTED 740	OSHA 10 Certification Preparation	14.00
ADLTED 742.1	Hardscaping 1: Irrigation and Non-plant Features	40.00
ADLTED 742.2	Hardscaping 2: Non-Plant Features	40.00

#### **Complete 1 course from below:**

ADLTED 721	Workplace Arithmetic--Part 1	18.00
CSKLS 722	Workplace Arithmetic--Part 2	18.00

ADLTED 748.5	Introduction to Sprinkler Repair and Maintenance	24.00
ADLTED 748.6	Landscape Equipment Operations	48.00

## **ADULT ED: PERSONAL CARE ATTENDANT**

Program of Study Code: 005113

Term Effective: Fall 2019

### **128 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Personal Care Attendant Certificate of Completion provides a sequence of courses that prepare and train students to work as personal care attendants in homes and other institutional settings. This three-course sequence covers basic care, dementia and end of life care, and a practicum working with professionals who provide various kinds of care.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate a knowledge of all aspects of basic care, dementia, end of life care, and an understanding of the kinds of position within the field;
2. Prepare to apply for a position as a personal care attendant.

### **ADULT ED: PERSONAL CARE ATTENDANT - COMPLETE 128.00 HOURS**

ADLTED 737.1	Personal Care Attendant 1: Basic Care	48.00
ADLTED 737.2	Personal Care Attendant 2: Dementia and End of Life Care	48.00
ADLTED 737.3	Personal Care Attendant 3: Practicum	24.00
ADLTED 730	First Aid, CPR, AED and Bloodborne Pathogens	8.00

## **ADULT ED: SMALL BUSINESS MANAGEMENT**

Program of Study Code: 005086

Term Effective: Spring 2018

**60 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## **PROGRAM DESCRIPTION:**

The Adult Ed: Small Business Management Certificate of Completion provides a sequence of courses that will help a small business-owner to achieve greater success and profitability by introducing key elements of supervisory management, customer service, marketing, and updating or modifying an existing business plan.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Explain and demonstrate basic principles of business management;
2. Modify an existing business plan.

## **ADULT ED: SMALL BUSINESS MANAGEMENT - COMPLETE 60.00 HOURS**

ADLTED 753	Marketing for a Small Business	24.00
ADLTED 756	Managing a Small Business	18.00
CSKLS 771	Customer Service	18.00

## **ADULT ED: SOCIAL MEDIA FOR BUSINESS**

Program of Study Code: 005126

Term Effective: Fall 2023

**54 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## **PROGRAM DESCRIPTION:**

The Adult Ed: Social Media for Business Certificate provides a sequence of courses to help students learn marketing skills utilizing different social media platforms to successfully promote their business.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate professional practices to market a business on social media.
2. Understand user guidelines for a variety of social media platforms.
3. Effectively create and manage a business account for social media platforms, such as Facebook, Instagram, TikTok, Pinterest, LinkedIn, and WhatsApp.



4. Effectively create and manage a YouTube channel.

5. Create client engagement through posts and ads.

## **ADULT ED: SOCIAL MEDIA FOR BUSINESS - COMPLETE 54.00 HOURS**

ADLTED 763.1	Social Media for Business 1	18.00
ADLTED 763.2	Social Media for Business 2	18.00
ADLTED 763.3	Social Media for Businesses 3: YouTube	18.00

## **ADULT ED: STARTING A SMALL BUSINESS**

Program of Study Code: 005084

Term Effective: Fall 2022

**96 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Starting a Small Business Certificate of Completion provides a sequence of courses that lead to the creation of a complete business plan including researching and planning, small business finance, marketing, and writing and presenting the business plan.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate and explain the importance of a complete and well-researched business plan;
2. Create an effective business plan.

## **ADULT ED: STARTING A SMALL BUSINESS - COMPLETE 96.00 HOURS**

Complete 3 courses from below

ADLTED 751	How to Start a Small Business	24.00
ADLTED 752	Small Business Financing	24.00
ADLTED 753	Marketing for a Small Business	24.00

Complete 1 course from below

ADLTED 762.1	Computer Operations for the Workplace 1	24.00
ADLTED 762.2	Computer Operations for the Workplace 2	24.00

ADLTED 762.3	Computer Operations for the Workplace 3	24.00
ADLTED 762.4	Computer Operations for the Workplace 4	24.00
ADLTED 762.5	Computer Operations for the Workplace 5	24.00
ADLTED 764.1	Google Tools and Applications- Part 1: Drive and Docs	24.00
ADLTED 764.2	Google Tools and Applications- Part 2: Sheets	24.00
ADLTED 764.3	Google Tools and Applications- Part 3: Slides	24.00

## **ADULT ED: STUDENT SUCCESS WORKER**

Program of Study Code: 005116

Term Effective: Fall 2022

**90 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Student Success Worker Certificate of Completion provides a sequence of four courses that will introduce students to the principles of working with students, parents, and caregivers to support students in reaching their educational goals. After taking this sequence students will be prepared to apply for positions in schools, after-school, and other programs where literacy is a component of student success.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Effectively use a computer and keyboard to type, print, access, and create email;
2. Explain how family and general literacy contributes to student success;
3. Explore job opportunities where literacy is a component of student literacy and success.

### **ADULT ED: STUDENT SUCCESS WORKER - COMPLETE 90.00 HOURS**

ADLTED 761.1	Basic Computer Operations 1: Computer Operations	24.00
ADLTED 764	Introduction to Student Information Systems	6.00
ADLTED 793	Student Support Worker 1: Introduction to Student Success	24.00

ADLTED 794	Student Support Worker 2	24.00
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**Complete 1 course from below:**

ADLTED 761.2	Basic Computer Operations 2	24.00
ADLTED 761.3	Basic Computer Operations 3	18.00

## **ADULT ED: TAX PREPARATION**

Program of Study Code: 005124

Term Effective: Fall 2023

**48 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Tax Preparation Certificate is a two-course sequence covering basic tax law and tax preparation. The certificate is designed to prepare students to file personal federal and state tax returns for clients and/or volunteer for the free tax preparation program EarnIt! KeepIt! SaveIt! Students will learn how to: navigate the IRS website to find information, prepare and file federal and state tax returns using MyFreeTaxes and TaxSlayer, renew or apply for a new Individual Taxpayer Identification Number (ITIN), make payments to the IRS and track the status of a refund.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate a basic knowledge of tax law.
2. Complete and file state and federal income tax forms electronically.

### **ADULT ED: TAX PREPARATION - COMPLETE 48.00 HOURS**

ADLTED 754.1	Introduction to Basic Tax Law	24.00
ADLTED 754.2	Tax Return Preparation and Filing	24.00

## **ADULT ED: TEACHING AND LEARNING**

Program of Study Code: 005104

Term Effective: Fall 2019

## 48 Hours

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## PROGRAM DESCRIPTION:

The Adult Ed: Teaching and Learning Certificate of Completion provides a sequence of courses that train and support teachers of adult students particularly in a community setting.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Explain and describe how to engage an adult learner in a higher education setting;
2. Create an effective syllabus and course calendar of assignments;
3. Design assignments that meet course objectives, assess competence, and create an enjoyable and supportive learning environment for students.

## ADULT ED: TEACHING AND LEARNING - COMPLETE 48.00 HOURS

ADLTED 601	Understanding the Adult Learner: Teach/Learn Modalities	8.00
ADLTED 602	Creating Course Management Documents	8.00
ADLTED 603	Lesson Planning: Time Management and Transitions	8.00
ADLTED 604	Designing Assignments to Meet Learning Objectives	8.00
ADLTED 605	Assessment Techniques	8.00

Complete 2 courses from below

ADLTED 606	Scaffolding for Low Literacy Learners	16.00
ADLTED 607	Technology in the Adult Education Classroom	16.00
ADLTED 608	Classroom Management Techniques	16.00
ADLTED 609	Teaching to College and Career Readiness	16.00
ADLTED 610	Career Education Teaching Strategies	8.00
ADLTED 611	Team Teaching Practices	16.00
ADLTED 613	Strategies for Teaching Students with Disabilities	8.00

# **ADULT ED: WEB-BASED TOOLS AND APPLICATIONS**

Program of Study Code: 005119

Term Effective: Fall 2022

**120 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

## **PROGRAM DESCRIPTION:**

The Adult Ed: Web-Based Tools and Applications Certificate of Completion provides a sequence of courses that assist students to build competency in web-based applications and programs for personal and professional use. Students will advance their knowledge of Google Suite apps: Drive, Docs, Sheets, Slides, Forms, Blogger, Photos, and Sites. These tools can be applied to careers in agriculture, business, communications, education, healthcare, manufacturing, municipal services, the non-profit sector, science, and technology.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Understand and utilize Google Suite apps: Drive, Docs, Sheets, Slides, Forms, Blogger, Photos and Sites;
2. Create, edit and share documents utilizing Google Drive, Docs and Sheets;
3. Create, format, share, import and convert a Google Slides presentation with textual and visual elements;
4. Create, edit and send a Google Form;
5. Create and manage a blog using Google Blogger;
6. Upload, download, edit and share photos and create and share albums in Google Photos;
7. Create, update, share, preview and publish a Google Site.

## **ADULT ED: WEB-BASED TOOLS AND APPLICATIONS - COMPLETE 120.00 HOURS**

ADLTED 764.1	Google Tools and Applications- Part 1: Drive and Docs	24.00
ADLTED 764.2	Google Tools and Applications- Part 2: Sheets	24.00
ADLTED 764.3	Google Tools and Applications- Part 3: Slides	24.00
ADLTED 764.4	Google Tools and Applications- Part 4: Forms and Blogger	24.00
ADLTED 764.5	Google Tools and Applications- Part 5: Photos and Sites	24.00

## **ADULT ED: WORKFORCE PREPARATION**

Program of Study Code: 005111

Term Effective: Fall 2022

**86 Hours**

(707) 521-7962

[socoadulted@gmail.com](mailto:socoadulted@gmail.com) (<mailto:socoadulted@gmail.com>)

### **PROGRAM DESCRIPTION:**

The Adult Ed: Workforce Preparation Certificate of Completion provides a sequence of courses that prepare and train students to work in a wide variety of workplace and industrial environments.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe and explain the importance of soft skills in a variety of workplaces;
2. Prepare to apply for a position in private or public employment.

### **ADULT ED: WORKFORCE PREPARATION - COMPLETE 86.00 HOURS**

ADLTED	Workforce Preparation 1: Soft	12.00
766.1	Skills in the Workplace	
ADLTED	Workforce Preparation 2:	12.00
766.2	Lifelong	
	Learning/Professionalism	
ADLTED	Workforce Preparation 3:	12.00
766.3	Communication, Customer	
	Service	
ADLTED	Workforce Preparation 5:	32.00
766.5	Transition To Careers	
ADLTED	Workforce Preparation 7:	18.00
766.7	Introduction to Workplace	
	Writing	

## **ADVANCED CARDIAC LIFE SUPPORT**

Program of Study Code: 005022

Term Effective: Fall 2022

**0.50 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (mailto:[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu))

## **PROGRAM DESCRIPTION:**

Designed for nursing, medical, para-medical or allied health personnel whose daily occupation demands proficiency and certification in the knowledge of advance cardiac life support skills. Student is able to analyze life threatening cardiac emergencies and apply advanced principles of cardiac and respiratory anatomy and physiology. Curriculum adheres to the American Heart Association Advance Cardiac Life Support standards.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Interpret current cardiology science and practice as it relates to advanced cardiac life support (ACLS) in pre-hospital and hospital environment; and
2. Demonstrate knowledge and skills required for certification by American Heart Association in ACLS.

## **ADVANCED CARDIAC LIFE SUPPORT REQUIREMENTS - COMPLETE 0.50 UNITS**

EMC 116	Advanced Cardiac Life Support	0.50
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## **ADVANCED MANUFACTURING TECHNOLOGY**

Program of Study Code: 003034

Term Effective: Fall 2022

**27.50 Units**

(707) 527-4488

[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu) (mailto:[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu))

## **PROGRAM DESCRIPTION:**

The Advanced Manufacturing Technology Certificate of Achievement offers both theoretical and hands-on training related to lathes, vertical mills, drill press, hand tools, Computer Numeric Control (CNC) machines, and Computer-aided Machining (CAM). A student enrolling in the program should have the desire and ability to work with their hands, possess a high degree of mechanical aptitude and enjoy working in a shop environment. Technological advances and continued expansion of the advanced manufacturing industry have increased the demands for well trained entry level technicians locally, state-wide and nationally. Individuals with certificate level knowledge of CNC machines and CAM are especially in demand. Individuals who complete the Advanced Manufacturing certificate program should be able to find employment as an entry-level machinist, CNC technician, or machine operator. Graduates can find employment in a variety of areas, including machine shops, manufacturing industries, industrial machinery and equipment, measuring and controlling devices, and beverage product manufacturers.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized machine shop tools and equipment;
2. Demonstrate the set up and operation of manual lathes and mills;
3. Interpret CNC (Computer Numeric Control) programming language;
4. Accurately analyze and interpret blueprints and create part(s) to specifications;
5. Interpret blueprints and GD&T (Geometric Dimensioning & Tolerancing) symbols in order to verify dimensions of a machine part; and
6. Describe applications of design, manufacturing, and fabrication applicable to non-ferrous metals.

## ADVANCED MANUFACTURING TECHNOLOGY REQUIREMENTS - COMPLETE 27.50 UNITS

APTECH 45	Basic Drafting Skills	1.50
APTECH 46	Introduction to Computer-Aided Drafting	2.00
MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 51.1B	Advanced Machine Tool Technology	3.00
MACH 80A	Computer Numeric Control Machining I	5.00
MACH 80B	Computer Numeric Control Machining II	5.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## ADVANCED MANUFACTURING TECHNOLOGY: BASIC MANUAL MACHINE TOOL TECHNOLOGY

Program of Study Code: 005044

Term Effective: Fall 2023

**12.00 Units**

(707) 527-4488

[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu) (mailto:wmccracken@santarosa.edu)



## PROGRAM DESCRIPTION:

The Advanced Manufacturing Technology: Basic Manual Machine Skills Certificate offers both theoretical and hands-on training related to manual lathes, vertical mills, drill presses, sawing machines and hand tools. A student enrolling in the program should have the desire and ability to work with their hands, possess a high degree of mechanical aptitude and enjoy working in a shop environment. Individuals who complete the Advanced Manufacturing Technology: Basic Manual Machine Skills Certificate program are prepared for employment as machine operators in manual machine shops and automotive machine shops. This certificate is part of a career ladder. Since technological advances and continued expansion of the machine tool industry have increased the demand for well trained, entry-level technicians locally, state-wide, and nationally. Students may choose to complete additional certificates, such as individuals with certificate level knowledge of Computer Numerical Control (CNC) machines and Computer-aided Manufacturing (CAM) are especially in demand. For students interested in an Associate Degree, an Advanced Manufacturing Technology major is available.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Machine a threaded pin to industry specifications.
2. When given specific tolerances, be able to determine high and low limits for a manufactured part.
3. Describe applications of design, manufacturing, and fabrication applicable to non-ferrous metals.

## BASIC MANUAL MACHINE REQUIREMENTS - COMPLETE 12.00 UNITS

MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 51.1B	Advanced Machine Tool Technology	3.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00

## NOTES:

Certificate will be awarded upon successful completion of all courses with a grade of "C" or better.

## ADVANCED MANUFACTURING TECHNOLOGY: CNC MACHINING

### I

Program of Study Code: 003293

Term Effective: Fall 2022

**11.00 Units**

(707) 527-4428

[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu) (mailto:wmccracken@santarosa.edu)

## PROGRAM DESCRIPTION:

Advanced Manufacturing Technology: CNC Machining I Skills Certificate offers both theoretical and hands-on training related to CNC Computer Numerical Control (CNC) machines. A student enrolling in the program should have the desire and ability to work with their hands, possess a high degree of mechanical aptitude and enjoy working in a shop environment. Individuals who complete the Advanced Manufacturing Technology: CNC Machining I Skills Certificate program are prepared for employment in large and small manufacturing facilities as production workers, set-up persons, and CNC machine operators. This certificate is part of a career ladder. Since technological advances and continued expansion of the CNC machine tool industry have increased the demand for well trained, entry-level technicians locally, state-wide, and nationally, students may choose to complete additional certificates, such as individuals with certificate level knowledge of CNC machines and CAM are especially in demand. For students interested in an Associate Degree, an Advanced Manufacturing major is available.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify basic CNC machining tools and fixtures and;
2. Write a program using G (General Function) and M (Miscellaneous Function) codes; and
3. Describe the differences between X, Y, and Z axis.

## CNC MACHINING I CERTIFICATE REQUIREMENTS - COMPLETE 11.00 UNITS

MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 80A	Computer Numeric Control Machining I	5.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00

## NOTES:

Certificate will be awarded upon successful completion of all courses with a grade of "C" or better.

## ADVANCED MANUFACTURING TECHNOLOGY: CNC MACHINING II

Program of Study Code: 003294

Term Effective: Fall 2022

**19.00 Units**

(707) 527-4488

[wmccracken@santarosa.edu](mailto:wmccracken@santarosa.edu) (mailto:wmccracken@santarosa.edu)

## PROGRAM DESCRIPTION:

Advanced Manufacturing Technology: CNC Machining II offers both theoretical and hands-on training related to CNC Computer Numerical Control (CNC) machines. A student enrolling in the program should have the desire and ability to work with their hands, possess a high degree of mechanical aptitude and enjoy working in a shop environment. Individuals who complete the Advanced Manufacturing Technology: CNC Machining II Certificate of Achievement are prepared for employment in large and small manufacturing facilities as production workers, set-up persons, and CNC machine operators. This certificate is part of a career ladder. Since technological advances and continued expansion of the CNC machine tool industry has increased the demand for well trained, entry-level technicians locally, state-wide, and nationally, students may choose to complete additional certificates, such as individuals with certificate level knowledge of CNC machines and Computer-aided Manufacturing (CAM) are especially in demand. For students interested in an Associate Degree, an Advanced Manufacturing major is available.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify intermediate CNC machining tools and fixtures and;
2. Write a program using G (General Function) and M (Miscellaneous Function) codes; and
3. Describe the differences between X, Y, and Z axis.

## CNC MACHINING II CERTIFICATE REQUIREMENTS - COMPLETE 19.00 UNITS

MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 80A	Computer Numeric Control Machining I	5.00
MACH 80B	Computer Numeric Control Machining II	5.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00

## NOTES:

Certificate will be awarded upon successful completion of all courses with a grade of "C" or better.

## AERIAL REMOTE SENSING AND PHOTOGRAMMETRY

Program of Study Code: 003379

Term Effective: Fall 2023

**27.00 Units**

(707) 527-4376

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (mailto:rparks@santarosa.edu)

## PROGRAM DESCRIPTION:

This Certificate offers an introduction to the fundamentals of Aerial Photogrammetry and Remote Sensing, Mission Planning, Data Management, and Data Processing with emphasis on processing Unmanned Aerial Vehicles (UAVs, aka drones) data. For drone flight training, see the Computer Studies department (<https://cs.santarosa.edu/drone>).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Plan aerial remote sensing missions.
2. Gain familiarity with the concept of ground control for aerial photogrammetry and remote sensing.
3. Gain familiarity with the least squares statistical method relating to aero triangulation and aerial survey control.
4. Gain a basic proficiency in photogrammetric and remote sensing data processing and preparation.

## AERIAL REMOTE SENSING AND PHOTOGRAMMETRY CORE COURSES - COMPLETE 27.00 UNITS

CEST 85	CADD for Civil, Surveying and Land Development	3.00
GIS 40	Introduction to Geographic Information Systems (GIS)	4.00
SURV 56	Introduction to GPS Land Surveying	4.00
SURV 60	Introduction to Plane Surveying	4.00
SURV 62	Introduction to Aerial Remote Sensing & Photogrammetry	3.00
SURV 63	Advanced Aerial Remote Sensing and Photogrammetry	3.00
APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00

## ANIMAL SCIENCE: LIVESTOCK AND EQUINE MANAGEMENT

Program of Study Code: 003148

Term Effective: Fall 2023

**24.00 Units**

(707) 527-4408

## PROGRAM DESCRIPTION:

This is a Certificate of Achievement. Animal Science is the study of animals that provide food, fiber, & companionship for mankind. Technological advances in the animal sciences have contributed to a safe, healthy, abundant, & inexpensive food supply. Income from animal agriculture contributes to more than 50 percent of the economic returns of American agriculture to the U.S. economy and accordingly, career opportunities abound for those trained in animal science. The United States Department of Agriculture (USDA) reported that more than 48,000 jobs will be created annually for graduates with expertise in agriculture and related industries. Animal Science isn't just about production of livestock for food and fiber. It also includes today's multi-billion dollar horse industry which is diverse, progressive and incorporates a broad set of technological advancements, requiring individuals who are knowledgeable and skilled to work in this multi-faceted field.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify best management practices strategies for managing horses and/or livestock that will improve animal quality, protect the natural resources and ensure economic viability of the livestock and equine industry; and
2. Define nutritional needs and demonstrate proper feeding techniques; and
3. List common infectious diseases and parasites and explain the role of preventative health and considerations in developing a herd health management plan; and
4. Demonstrate knowledge of practical reproductive management of livestock and/or horses.

## ANIMAL SCIENCE: LIVESTOCK AND EQUINE MANAGEMENT - COMPLETE 24.00 UNITS

ANSCI 2	Introduction to Farm Animal Health	3.00
ANSCI 20	Basic Animal Science	3.00
ANSCI 61	Livestock Feeding and Nutrition	3.00
ANSCI 134	Livestock Reproduction	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGRI 56	Agricultural Enterprise Project	2.00-4.00
AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00

**Complete any combination totaling at least 9.00 units from the following:**

ANSCI 27	Beef Cattle Science	3.00
ANSCI 52	Meat Science	3.00
ANSCI 91	Rangeland Management	3.00
ANSCI 153	Sustainable Agriculture	3.00
	Production Systems with Animals	
ANSCI 171	Livestock Behavior and Humane Management	1.00
EQSCI 25	Equine Science	3.00
EQSCI 80	Equine and Stable Management	3.00

EQSCI 110	Equine Nutrition	1.00
EQSCI 120	Introduction to Equine Assisted Activities and Therapies	1.00
EQSCI 170	Farrier Science	3.00

Complete any combination totaling at least 2.00 units from the following:

AGBUS 2	Agricultural Computer Applications	3.00
AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## **APPRENTICESHIP: PLUMBING & PIPE FITTING**

Program of Study Code: 003347

Term Effective: Fall 2018

**20.00 Units**

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

While completing the Apprenticeship: Plumbing & Pipe Fitting Certificate of Achievement, apprentices will be paid while receiving on-the-job training, starting out making a percentage of the Union journey-level wage and receiving pay increases at the end of each six-month training period. Completion of the program takes a minimum of five years. The years are broken down into ten (10) periods. During this time, you will receive on-the-job training. Students will also be required to attend related and supplemental instructional classes in the evenings, two nights per week (with summers off). Apprenticeship program graduates gain the skills and knowledge they need to count themselves among the very best plumbers, steam fitters, refrigeration and air conditioning mechanics in the world.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe and demonstrate plumbing principles and regulations related to the plumbing and pipefitting trade.
2. Demonstrate knowledge of theory and regulations of plumbers and pipefitters' trade.
3. Apply best practices in practical environment related to the plumbing and pipefitting trade.

### **APPRENTICESHIP: PLUMBING & PIPE FITTING - COMPLETE 20.00 UNITS**

APED 345

Apprentice Plumbers, First Semester	2.00
APED 346 Apprentice Plumbers, Second Semester	2.00
APED 347 Apprentice Plumbers, Third Semester	2.00
APED 348 Apprentice Plumbers, Fourth Semester	2.00
APED 349 Apprentice Plumbers, Fifth Semester	2.00
APED 355 Apprentice Plumbers, Sixth Semester	2.00
APED 356 Apprentice Plumbers, Seventh Semester	2.00
APED 357 Apprentice Plumbers, Eighth Semester	2.00
APED 358 Apprentice Plumbers, Ninth Semester	2.00
APED 359 Apprentice Plumbers, Tenth Semester	2.00

## **APPRENTICESHIP: PLUMBING & HVAC/REFRIGERATION**

Program of Study Code: 003345

Term Effective: Fall 2018

**39.00 Units**

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

While completing the Apprenticeship: Plumbing HVAC/Refrigeration Certificate of Achievement, apprentices will be paid while receiving on-the-job training, starting out making a percentage of the Union journey-level wage and receiving pay increases at the end of each six-month training period. Completion of the program takes a minimum of five years. The years are broken down into ten (10) periods. During this time, you will receive on-the-job training. Students will also be required to attend related and supplemental instructional classes in the evenings, two nights per week (with summers off). Apprenticeship program graduates gain the skills and knowledge they need to count themselves among the very best plumbers, steam fitters, refrigeration and air conditioning mechanics in the world.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe and demonstrate electrical/ plumbing principles and regulations related to heating, ventilation, air conditioning, and refrigeration trade.
2. Apply best practices in practical environment related to heating, ventilation, air conditioning, and refrigeration trade.

## APPRENTICESHIP: PLUMBING, HVAC/REFRIGERATION - COMPLETE 39.00 UNITS

APED 360	Apprentice Plumbers, HVAC/Refrigeration, First Semester	4.00
APED 361	Apprentice Plumbers, HVAC/Refrigeration, Second Semester	4.00
APED 362	Apprentice Plumbers, HVAC/Refrigeration, Third Semester	3.00
APED 363	Apprentice Plumbers, HVAC/Refrigeration, Fourth Semester	4.00
APED 364	Apprentice Plumbers, HVAC/Refrigeration, Fifth Semester	4.00
APED 365	Apprentice Plumbers, HVAC/Refrigeration, Sixth Semester	4.00
APED 366	Apprentice Plumbers, HVAC/Refrigeration, Seventh Semester	4.00
APED 367	Apprentice Plumbers, HVAC/Refrigeration, Eighth Semester	4.00
APED 368	Apprentice Plumbers, HVAC/Refrigeration, Ninth Semester	4.00
APED 369	Apprentice Plumbers, HVAC/Refrigeration, Tenth Semester	4.00

## APPRENTICESHIP: ROOFING



Program of Study Code: 005083

Term Effective: Fall 2020

### 5.00 Units

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Skills Certificate in Apprenticeship: Roofing may be hard work, but it is also very rewarding, particularly for those individuals who are willing to learn and grow as a professional craftsman. Many apprentice roofers who have moved through apprenticeship have become highly compensated foremen of their own crews with good companies, others have grown into successful roofing contractors or consultants, and some have even come back to the classroom as IRCC trainers. The sky is the limit. Roofing has become increasingly technical and demanding. Skilled workers are sought after and command competitive wages and job security. The IRCC's apprenticeship program for roofers helps you develop those skills, combining classroom instruction with hands-on field exercises and a variety of audio-visual aids.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe and demonstrate roofing principles and regulations related to the roofing trade.
2. Apply best practices in practical environment related to the roofers' trade.
3. Qualify for a completion certificate in First Aid training.

## APPRENTICESHIP: ROOFING - COMPLETE 5.00 UNITS

APED 350.1	Apprentice Roofers, Module 1	0.50
APED 350.2	Apprentice Roofers, Module 2	0.50
APED 350.3	First Aid for Roofers, Module 3	0.50
APED 350.4	Apprentice Roofers, Module 4	0.50
APED 350.5	Apprentice Roofers, Module 5	0.50
APED 350.6	Apprentice Roofers, Module 6	0.50
APED 350.7	Apprentice Roofers, Module 7	0.50
APED 350.8	Maintenance, Repair and Roofing, Module 8	0.50
APED 350.9	Apprentice Roofers, Module 9	0.50
APED 350.10	Apprentice Roofers, Module 10	0.50

## ART: APPLIED PHOTOGRAPHY

Program of Study Code: 003346

Term Effective: Fall 2021

## 16.00 Units

[nsimko@santarosa.edu](mailto:nsimko@santarosa.edu) (<mailto:nsimko@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Art: Applied Photography Certificate of Achievement offers a comprehensive foundation in contemporary methods of professional photography. Course work includes digital imaging, processing, studio lighting, event photography and business practices, and the visual language of photography. Curriculum is designed for those entering today's photography industry.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Make decisions that optimize conceptual impact of created images;
2. Solve creative and technical problems that include project criteria and client expectations;
3. Demonstrate full knowledge of single-lens reflex (SLR) & digital single-lens reflex (DSLR) components, medium format, and view camera, as well as exposure controls and light meters;
4. Demonstrate mastery of indoor and outdoor lighting, studio lighting techniques, and mixed lighting situations;
5. Demonstrate knowledge and skill of digital imaging skills consistent with industry standards;
6. Create and present professional level work and a professional portfolio and business plan to meet industry standards.

### ART: APPLIED PHOTOGRAPHY REQUIREMENTS - COMPLETE 16.00 UNITS

Complete any combination totaling at least 16.00 units from the following:

ART 19	Elementary Photography	3.00
ART 21	Intermediate Black and White Photography	3.00
ART 22	Advanced Black and White Photography	3.00
ART 23	Contemporary Practice of Color Photography	3.00
ART 49	Independent Study in Art	1.00-3.00
ART 53	Exhibition Design and Management	1.00
ART 60	Studio Photography	3.00
ART 82	Beginning Digital Photography	3.00
ART 83	Intermediate Digital Photography	3.00
JOUR 59	Photojournalism	3.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

# AUTOMATION FUNDAMENTALS

Program of Study Code: 005073

Term Effective: Fall 2017

**9.00 Units**

(707) 527-4603

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Automation Fundamentals Skills Certificate provides skills needed to develop, maintain and troubleshoot computer based testing and control systems. These skills enhance the basic training necessary to perform the work of an electronic technician in both traditional engineering environments and service-related environments. This program was developed in response to request from local high tech manufacturing companies that have a need for electronics technicians trained in specific software tools such as Programmable Logic Controllers and National Instruments LabVIEW development software.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Perform measurements of voltage, current and resistance using analog, digital and computer based test equipment.
2. Use computers to monitor and regulate processes and equipment, and to generate reports.
3. Upgrade and maintain both internal and external computer peripherals used for testing and data acquisition.
4. Develop, implement and troubleshoot LabVIEW programs for the purpose of analyzing and controlling virtual and electro-mechanical devices.
5. Create circuit simulations with Multisim for the purpose of testing circuit designs.
6. Write complex programs for Programmable Logic Controllers (PLC).
7. Identify and troubleshoot PLC program problems.

## **ELECTRONIC TECHNOLOGY: AUTOMATED TESTS AND CONTROLS REQUIREMENT - COMPLETE 9.00 UNITS**

ELEC 88	Computer Hardware	3.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 180	LabVIEW for Technicians	3.00

# AUTOMOTIVE TECHNOLOGY

Program of Study Code: 003032

Term Effective: Fall 2023

## 46.50 Units

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

### PROGRAM DESCRIPTION:

The Automotive Technology Certificate of Achievement offers both theoretical and hands-on training, including engine overhaul, ignition systems, fuel systems, pollution control systems, electrical systems, drive trains, brake systems and suspension systems.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized automotive tools and equipment;
2. perform entry level diagnoses and repair of automotive engines, electrical systems, transmissions, engine performance, brakes, chassis and emissions control systems;
3. demonstrate basic maintenance and welding skills; and
4. access and interpret automotive service information and schematics both manually and on the computer.

### AUTOMOTIVE TECHNOLOGY REQUIREMENTS - COMPLETE 46.50 UNITS

AUTO 80	Introduction to Automotive Technology	3.00
AUTO 126	Mobile Heating and Air Conditioning Systems	2.50
AUTO 151	Automotive Engines	7.00
AUTO 158.1	Automotive Engine Performance and Pollution Control	7.00
AUTO 154	Automotive Brakes, Steering, and Suspension	7.00
AUTO 155	Automotive Drive Train	6.00
AUTO 156.1	Automotive Electrical System	5.00
AUTO 194	Introduction to Hybrid Vehicle Maintenance and Repair	4.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

Complete any combination totaling at least 3.00 units from the following:

AUTO 108	Clean Air Car Course: BAR Levels 1 & 2	5.00
AUTO 120	Automotive Service Advisor, Business Ethics, and Management	2.00
ELEC 51A	Fundamentals of Electricity	3.00
MACH 51.1A		

Beginning Machine Tool Technology		3.00
MACH 51.1B	Advanced Machine Tool Technology	3.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00
WELD 102	Introduction to Gas Metal Arc Welding (GMAW)	2.00
WELD 103	Introduction to Flux Cored Arc Welding (FCAW)	2.00
WELD 104	Introduction to Gas Tungsten Arc Welding (GTAW)	2.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

## **AUTOMOTIVE TECHNOLOGY: BRAKES, STEERING AND SUSPENSION SPECIALIST**

Program of Study Code: 003298

Term Effective: Fall 2017

**7.00 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Automotive Technology: Brakes, Steering and Suspension Specialist Skills Certificate offers an in-depth study of drivetrain systems, including operation, diagnosis, service and overhaul of most automatic and manual transmissions and trans axles, drive axles and all wheel drive system. The certificate prepares students to pass the A2 and A3 ASE (Automotive Service Excellence) certification exams.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate the knowledge needed to pass the A.S.E. Brake, Suspension, and Steering certificate exams.

## **AUTOMOTIVE TECHNOLOGY: BRAKES, STEERING AND SUSPENSION SPECIALIST REQUIREMENTS - COMPLETE 7.00 UNITS**

AUTO 154	Automotive Brakes, Steering, and Suspension	7.00
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## NOTES:

The certificate will be awarded upon completion of the course with a grade of "C" or better.

## AUTOMOTIVE TECHNOLOGY: ELECTRIC AND ELECTRONIC SYSTEMS SPECIALIST

Program of Study Code: 005054

Term Effective: Fall 2022

**5.00 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

### PROGRAM DESCRIPTION:

The Automotive Technology: Electric and Electronic Systems Specialist Skills Certificate covers the fundamentals of automotive electrical and electronic systems including service and repair of starting, charging, and other chassis electrical systems. This certificate prepares students to pass the A6 ASE (Automotive Service Excellence) certification exam.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Utilize different types of electrical diagnostic test equipment.

## AUTOMOTIVE TECHNOLOGY: ELECTRIC AND ELECTRONICS SYSTEMS SPECIALIST REQUIREMENTS - COMPLETE 5.00 UNITS

AUTO 156.1	Automotive Electrical System	5.00
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## NOTES:

The Certificate is awarded upon completion of the course with a grade of "C" or better.

## AUTOMOTIVE TECHNOLOGY: ENGINE REPAIR SPECIALIST

Program of Study Code: 003299

Term Effective: Fall 2018

**7.00 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Automotive Technology: Engine Repair Specialist Skills Certificate trains students in the theory, design, operation, troubleshooting and overhaul of internal combustion automobile engines and prepares students to pass the A1 ASE (Automotive Service Excellence) Engine Repair certification exam.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Troubleshoot and overhaul an internal combustion automobile engine.

## **AUTOMOTIVE TECHNOLOGY: ENGINE REPAIR SPECIALIST REQUIREMENTS - COMPLETE 7.00 UNITS**

AUTO 151	Automotive Engines	7.00
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## **NOTES:**

The Certificate is awarded upon completion of the course with a grade of "C" or better.

## **AUTOMOTIVE TECHNOLOGY: MOBILE HEATING AND AIR CONDITIONING SYSTEMS**

Program of Study Code: 005055

Term Effective: Fall 2019

**5.50 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (mailto:dlemmer@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Automotive Technology: Heating and Air Conditioning Systems Specialist Skills Certificate trains students in the theory, service, and repair of many types of automotive air conditioning and heating systems. The certificate prepares students to pass the A7 ASE (Automotive Service Excellence) certification exam.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and describe the theory, service and repair of common types of automotive heating and air conditioning systems.

## **AUTOMOTIVE TECHNOLOGY: MOBILE HEATING AND AIR CONDITIONING SYSTEMS - COMPLETE 5.50 UNITS**

AUTO 126	Mobile Heating and Air Conditioning Systems	2.50
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Complete any combination totaling at least 3.00 units from the following:

AUTO 80	Introduction to Automotive Technology	3.00
DET 179	Diesel Equipment Foundation and Safety	3.00

## NOTES:

The Certificate is awarded upon completion of the course with a grade of "C" or better.

## AUTOMOTIVE TECHNOLOGY: POWERTRAIN SYSTEMS PERFORMANCE & ELECTRONICS SPECIALIST

Program of Study Code: 005078

Term Effective: Fall 2022

**12.00 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (<mailto:dlemmer@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Automotive Technology: Powertrain Systems Performance & Electronics Specialist Certificate prepares students to pass the A6 and A8 ASE (Automotive Service Excellence) Certification Exams.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Identify and define function of sensors, actuators and powertrain components;
2. Use diagnostic tools and equipment to analyze and diagnose common problems; and
3. Utilize different types of electrical diagnostic test equipment.

## **AUTOMOTIVE TECHNOLOGY: POWERTRAIN SYSTEMS PERFORMANCE & ELECTRONICS SPECIALIST - COMPLETE 12.00 UNITS**

AUTO 158.1	Automotive Engine Performance and Pollution Control	7.00
AUTO 156.1	Automotive Electrical System	5.00

## AUTOMOTIVE TECHNOLOGY: TRANSMISSION SPECIALIST



Program of Study Code: 003300

Term Effective: Spring 2019

**6.00 Units**

(707) 535-3772

[dlemmer@santarosa.edu](mailto:dlemmer@santarosa.edu) (<mailto:dlemmer@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Automotive Technology: Transmission Specialist Skills Certificate offers an in-depth study of automotive drivetrain systems, including operation, diagnosis, service and overhaul of most automotive automatic and manual transmissions and trans axles, drive axles and all wheel drive systems. Diagnosis of modern drivetrain systems is emphasized. The certificate prepares students to pass the A2 and A3 ASE (Automotive Service Excellence) certification exams.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Inspect, evaluate, diagnose and repair automotive drivetrain components.

## **AUTOMOTIVE TECHNOLOGY: TRANSMISSION SPECIALIST REQUIREMENTS - COMPLETE 6.00 UNITS**

AUTO 155	Automotive Drive Train	6.00
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## **NOTES:**

The Certificate is awarded upon completion of the course with a grade of "C" or better.

## **BACKGROUND INVESTIGATION**

Program of Study Code: 005033

Term Effective: Fall 2011

**0.50 Units**

(707) 836-2909

[carnold@santarosa.edu](mailto:carnold@santarosa.edu) (<mailto:carnold@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

This single-course certificate is designed for those individuals who conduct preemployment personnel background investigations for public safety employment. The student will be introduced to the federal and state fair employment laws, job dimensions, job traits, and essential functions of the background investigator.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe the background investigation process;
2. Demonstrate the responsibilities involved in conducting a public safety pre-employment background investigation;
3. Explain the role of the California Commission on Peace Officer Standards and Training (POST) as a resource for conducting a pre-employment background investigation; and
4. Recognize the laws and regulations involved in the background investigation process.

## BACKGROUND INVESTIGATION - COMPLETE 0.50 UNITS

AJ 350

Background Investigation

0.50

## BASIC ACADEMIC SKILLS

Program of Study Code: 005059

Term Effective: Fall 2023

**140 Hours**

(707) 535-3761

[aflores@santarosa.edu](mailto:aflores@santarosa.edu) (<mailto:aflores@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Certificate of Completion in Basic Academic Skills provides basic math, reading, writing, social studies, science, and technology skills to prepare students for the General Education (GED) or other High School Equivalency (HSE) tests. The skills mastered will apply to entrylevel college preparation and for the workplace

## PROGRAM STUDENT LEARNING OUTCOMES

1. Solve multi-step numerical and word math problems ranging from basic operations through beginning concepts in geometry and algebra;
2. Identify and summarize the main ideas and important details in short (1-2 page) reading selections, including fiction, essays, newspaper articles, material from textbooks, and informational websites;
3. Prepare for and write a clear and coherent 1-2 page essay that addresses a given topic;
4. Proofread for and apply basic rules of Edited American English, including capitalization, punctuation, sentence construction and grammar;
5. Develop the knowledge and skills to pass the Reasoning Through Language Arts, Social Studies, Math, and Science subtests of the General Education Development (GED) or other High School Equivalency (HSE) tests.
6. Demonstrate academic skills including the use of technology for success in academic environment.

## NON-CREDIT BASIC ACADEMIC SKILLS REQUIREMENTS - COMPLETE 140.00 HOURS

CSKLS 731	Academic Skills I	70.00
CSKLS 732	Basic Academic Skills & GED Prep - Lang Arts/Soc Studies II	70.00
CSKLS 741	Basic Academic Skills & GED Prep - Math/Science 1	70.00
CSKLS 742	Basic Academic Skills & GED Prep - Math/Science 2	70.00
CSKLS 733	Basic Academic Skills and GED Preparation III	105.00

## **BASIC ARRHYTHMIA RECOGNITION COURSE**

Program of Study Code: 005021

Term Effective: Fall 2009

**2.00 Units**

(707) 836-2920

[jsnow@santarosa.edu](mailto:jsnow@santarosa.edu) (<mailto:jsnow@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

Application of basic principles of cardiac anatomy and physiology to recognize basic heart arrhythmias. Designed for health and allied care personnel who assume responsibility for cardiac monitoring in the pre-hospital and hospital setting.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify a normal electrocardiogram; and
2. Identify common abnormal cardiac rhythms.

### **BASIC ARRHYTHMIA RECOGNITION COURSE REQUIREMENTS - COMPLETE 2.00 UNITS**

EMC 114	Basic Arrhythmia Recognition Course	2.00
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## **BASIC POLICE OFFICER ACADEMY**

Program of Study Code: 003327

Term Effective: Fall 2022

**21.00 Units**

(707)836-2910

[lbrown@santarosa.edu](mailto:lbrown@santarosa.edu) (<mailto:lbrown@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Basic Police Officer Academy Certificate of Achievement provides all academic and physical skill training and assessment required by the State of California Commission on Peace Officer Standards and Training. It is required training for anyone serving as a peace officer in the state of California. The program provides the opportunity to observe, develop and employ the behavior traits of a professional peace officer in a controlled setting. The Academy is available in two formats: Intensive (20 weeks) and Modular (11 months).

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify, define and demonstrate basic tasks of peace officers;
2. Identify, classify, and apply appropriate provisions of federal and state law related to peace officers;
3. Perform and document complete preliminary investigations assigned to peace officers; and
4. Demonstrate the physical skills needed to perform the tasks of a peace officer in the areas of driving, shooting, defensive tactics, and first aid.

## **BASIC POLICE OFFICER ACADEMY CORE REQUIREMENTS - COMPLETE 21.00 UNITS**

AJ 223

Basic Police Academy

21.00

## **BUSINESS MANAGEMENT**

Program of Study Code: 003380

Term Effective: Fall 2023

**12.00 Units**

(707) 527-4435

[kzeck@santarosa.edu](mailto:kzeck@santarosa.edu) (<mailto:kzeck@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Business Management Certificate of Achievement is designed for students who are or will be working in a supervisory capacity. The coursework provides students with a broad foundation of information related to current supervisory issues, as well as the ability to practice with "hands-on" experiences. Students learn how to deal with employee issues in topics such as human resource management, mediation of conflict, and interviewing. Students learn to work with peers, through such classes as Effective Decision-Making, Managing Workgroups, and

Managerial Leadership. Having completed the coursework, students are prepared for a range of issues dealing with managing people and building teams within an organization. Possible job titles include: Retail Store Manager, Restaurant Manager, and Manufacturing Supervisor.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply necessary skills required for managing the complex human interactions and employee performance issues required of supervisors and managers;
2. Demonstrate analytical, quantitative, and decision-making skills necessary to manage a complex organizational setting;
3. Demonstrate communication and presentation skills, both in written and oral formats, required of supervisors and managers; and
4. Recognize and apply appropriate management and leadership principles needed to efficiently and effectively meet objectives in a diverse and fast-changing organizational setting.

## BUSINESS MANAGEMENT CERTIFICATE REQUIREMENTS - COMPLETE

### 12.00 UNITS

BMG 50	Introduction to Management and Supervision	3.00
BMG 52	Business Communication	3.00
BMG 53	Oral Communication in Organizations	3.00

Complete any combination totaling at least 3.00 units from the following:

BGN 100	Professional Writing and Presentations	3.00
BMG 55	Fundamentals of Financial Analysis	3.00
BMG 61	Skills for Managers	1.50
BMG 62.1	One-on-One Management Communication	1.00
BMG 62.4	Managing Workgroups	1.50
BMG 63.1	Motivation and Empowerment	1.50
BMG 63.4	Managerial Leadership	1.50
BMG 66.1	Effective Decision-Making	1.00
BMG 66.4	Project Management	1.50
BMG 67.4	Conflict Management	1.50
ESHIP 115	Financial Basics and Cash Flow	1.50

## BUSINESS: ACCOUNT CLERK AND PAYROLL

Program of Study Code: 003274

Term Effective: Fall 2023

## 16.00 Units

(707) 527-4435

[aerdenebaatar@santarosa.edu](mailto:aerdenebaatar@santarosa.edu) (<mailto:aerdenebaatar@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Business: Account Clerk and Payroll Certificate of Achievement prepares the student as an entry-level accounts payable/accounts receivable clerk, with responsibilities including data entry. The curriculum includes basic accounting concepts, records management, spreadsheets, specialized payroll accounting, and reporting procedures, and other entry-level skills. Payroll is a specialized area of accounting with complicated federal and state government reporting and legal requirements. Employment opportunities exist in various business and government sectors, payroll service companies, and accounting firms. The payroll assistant generally reports to the payroll supervisor or accountant and will be involved in activities such as time tracking, record keeping, balancing payroll accounts, and tax returns. Account Clerks perform tasks such as recording daily transactions in journals, posting figures into ledgers, handling payments and receipts, and computing payrolls. It requires skill in the operation of 10-key calculators, computers, and other office equipment. Programs encompass the integration of 21st Century workforce skills emphasizing communication, teamwork, project management, and problem-solving. Students desiring more advanced skills may wish to pursue the Bookkeeping Certificate of Achievement. Completion of the Business: Account Clerk and Payroll Skills Certificate fulfills a portion of the Bookkeeper Certificate of Achievement program. The employment outlook is very good. With additional training, individuals can progress to bookkeeper, accountant, and CPA (Certified Public Accountant).

### PROGRAM STUDENT LEARNING OUTCOMES

1. Analyze, categorize, calculate, record and report selected financial information and commonly used financial statements and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report basic advanced payroll information including payment of wages along with associated payroll tax liabilities; for both and state tax entities;
3. Calculate, analyze, and interpret a variety of mathematical business problems, comparisons, and elementary statistics;
4. Demonstrate effective oral and written communication skills to record and report various Human Resource, Payroll benefit, and financial information and job seeking skills;
5. Use a computer to tabulate, calculate, record, organize and report financial information.

### PAYROLL/ACCOUNT CLERK REQUIREMENTS - COMPLETE 16.00 UNITS

BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BBK 52.1	Payroll Record Keeping and Reporting	3.00
BBK 53.1	QuickBooks Level 1	1.50
BGN 81	Practical Business Math Skills	3.00
BGN 201	Basic Keyboarding	0.50
CS 60.11A	Microsoft Word, Part 1	1.50

CS 61.11A	Microsoft Excel, Part 1	1.50
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Complete any combination totaling at least 2.00 units from the following:

BAD 52	Human Relations in Organizations	3.00
BGN 110	Introduction to the Administrative Professional	1.00
BGN 112	Marketing Your Skills	1.50
CS 63.11A	Microsoft Access, Part 1	1.50
CS 167.11	Microsoft Outlook	0.50
HR 62	Human Resource Records	1.00
HR 64	Human Resource Compensation Administration	1.00
HR 65	Human Resource Benefits Administration	1.50

## **BUSINESS: ACCOUNTANT ASSISTANT**

Program of Study Code: 003043

Term Effective: Fall 2020

**17.00 Units**

(707) 527-4435

[glord@santarosa.edu](mailto:glord@santarosa.edu) (<mailto:glord@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Accountant Assistant Certificate of Achievement program is designed for students who are currently employed in accounting to enhance existing skills, and for those students who wish to enter the field of accounting without a four-year degree.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Complete the steps in the accounting cycle and know generally accepted accounting principles that determine how transactions are recorded and reported;
2. Analyze, record, summarize, and report the effects of transactions in financial, managerial and tax reports and interpret the accounting information for internal or external decision making purposes;
3. Complete and use managerial and cost accounting documents and reports to plan, evaluate, and control the operations of a company and interpret those reports for management;
4. Prepare personal tax returns demonstrating knowledge of tax rules, tax research sources, and tax forms;
5. Complete professional assignments using computer technology in such applications as word, excel, power point, general ledger software and tax preparation software; and

6. Demonstrate critical thinking skills, analytical ability, interpersonal and collaborative skills, and the ability to write business reports.

## **BUSINESS: ACCOUNTANT ASSISTANT REQUIREMENTS - COMPLETE 17.00 UNITS**

BAD 1	Financial Accounting	4.00
BAD 2	Managerial Accounting	4.00
BAD 53	Introduction to Solving Business Problems w/Spreadsheets	1.50
BAD 55	Intermediate Accounting	3.00

**Complete any combination totaling at least 4.50 units from the following:**

BAD 57	Cost Accounting	3.00
BAD 59	Federal Income Tax Law	3.00
BAD 120	Ethics in Accounting	3.00
BAD 156	Fund Accounting	3.00
BBK 53.1	QuickBooks Level 1	1.50
BBK 53.2	QuickBooks Level 2	1.50

## **BUSINESS: BANKING AND LENDING**

Program of Study Code: 003349

Term Effective: Fall 2019

**22.50 Units**

(707) 527-4435

[sfichera@santarosa.edu](mailto:sfichera@santarosa.edu) (<mailto:sfichera@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Banking and Lending Certificate of Achievement qualifies students for employment as Loan Processor, Loan Analyst, Credit Analyst, Loan Underwriter, Commercial Servicing Specialist, Commercial Operations Specialist, and related occupations in both the consumer and commercial banking and lending fields. The certificate also serves as a pathway to employment as a loan officer, with additional education/training and work experience.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Process and analyze complex financial statements, tax schedules, and related loan documents; analyze and project cash flows, calculate common financial, debt to income, and loan-to-value ratios in order to make well-informed lending recommendations.



2. Analyze customers' credit worthiness; explain and interpret FICO scores and credit reports from major credit reporting bureaus.
3. Explain common bank/lending institution business services and operations, including consumer and commercial lending procedures.
4. Explain and ensure compliance with complex banking and SBA lending regulations, "Banker's Alphabet" and other fair lending laws, and ethics of banking.
5. Exhibit excellent soft skills including verbal and written communication, customer service skills, effective team work, effective time management, and ability to work under strict deadlines.

## **BUSINESS: BANKING AND LENDING - COMPLETE 22.50 UNITS**

BGN 155	Introduction to Banking	3.00
BGN 156	Credit and Lending Analysis	3.00
BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
BGN 81	Practical Business Math Skills	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BAD 52	Human Relations in Organizations	3.00
BGN 111	Soft Skills for Business	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BGN 71	Business English Grammar	3.00
ENGL 1A	College Composition	4.00

**Complete any combination totaling at least 3.00 units from the following:**

BAD 1	Financial Accounting	4.00
BMG 55	Fundamentals of Financial Analysis	3.00

**Complete any combination totaling at least 3.00 units from the following:**

BAD 10	American Business in Its Global Context	3.00
BAD 18	The Legal Environment of Business	3.00
RE 50	Real Estate Principles	3.00
RE 53	Residential Real Estate Appraisal	3.00
WEOC 99	Occupational Work Experience	0.50-8.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

## **BUSINESS: BOOKKEEPER**

Program of Study Code: 003118

Term Effective: Fall 2023

## 24.50 Units

(707) 527-4435

[aerdenebaatar@santarosa.edu](mailto:aerdenebaatar@santarosa.edu) (<mailto:aerdenebaatar@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Business: Bookkeeper Certificate of Achievement prepares the student as an entry-level bookkeeper working with the accountant in summarizing financial data and preparing financial statements. Students are trained to be members of an organization's team with the ability to exercise initiative and judgment, train co-workers, use technology, and assume responsibility without direct supervision.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Analyze, categorize, calculate, record and report detailed financial information and commonly used financial statements and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report detailed payroll information including payment of wages along with associated payroll taxes and other liabilities;
3. Calculate, analyze and interpret a variety of mathematical business problems, ratios, comparisons, elementary statistics, and trends;
4. Demonstrate effective oral and written communication skills to report financial information and job seeking skills;
5. Use a computer to tabulate, calculate, record, organize and report financial information; and

## BOOKKEEPER REQUIREMENTS - COMPLETE 24.50 UNITS

BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BBK 52.1	Payroll Record Keeping and Reporting	3.00
BBK 53.1	QuickBooks Level 1	1.50
BBK 53.2	QuickBooks Level 2	1.50
BGN 81	Practical Business Math Skills	3.00
BGN 201	Basic Keyboarding	0.50
CS 60.11A	Microsoft Word, Part 1	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50

**Complete any combination totaling at least 3.00 units from the following:**

BAD 1	Financial Accounting	4.00
BBK 51	Computerized Bookkeeping and Accounting 2	3.00

**Complete any combination totaling at least 1.50 units from the following:**

HR 62	Human Resource Records	1.00
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HR 64	Human Resource Salary Administration	1.00
HR 65	Human Resource Benefits Administration	1.50

**Complete any combination totaling at least 3.00 units from the following:**

BAD 52	Human Relations in Organizations	3.00
BGN 110	Exploring Business Careers	1.00
BGN 112	Marketing Your Skills	1.50
BOT 99.2I	Bookkeeper Internship	0.50-8.00
CS 63.11A	Microsoft Access, Part 1	1.50
CS 167.11	Microsoft Outlook	0.50

## **NOTES:**

BOT 99.2I should be taken in the final semester of the program.

BOT 99.2I can be taken for a minimum of 2.0 units

## **BUSINESS: ENROLLED AGENT (TAX)**

Program of Study Code: 003340

Term Effective: Fall 2017

**12.00 Units**

(707) 527-4206

[glord@santarosa.edu](mailto:glord@santarosa.edu) (<mailto:glord@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Enrolled Agent (Tax) Certificate of Achievement is designed to provide students with a solid base of knowledge and skills to allow them to work in the field of taxation. The classes are tailored to meet the exam requirements to be licensed as an Enrolled Agent. In addition to the specific knowledge and skills needed to understand and apply the tax code to different entities, students will also gain an understanding about the responsibilities of an Enrolled Agent.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Prepare tax returns for individuals, businesses and partnerships.
2. Apply IRS (Internal Revenue Service) code to determine income, expenses and other credits/deductions.
3. Implement the filing requirements, and documentation needed by the IRS for different entities.
4. Utilize the proper authority, responsibility and due diligence of an Enrolled Agent.

## **BUSINESS: ENROLLED AGENT TAX REQUIREMENTS - COMPLETE 12.00 UNITS**

BAD 101	Enrolled Agent – Individual Taxation	3.00
BAD 102	Enrolled Agent - Business Taxation	3.00
BAD 103	Enrolled Agent - Tax Representations, Practices & Procedures	3.00
BAD 104	Enrolled Agent – Current Applications and IRS Requirements	3.00

## **BUSINESS: ENTREPRENEURSHIP**

Program of Study Code: 003005

Term Effective: Fall 2019

**12.00 Units**

(707) 527-4435

[wcomings@santarosa.edu](mailto:wcomings@santarosa.edu) (<mailto:wcomings@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Entrepreneurship Certificate of Achievement is designed to provide students of any discipline with the tools and skills required to organize and plan their own business launch.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Design, test, and assess business models for exploiting a new business opportunity, financial management or to change and grow an existing business.
2. Demonstrate a working knowledge of socially responsible and sustainable business practices.
3. Acquire tools for assessing product and market fit including understanding target markets and market segmentation, brand building, and performing effective industry and competitive analyses.

## **BUSINESS: ENTREPRENEURSHIP PROGRAM REQUIREMENTS - COMPLETE 9.00 UNITS**

BMK 50	Marketing	3.00
ESHIP 106	Venture Launch	3.00
ESHIP 101	Innovation	3.00

## **BUSINESS: ENTREPRENEURSHIP PROGRAM COURSE ELECTIVES - COMPLETE 3.00 UNITS**

Complete any combination totaling at least 3.00 units from the following:

ESHIP 115	Financial Basics and Cash Flow	1.50
ESHIP 116	Ethics, Responsibility, and Sustainability	1.50
ESHIP 117	Communications for Start-Ups	1.50
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

## **BUSINESS: HUMAN RESOURCE ADMINISTRATION**

Program of Study Code: 003325

Term Effective: Fall 2023

**26.50 Units**

(707) 527-4435

[pphipps@santarosa.edu](mailto:pphipps@santarosa.edu) (<mailto:pphipps@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

Within every organization, at least one employee is responsible for the Human Resources activities. The Human Resource Administration Certificate of Achievement program of study provides students with the opportunity to gain skills that can be applied to any organization. These involve compliance with employment law when maintaining personnel files, tracking employee leaves, administering employee benefits, administering and regulating salaries, and maintaining payroll. Students learn how to handle confidential information and sensitive situations.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Interpret and apply employment laws in a variety of complex human resource situations;
2. Demonstrate competency in specific human resource administrative responsibilities in the areas of hiring, salary administration, benefits administration, and records administration;
3. Apply necessary skills required for managing the complex human interactions and communications that take place in organizations; and
4. Demonstrate an understanding of the strategic role of human resource management in a modern organizational setting; and
5. Demonstrate the technical skills needed in the human resources field.

## BUSINESS: HUMAN RESOURCE ADMINISTRATION REQUIREMENTS - COMPLETE 26.50 UNITS

BAD 52	Human Relations in Organizations	3.00
BMG 53	Oral Communication in Organizations	3.00
HR 60	Human Resource Management	3.00
HR 61	Human Resource Employment Law	1.50
HR 62	Human Resource Records	1.00
HR 63	Human Resource Hiring Process	1.00
HR 64	Human Resource Salary Administration	1.00
HR 65	Human Resource Benefits Administration	1.50
HR 66	Human Resource Administration Current Applications	1.00
CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50

**Complete any combination totaling at least 3.00 units from the following:**

BAD 1	Financial Accounting	4.00
BBK 50	Computerized Bookkeeping and Accounting 1	3.00
BBK 52.1	Payroll Record Keeping and Reporting	3.00
BGN 112	Marketing Your Skills	1.50
BMG 55	Fundamentals of Financial Analysis	3.00
PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

**Complete any combination totaling at least 4.50 units from the following:**

BGN 71	Business English Grammar	3.00
BGN 100	Professional Writing and Presentations	3.00
BMG 52	Business Communication	3.00
ENGL 1A	College Composition	4.00

### PROGRAM REQUIREMENTS NOTES:

HR 66 must be the final course taken in the sequence for this program.

## NOTES:

HR 60 is the orientation course for this program.

## **BUSINESS: MARKETING**

Program of Study Code: 003122

Term Effective: Fall 2019

**12.00 Units**

(707) 527-4235

[rgattinella@santarosa.edu](mailto:rgattinella@santarosa.edu) (<mailto:rgattinella@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

Business: Marketing Certificate of Achievement prepares students to get an internship or entry level marketing position with a local business or non-profit, prepare for further marketing studies at a four-year college, improve marketing skills in their current job, or successfully market their own business.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Design and develop a strategic marketing plan that can be used to launch a new business, enter new markets, or grow an existing business or nonprofit;
2. Understand how to use a broad range of marketing tactics to build and promote a successful business or nonprofit;
3. relate current trends, buying behaviors, and social responsibility to effective market planning functions within an organization. And
4. Demonstrate specific marketable skills such as advertising campaign development, basic graphic design competency, or spreadsheet usage that will enhance business success and employment opportunities.

### **BUSINESS: MARKETING REQUIREMENTS - COMPLETE 12.00 UNITS**

BMK 50	Marketing	3.00
BMK 54	Advertising	3.00
BMK 57	Introduction to Public Relations	1.50
BMK 59	Consumer Behavior	1.50

**Complete any combination totaling at least 3.00 units from the following:**

ART 82	Beginning Digital Photography	3.00
BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
BMK 155	Digital Marketing Tools	1.50
CS 50A	Web Development 1	3.00
CS 70.11A	Adobe Photoshop 1	3.00
CS 71.11	Adobe Illustrator 1	3.00

CS 72.11A	Adobe InDesign 1	3.00
GD 20	Introduction to Typography and Letterforms	3.00
GD 51	Introduction to Graphic Design	3.00
GD 54	Beginning Page Layout and Advertising Design	3.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

## NOTES:

Upon completion of the Marketing Certificate, students are encouraged to seek out internships through **SRJC's Work Experience department** (<https://workexperience.santarosa.edu>).

## **BUSINESS: REAL ESTATE**

Program of Study Code: 003061

Term Effective: Fall 2022

**18.00 Units**

(707) 527-4362

[sherndon@santarosa.edu](mailto:sherndon@santarosa.edu) (<mailto:sherndon@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Business: Real Estate Certificate of Achievement offers those interested in the field of real estate the opportunity to complete the necessary education requirements as defined by the California Department of Real Estate. The series of courses satisfies the educational requirements for obtaining and maintaining the State Real Estate Broker and Salesperson Licenses.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply an in-depth knowledge of California Real estate principles and laws to successfully complete licensure requirements for licensee and broker;
2. Satisfy Department of Real Estate and Office of Real Estate Appraisers educational requirements for state licensing;
3. Apply necessary skills required for marketing and negotiating real estate transaction;
4. Demonstrate the ability to communicate effectively and ethically with the principals involved in a real property transaction; and
5. Interpret and apply California real estate laws to a variety of real property transactions.

### **BUSINESS: REAL ESTATE CORE REQUIREMENTS - COMPLETE 18.00 UNITS**

Complete any combination totaling at least 18.00 units from the following:



RE 50	Real Estate Principles	3.00
RE 51	Real Estate Practice	3.00
RE 52	Real Estate Finance	3.00
RE 53	Residential Real Estate Appraisal	3.00
RE 54	Commercial Real Estate Appraisal	3.00
RE 55	Legal Aspects of Real Estate	3.00
RE 56	Real Estate Economics	3.00
RE 57	Property Management in California	3.00
RE 58	Real Estate Escrow	3.00
RE 59	Advanced Residential Appraisal	3.00
RE 61	Computer Applications in Real Estate	3.00
RE 62	Advanced Real Estate Finance	3.00

## NOTES:

The educational requirements for the Broker's License will be fulfilled by completing the 18 units of core requirements plus 6 units from BAD 1, BAD 18, BBK 50, RE 58, RE 54, or RE 57.

The educational requirements for the Appraiser's License will be fulfilled by completing the 18 units of core requirements plus 6 units from the Required Electives including RE 54.

Real Estate Principles (RE 50) must be completed or in progress to apply for examination, and must be completed prior to applying for a license.

Real Estate Practice (RE 51) must be completed prior to applying for a license or within 18 months of license issuance.

## **BUSINESS: REAL ESTATE SALES**

Program of Study Code: 005075

Term Effective: Fall 2022

**9.00 Units**

(707) 527-4362

[sherndon@santarosa.edu](mailto:sherndon@santarosa.edu) (mailto:sherndon@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Business: Real Estate Sales Skills Certificate is an academic and vocational program and provides a gateway for all students seeking a career in the real estate and related professions. The curriculum provides viewpoints and knowledge from an everyday perspective by instructors actively employed in the real estate industry.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Distinguish, group and justify the different forms of property estates
2. Arrange and assess equal housing opportunities.
3. Examine and integrate current economic conditions into the availability of credit.
4. Distinguish and group the approaches to real property.
5. Examine principles of supply and demand in the real estate market.

## REAL ESTATE SALES REQUIREMENTS - COMPLETE 9.00 UNITS

RE 50	Real Estate Principles	3.00
RE 51	Real Estate Practice	3.00

Complete any combination totaling at least 3.00 units from the following:

RE 52	Real Estate Finance	3.00
RE 53	Residential Real Estate Appraisal	3.00
RE 54	Commercial Real Estate Appraisal	3.00
RE 55	Legal Aspects of Real Estate	3.00
RE 56	Real Estate Economics	3.00
RE 57	Property Management in California	3.00
RE 58	Real Estate Escrow	3.00
RE 61	Computer Applications in Real Estate	3.00
RE 62	Advanced Real Estate Finance	3.00
BAD 1	Financial Accounting	4.00
BAD 18	The Legal Environment of Business	3.00

## CERTIFIED NURSE ASSISTANT

Program of Study Code: 005076

Term Effective: Fall 2017

**6.00 Units**

(707) 522-2874

[tlundqvist@santarosa.edu](mailto:tlundqvist@santarosa.edu) (<mailto:tlundqvist@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Certified Nurse Assistant Skills Certificate provides over 223 hours of lecture, skills lab, and clinical practice, and prepares students for work in skilled nursing facilities or residences. The program duration is 10 weeks, 3-4 days per week. Clinical hours are held in a skilled nursing facility. The program prepares students to take the competency examination for the Nurse Assistant certificate issued by the California State Department of Health Services.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Meet State of California criteria for eligibility to take CNA Certification Examinations.
2. Demonstrate knowledge, skills and abilities required for an entry-level CNA.

## **CERTIFIED NURSE ASSISTANT REQUIREMENTS - COMPLETE 6.00 UNITS**

NRA 150A

Certified Nurse Assistant

6.00

## **CHILD DEVELOPMENT: ASSOCIATE TEACHER**

Program of Study Code: 003144

Term Effective: Fall 2017

**12.00 Units**

(707) 527-4828

[mwarner@santarosa.edu](mailto:mwarner@santarosa.edu) (<mailto:mwarner@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Child Development: Associate Teacher Skills Certificate meets requirements for the Associate Teacher level of the Child Development Permit issued by the State of California Commission on Teacher Preparation.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate an understanding of the needs, characteristics, and multiple influences on the development of children;
2. Describe the components of high quality care and education programs;
3. Evaluate play based environments and design activities that support positive, developmentally appropriate learning outcomes for all young children;
4. Identify effective guidance and interaction strategies that support all children's social learning, identity, and self-esteem;
5. Describe strategies that promote constructive relationships between programs, teachers, families, and their communities; and
6. Demonstrate familiarity with the ethical standards and professional behaviors that deepen understanding, knowledge, and commitment to the early childhood care and education profession.

## CHILD DEVELOPMENT: ASSOCIATE TEACHER REQUIREMENTS - COMPLETE 12.00 UNITS

CHLD 51	Principles and Practices of Early Childhood Education	3.00
CHLD 90.4	Introduction to Curriculum	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00

Complete any combination totaling at least 3.00 units from the following:

CHLD 10	Child Growth and Development	3.00
CHLD 110.1	Developmental Trends of Children Under 3	1.50
CHLD 110.2	Developmental Trends in the Child Age 3-5 Years	1.50

### NOTES:

A grade of "C" or better is required for all certificate courses.

## CHILD DEVELOPMENT: TEACHER

Program of Study Code: 003145

Term Effective: Fall 2023

**30.00 Units**

(707) 527-4828

[mwarner@santarosa.edu](mailto:mwarner@santarosa.edu) (mailto:mwarner@santarosa.edu)

### PROGRAM DESCRIPTION:

The Child Development: Teacher Certificate of Achievement meets course requirements for the teacher level of the Child Development Permit issued by the State of California Commission on Teacher Preparation. These permits are required to work in a state-subsidized child development program.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and education programs;
2. Design, implement and evaluate play based environments and activities that support developmentally appropriate learning outcome for all young children;
3. Apply effective guidance and interaction strategies that support all children's social learning, identity and self-esteem;
4. Develop strategies that promote relationships between programs, teachers, families and their communities; and

5. Demonstrate ethical standards and professional behaviors that reflect understanding, knowledge and a commitment to the field of early childhood education and care.

## **CHILD DEVELOPMENT: TEACHER REQUIREMENTS - COMPLETE 27.00 UNITS**

CHLD 51	Principles and Practices of Early Childhood Education	3.00
CHLD 66	Early Childhood Care and Education Practicum	6.00
CHLD 68	Working With Children and Families in a Diverse Society	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00
CHLD 90.2	Observation and Assessment of Young Children	3.00
CHLD 90.3	Health, Safety and Nutrition for the Young Child	3.00
CHLD 90.4	Introduction to Curriculum	3.00

**Complete any combination totaling at least 3.00 units from the following:**

CHLD 10	Child Growth and Development	3.00
CHLD 110.1	Developmental Trends of Children Under 3	1.50
CHLD 110.2	Developmental Trends in the Child Age 3-5 Years	1.50

## **CHILD DEVELOPMENT ELECTIVES - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

CHLD 53A	Introduction to Children with Special Needs	3.00
CHLD 53B	Supporting Children w/ Special Needs in Early Childhood Prgm	3.00
CHLD 55.2	Exploring Science and Math with Young Children	3.00
CHLD 55.5	Foundations of Language and Literacy	3.00
CHLD 55.6	Art for the Young Child	3.00
CHLD 55.7	Music and Movement for Children	3.00
CHLD 79.1	Administration of Early Childhood Education Programs	3.00
CHLD 79.2	Leadership & Personnel Skills for Early Child. Administrator	3.00

CHLD 79.4	Adult Supervision and Mentoring	2.00
CHLD 82	Family Engagement in Early Care & Education	3.00
CHLD 95	Developing Social Competence in the Early Childhood Years	3.00
CHLD 96	Working Through Stress and Loss With Children and Families	3.00
CHLD 111A	Care and Education of Child--- Birth to 3 Years	3.00
CHLD 183	Screen Media and Child Development	3.00
CHLD 185.1	Creative Indoor Environments for Young Children	1.50
CHLD 185.2	Creative Outdoor Environments for Young Children	1.50
CHLD 186	Spanish Language Arts for Young Children	3.00
CHLD 217.1	Constructive Play	1.00
CHLD 217.2	Dramatic Play and Games with Rules	1.00
CHLD 220	Effective Guidance and Discipline	2.00

## NOTES:

CHLD 90.4 has a prerequisite of either CHLD 10, CHLD 110.1, or CHLD 110.2.  
A grade of "C" or better is required for all certificate courses.

## CIVIL ENGINEERING TECHNOLOGY

Program of Study Code: 003267

Term Effective: Fall 2020

**25.00 Units**

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (mailto:rparks@santarosa.edu)

### PROGRAM DESCRIPTION:

The Civil Engineering Technology program Certificate of Achievement prepares students for variety of technical positions in the civil engineering and engineering construction professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve an Associate's Degree or Certificate of Achievement.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Define and describe civil engineering terminology, methods, procedures, standards and technology;
2. Perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, volume and properties of civil engineering materials;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare basic civil engineering documents and drawings using computer-aided drafting and geographic information systems technology;
5. Research, file, retrieve, analyze, locate and prepare basic drawings, maps, documents, records, reports and correspondence related to civil engineering projects;
6. Demonstrate basic analytical, critical thinking and decision-making skills in civil engineering, land surveying and development; and
7. Describe the influence/effect civil engineering, land surveying and development has on the local, regional, national and global communities.

## CIVIL ENGINEERING TECHNOLOGY CORE REQUIREMENTS - COMPLETE 25.00 UNITS

APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00
CEST 63	Subdivision Planning	3.00
CEST 64	Public Works Inspection & Testing	3.00
CEST 65	Public Works Plans and Estimating	3.00
CEST 85	CAD for Civil, Surveying & Land Development	3.00
CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
GIS 40	Introduction to Geographic Information Systems (GIS)	4.00

### NOTES:

It is recommended that students who have not had high school courses in mathematics through plane geometry take the Math placement test and enroll in an appropriate course (eg, CSKLS 372, CSKLS 373, MATH 150, or MATH 154) prior to enrolling in certificate program courses.

For students with limited computer literacy, CS 5 is recommended. Please contact the department or a counselor for more information.

## COMPUTER STUDIES: ADOBE APPLICATIONS SPECIALIST

Program of Study Code: 003162

Term Effective: Fall 2020

**15.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Computer Studies: Adobe Applications Specialist Certificate of Achievement provides an overview of Adobe's professional level graphics and page-layout programs, Photoshop, Illustrator, and InDesign. This certificate will support individuals applying for new jobs as well as those currently employed.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate proficiency in image editing skills using Photoshop;
2. Demonstrate proficiency in vector skills using Illustrator;
3. Demonstrate proficiency in desktop publishing skills using InDesign; and
4. Use critical thinking skills to formulate, apply and integrate assets in a workflow environment for PDF, screen or web using Adobe Creative Suite software.

## **ADOBE APPLICATIONS SPECIALIST REQUIREMENTS - COMPLETE 15.00 UNITS**

CS 70.11A	Adobe Photoshop 1	3.00
CS 71.11	Adobe Illustrator 1	3.00
CS 72.11A	Adobe InDesign 1	3.00

**Complete any combination totaling at least 6.00 units from the following:**

CS 70.11B	Adobe Photoshop 2	3.00
CS 72.11B	Adobe InDesign 2	4.00
GD 53	Design Techniques in Illustrator	3.00

## **COMPUTER STUDIES: ADOBE CERTIFICATION TRAINING IN ILLUSTRATOR**

Program of Study Code: 003242

Term Effective: Fall 2012

**6.00 Units**

(707) 524-1809



## PROGRAM DESCRIPTION:

The Computer Studies: Adobe Certification Training in Illustrator Skills Certificate provides instruction in the vector graphic program, Illustrator. This program of study helps prepare the student for the Adobe Illustrator ACE industry exam, and will enhance the student's value in the job market. The skills are applicable to occupations involving printed and web media.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Create a variety of documents that exhibit the full gamut of Illustrator skills from beginning to advanced levels;
2. Use critical thinking skills to formulate, apply and integrate assets in transferring Illustrator documents into print, PDF, or web environments; and
3. Demonstrate knowledge necessary to complete the studies for the Adobe certified expert industry exam in Adobe Illustrator.

## ADOBE CERTIFICATION TRAINING IN ILLUSTRATOR REQUIREMENTS - COMPLETE 6.00 UNITS

CS 71.11	Adobe Illustrator 1	3.00
GD 53	Design Techniques in Illustrator	3.00

## COMPUTER STUDIES: ADOBE CERTIFICATION TRAINING IN INDESIGN

Program of Study Code: 003243

Term Effective: Fall 2019

**7.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (mailto:dlaird@santarosa.edu)

## PROGRAM DESCRIPTION:

The Computer Studies: Adobe Certification Training in InDesign Skills Certificate provides a course of study that will prepare the computer user to master skills needed to prepare desktop publishing projects using InDesign. Students will also be prepared to pass the Adobe InDesign industry certification test. Successful completion of the test will indicate a particular depth and breadth of desktop publishing skills and will enhance the recipient's value in the job market.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Create a variety of desktop publishing documents that exhibit the full feature set of InDesign skills from beginning to advanced levels;

2. Demonstrate the knowledge necessary to complete the studies for the Adobe Certified Expert industry exam in Adobe InDesign;
3. Use critical thinking skills to design a multi-document workflow environment for print;
4. Use critical thinking skills to formulate, apply, and integrate assets in a workflow environment for PDF, screen or web using Adobe Creative Suite software; and
5. Use current technology to develop a collaborative work environment, share files, manage developmental versions, set up review cycles and interact in real-time virtual meetings.

## **ADOBE CERTIFICATION TRAINING IN INDESIGN REQUIREMENTS - COMPLETE 7.00 UNITS**

CS 72.11A	Adobe InDesign 1	3.00
CS 72.11B	Adobe InDesign 2	4.00

## **COMPUTER STUDIES: ADOBE PHOTOSHOP ENTRY LEVEL**

Program of Study Code: 005082

Term Effective: Fall 2017

**6.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Computer Studies: Adobe Photoshop Entry Level Skills Certificate provides an entry level course of study in Adobe Photoshop. This course of study helps prepare the student to take the Adobe Certified Associate (ACA) industry-standard exam in Adobe Photoshop.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Utilize intermediate-level features of Adobe Photoshop, including the correct usage of layer, vector, and clipping masks;
2. Create and edit complex digital images using basic through intermediate Photoshop features;
3. Use critical thinking skills to evaluate an image, develop a strategy to repair and/or enhance it, and make the appropriate adjustments;
4. Demonstrate the knowledge necessary to pass the Adobe Certified Associate exam;
5. Perform the Photoshop skills essential to an entry-level position in photography, digital art, desktop publishing, or Web page design.

## **COMPUTER STUDIES: ADOBE PHOTOSHOP ENTRY LEVEL - COMPLETE 6.00 UNITS**

CS 70.11A	Adobe Photoshop 1	3.00
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## **COMPUTER STUDIES: CISCO CERTIFICATION TRAINING IN CCNA**

Program of Study Code: 003284

Term Effective: Fall 2022

**12.00 Units**

(707) 778-3960

[mmckeever@santarosa.edu](mailto:mmckeever@santarosa.edu) (mailto:mmckeever@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Computer Studies: Cisco Networking Certification Training in CCNA Skills Certificate is a comprehensive e-learning program, which provides students with the Internet technology skills essential in a global economy. The Networking Academy program delivers Web-based content, online assessment, student performance tracking, hands-on labs, instructor training and support, and preparation for industry-standard certifications.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Plan, design and install Ethernet Transmission Control Protocol/Internet Protocol (TCP/IP) Networks at the entry-level-technician;
2. Analyze and improve computer network performance and security on routers and switches;
3. Operate and troubleshoot Ethernet TCP/IP Networks at the entry-level-technician; and
4. Demonstrate end-to-end protocol connectivity across a variety of Wide Area Network (WAN) and Local Area Network (LAN) protocol.

### **CISCO NETWORKING REQUIREMENTS - COMPLETE 12.00 UNITS**

CS 82.22A	Introduction to Networks	4.00
CS 82.22B	Switching, Routing and Wireless Essentials	4.00
CS 82.22C	Enterprise Networking, Security, and Automation	4.00

### **NOTES:**

Recommended preparation: CS 80.11

## **COMPUTER STUDIES: GAME DEVELOPMENT**

Program of Study Code: 003353

Term Effective: Fall 2022

## 17.00 Units

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (mailto:ewilde@santarosa.edu)

### PROGRAM DESCRIPTION:

The Computer Studies: Game Development certificate of achievement provides a course of study that prepares students to design and program interactive computer games. This pathway leads to entrepreneurial opportunities for a self-made career in the video game industry. The Computer Studies: Game Development certificate focuses on the history of games, gameplay design, and game design and coding.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Apply systems-level thinking and abstraction in the context of interactive computational media.
2. Recognize and understand the social, legal, ethical, and cultural issues in the discipline of computer games.
3. Demonstrate knowledge of visual interaction design and artistic practices in domains involving playful interactions.
4. Demonstrate written and oral communication skills regarding technical and analytical consideration of computer games.
5. Design a technical system that achieves creative goals for audience experience in computational media.
6. Demonstrate the ability to collaboratively plan, organize, and execute complex, team-oriented projects, using appropriate communication and coordination techniques.

### COMPUTER STUDIES: GAME DEVELOPMENT REQUIREMENTS - COMPLETE 17.00 UNITS

CS 40	History of Games	3.00
CS 41	Game Design	4.00
CS 42	Introduction to Game Coding	4.00
GD 90	Designing the User Experience	3.00

Complete any combination totaling at least 3.00 units from the following:

APTECH 43	Computer Modeling and Animation with 3D Studio Max	3.00
CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 50A	Web Development 1	3.00
CS 74.11	Introduction to Digital Media	3.00
GD 51	Introduction to Graphic Design	3.00

### COMPUTER STUDIES: INTRO TO DIGITAL 3D

Program of Study Code: 005081

Term Effective: Fall 2019

**3.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Computer Studies: Intro to Digital 3D Skills Certificate provides an entry-level course of study in working in a digital 3D environment.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Utilize Adobe Photoshop to create and edit 3D object surface textures;
2. Manipulate objects in a digital 3D environment; and
3. Scan and print 3D objects.

## **COMPUTER STUDIES: INTRO TO DIGITAL 3D - COMPLETE 3.00 UNITS**

CS 78.1A	Make It with 3D Printing	1.50
CS 78.1B	Design It for 3D Printing	1.50

## **COMPUTER STUDIES: IT SUPPORT**

Program of Study Code: 005056

Term Effective: Fall 2023

**16.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Computer Studies: IT Support Certificate of Achievement is designed to allow a student to complete a certificate program and enter the workforce as an entry level help desk technician.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Perform the duties of an entry level IT technician;
2. Perform basic hardware and software installations, upgrades and troubleshooting procedures for the components of desktop and laptop computers;
3. Evaluate basic troubleshooting techniques such as asking relevant questions, identifying possible solutions and planning implementation;

4. Use correct grammar, punctuation, spelling, and vocabulary as expected in business writing, formal reports, and marketing materials; and
5. Assess and recognize an audience in order to develop appropriate communications both orally and in writing that are sensitive to the audience's needs, values, and point of views.

## IT SUPPORT - COMPLETE 16.00 UNITS

BGN 111	Soft Skills for Business	3.00
CS 80.15	IT Essentials 1: PC Hardware and Software	4.00
CS 84.13	Supporting Users and Troubleshooting: Desktop Applications	3.00

Complete any combination totaling at least 3.00 units from the following:

CS 80.11	Exploring Microsoft Windows	3.00
CS 81.21	Introduction to Linux	3.00

Complete any combination totaling at least 3.00 units from the following:

CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 84.21	Management Information Systems	3.00
CS 99I	Computer Studies Internship	1.00-8.00

## NOTES:

Certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.

CS 99I is to be taken for a minimum of 3 units.

## COMPUTER STUDIES: LINUX ADMINISTRATION (LPIC-1)

Program of Study Code: 005129

Term Effective: Fall 2023

**6.00 Units**

(707) 527-4778

[eskagerberg@santarosa.edu](mailto:eskagerberg@santarosa.edu) (mailto:eskagerberg@santarosa.edu)

## PROGRAM DESCRIPTION:

The Computer Studies: Linux Administration (LPIC-1) skills certificate program is designed to provide students with the knowledge and skills they need to succeed in the rapidly growing field of Linux administration. This two-course program focuses on preparing students for the Linux Professional Institute's LPIC-1 certification exams

(101 and 102), which are widely recognized as the industry standard for entry-level Linux administration professionals. The first course, Linux Administration 1, covers the fundamental concepts and practices of Linux administration, including installation and configuration of systems, networking, and security. The second course, Linux Administration 2, builds on the skills learned in the first course and focuses on more advanced topics such as server management, scripting, and system administration. Upon program completion, students will have a strong foundation in Linux administration and will be well-prepared to take the LPIC-1 certification exams. This certificate program is ideal for those who are looking to start a career in Linux administration, as well as for experienced professionals who want to expand their knowledge and expertise in this area.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate knowledge necessary to complete the studies for the Linux Professional Institute's LPIC-1 certification exams.
2. Ability to perform maintenance tasks on a Linux system using the command line to install and configure a computer running Linux.

## COMPUTER STUDIES: LINUX ADMINISTRATION (LPIC-1) REQUIREMENTS - COMPLETE 6.00 UNITS

CS 181.23A	Linux Administration 1	3.00
CS 181.23B	Linux Administration 2	3.00

## COMPUTER STUDIES: LINUX ESSENTIALS (LPI LINUX ESSENTIALS)

Program of Study Code: 005128

Term Effective: Fall 2023

**3.00 Units**

(707) 527-4778

[eskagerberg@santarosa.edu](mailto:eskagerberg@santarosa.edu) (<mailto:eskagerberg@santarosa.edu>)

### PROGRAM DESCRIPTION:

This one-course certificate program is designed to provide students with the essential skills needed to pass the Linux Professional Institute's (LPI) Linux Essentials certification exam. The LPI Linux Essentials certification is a globally recognized credential that demonstrates a student's understanding of the fundamental concepts of the Linux operating system and open source software. Students will learn about the history and development of Linux, as well as the principles of open source software. They will also learn about the Linux command line, file system structure, and basic system administration tasks. Additionally, students will be introduced to key concepts such as

security, networking, and system configuration. Upon completion, students will have the knowledge and skills needed to take the LPI Linux Essentials certification exam. This certificate program is ideal for those interested in pursuing a career in IT or for those looking to expand their knowledge and skills in the use of Linux.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate knowledge necessary to complete the studies for the Linux Professional Institute (LPI) Linux Essentials industry certification exam.

## **COMPUTER STUDIES: LINUX ESSENTIALS (LPI LINUX ESSENTIALS) - COMPLETE 3.00 UNITS**

CS 81.21                      Introduction to Linux                      3.00

## **COMPUTER STUDIES: MICROSOFT EXCEL ENTRY-LEVEL**

Program of Study Code: 005094

Term Effective: Fall 2018

**3.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Computer Studies: Microsoft Excel Entry-Level Skills Certificate provides an entry-level course of study in Microsoft Excel. This course of study helps prepare the student to take the Microsoft Office Specialist (MOS) industry-standard exam in Microsoft Excel. A person who passes the Excel MOS exam has earned a certification that validates entry-level skills in creating and editing a workbook with multiple sheets for a variety of purposes and situations. Examples include professional-looking budgets, team performance charts, sales invoices, and exercise logs. Candidate roles might include students, clerical workers, bookkeepers, instructors, and others. This certificate stacks with the Computer Studies: Microsoft Office Specialist Certificate, which builds on this certificate to add more advanced Office skills. More information about Computer Studies programs can be found at the Computer Studies Department website.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Create, edit, and format Excel worksheets;
2. Organize multiple worksheets and workbooks;
3. Use advanced Excel tools such as macros and VBA, Solver, Scenarios, PivotTables and Pivot Charts.

## **COMPUTER STUDIES: MICROSOFT EXCEL ENTRY-LEVEL REQUIREMENTS - COMPLETE 3.00 UNITS**

CS 61.11A                      Microsoft Excel, Part 1                      1.50



## **COMPUTER STUDIES: MICROSOFT OFFICE SPECIALIST**

Program of Study Code: 003228

Term Effective: Fall 2022

### **9.50 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (mailto:dlaird@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Microsoft Office Specialist Skills Certificate provides students with basic computer skills and in-depth experience with the Microsoft Office Suite programs.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Produce, edit, and maintain effective documents and worksheets;
2. Maintain a data base, conduct queries, and create reports;
3. Create effective presentations based on industry standards;
4. Integrate the various applications within the Microsoft Office Suite; and
5. Organize a calendar and send/receive email.

### **MICROSOFT OFFICE SPECIALIST CORE REQUIREMENTS - COMPLETE**

#### **9.50 UNITS**

CS 60.11A	Microsoft Word, Part 1	1.50
CS 60.11B	Microsoft Word, Part 2	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
CS 61.11B	Microsoft Excel, Part 2	1.50
CS 62.11A	Microsoft PowerPoint, Part 1	1.50
CS 63.11A	Microsoft Access, Part 1	1.50
CS 167.11	Microsoft Outlook	0.50

## **COMPUTER STUDIES: MICROSOFT WORD ENTRY-LEVEL**

Program of Study Code: 005095

Term Effective: Fall 2018

### 3.00 Units

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Computer Studies: Microsoft Word Entry-Level Skills Certificate provides an entry-level course of study in Microsoft Word. This course of study helps prepare the student to take the Microsoft Office Specialist (MOS) industry-standard exam in Microsoft Word. A person who passes the Word MOS exam has earned a certification that validates entry-level skills in creating and editing word processing documents. Examples include professional-looking business documents and letters. Candidate roles might include students, clerical workers, writers, instructors, and others. This certificate stacks with the Computer Studies: Microsoft Office Specialist Certificate, which builds on this certificate to add more advanced Office skills. More information about Computer Studies programs can be found at the Computer Studies Department website.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Create an array of business documents using MS Word.
2. Utilize a variety of word processing features and functions.
3. Compose documents with a quality acceptable to professional office standards.
4. Use advanced features of Microsoft Word to create long and complex documents.
5. Use advanced editing and formatting techniques.

## COMPUTER STUDIES: MICROSOFT WORD ENTRY-LEVEL REQUIREMENTS - COMPLETE 3.00 UNITS

CS 60.11A	Microsoft Word, Part 1	1.50
CS 60.11B	Microsoft Word, Part 2	1.50

## COMPUTER STUDIES: WEB AND MOBILE FRONT-END DEVELOPMENT

Program of Study Code: 003212

Term Effective: Fall 2023

### 9.00 Units

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (<mailto:ewilde@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Computer Studies: Web and Mobile Front-End Developer Skills Certificate is designed to provide students with the skills needed to succeed in the field of website development. Web content developers may be employed as Website Designers/ Developers, Desktop Publishing Specialists, Desktop Publishers, or Graphic Designers. The training stresses usage of the web as a platform to deliver solutions to business problems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Develop a competency in specific web development skills in the area of coding, validation and user interface;
2. Apply the skills of effective communication, time management, problem solving, and client management as they plan and produce a web site; and
3. Evaluate the numerous tools available to create a web site and select the appropriate tools for the specific situation.

## WEB FUNDAMENTALS REQUIREMENTS - COMPLETE 9.00 UNITS

CS 50A	Web Development 1	3.00
CS 50B	Web Development 2	3.00
CS 50C	Web Development 3 - JavaScript	3.00

## COMPUTER STUDIES: WEB AND MULTIMEDIA

Program of Study Code: 003320

Term Effective: Fall 2023

**19.00 Units**

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (<mailto:ewilde@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Digital Media: Web and Multimedia Certificate of Achievement provides students with the knowledge and skills to generate and manipulate graphics, animations, sound, text and video into consolidated and seamless website and multimedia presentations.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Complete professional projects, products, and other assignments using industry-standard web and multimedia applications.
2. Demonstrate analytical, critical thinking and decision-making skills as they apply to web and multimedia design.
3. Understand, apply, and integrate knowledge of the principles and standards of web and digital media design and demonstrate this in professional projects and assignments that rely on best design practices, software, programming and markup language expertise.

## WEB DEVELOPMENT CORE REQUIREMENTS - COMPLETE 9.00 UNITS

CS 50A	Web Development 1	3.00
CS 50B	Web Development 2	3.00
CS 50C	Web Development 3 - JavaScript	3.00

## WEB AND MULTIMEDIA EMPHASIS REQUIREMENTS - COMPLETE 10.00 UNITS

CS 50.33	Web Projects	4.00
CS 70.11A	Adobe Photoshop 1	3.00

Complete any combination totaling at least 3.00 units from the following:

CS 74.11	Introduction to Digital Media	3.00
CS 74.22	Digital Video Post-Production	3.00

## COMPUTER STUDIES: WEB FULL-STACK DEVELOPER

Program of Study Code: 003364

Term Effective: Fall 2023

**19.00 Units**

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (mailto:ewilde@santarosa.edu)

### PROGRAM DESCRIPTION:

The Computer Studies: Web Full-Stack Developer certificate of achievement provides a course of study that prepares students to work on client and server-side web and mobile development. This pathway leads to opportunities for a career in web and mobile development. The Computer Studies: Web Full-Stack Developer certificate focuses on the core front-end web and mobile technologies of HTML, CSS, and JavaScript as well as server-side development using the PHP and JavaScript languages together with SQL and NoSQL databases.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Work as an effective member of a web or mobile development team;
2. Use principles of software design to analyze programming problems and develop solutions;
3. Create and test web- and mobile-based computer programs that incorporate complex data structures and algorithms along with object-oriented programming methods; and
4. Produce an online, multi-screen web or mobile application with consistency throughout the design and implementation of the application.

## COMPUTER STUDIES: WEB FULL-STACK DEVELOPER - COMPLETE 19.00 UNITS

CS 50A	Web Development 1	3.00
CS 50B	Web Development 2	3.00
CS 50C	Web Development 3 - JavaScript	3.00
CS 50.33	Web Projects	4.00
CS 55.13	Server-Side Web Development	3.00

**Complete any combination totaling at least 3.00 units from the following:**

CS 10A	Introduction to Programming Concepts and Methodologies	4.00
CS 74.11	Introduction to Digital Media	3.00
CS 81.62	Relational Database Concepts and Structured Query Language	3.00
GD 51	Introduction to Graphic Design	3.00

## NOTES:

Because CS 55.13 is a limited course offering, it may be taken any time after the first semester of the program. Consult [Schedule of Classes \(https://classes.santarosa.edu/\)](https://classes.santarosa.edu/) for current course offerings.

## CONSTRUCTION MANAGEMENT FUNDAMENTALS

Program of Study Code: 003370

Term Effective: Fall 2023

**18.00 Units**

(707) 524-1511

[plevelle@santarosa.edu](mailto:plevelle@santarosa.edu) (mailto:plevelle@santarosa.edu)

### PROGRAM DESCRIPTION:

Students will gain fundamental knowledge and practical experience with construction management skills, tools, and techniques necessary to be employed in an entry-level construction management position at a local residential or light-commercial construction industry firm. Light-commercial construction involves non-residential buildings constructed of light gauge metal framing or wood.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Understand the skills and knowledge required for entry-level positions in construction management.
2. Identify safety-related issues that occur on a construction jobsite and explain safe use of equipment, techniques, and materials usage.
3. Describe various construction phases and detailed construction processes for a typical residential or light-commercial project.

4. Perform basic and accurate quantitative construction material quantity surveys (take-offs) from construction drawings.
5. Explain the relationship between different professionals or agencies involved in a construction project.
6. Utilize, write, or modify construction documents or forms such as contracts, specifications, Requests For Information (RFI), and change orders.
7. Prepare preliminary cost estimates and project construction schedules for residential and light-commercial construction projects.

## **CONSTRUCTION MANAGEMENT FUNDAMENTALS - COMPLETE 18.00 UNITS**

CONS 101	Introduction to the Construction Industry	3.00
CONS 102	Construction Practice and Technologies	3.00
CONS 103	Construction Materials, Methods and Equipment	3.00
CONS 104	Construction Management and Scheduling	3.00
CONS 105	Construction Contract Documents	3.00
CONS 106	Construction Estimating and Bidding	3.00

## **CORRECTIONS**

Program of Study Code: 003062

Term Effective: Fall 2023

**21.00 Units**

(707) 527-4846

[jdybach@santarosa.edu](mailto:jdybach@santarosa.edu) (<mailto:jdybach@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Corrections Certificate of Achievement prepares students to work in entry level positions in the field of corrections. The Certificate focuses on courses that prepare students to oversee the care, custody, and control of offenders in custodial and community correction who are serving sentences for misdemeanor and felony convictions. The Certificate is an option for students who want to start their careers while working on their AS-T degree in Public Safety. The courses required by the Certificate are courses that are also required for an AS-T degree in Public Safety. Students can complete the Certificate and start their careers while continuing to work towards an AS-T degree in Public Safety. Completion of the requirements in this certificate can also apply to the

Law Enforcement Certificate of Achievement and the Juvenile Justice Certificate of Achievement. The field of corrections has been targeted as one of the growth areas for employment. Certification Note: Some public safety positions have legal requirements and background qualifications. Certain criminal violations may disqualify a candidate for certification. Please contact the Public Safety Department for more information.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of mission, goals and legal premises that govern the criminal justice system;
2. Use investigative skills to gather, analyze and assess information to recommend an outcome that is consistent with established laws and guidelines;
3. Observe and evaluate actions and behavior of offenders to formulate a course of action consistent with the goals of the correctional system;
4. Examine the actions and behaviors of offenders released into the community to ensure compliance with terms of probation or parole; and
5. Demonstrate the skills required for the documentation and assessment of information obtained during interactions with and supervision of offenders.

## CORRECTIONS REQUIREMENTS - COMPLETE 21.00 UNITS

AJ 21	Introduction to Administration of Justice	3.00
AJ 22	Concepts of Criminal Law	3.00
AJ 57	Basic Criminal Investigation	3.00
AJ 70	Introduction to Corrections	3.00
AJ 71	Correctional Interviewing & Counseling	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AJ 99I	Administration of Justice Internship	1.00-8.00
PSYCH 1A	General Psychology	3.00
SOC 1	Introduction to Sociology	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AJ 53	Juvenile Procedures	3.00
AJ 56	Crime and Criminal Justice in Society	3.00
AJ 61	Introduction to Evidence	3.00

## NOTES:

New students should consult the Administration of Justice program advisor.

In order to receive this certificate, all courses must be completed with a grade of C or better.

AJ 56 is recommended as the first course for students who are undecided about pursuing this certificate.

## **CORRECTIONS OFFICER BASIC COURSE**

Program of Study Code: 005031

Term Effective: Fall 2019

**4.50 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (<mailto:jadams2@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Corrections Officer Basic Course program is a Skills Certificate mandated by the State of California and is designed to train the officer in legal and moral issues to ensure the safe, secure and humane environment for those persons who have been legally incarcerated in a jail facility. The certification provided by this program is required by the California State Board of Corrections/ Standards and Training for Corrections. This course exceeds the minimum requirements for entry-level training of adult corrections staff as mandated by Standards & Training for Corrections. Certification is required for Corrections Officers within ninety days of hire.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Student will be able to identify and demonstrate major tasks and responsibilities of an adult corrections officer in detention facilities in the State of California as defined in the periodic statewide job analysis; and
2. Student will identify and describe the overall mission of the adult corrections officer and its place in the California criminal justice system as established in state law.

### **CORRECTIONS OFFICER BASIC COURSE REQUIREMENTS - COMPLETE**

#### **4.50 UNITS**

AJ 364	Corrections Officer Basic	4.50
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## **CULINARY ARTS**

Program of Study Code: 003202

Term Effective: Fall 2023

**23.50 Units**

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)



## PROGRAM DESCRIPTION:

The Culinary Arts Certificate of Achievement is designed to train individuals in all aspects of the culinary arts field. Successful students will be prepared to work as cooks in a wide range of food service settings, such as restaurants, hotels, catering operations, and institutional kitchens.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate station organization, purchasing, storage, menu writing, and sanitation principles as they apply to food handling;
2. Define and use the basic terminology and techniques of the culinary professional;
3. Demonstrate skill and apply professional industry standards in food handling, beverage service, baking, and food service;
4. Demonstrate the importance of local and seasonal products in professional cooking;
5. Demonstrate responsibility and team skills for the food service industry;
6. Determine and appraise career opportunities within the food industry;
7. Critique, assess, and improve performance, listening and communication skills; and
8. Employ the diversity of cultural influences and values related to a professional culinary environment.

## CULINARY ARTS CERTIFICATE REQUIREMENTS - COMPLETE 23.50 UNITS

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 251A	Culinary Fundamentals 1	3.00
CUL 251B	Culinary Fundamentals 2	3.00
CUL 251C	Culinary Fundamentals 3	1.50
CUL 253.10	Restaurant Kitchen	4.00
CUL 254	Introduction to Baking and Pastry	4.00
CUL 254.5	Professional Plate Presentation	1.00
CUL 255.2	Careers in the Food and Beverage Industry	1.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.12	Restaurant Wine Service	1.00

## NOTES:

A certificate will be granted upon completion of the required courses with a grade of "C" or better.

## CULINARY ARTS: BAKING AND PASTRY

Program of Study Code: 003179

Term Effective: Fall 2020

**20.00 Units**

## PROGRAM DESCRIPTION:

The Culinary Arts Baking and Pastry Certificate of Achievement is an intensive program designed for those interested in professional baking. It includes comprehensive study with an emphasis on application of fundamental baking techniques and ingredients. Students learn introductory baking skills and then move on to production baking in SRJC's retail bakery at the Culinary Arts Center.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Define and use the basic terminology and techniques of the professional baker and pastry chef;
2. Demonstrate proficiency in advanced techniques for specific baking & pastry applications;
3. Demonstrate the importance of local and seasonal products in professional baking;
4. Demonstrate station organization, purchasing, storage, menu writing, and sanitation principles as they apply to food handling;
5. Demonstrate responsibility and team skills for the food service industry;
6. Determine and appraise career opportunities within the baking industry;
7. Critique, assess, and improve performance, listening and communication skills; and
8. Employ the diversity of cultural influences and values related to a professional culinary environment.

## CULINARY ARTS BAKING AND PASTRY REQUIREMENTS - COMPLETE 20.00 UNITS

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 251A	Culinary Fundamentals 1	3.00
CUL 254	Introduction to Baking & Pastry	4.00
CUL 254.4	Purchasing and Bakeshop Management	1.00
CUL 254.5	Professional Plate Presentation	1.00
CUL 255	Production Baking	4.00
CUL 255.1	Specialty Production Baking	4.00
CUL 255.2	Careers in the Food and Beverage Industry	1.00

## NOTES:

A certificate will be granted upon completion of the required courses with a grade of "C" or better.

## CULINARY ARTS: FRONT HOUSE OPERATIONS

Program of Study Code: 003209

Term Effective: Fall 2023

## 9.50 Units

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Culinary Arts Front House Operations Skills Certificate is designed for individuals who are interested in learning professional dining room service skills. This 9.5-unit program prepares students for a variety of front house restaurant positions including service staff and front house managers. Instruction is offered in table service techniques, food and beverage operations, restaurant maintenance, culinary supervision and leadership, wine appreciation, wine and food affinities, and wine service. The full-time student can complete this program in one semester.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate station organization, storage, menu comprehension, and sanitation principles as they apply to food and beverage operation;
2. Determine career options in a variety of food and beverage operations;
3. Exercise appropriate front house management and customer service techniques.

### CULINARY ARTS FRONT HOUSE OPERATIONS REQUIREMENTS - COMPLETE 9.50 UNITS

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 255.2	Careers in the Food and Beverage Industry	1.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.3	Introduction to Front House Operations	1.00
CUL 256.12	Restaurant Wine Service	1.00
CUL 256.11	Wine and Food Pairing	1.50

### NOTES:

A certificate will be granted upon completion of the required courses with a grade of "C" or better.

## CULINARY ARTS: RESTAURANT DINING ROOM SERVICE

Program of Study Code: 005009

Term Effective: Fall 2023

## 5.00 Units

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Culinary Arts: Restaurant Dining Room Service Skills Certificate program was created in response to the Sonoma County restaurant industry's pressing need for properly trained guest service staff. This certificate will provide short-term intensive training and equip students with the skills necessary to qualify for employment and perform with excellence on the job. This certificate can be completed in one 8-week block.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate station organization, storage, menu comprehension, and sanitation principles as they apply to food and beverage operation;
2. Exercise appropriate dining room management and customer service techniques; and
3. Demonstrate the importance of local and seasonal produce in the professional food industry.

## **CULINARY ARTS RESTAURANT DINING ROOM SERVICE REQUIREMENTS - COMPLETE 5.00 UNITS**

CUL 250	Sanitation and Safety	1.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.12	Restaurant Wine Service	1.00

## **NOTES:**

A certificate will be granted upon completion of the required course with a grade of "C" or better.

## **CULINARY ARTS: RESTAURANT MANAGEMENT**

Program of Study Code: 003322

Term Effective: Fall 2023

**18.50 Units**

(707) 524-1758

[bfischer@santarosa.edu](mailto:bfischer@santarosa.edu) (<mailto:bfischer@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Culinary Arts: Restaurant Management Certificate of Achievement program is designed to train individuals in all aspects of restaurant management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Employ proper restaurant operations procedures to ensure compliance with safety and sanitation regulations;

2. Use basic math skills to accomplish cash management, labor, and food and beverage costing;
3. Develop employee professionalism in a restaurant setting;
4. Implement industry-standard human resource practices conforming to federal and state wage and labor laws;
5. Employ industry standards relating to service, sales, and alcoholic beverage service;
6. Apply human resource principles to manage a restaurant staff; and
7. Employ the diversity of cultural influences and values related to a professional culinary environment.

## **CULINARY ARTS: RESTAURANT MANAGEMENT REQUIREMENTS - COMPLETE 18.50 UNITS**

CUL 250	Sanitation and Safety	1.00
CUL 250.1	Culinary Arts Survey	1.00
CUL 255.2	Careers in the Food and Beverage Industry	1.00
CUL 256	Restaurant Dining Room Service	3.00
CUL 256.3	Introduction to Front House Operations	1.00
CUL 256.8	Beverage Management	1.50
CUL 256.10	Restaurant Operations	3.00
CUL 256.11	Wine and Food Pairing	1.50
CUL 256.12	Restaurant Wine Service	1.00

**Complete any combination totaling at least 4.50 units from the following:**

BGN 81	Practical Business Math Skills	3.00
BMG 61	Skills for Managers	1.50
CUL 99I	Culinary Arts Occupational Work Experience Internship	0.50-8.00
CUL 251A	Culinary Fundamentals 1	3.00
CUL 254	Introduction to Baking and Pastry	4.00
CUL 254.4	Purchasing and Bakeshop Management	1.00
HOSP 53	Customer Service	1.50
HOSP 54	Customer Relations for the Hospitality Industry	1.50
SPAN 1	Elementary Spanish-Part 1	4.00

### **NOTES:**

If CUL 99I is selected as an elective, it should be completed for 1 unit.

## **CYBERSECURITY: NETWORK AND SYSTEMS SECURITY ADMINISTRATION**

Program of Study Code: 003368

Term Effective: Fall 2022

**39.00 Units**

(707) 778-3960

[mmckeever@santarosa.edu](mailto:mmckeever@santarosa.edu) (<mailto:mmckeever@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Cybersecurity: Network and Systems Security Administration Certificate of Achievement provides a course of study that prepares students to implement and administer a secure Information Technology (IT) environment. As a significant upgrade to the traditional IT Administrator role, it is foundational to further study in the cybersecurity field. This certificate focuses on the requisite Knowledge, Skills, and Abilities (KSAs) to securely maintain Microsoft Systems and Cisco networks, including the ability to learn and manage other vendor platforms.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate ability to work as a team member in an information technology group which designs, evaluates, tests, installs and maintains corporate computer systems and networks.
2. Communicate clearly and professionally as an Information Technology (IT) professional, in written and verbal formats.
3. Apply basic knowledge of secure computer networks and systems in assisting individuals and organizations with IT services and solutions.

## **COMPUTER STUDIES: NETWORK AND SYSTEMS SECURITY ADMINISTRATION REQUIREMENTS - COMPLETE 33.00 UNITS**

CS 81.41A	Programming Essentials in Python for Networking	3.00
CS 82.22A	Introduction to Networks	4.00
CS 82.22B	Switching, Routing and Wireless Essentials	4.00
CS 82.22C	Enterprise Networking, Security, and Automation	4.00
CS 82.58	Introduction to Information Systems Security	3.00
CS 82.71	Ethical Hacking and Systems Defense	3.00
CS 84.26	Project Management for IT Professionals	3.00
CS 181.11	Introduction to Virtualization and Cloud Computing	3.00
CS 181.23A	Linux Administration 1	3.00
CS 181.23B	Linux Administration 2	3.00

## COMPUTER STUDIES: NETWORK AND SYSTEMS SECURITY ADMINISTRATION ELECTIVES - COMPLETE 6.00 UNITS

Complete any combination totaling at least 6.00 units from the following:

CS 50A	Web Development 1	3.00
CS 55.13	Server-Side Web Development	3.00
CS 81.62	Relational Database Concepts and Structured Query Language	3.00
CS 81.81A	Server Administration 1	3.00
CS 82.57	Cybersecurity Operations	3.00
CS 82.59	Firewalls and Network Security	3.00
CS 181.43	Programming for Cyber Security	3.00

## DANCE: CHOREOGRAPHY AND PERFORMANCE

Program of Study Code: 003233

Term Effective: Fall 2022

**15.00 Units**

(707) 527-4260

[chillman@santarosa.edu](mailto:chillman@santarosa.edu) (mailto:chillman@santarosa.edu)

### PROGRAM DESCRIPTION:

The Dance: Choreography and Performance Skills Certificate will give the student dancer an opportunity to present validation of his or her time, effort, and talent in dance. The certificate encompasses teaching, performing, and the choice of a dance style.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate proficiency in dance form, in both the performance and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers;  
and
3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing.

### DANCE CORE REQUIREMENTS - COMPLETE 6.00 UNITS

DANCE 3.1	Choreography I	2.00
DANCE 28	Choreography for Performance	2.00
DANCE 29	Dance Performance and Touring Company	2.00

## DANCE TECHNIQUE - COMPLETE 9.00 UNITS

Complete any combination totaling at least 9.00 units from the following:

DANCE 11.3	Ballet III	1.50
DANCE 11.4	Ballet IV	1.50
DANCE 11.5	Ballet V	1.50
DANCE 11.6	Ballet VI	1.50
DANCE 13.3	Jazz Dance III	1.50
DANCE 13.4	Jazz Dance IV	1.50
DANCE 13.5	Jazz Dance V	1.50
DANCE 13.6	Jazz Dance VI	1.50
DANCE 16.3	Modern Dance III	1.50
DANCE 16.4	Modern Dance IV	1.50
DANCE 16.5	Modern Dance V	1.50
DANCE 16.6	Modern Dance VI	1.50
DANCE 21.3	Hip Hop/Funk III	1.50
DANCE 21.4	Hip Hop/Funk IV	1.50
DANCE 21.5	Hip Hop/Funk V	1.50
DANCE 21.6	Hip Hop/Funk VI	1.50
DANCE 47	Dances of the African Diaspora I	1.00-2.00

### NOTES:

Please note under the Dance Core Requirements Students must take 4.5 units of elective courses outside of Certificate Emphasis, in this case any course other than Dance 11.4, Dance 11.5 and Dance 11.6.

## DANCE: FOUNDATIONS

Program of Study Code: 003235

Term Effective: Spring 2023

**14.00 Units**

(707) 527-4260

[chillman@santarosa.edu](mailto:chillman@santarosa.edu) (<mailto:chillman@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Dance: Foundations Skills Certificate will give the student dancer an opportunity to present validation of their time, effort, and talent in dance. This certificate encompasses learning, performing and excelling at the choice of a dance genre.



## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate achievement in modern, jazz and ballet dance skills, in both the studio and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers; and
3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing.

## DANCE: FOUNDATIONS REQUIREMENTS - COMPLETE 14.00 UNITS

DANCE 11.1	Ballet I	1.50
DANCE 11.2	Ballet II	1.50
DANCE 13.1	Jazz Dance I	1.50
DANCE 13.2	Jazz Dance II	1.50
DANCE 16.1	Modern Dance I	1.50
DANCE 16.2	Modern Dance II	1.50

Complete any combination totaling at least 5.00 units from the following:

DANCE 2	Survey of Dance History	3.00
DANCE 14.1	Contemporary Dance I	1.50
DANCE 18.1	Rhythm Tap Dance I	1.50
DANCE 21.1	Hip Hop/Funk I	1.50
DANCE 27	Dance Production: Experience	2.00
DANCE 32	Dance Repertory	1.50
DANCE 35	Dance Improvisation Techniques	1.50
DANCE 47	Dances of the African Diaspora I	1.00-2.00
DANCE 88.1	Latin Dance I	1.00

## NOTES:

Please note under the Dance Core Requirements Students must take 4.5 units of elective courses outside of Certificate Emphasis, in this case any course other than Dance 16.4, Dance 16.5 and Dance 16.6.

## DENTAL ASSISTING

Program of Study Code: 003176

Term Effective: Fall 2023

**26.00 Units**

(707) 535-3788

[jpoovey@santarosa.edu](mailto:jpoovey@santarosa.edu) (<mailto:jpoovey@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Dental Assisting Certificate of Achievement is a Year-to-Career program, accredited by the Dental Board of California. The program provides a comprehensive education in the health sciences and in clinical dental assisting as preparation to enter the field. Clinical experience is arranged in various dental offices in Sonoma County. Students do not receive wages during their clinical training period.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Graduates of the dental assisting program will be able to make ethical decisions, and demonstrate problem solving abilities through independent and critical thinking; and
2. Graduate will be able to assist a dentist in all phases of diagnosis and treatment of patients, including restorative and cosmetic procedures, endodontic procedures, orthodontic, pediatric, and surgical procedures.

## PROGRAM SELECTION PROCESS:

Please contact the Health Science Department for information about entering the program.

## DENTAL ASSISTING REQUIREMENTS - COMPLETE 26.00 UNITS

DA 50	Introduction to the Dental Assisting Profession	2.00
DA 60	Applied Dental Science	2.00
DA 62	Introduction to Dental Procedures	3.00
DA 63	Dental Specialties	3.00
DA 64	Advanced Dental Assisting	2.00
DA 65	Dental Science	3.00
DA 66.2	Clinical Seminar	1.00
DA 66.2L	Clinical Practice	5.00
DE 51	Occupational Health and Safety	2.00
DE 55A	Introduction to Dental Radiology	2.00
DE 55B	Dental Radiology	1.00

## NOTES:

The program advises that students take CS 5 (Computer Literacy) and HLC 160 (Medical Terminology) prior to entering the program.

Students must provide documentation of a recent health examination, immunization records, and copy of a current CPR card, including adult, child and infant. (American Heart Association or Red Cross)

All courses in the program must be completed with a "C" or better.

## DIESEL AND HEAVY DUTY ENGINE (T1 AND T2)

Program of Study Code: 005065

Term Effective: Fall 2018

**9.00 Units**

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

Along the way toward completing the 2-year Diesel Technology career certificate, students have the opportunity to earn Skills Certificates. The Diesel and Heavy Duty Engine (T1 and T2) Certificate trains students in theory, design, operation, troubleshoot and overhaul of internal combustion engines and prepares students to pass the T1 and T2 Automotive Service Excellence (ASE) Engine Repair Certifications Exams. Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in engine repairs.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Diagnose and repair a heavy duty diesel engine and modern diesel engine fuel system.

## **DIESEL AND HEAVY DUTY ENGINE (T1 AND T2) REQUIREMENT - COMPLETE 9.00 UNITS**

DET 179	Diesel Equipment Foundation and Safety	3.00
DET 182A	Diesel Engine Overhaul	3.00
DET 182B	Diesel Engine Fuel Systems	3.00

## **NOTES:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

## **DIESEL CHASSIS (T4 AND T5)**

Program of Study Code: 005064

Term Effective: Fall 2020

**9.00 Units**

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

## PROGRAM DESCRIPTION:

Along the way toward completing the 2-year Diesel Technology certificate of achievement, students have the opportunity to earn Skills Certificates. The Diesel Chassis (T4 and T5) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty chassis, steering and brake systems and prepares students to pass the T4 and T5 Automotive Service Excellence (ASE) Brakes and Suspension and Steering Certifications Exams. Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing heavy duty chassis, brakes and suspension.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Inspect, evaluate and repair steering, brakes, suspension and chassis electrical systems on heavy duty trucks.

## DIESEL CHASSIS (T4 AND T5) REQUIREMENTS - COMPLETE 9.00 UNITS

DET 179	Diesel Equipment Foundation and Safety	3.00
DET 185	Heavy Duty Chassis and Undercarriage Systems	3.00

Complete any combination totaling at least 3.00 units from the following:

DET 181	Preventive Maintenance and Inspection	3.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

## NOTES:

In order to receive this certificate, all courses must be completed with a grade of C or better.

## DIESEL ELECTRICAL/ELECTRONICS (T6)

Program of Study Code: 005060

Term Effective: Fall 2022

**6.00 Units**

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

## PROGRAM DESCRIPTION:

Along the way toward completing the 2-year Diesel Technology certificate of achievement, students have the opportunity to earn Skills Certificates. The Diesel Electrical/Electronics (T6) Skills Certificate trains students in theory, design, operation, troubleshooting and maintenance of heavy duty electrical and electronic systems and

prepares students to pass the T6 Automotive Service Excellence (ASE) Electrical/Electronics Systems Certification Exams. Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in electrical and electronics maintenance.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Students will be able to diagnose and repair starting, charging, chassis electrical systems and electronic engine controls.

## DIESEL ELECTRICAL/ELECTRONICS (T6) REQUIREMENT - COMPLETE 6.00 UNITS

DET 179	Diesel Equipment Foundation and Safety	3.00
DET 189	Heavy Duty Equipment Electrical Systems	3.00

### NOTES:

In order to receive this certificate, all courses must be completed with a grade of C or better.

## DIESEL EQUIPMENT TECHNOLOGY

Program of Study Code: 003033

Term Effective: Fall 2022

**28.50 Units**

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Diesel Equipment Technology Certificate of Achievement program offers both theoretical and hands-on training related to diesel equipment including diesel engines, fuel systems, electrical systems, hydraulic systems, drive trains, brake systems and suspension systems. All aspects of heavy-duty, agricultural, and transportation equipment and vehicle functions and repairs are covered. The program also prepares students to take the ASE certification exam.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate safe operation of hand tools, power tools and specialized diesel tools and equipment;
2. Identify major truck, construction and agricultural equipment components;
3. Diagnose major component failures and recommend repairs;
4. Perform typical major component repairs; and
5. Access and interpret Diesel service information and schematics both manually and on the computer.

## **DIESEL EQUIPMENT TECHNOLOGY CERTIFICATE REQUIREMENTS - COMPLETE 28.50 UNITS**

AUTO 120	Automotive Service Advisor, Business Ethics, and Management	2.00
AUTO 126	Mobile Heating and Air Conditioning Systems	2.50
DET 179	Diesel Equipment Foundation and Safety	3.00
DET 182A	Diesel Engine Systems	3.00
DET 182B	Diesel Fuel Systems	3.00
DET 184	Mobile Hydraulic Systems	3.00
DET 185	Heavy Duty Chassis and Undercarriage Systems	3.00
DET 188	Heavy-Duty Power Train Systems	3.00
DET 189	Heavy Duty Equipment Electrical Systems	3.00

**Complete any combination totaling at least 3.00 units from the following:**

DET 181	Preventive Maintenance and Inspection	3.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

### **NOTES:**

DET 179 and DET 181 are beginning courses, one of which should be taken prior to or concurrently with other DET core classes.

## **DIESEL POWER TRAIN (T3)**

Program of Study Code: 005063

Term Effective: Fall 2018

**9.00 Units**

(707) 522-2601

**[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)**

## PROGRAM DESCRIPTION:

The Diesel Power Train (T3) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty power train and prepares students to pass the T3 Drive Train Automotive Service Excellence (ASE) Certifications Exams. Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in power train maintenance.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Inspect, evaluate and repair heavy duty drive train components, including clutches, transmissions, drive lines and rear axle assemblies using appropriate shop skills.

## DIESEL POWER TRAIN (T3) REQUIREMENTS - COMPLETE 9.00 UNITS

DET 179	Diesel Shop Practices	3.00
DET 184	Mobile Hydraulic Systems	3.00
DET 188	Heavy-Duty Power Train Systems	3.00

## NOTES:

In order to receive this certificate, all courses must be completed with a grade of C or better.

## DIESEL PREVENTATIVE MAINTENANCE (T8)

Program of Study Code: 005062

Term Effective: Fall 2022

**6.00 Units**

(707) 522-2601

[jkosten@santarosa.edu](mailto:jkosten@santarosa.edu) (<mailto:jkosten@santarosa.edu>)

## PROGRAM DESCRIPTION:

Along the way toward completing the 2-year Diesel Technology certificate of achievement, students have the opportunity to earn Skills Certificates. The Diesel Preventative Maintenance (T8) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty trucks and equipment and prepares students to pass the T8 Automotive Service Excellence (ASE) Preventative Maintenance Certifications Exam. Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing heavy duty truck and equipment maintenance.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Perform maintenance inspections on trucks and agricultural construction equipment; and
2. Evaluate equipment condition and determine remedies using appropriate shop skills.

## **DIESEL PREVENTATIVE MAINTENANCE (T8) REQUIREMENTS - COMPLETE 6.00 UNITS**

DET 179	Diesel Shop Practices	3.00
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Complete any combination totaling at least 3.00 units from the following:

DET 181	Preventive Maintenance and Inspection	3.00
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WEOC 99I	Occupational Work Experience Internship	0.50-8.00
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### **NOTES:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

## **DIETARY MANAGER**

Program of Study Code: 003022

Term Effective: Fall 2022

**16.00 Units**

(707) 521-6947

[jharrison@santarosa.edu](mailto:jharrison@santarosa.edu) (mailto:jharrison@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Dietary Manager Certificate of Achievement prepares individuals to manage an efficient, safe and healthful food service program. Students acquire skills for supervising both food production and personnel in health care and other food service institutions.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate clearly and professionally as a Dietary Manager;
2. Interview clients to obtain relevant nutrition information, and follow diet orders to provide nutritious meals for a variety of clients and medical conditions;
3. Manage cost control, purchasing, inventory, meal production, employee scheduling and supervision of foodservice workers for safe and sanitary commercial food production; and
4. Use leadership skills to motivate foodservice employees to work as a team in an efficient and effective manner that meets or exceeds client expectations.

## **DIETARY SERVICE SUPERVISOR REQUIREMENTS - COMPLETE 16.00 UNITS**

DIET 50	Sanitation and Safety	2.00
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DIET 52	Management Training Techniques	3.00
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DIET 55	Food Production Management	2.00
FDNT 10	Elementary Nutrition	3.00
DIET 176	Applied Nutrition Therapy	3.00
DIET 176L	Applied Nutrition Therapy Lab	1.00

**Complete any combination totaling at least 1.00 unit from the following:**

DIET 107.1	Dietetic Technician 1: Lecture	1.00
DIET 107.1L	Dietetic Technician 1: Supervised Field Experience	4.00
DIET 107.2	Dietetic Technician 2: Lecture	1.00
DIET 107.2L	Dietetic Technician 2: Supervised Field Experience	4.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 1.00 unit from the following:**

DIET 70	Introduction to Nutrition, Dietetics and Food Service	1.00
FDNT 70	Introduction to Nutrition, Dietetics and Food Service	1.00

## NOTES:

Students must complete FDNT 10 before enrolling in DIET 176.

A certificate will be granted upon completion of the required courses with a grade of "C" or better.

## **DIGITAL MEDIA: 3D MODELING AND ANIMATION**

Program of Study Code: 003329

Term Effective: Fall 2022

**21.00 Units**

(707) 527-4603

[watchison@santarosa.edu](mailto:watchison@santarosa.edu) (<mailto:watchison@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Digital Media: 3D Modeling and Animation Certificate of Achievement provides fundamental skills for entry into a wide range of industries, including entertainment, architecture, electronic gaming, advertising, and educational media, as well as forensics and medical animation, and 3D simulations. This program also prepares students for advanced animation education through degree granting institutions and schools specializing in the film and broadcast fields. Students will explore the principles of three-dimensional (3D) modeling, texturing, lighting and animating, as well as the application of particle systems and dynamics to produce a range of effects.

Emphasis is placed on modeling, rigging and animating 3D characters, and upon creating sophisticated 3D scenes. Upon completion, students will have a comprehensive understanding of the basic practices of designing, building and animating 3D environments, characters, and visual effects.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply the basic practices of designing, building, and animating 3D environments, characters, and visual effects; and
2. Produce 3D animations consistent with industry requirements for entry level animators.

## DIGITAL MEDIA: 3D MODELING & ANIMATION CORE REQUIREMENTS - COMPLETE 21.00 UNITS

APTECH 43	Computer Modeling and Animation with 3D Studio Max	3.00
APTECH 162	3D Animation: Visual Effects and Compositing	2.00
APTECH 63	3D Animation: Modeling and Rigging	4.00
APTECH 64	3D Animation: Character Animation	4.00
APTECH 168	3D Animation: Introduction to Virtual Reality	2.00
CS 74.11	Introduction to Digital Media	3.00

Complete any combination totaling at least 3.00 units from the following:

APTECH 46	Introduction to Computer-Aided Drafting	2.00
ART 5	Three Dimensional Design	3.00
ART 69	Introduction to Cartooning and Sequential Art	3.00
CS 41	Game Design	4.00
CS 42	Introduction to Game Coding	4.00
CS 70.11A	Adobe Photoshop 1	3.00
CS 74.22	Digital Video Post-Production	3.00
CS 78.1A	Make It with 3D Printing	1.50
MEDIA 20	Introduction to Digital Filmmaking	4.00
MEDIA 22	Screenwriting	3.00
THAR 10A	Introduction to Acting	3.00
THAR 10B	Scene Study and Characterization	3.00

## DIGITAL MEDIA: AUDIO

Program of Study Code: 003326

Term Effective: Fall 2021

## 24.00 Units

(707) 527-4790

[rbudginas@santarosa.edu](mailto:rbudginas@santarosa.edu) (<mailto:rbudginas@santarosa.edu>)

## PROGRAM DESCRIPTION:

The purpose of the Digital Media: Audio Certificate of Achievement, (formerly Audio Production for Digital Media), is to provide students with an overview of MIDI sequencing, sound synthesis, audio recording, digital and analog audio technology, basic music theory, sound design for multimedia applications including video games (for educational and/or entertainment purposes), and delivery of audio content over radio, television, and the Internet. Graduates are prepared for entry-level positions in professional audio production including audio engineering, sound design, audio-for-video post-production, broadcasting, and CD/DVD mastering.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate technical proficiency with a Digital Audio Workstation (DAW);
2. Create digital audio recordings and master them for distribution; and
3. Design audio for video, computer games, and other multimedia applications.

## DIGITAL MEDIA: AUDIO REQUIREMENTS - COMPLETE 24.00 UNITS

MUSC 50	Introduction to Music Technology	3.00
MUSC 51A	Digital Audio: Fundamentals	3.00
MUSC 51B	Digital Audio: Multimedia	3.00
MUSC 60A	Audio Recording 1	3.00
MUSC 60B	Audio Recording 2	3.00
MUSC 70A	Music Industry 1: Fundamentals	3.00
MUSC 70B	Music Industry 2: Marketing & Distribution	3.00

Complete any combination totaling at least 3.00 units from the following:

MUSC 1	Music Fundamentals	3.00
MUSC 2A	Music Theory 1	3.00
MUSCP 11A	Class Piano 1	2.00

## DIGITAL MEDIA: DIGITAL FILMMAKING

Program of Study Code: 003330

Term Effective: Fall 2023

## 21.00 Units

(707) 522-2709

[bantonson@santarosa.edu](mailto:bantonson@santarosa.edu) (<mailto:bantonson@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Certificate in Digital Filmmaking is designed for students interested in pursuing media production as a career or creative pursuit. The Certificate provides students with a basic overview of production with flexibility to pursue individual interests. Students will learn the language of cinema, how to use technology to capture images and sound, and how to edit digital media and craft stories. Students can choose to focus on fiction or non-fiction modes of production, and will work in teams using a variety of cutting-edge technologies to create original works. The program prepares students for careers in the film and television industries by giving them a variety of hands-on opportunities, including: using industry standard technologies in the production of student-created content; working in crews and with industry professionals; contributing to SRJC's award-winning student newspaper "The Oak Leaf" on important local and national stories; and participating in the Petaluma Cinema Series and Film Fest Petaluma. State-of-the-art facilities include: a fully-functioning multicamera broadcast studio, student accessible digital media suites & VR lab, Petaluma Campus' elegant 250-seat 4K motion picture theater -- the Carole L. Ellis Auditorium, and Santa Rosa Campus' brand new 50-seat screening room.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Analyze visual media from a technical, aesthetic, historic, and cultural point-of-view;
2. Demonstrate fluency in the language of film production and criticism;
3. Plan, organize, and execute the production of digital media projects;
4. Collaborate effectively in production teams.

### DIGITAL MEDIA: DIGITAL FILMMAKING CORE REQUIREMENTS - COMPLETE 21.00 UNITS

CS 74.22	Digital Video Post-Production	3.00
MEDIA 10	Film Appreciation	4.00
MEDIA 18	Audio for Film Production	3.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

Complete any combination totaling at least 7.00 units from the following:

JOUR 5	Non-Fiction Digital StoryTelling	4.00
MEDIA 19	Multi-Camera Studio Production	4.00
MEDIA 21	Intermediate Digital Filmmaking	4.00
MEDIA 22	Screenwriting	3.00

### NOTES:

Effective Fall 2022, students who completed both CS 74.21A and CS 74.21B in prior semesters may substitute those courses for CS 74.22 as part of the requirement for the Digital Media: Digital Filmmaking Certificate.

# **DRONE STUDIES: APPLIED DRONE OPERATION**

Program of Study Code: 003373

Term Effective: Fall 2023

**9.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Drone Studies: Applied Drone Operation Certificate is designed to give students a well-rounded education on drone usage, along with an introduction to one of the many fields in which drones are playing a larger part.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Safely operate common Unmanned Aerial Systems (UAS) (drones).
2. Utilize drones to complete projects.
3. Understand how drones can be used in a workplace setting.
4. Apply sound project planning principles to drone-related projects.

## **DRONE STUDIES: APPLIED DRONE OPERATION - COMPLETE 9.00 UNITS**

CS 76.11	Drone Piloting and Imaging	3.00
CS 176.12	Applied Drone Projects	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AJ 21	Introduction to Administration of Justice	3.00
AGRI 20	Introduction to Plant Science	4.00
ANTHRO 3	Introduction to Archaeology	3.00
ART 82	Beginning Digital Photography	3.00
BMK 50	Marketing	3.00
CS 70.11A	Adobe Photoshop 1	3.00
CS 74.22	Digital Video Post-Production	3.00
CONS 70A	Introduction to Project Organization and Management	1.50
ESHIP 101	Innovation	3.00
ESHIP 106	Venture Launch	3.00
ENVS 12	Introduction to Environmental Science	3.00
FIRE 71	Fire Protection Organization	3.00
GEOL 20	Natural Disasters	3.00
GIS 40		

Introduction to Geographic Information Systems (GIS)		4.00
HORT 184	Introduction to Arboriculture	3.00
JOUR 1	Introduction to Journalism	3.00
MEDIA 20	Introduction to Digital Filmmaking	4.00
SURV 60	Introduction to Plane Surveying	4.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00

## **DRONE STUDIES: COMMERCIAL DRONE CERTIFICATION**

Program of Study Code: 005117

Term Effective: Fall 2019

**3.00 Units**

(707) 524-1809

[dlaird@santarosa.edu](mailto:dlaird@santarosa.edu) (<mailto:dlaird@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Drone Studies: Commercial Drone Certification Skills Certificate teaches students what they need to know in order to become a commercial drone pilot. Topics include: drone flying techniques, drone safety, drone technology, privacy and ethical regulations, and topics included on the Federal Aviation Administration (FAA) Remote Pilot exam.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Safely operate common Unmanned Aerial Systems (UAS) (drones).
2. Capture still and video images from a UAS.
3. Prepare to take the Federal Aviation Administration (FAA) UAS commercial pilot license exam.
4. Understand the varied uses of unmanned vehicles in multiple disciplines and careers.

## **DRONE STUDIES: COMMERCIAL DRONE CERTIFICATION - COMPLETE**

### **3.00 UNITS**

CS 76.11	Drone Piloting and Imaging	3.00
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## **ELECTRICAL UNION APPRENTICESHIP**

Program of Study Code: 003343

Term Effective: Fall 2022

### 41.50 Units

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

## PROGRAM DESCRIPTION:

While completing the Electrical Union Apprenticeship Certificate of Achievement (Redwood Empire Joint Apprenticeship and Training Committee's Inside Wireman Program), apprentices are paid while they work and learn. Wages start at 40% of journeyman electrician's wages and increase 5% every six months or one thousand hours.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply mathematical operations and formulae to solve basic problems.
2. Interpret information and solve basic word problems.
3. Describe and demonstrate electrical principles and regulations related to General Electricians' trade.
4. Demonstrate knowledge of theory and regulations of General Electricians' trade.
5. Apply best practices in practical environment related to General Electricians' trade.
6. Identify lighting controls and how they function.
7. Describe how lighting controls are installed.

## ELECTRICAL UNION APPRENTICESHIP - COMPLETE 41.50 UNITS

APED 220.1	Apprentice Electricians, First Semester	4.00
APED 220.2	Apprentice Electricians, Second Semester	4.00
APED 220.3	Apprentice Electricians, Third Semester	4.00
APED 220.4	Apprentice Electricians, Fourth Semester	4.00
APED 220.5	Apprentice Electricians, Fifth Semester	4.00
APED 220.6	Apprentice Electricians, Sixth Semester	4.00
APED 220.7	Apprentice Electricians, Seventh Semester	4.00
APED 220.8	Apprentice Electricians, Eighth Semester	4.00
APED 220.9	Apprentice Electricians, Ninth Semester	4.00
APED 220.10		

Apprentice Electricians, Tenth Semester		4.00
APED 321	Apprentice Electricians Mathematics Review	1.00
APED 220.11	California Advanced Lighting Controls Training Program	0.50

## **ELECTRONIC TECHNOLOGY FUNDAMENTALS**

Program of Study Code: 005096

Term Effective: Fall 2018

### **8.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Electronic Technology Fundamentals Skills Certificate offers students the basic foundation to perform the work of an electronic technician in both traditional engineering environments and service related environments. Electronic technicians lay out, build, test and modify electronic components, equipment, and systems such as computers, test equipment, and machine tool numerical controls, using principles of electronics, electrical circuitry, engineering, mathematics, and physics. An electronic technician often works under the direction of engineering staff. Non-traditional areas include such things as biomedical instrument repairs, alternative energy installation and repair, field service, and installations. Our courses prepare students to succeed in applying the fundamental principles and practices of electronic technology to a variety of job settings.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Perform measurements of voltage, current and resistance using laboratory test equipment;
2. Apply the principles of Direct and Alternating Current theory to electronic circuits;
3. Apply the Scientific Method to the investigation and evaluation of electronic circuits, and summarize the results in written technical format;
4. Analyze and test solid state devices and circuits;
5. Identify, analyze, and test Operational Amplifier circuits; and
6. Test, align, and troubleshoot various complex electronic circuits.

### **ELECTRONIC TECHNOLOGY FUNDAMENTALS REQUIREMENTS - COMPLETE 8.00 UNITS**

ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B		



Fundamentals of Electronic Devices		3.00
ELEC 64A	Electronic Construction 1	2.00

## **EMERGENCY CARE FOR FIRST RESPONDERS**

Program of Study Code: 005046

Term Effective: Fall 2022

**2.00 Units**

(707) 836-2917

[ahsieh@santarosa.edu](mailto:ahsieh@santarosa.edu) (<mailto:ahsieh@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Emergency Care for First Responders Skills Certificate teaches students manipulative and problem solving skills required for the individual interested in pursuing a career as an emergency medical responder to victims of illness or injury.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify a medical or trauma emergency;
2. Apply knowledge of specific skills to assist victims of a medical or trauma emergency; and
3. Discuss the requirements necessary to work in the Emergency Medical Service system.

### **EMERGENCY CARE FOR FIRST RESPONDERS REQUIREMENTS - COMPLETE 2.00 UNITS**

EMC 100	Emergency Care for First Responders	2.00
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## **EMERGENCY MEDICAL TECHNICIAN (EMT-1) REFRESHER**

Program of Study Code: 005019

Term Effective: Fall 2022

**0.50 Units**

(707) 836-2921

[tfrazier@santarosa.edu](mailto:tfrazier@santarosa.edu) (<mailto:tfrazier@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Emergency Medical Technician (EMT-1) Refresher Skills Certificate provides updated skills for individuals holding the EMT-1 certificate, in compliance with the requirements outlined by the State of California Administrative Code. Every two years, all certified EMT's are required to complete a refresher program course to maintain their certification.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify changes and updates that apply to maintaining California Certification as an Emergency Medical Technician.

## EMERGENCY MEDICAL TECHNICIAN (EMT-1) REFRESHER COURSE REQUIREMENTS - COMPLETE 0.50 UNITS

EMC 104.1	Emergency Medical Technician Refresher	0.50
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## EMERGENCY MEDICAL TECHNICIAN (EMT-BASIC)

Program of Study Code: 005018

Term Effective: Fall 2022

**9.50 Units**

(707) 836-2921

[tfrazier@santarosa.edu](mailto:tfrazier@santarosa.edu) (<mailto:tfrazier@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Emergency Medical Technician (EMT Basic) Skills Certificate provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain certification as an Emergency Medical Technician Basic by the California State Emergency Medical Services Authority.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent with criteria for employment as a certified Emergency Medical Technician-Basic.

## EMERGENCY MEDICAL TECHNICIAN (EMT-BASIC) PREREQUISITE - COMPLETE 2.00 UNITS

EMC 100	Emergency Care for First Responders	2.00
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# EMERGENCY MEDICAL TECHNICIAN (EMT-BASIC) REQUIREMENTS - COMPLETE 7.50 UNITS

EMC 103      Emergency Medical Technician      7.50

## NOTES:

A current certification in CPR for the Health Provider is required prior to beginning the program. Emergency room experience (8 hours) and ambulance experience (16 hours) are a required component of EMC 103. Prior arrangements for this experience will be made as part of class curriculum. Students will also be required to attend assigned weekend activities as scheduled.

## ENVIRONMENTAL HORTICULTURE: LANDSCAPE CONSTRUCTION AND MAINTENANCE

Program of Study Code: 003134

Term Effective: Fall 2023

**22.00 Units**

(707) 527-4409

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (mailto:info-agnr@santarosa.edu)

### PROGRAM DESCRIPTION:

The Environmental Horticulture: Landscape Construction and Maintenance Certificate of Achievement program deals with all aspects of plant use and site enhancements in the landscape. This is the most advanced level certificate in the Landscaping program.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Create a materials takeoff for hardscape features;
2. Develop the skills to perform landscape contractor construction skills;
3. Demonstrate proper landscape plant maintenance practices;
4. Develop proper water efficient practices in the landscape; and
5. Assess plants for landscape purposes.

## ENVIRONMENTAL HORTICULTURE: LANDSCAPE CONSTRUCTION AND MAINTENANCE REQUIREMENTS - COMPLETE 22.00 UNITS

HORT 8	Plant Materials: Summer/Fall	3.00
HORT 12	Plant Materials: Winter/Spring	3.00
HORT 51	Introduction to Horticulture	3.00
HORT 80	Landscape Practices	3.00
HORT 91		

Landscape 3.00

Construction/Estimation

HORT 144 Landscape Irrigation 3.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGRI 98 Independent Study in Agriculture 1.00-3.00

AGRI 99I Agriculture Occupational Work 0.50-8.00  
Experience Internship

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 2 Agricultural Computer 3.00  
Applications

AGBUS 56 Introduction to Agriculture 3.00  
Business and Management

AGBUS 61 Agricultural Marketing 3.00

AGRI 60 Soil & Plant Nutrition 3.00

HORT 70 Plant Propagation 3.00

HORT 71 Nursery Production 3.00

HORT 93 Landscape Drafting and Design 3.00

## NOTES:

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

## **ENVIRONMENTAL HORTICULTURE: LANDSCAPE DESIGN**

Program of Study Code: 003257

Term Effective: Fall 2023

**25.00 Units**

(707) 527-4409

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Environmental Horticulture: Landscape Design Certificate of Achievement program prepares students for occupations within the landscape industry that require garden design skills. The certificate program emphasizes hands-on learning, and most courses incorporate lab activities that apply knowledge and skills in realistic settings.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Apply proper landscape principles to an appropriate site;
2. Apply color media to the graphic presentation of a landscape plan; and

3. Prepare perspective drawings of a design.

## **ENVIRONMENTAL HORTICULTURE: LANDSCAPE DESIGN - COMPLETE 25.00 UNITS**

HORT 8	Plant Materials: Summer/Fall	3.00
HORT 12	Plant Materials: Winter/Spring	3.00
HORT 51	Introduction to Horticulture	3.00
HORT 91	Landscape Construction/Estimation	3.00
HORT 93	Landscape Drafting and Design	3.00
HORT 144	Landscape Irrigation	3.00
HORT 195	CAD: Landscape Site Plans	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 991	Agriculture Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 3.00 units from the following:**

AGBUS 2	Agricultural Computer Applications	3.00
AGBUS 56	Introduction to Agriculture Business and Management	3.00
AGBUS 61	Agricultural Marketing	3.00
HORT 70	Plant Propagation	3.00
HORT 71	Nursery Production	3.00
HORT 80	Landscape Maintenance	3.00
HORT 184	Introduction to Arboriculture	3.00
HORT 196	CAD: Advanced Landscape Design	3.00

### **NOTES:**

Only one unit of AGRI 98 Independent Study or AGRI 991 Work Experience/Internship is required, but students may elect to take additional units.

## **ESL CREDIT: ADVANCED ESL FOR ACADEMICS AND CAREERS**

Program of Study Code: 003342

Term Effective: Fall 2018

**14.50 Units**

[cgray@santarosa.edu](mailto:cgray@santarosa.edu) (<mailto:cgray@santarosa.edu>)

## PROGRAM DESCRIPTION:

Students who complete the Advanced ESL for Academics and Careers Certificate of Achievement will be prepared to meet the English language demands for a variety of occupations and for further academic study, including entry into college-level academic courses.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Produce writings that demonstrate organization and content, critical thinking, vocabulary and fluency, and grammatical accuracy for a variety of audiences and purposes.
2. Comprehend reading passages in a range of contexts by identifying organizational strategies, main ideas, and details as well as paraphrasing and summarizing.
3. Word-process writings of various types and access information on the Internet.
4. Demonstrate content knowledge of the vocation(s) introduced in chosen electives.

## ADVANCED ESL FOR ACADEMICS AND CAREERS - COMPLETE 14.50 UNITS

ESL 373CP	ESL Advanced Conversation/Pronunciation	3.00
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Complete any combination totaling at least 9.00 units from the following:

ESL 373	Advanced Academic Reading and Writing for ESL Students	9.00
ESL 373A	Advanced Academic Reading and Writing for ESL Students Part1	4.50

And

ESL 373B	Advanced Academic Reading and Writing for ESL Students Part2	4.50
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Complete any combination totaling at least 2.50 units from the following:

BGN 110	Exploring Business Careers	1.00
COUN 162.1	Career Assessment and Research	1.00
ESL 332	ESL for Desktop Applications	1.50
ESL 334	ESL for the Health Sciences	3.00
ESL 335	Vocational English as a Second Language for Culinary Arts	3.00
ESL 353	Practical ESL for Early Childhood Professionals	3.00

## ESL CREDIT: INTERMEDIATE ESL FOR ACADEMICS AND CAREERS

Program of Study Code: 003341

Term Effective: Fall 2017

## 22.50 Units

(707) 522-2766

[cgray@santarosa.edu](mailto:cgray@santarosa.edu) (<mailto:cgray@santarosa.edu>)

### PROGRAM DESCRIPTION:

Students who complete the Intermediate ESL for Academics and Careers Certificate of Achievement will be prepared to meet the English language demands for a variety of occupations and for further academic study, including entry into college-level academic courses.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Produce writings that demonstrate organization and content, critical thinking, vocabulary and fluency, and grammatical accuracy for a variety of audiences and purposes.
2. Comprehend reading passages in a range of contexts by identifying organizational strategies, main ideas, and details as well as paraphrasing and summarizing.
3. Word-process writings of various types and access information on the Internet.
4. Demonstrate content knowledge of the vocation(s) introduced in chosen electives.

## INTERMEDIATE ESL FOR ACADEMICS AND CAREERS - COMPLETE 22.50 UNITS

Complete any combination totaling at least 9.00 units from the following:

ESL 371	Intermediate Reading/Writing/Grammar for ESL Students	9.00
ESL 371A	Intermediate Reading/Writing/Grammar for ESL Students Part 1	4.50

*And*

ESL 371B	Intermediate Reading/Writing/Grammar for ESL Students Part 2	4.50
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Complete any combination totaling at least 9.00 units from the following:

ESL 372	High-Intermediate Reading/Writing/Grammar for ESL Students	9.00
ESL 372A	High-Intermediate Reading/Writing/Grammar for ESL Part 1	4.50

*And*

ESL 372B	High-Intermediate Reading/Writing/Grammar for ESL Part 2	4.50
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Complete any combination totaling at least 3.00 units from the following:

ESL 371CP	ESL Intermediate Conversation/Pronunciation	3.00
ESL 372CP	ESL High-Intermediate Conversation/Pronunciation	3.00

Complete any combination totaling at least 1.50 units from the following:

ESL 332	ESL for Desktop Applications	1.50
ESL 335	Vocational English as a Second Language for Culinary Arts	3.00
ESL 353	Practical ESL for Early Childhood Professionals	3.00

## **ESL: ACADEMIC PREPAREDNESS AND CAREER DEVELOPMENT**

Program of Study Code: 005067

Term Effective: Fall 2023

**183.75 Hours**

(707) 521-6935

[ybedolla@santarosa.edu](mailto:ybedolla@santarosa.edu) (mailto:ybedolla@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Certificate of Completion in Academic Preparedness and Career Development prepares high intermediate level ESL students with the English language and literacy skills needed to function independently in most vocational and academic situations. The certificate focuses on developing the requisite level of reading, writing and speaking skills needed to matriculate to credit level ESL courses.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate listening, speaking and reading skills needed to clearly communicate and understand information and ideas in personal, academic and vocational settings;
2. write more extensive notes and short reports or compositions; and
3. successfully adapt to new cultural settings at work, school and the community and demonstrate cross-cultural skills in multi-cultural settings.



# ACADEMIC PREPAREDNESS AND CAREER DEVELOPMENT - COMPLETE 183.75 HOURS

Complete 1 - 2 courses from below

ESL 716	High Intermediate Non-Credit English as a Second Language	105.00
<i>And</i>		
ESL 716RW	Intermediate Non-Credit ESL Reading/Writing	52.50
<i>or</i>		
ESL 781	Transitional Reading/Writing/Grammar for NC ESL Students	157.50
<i>or</i>		
ESL 781A	Low Interm Read/Writ/Gramm for Transitional NC ESL Pt 1	78.75
<i>And</i>		
ESL 781B	Low Interm Read/Writ/Gramm for Transitional NC ESL Pt 2	78.75

Complete 1 course from below

ESL 716CP	Intermediate Non-Credit ESL Conversation/Pronunciation	52.50
ESL 722	ESL Computer Literacy	52.50
ESL 732	ESL for Computer Studies	26.25
ESL 734	ESL for the Health Sciences	52.50
ESL 735	Vocational English as a Second Language for Culinary Arts	52.50
ESL 753	Practical ESL for Early Childhood Professionals	52.50

## NOTES:

**Choose only one (1) of the requirement options. There are three (3) options to choose from.**

Required courses option A: ESL 716 and ESL 716RW

Required courses option B: ESL 781

Required courses option C: ESL 781A and ESL 781B

**Plus one (1) course from the list of electives:**

Complete one (1) elective course: ESL 716 CP, ESL 722, ESL 732, ESL 735, or ESL 753

## ESL: BASIC INTERPERSONAL COMMUNICATIONS

Program of Study Code: 005070

Term Effective: Fall 2022

**262.5 Hours**

(707) 521-6935

[ybedolla@santarosa.edu](mailto:ybedolla@santarosa.edu) (<mailto:ybedolla@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Certificate of Completion in Basic Interpersonal Communication prepares high beginning and low-intermediate level ESL students with the English language and literacy skills needed to function independently in English in a variety of vocational and academic situations. The program focuses particularly on the acquisition of reading, writing and speaking skills needed to function independently at work, school and in the community.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate listening and speaking skills needed to communicate at work and in the community;
2. Read and interpret critical information in the workplace, at school and in various community settings;
3. Fill out applications and write short notes about school, work and/or community-related issues, in writing and/or on the computer; and
4. Demonstrate appropriate cultural behavior in school and work-related settings in the United States including the ability to work collegially in multi-cultural settings.

## **BASIC INTERPERSONAL COMMUNICATIONS - COMPLETE 262.50 HOURS**

ESL 714	High Beginning Non-Credit English as a Second Language	105.00
ESL 715	Low Intermediate Non-Credit English as a Second Language	105.00

Complete 1 course from below

ESL 714CP	Beginning-High Non-Credit ESL Conversation/Pronunciation	52.50
ESL 714RW	Beginning-High Non-Credit ESL Reading/Writing	52.50
ESL 722	ESL Computer Literacy	52.50
ESL 724	Vocational English for Speakers of Other Languages	52.50

## **NOTES:**

**3 courses needed for this certificate**

Required Courses: ESL 714 and ESL 715

Complete one course: ESL 714CP, ESL 714RW, ESL 722 or ESL 724

# ESL: FOUNDATIONS OF LITERACY SKILLS

Program of Study Code: 005066

Term Effective: Fall 2012

**240.63 Hours**

(707) 521-6935

[ybedolla@santarosa.edu](mailto:ybedolla@santarosa.edu) (<mailto:ybedolla@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Certificate of Completion in Foundations of Literacy Skills sequence of courses required prepares students with little or no academic background in their first language with the preliminary English language and literacy skills needed to function at a basic level in everyday situations at work, school and in the community. Literacy foundation skills are emphasized through a variety of instructional methods and strategies that focus on the development of sound-symbol correspondence, vocabulary development and survival English. Lessons are delivered through direct instruction, exercises and interactive activities that provide opportunities for students to develop basic English reading, writing and speaking skills in meaningful contexts.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Read everyday signs and warnings;
2. Communicate basic personal information and follow simple directions; and
3. Write basic information and fill out simple forms.

## **FOUNDATIONS OF LITERACY SKILLS - COMPLETE 240.63 HOURS**

ESL 712	Beginning Non-Credit ESL Literacy	105.00
ESL 713	Low Beginning Non-Credit English as a Second Language	105.00

**And** complete and pass **one** of the following:

ESL 701	Development of Literacy Skills for Native Spanish Speakers	96.25
ESL 713CP	Beginning-Low Non-Credit ESL Conversation/Pronunciation	52.50
ESL 713RW	Beginning-Low Non-Credit ESL Reading/Writing	52.50

## **NOTES:**

**3 courses needed for this certificate**

Required Courses: ESL 712 and ESL 713

## **FASHION DESIGN**

Program of Study Code: 003295

Term Effective: Fall 2022

**28.50 Units**

(707) 778-3956

[emelville@santarosa.edu](mailto:emelville@santarosa.edu) (mailto:emelville@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Fashion Studies Program's Fashion Design certificate of achievement offers students interested in the fashion industry a combination of theoretical and hands-on instruction. Students will learn about the history of modern fashion as well as all aspects of apparel production from creating the initial design to sourcing of textiles and materials, to patternmaking and sample sewing, through to the marketing and presentation of the finished garment.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate design concepts through technical sketches and illustrations.
2. Translate garment design concepts from sketches to patterns.
3. Execute the pattern and construction of a garment from concept to finished product.
4. Relate the history and social context of fashion to current industry trends.
5. Apply technical and professional skills expected in the fashion industry as both an employee and an entrepreneur.

### **FASHION DESIGN REQUIREMENTS - COMPLETE 28.50 UNITS**

FASH 8	Introductory Textiles	3.00
FASH 52.2	Visual Merchandising	2.00
FASH 56	Fashion Design and Illustration	3.00
FASH 60	Draped Design	2.00
FASH 62A	Flat Pattern Design 1	2.00
FASH 70A	Clothing Construction 1	2.00
FASH 70B	Clothing Construction 2	2.00
FASH 112	Alterations and Sustainability	2.00
FASH 121	Knitwear Construction	2.00
FASH 139	Fashion Entrepreneurship	3.00
FASH 141	Contemporary Fashion Designers	3.00
FASH 152	Fashion Show	2.00
FASH 152L	Fashion Show Production Lab	0.50

## NOTES:

No course may be used more than once to fulfill a requirement in the certificate.

Certificate will be awarded upon fulfillment of all course requirements with a grade of 'C' or better.

## FASHION FUNDAMENTALS

Program of Study Code: 003297

Term Effective: Fall 2023

**16.50 Units**

(707) 778-3956

[emelville@santarosa.edu](mailto:emelville@santarosa.edu) (mailto:emelville@santarosa.edu)

### PROGRAM DESCRIPTION:

The Fashion Studies Program's Fashion Fundamentals Design certificate of achievement offers students interested in careers in the fashion industry a combination of theoretical and hands on instruction. Students will be introduced to basic clothing construction techniques, strategies for marketing and presenting apparel, as well as an overview of the history of modern fashion.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Execute industry standard garment construction techniques.
2. Select appropriate fabrics for apparel based on fiber content, fabric construction, and environmental impact.
3. Relate the history and social context of fashion to current industry trends.
4. Apply technical and professional skills expected in the fashion industry as both an employee and entrepreneur.

### FASHION FUNDAMENTALS REQUIREMENTS - COMPLETE 16.50 UNITS

FASH 8	Introductory Textiles	3.00
FASH 52.2	Visual Merchandising	2.00
FASH 70A	Clothing Construction 1	2.00
FASH 70B	Clothing Construction 2	2.00
FASH 112	Alterations and Sustainability	2.00
FASH 141	Contemporary Fashion Designers	3.00
FASH 152	Fashion Show	2.00
FASH 152L	Fashion Show Production Lab	0.50

## NOTES:

No course may be used more than once to fulfill a requirement in the certificate.

Certificate will be awarded upon fulfillment of all course requirements with a grade of 'C' or better.

# **FIRE SCIENCE - COMPANY OFFICER**

Program of Study Code: 003355

Term Effective: Fall 2020

**19.50 Units**

(707) 836-2913

[ksebastiani@santarosa.edu](mailto:ksebastiani@santarosa.edu) (<mailto:ksebastiani@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Fire Science - Company Officer certificate of achievement is designed for students who have already obtained State Fire Training Firefighter II and provides the student with the knowledge, skills and abilities necessary to be a successful first-line supervisor. The program includes California State recognized coursework that directly benefits students who may wish to advance within the fire service to a supervisory position.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate strong interpersonal and communication skills;
2. Apply necessary skills to be a successful Company Officer;
3. Understand and apply foundational knowledge as a Company Officer supervisor.

## **FIRE SCIENCE - COMPANY OFFICER - COMPLETE 19.50 UNITS**

FIRE 50	Ethical Leadership in the Classroom	0.50
FIRE 69	S-290 Intermediate Wildland Fire Behavior	2.00
FIRE 80	Human Resource Management for Company Officers	2.00
FIRE 81	Fire Administration for Company Officers	1.00
FIRE 82	Fire Inspections and Investigations for Company Officers	2.00
FIRE 83	All Risk Command Operations for Company Officers	2.00
FIRE 84	Wildland Incident Operations for Company Officers	2.00
FIRE 85	Hazardous Materials Incident Commander	2.00
FIRE 86A	Fire Service Instructor I	2.00
FIRE 90	Firefighting Tactics and Strategy	3.00

## FIRE TECHNOLOGY

Program of Study Code: 003060

Term Effective: Fall 2022

**30.00 Units**

(707) 836-2913

[ksebastiani@santarosa.edu](mailto:ksebastiani@santarosa.edu) (mailto:ksebastiani@santarosa.edu)

### **PROGRAM DESCRIPTION:**

This Fire Technology Certificate of Achievement prepares individuals for an entry level career in the fire service by providing a foundation of core concepts, practices, vocabulary, culture, safety and requirements for the fire service. The program follows the Fire and Emergency Services Higher Education (FESHE) model from the national Fire Academy in Emmitsburg, Maryland and is a component of accreditation from the State Fire Marshal.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe all elements of the fire service including: fire service history, culture and diversity; minimum qualifications and entry level skills; and all elements of the application, hiring and probationary process.
2. Analyze, appraise and evaluate fire and emergency incidents and identify components of emergency management and firefighter safety.
3. Identify and comprehend laws, regulations, codes and standards that influence fire department operations and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances and firefighter health and safety;
4. Analyze the causes of fire, determine extinguishing agents and methods; differentiate the stages of the fire and fire development, and compare methods of heat transfer;
5. Identify and describe the equipment and apparatus used in the fire service and the maintenance of said equipment and apparatus;
6. Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety; and
7. Differentiate between fire detection and alarm systems and identify common health and safety concerns of firefighters and first responders.

### **FIRE TECHNOLOGY REQUIREMENTS - COMPLETE 30.00 UNITS**

FIRE 71	Fire Protection Organization	3.00
FIRE 72	Fire Behavior and Combustion	3.00
FIRE 73	Fire Prevention Technology	3.00
FIRE 74		

Fire Protection Equipment and Systems		3.00
FIRE 76	Building Construction for Fire Protection	3.00
FIRE 78	Principles of Fire and Emergency Services Safety-Survival	3.00

**Complete any combination totaling at least 12.00 units from the following:**

EMC 100	Emergency Medical Responder	2.00
EMC 103	Emergency Medical Technician	7.50
FIRE 50	Ethical Leadership in the Classroom	0.25
FIRE 61	Fire Investigation	3.00
FIRE 69	S-290 Intermediate Wildland Fire Behavior	2.00
FIRE 77	Hazardous Materials for Public Safety	3.00
FIRE 80	Human Resource Management for Company Officers	2.00
FIRE 81	Fire Administration for Company Officers	1.00
FIRE 82	Fire Inspections and Investigations for Company Officers	2.00
FIRE 83	All Risk Command Operations for Company Officers	2.00
FIRE 84	Wildland Incident Operations for Company Officers	2.00
FIRE 85	Hazardous Materials Incident Commander	2.00
FIRE 86A	Fire Service Instructor I	2.00
FIRE 86B	Fire Service Instructor II Instructional Development	1.00
FIRE 86C	Fire Service Instructor III Instructional Program Management	1.00
FIRE 107.1	Volunteer Firefighter Skills	1.50
FIRE 107.2	Advanced Volunteer Firefighter Skills	4.00
FIRE 206	Wildland Firefighter Academy	1.25
FIRE 208	Introduction to Firefighter I Academy	1.50
FIRE 208.5	Firefighter II Capstone Training	0.50



FIRE 241	Driver Operator 1A	1.50
FIRE 258	Fire Apparatus 1B, Pumping Apparatus Operations	1.00
FIRE 284.1	Residential Truck Academy	1.00
FIRE 290	Firefighter Academy	17.50

## NOTES:

FIRE 71, FIRE 208 and EMC 100 are prerequisites for the Firefighter 1 Academy (FIRE 290). The Firefighter 1 Academy administers and reviews a physical agility test.

All courses taken in conjunction with this program must be completed with a letter grade of C or better.

## FIREFIGHTER ACADEMY

Program of Study Code: 003180

Term Effective: Fall 2022

**24.00 Units**

(707) 836-2913

[ksebastiani@santarosa.edu](mailto:ksebastiani@santarosa.edu) (<mailto:ksebastiani@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Firefighter I Academy Certificate of Achievement is intended for pre-Fire Service students and Fire Service professionals (volunteer and paid fire fighters) to train in an accepted State curriculum, and as an Accredited Regional Training Program, the Academy is certified by the State Fire Marshal's Office. In addition to the Academy completion certificate, candidates will need to complete field experience (1 year volunteer or 6 months fulltime) in order to obtain their Firefighter I certificate. The academy includes over 585 hours of instruction and basic firefighting skills needed for the entry level professional firefighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2019 edition of NFPA 1001, Standards for Firefighter Professional Qualifications, the 2020 edition of NFPA 1051, Standards for Wildland Firefighter Professional Qualifications, and the 2017 NFPA 1072: Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications (2017). The seven overarching themes of the California State Firefighter 1 and 2 curriculum are: general knowledge germane to the profession, fire department communication, fire ground operations, rescue operations, preparedness and maintenance, wildland suppression activities, and hazardous materials/WMD. In addition to the curriculum identified in these standards, students receive additional instruction in the areas of Auto extrication, the Incident Command System (ICS), Low Angle Rope Rescue Operations (LARRO), an expanded Wildland Firefighting component that meets the requirements necessary to obtain a Cal Fire Basic Firefighter Certificate, Confined Space Awareness and a rigorous physical training component. Prior to enrolling in the academy, students must complete EMT (EMC 105) or First Responder (EMC 100).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe fire department organization and the expectations of entry level firefighters;
2. Differentiate types of fire behavior and its impact on structural and wildland situations;
3. Demonstrate and apply the use of fire department equipment through its selection for given firefighting tasks;
4. Demonstrate and apply knowledge of strategies, tactics and incident command through the selection and implementation of firefighting methods and the application of the Incident Command System (ICS); and
5. Demonstrate safe practices by using minimum standard safety procedures.

## FIREFIGHTER ACADEMY REQUIREMENTS - COMPLETE 24.00 UNITS

FIRE 71	Fire Protection Organization	3.00
FIRE 208	Introduction to Firefighter Academy	1.50
FIRE 290	Firefighter Academy	17.50

Complete any combination totaling at least 2.00 units from the following:

EMC 100	Emergency Medical Responder	2.00
EMC 103	Emergency Medical Technician	7.50

## FITNESS, NUTRITION, AND HEALTH

Program of Study Code: 003331

Term Effective: Fall 2023

**24.50 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (<mailto:tjacobson@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Fitness, Nutrition, and Health Certificate of Achievement at Santa Rosa Junior College is designed to provide an in-depth study and practical application of principles of nutrition, weight management, behavior modification, fitness testing, physical fitness training, exercise leadership and program design. This certificate/major is for students seeking entry-level careers and/or additional training in the fitness and health industry. Possible career opportunities may include personal trainer, group exercise instructor, health or wellness coach, weight management consultant, aerobic dance instructor, and fitness instructor. This program also prepares students to sit for nationally recognized certification exams such as American Council on Exercise (ACE), National Academy of Sports Medicine (NASM), Aerobics and Fitness Association of America (AFAA), and National Strength and Conditioning Association (NSCA). This certificate is unique in its design because in addition to learning principles of exercise science, it also encompasses comprehensive topics in the area of health, nutrition, and behavior change

vital for fitness trainers to address broader client goals and to meet the need of a growing trend toward wellness type coaching. This certificate also has a strong emphasis on practical “hands-on” experience and teaching techniques.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Design safe and effective training programs based on client needs, goals, fitness level and health history;
2. Demonstrate proper individual and group exercise leadership skills for general and special populations;
3. Evaluate client food intake and educate clients on healthful eating habits for weight management and physical performance;
4. Integrate behavior modification techniques and concepts of health and wellness to formulate comprehensive training plans; and
5. Analyze emerging information in the field of nutrition, health, and fitness and differentiate between credible and non-credible sources and information.

## FITNESS, NUTRITION AND HEALTH - COMPLETE 24.50 UNITS

FDNT 10	Elementary Nutrition	3.00
FDNT 60	Nutrition and Physical Fitness	1.00
KINES 53	Principles of Health and Wellness	3.00
KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 81	Intro to Exercise Physiology	3.00
KINES 82	Exercise Assessment and Prescription	3.00
KINES 83	Techniques of Fitness Instruction	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.1	Fitness Teaching Practicum	1.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

**Complete any combination totaling at least 3.00 units from the following:**

BMK 50	Marketing	3.00
BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
DIET 191	Counseling and Group Facilitation Skills in Healthcare	3.00
KINES 4	Introduction to Sports Medicine	3.00
KINES 59	Psychological Aspects of Sport Performance	3.00

**Complete any combination totaling at least 1.50 units from the following:**

KFIT 1.1	Beginning Aerobic Dance	1.50
KFIT 1.2	Intermediate Aerobic Dance	1.50
KFIT 2.1	Beginning Step Aerobics	1.50
KFIT 2.2	Intermediate Step Aerobics	1.50

KFIT 3.1	Beginning Body Conditioning	1.50
KFIT 3.2	Intermediate Body Conditioning	1.50
KFIT 3.3	Advanced Body Conditioning	1.50
KFIT 5	Introduction to Pilates Mat	1.50
KFIT 5.1	Beginning Pilates Mat	1.50
KFIT 5.2	Intermediate Pilates Mat	1.50
KFIT 6	Introduction to Yoga	1.50
KFIT 6.1	Beginning Yoga	1.50
KFIT 6.2	Intermediate Yoga	1.50
KFIT 7.1	Beginning Circuit Training	1.50
KFIT 7.2	Circuit Training Intermediate	1.50
KFIT 8	Introduction to Weight Lifting	1.50
KFIT 8.1	Beginning Weight Lifting	1.50
KFIT 10.1	Resistance Training	1.50
KFIT 11.1	Periodized Weight Training	1.50
KFIT 12.1	Power Lifting	1.50
KFIT 16.1	Plyometrics, Speed and Agility	1.50
KFIT 17.1	Interval Training	1.50
KFIT 20.1	ZUMBA	1.50
KFIT 21.1	Cardio Kickboxing	1.50
KFIT 25.1	Vinyasa Flow Yoga	1.50
KFIT 26.1	Gentle Yoga	1.50
KFIT 30.1	Stability Ball Training	1.50
KFIT 31.1	Pilates Yoga Fusion	1.50
KFIT 32	Introduction to Barre Fitness	1.50
KFIT 32.1	Beginning Barre Fitness	1.50
KFIT 36.1	Jogging for Fitness	1.50
KFIT 37	Introduction to Boot Camp	1.50
	Training	
KFIT 37.1	Boot Camp	1.50
KFIT 61	Personal Fitness Training	0.50-1.50
KFIT 62	Personal Fitness Technique	0.50-1.50
KFIT 63	Personal Fitness Health and Wellness	0.50-1.50
KFIT 64	Personal Fitness Program Design	0.50-1.50

## NOTES:

Student must complete at least one unit from the KFIT courses listed.

WEOC 99I MUST be taken for one unit of Occupational Work Experience Internship: 75 hours (paid) or 60 hours (unpaid). **One unit is the minimum requirement for this program.**

# FLORAL DESIGN

Program of Study Code: 003132

Term Effective: Fall 2016

**18.00 Units**

(707) 527-4395

[ddolan@santarosa.edu](mailto:ddolan@santarosa.edu) (<mailto:ddolan@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Floral Design Certificate of Achievement prepares students for work in the floral design industry. Flower care and handling, basic design, use of seasonal, dry, silk, or exotic plant materials, floral decoration, and special occasion arrangement are some of the skills and topics covered in the program.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Name and properly use the tools and mechanics in floral design;
2. Demonstrate proper standards of care and handling of fresh floral materials;
3. Create fresh floral arrangements and distinguish between the different types of design styles; and
4. Demonstrate an entry level knowledge of retail flower shop operation.

## **FLORAL DESIGN REQUIREMENTS - COMPLETE 18.00 UNITS**

FLORS 83A	Beginning Floral Design	2.00
FLORS 83B	Intermediate Floral Design	2.00
FLORS 183C	Advanced Floral Design	2.00
FLORS 187	European & Advanced Contemporary Floral Design	1.00
FLORS 105	Flowers to Wear and Carry	1.00
FLORS 108	Display and Merchandising for Retail Florists	1.00
FLORS 112	Wedding Design	2.00
FLORS 113	Floral Tributes	2.00
FLORS 114	Retail Flower Shop Management	3.00
FLORS 116	Identification and Handling of Flowers, Foliages and Plants	2.00

## **NOTES:**

All courses must be completed with a grade of C or better.

## GENERAL EDUCATION OPTION A: LOCAL

Program of Study Code: 003351

Term Effective: Fall 2018

**23.00 Units**

(707) 527-4451

[\(mailto:\)](#)

## **PROGRAM DESCRIPTION:**

The General Education Option A: Local Certificate of Achievement is designed for students wishing to complete local general education requirements without transferring to a four year institution.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems.
3. Organize and present information in person in a logical and understandable manner.

## **GENERAL EDUCATION OPTION A - COMPLETE 23.00 UNITS**

**See Option A General Education Worksheet for program requirements**

**(<https://articulation.santarosa.edu/sites/articulation.santarosa.edu/files/Option%20A%20GE%20Current.pdf>)**

## **GENERAL EDUCATION OPTION B: CSU GENERAL EDUCATION BREADTH REQUIREMENTS**

Program of Study Code: 003350

Term Effective: Fall 2018

**39.00 Units**

(707) 527-4451

[\(mailto:\)](#)

## **PROGRAM DESCRIPTION:**

The General Education Option B: CSU Breadth Requirements Certificate of Achievement is designed for students planning to transfer to the California State University (CSU) System. It offers students a program of study which meets the lower division CSU general education requirements. Although the certificate recognizes the completion of lower division CSU general education requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a

different lower division preparation and/or a higher GPA than is necessary for this certificate. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems.
3. Organize and present information in a logical and understandable manner.

## **GENERAL EDUCATION: OPTION B REQUIREMENTS - COMPLETE 39.00 UNITS**

See [Option B General Education Worksheet for program requirements](#)

(<https://articulation.santarosa.edu/sites/articulation.santarosa.edu/files/Option%20B%20GE%20Current.pdf>)

## **GENERAL EDUCATION OPTION C: INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM**

Program of Study Code: 003348

Term Effective: Fall 2018

**37.00 Units**

(707) 527-4451

(<mailto:>)

### **PROGRAM DESCRIPTION:**

The General Education Option C: Intersegmental General Education Transfer Curriculum Certificate of Achievement is designed for students planning to transfer to either the California State University (CSU) or University of California (UC) system. It offers students a program of study which meets IGETC general education transfer requirements. Although the certificate recognizes the completion of IGETC general education requirements, it does not guarantee admission to a specific campus within the CSU or UC system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems.
3. Organize and present information in a logical and understandable manner.

# GENERAL EDUCATION: OPTION C REQUIREMENTS - COMPLETE 37.00 UNITS

See [Option C General Education Worksheet](#) for program requirements

(<https://articulation.santarosa.edu/sites/articulation.santarosa.edu/files/Option%20C%20GE%20Current.pdf>)

## GEOSPATIAL TECHNOLOGY

Program of Study Code: 003003

Term Effective: Fall 2021

**20.00 Units**

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (<mailto:rparks@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Geospatial Technology Certificate of Achievement and degree prepares students for variety of technical positions in many different professions. Geospatial Technology incorporates new technology with traditional disciplines by mapping and analyzing things that exist and events that happen on earth.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Define and describe geospatial terminology, methods, procedures, standards and technology;
2. Create, edit and analyze geographic, spatial and remotely sensed data;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare layouts, reports, charts and graphs to support different geospatial applications;
5. Produce finished quality maps representing a basic analysis, a basic survey or a basic scale-based, descriptive, diagrammatic summary;
6. Create a Geographic Information System (GIS) map following standard cartographic principles which can be utilized within a professional portfolio;
7. Demonstrate analytical, critical thinking and decision-making skills in geographic information science and technology; and
8. Describe the influence/effect that geospatial science and technology has on the local, regional, national and global communities.

## GEOSPATIAL TECHNOLOGY CORE REQUIREMENTS - COMPLETE 20.00 UNITS

APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00



CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
GIS 40	Introduction to Geographic Information Systems (GIS)	4.00
GIS 51	Intermediate Geographic Information Systems (GIS)	3.00
GIS 54	Data Acquisition in Geographic Information Systems (GIS)	4.00

## **GRAPHIC DESIGN**

Program of Study Code: 003036

Term Effective: Fall 2023

**31.50 Units**

(707) 527-4909

[swinston@santarosa.edu](mailto:swinston@santarosa.edu) (<mailto:swinston@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Graphic Design Certificate of Achievement is a two-year program designed to provide students with entry-level skills for business or industry in the field of graphic design, and is structured to provide a practical, hands-on experience in graphic fundamentals. The program addresses basic design principles, layout techniques, professional typographic treatments, computer applications, digital illustration, computer production techniques, offset printing requirements, and business practices.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Develop professional level communication visuals from initial concept all the way through printed materials using design principles, an understanding of graphic design history, typographic knowledge, hand mock-up and illustration skills, advanced computer skills using the Adobe Suite, and pre press knowledge;
2. Set-up and manage a one person freelance studio complying with governmental regulations, estimating projects, writing up proposals, negotiating with clients, keeping records, billing clients, and managing finances; and
3. Create and present a professional portfolio of at least fifteen finished projects to potential employers and clients using professional level interviewing skills and well designed collateral materials.

### **GRAPHIC DESIGN CERTIFICATE REQUIREMENTS - COMPLETE 31.50 UNITS**

CS 70.11A	Adobe Photoshop 1	3.00
CS 71.11	Adobe Illustrator 1	3.00
CS 72.11A	Adobe InDesign 1	3.00
GD 15	History of Graphic Design	3.00

GD 20	Introduction to Typography and Letterforms	3.00
GD 51	Introduction to Graphic Design	3.00
GD 53	Design Techniques in Illustrator	3.00
GD 54	Beginning Page Layout and Advertising Design	3.00
GD 60	Creating the Professional Portfolio	1.50
GD 62	Color Theory for Designers	1.50

**Complete any combination totaling at least 4.50 units from the following:**

BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
GD 57	Getting It Printed: Digital Prepress and Print Production	3.00
GD 65	Business Skills for Creatives	1.50
GD 90	Designing the User Experience	3.00
GD 145	Package Design	1.50

## **GRAPHIC DESIGN PRODUCTION FUNDAMENTALS**

Program of Study Code: 003246

Term Effective: Fall 2019

**15.00 Units**

(707) 527-4909

[swinston@santarosa.edu](mailto:swinston@santarosa.edu) (mailto:swinston@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Graphic Design Production Fundamentals Skills Certificate prepares the student to do entry level print production in the field of graphic design. This certificate is designed for the student who wants a short program to develop employable skills in this field.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Develop simple communication visuals from initial concept to files ready for print;
2. Use Adobe Indesign, Photoshop and Illustrator to create basic advertising layouts, posters, logos, business systems, etc. for visual communications projects employing the basic principles and elements of graphic design; and
3. Use professional typographic set-up to creat simple visual communication design.

## GRAPHIC DESIGN PRODUCTION FUNDAMENTALS REQUIREMENTS - COMPLETE 15.00 UNITS

CS 70.11A	Adobe Photoshop 1	3.00
CS 72.11A	Adobe InDesign 1	3.00
GD 20	Introduction to Typography and Letterforms	3.00
GD 51	Introduction to Graphic Design	3.00
GD 53	Design Techniques in Illustrator	3.00

### NOTES:

GD 51, CS 70.11A and CS 72.11A must be completed before enrolling in GD 20 or GD 53.

## HEMP AGRICULTURE

Program of Study Code: 003255

Term Effective: Fall 2023

**25.00 Units**

(707) 527-4409

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Hemp Agriculture Certificate of Achievement provides a rigorous and comprehensive foundation for students seeking positions in the hemp industry that propagate, grow, and market a variety of products for consumers, commercial enterprises, or the wholesale market. The program delivers both lecture and hands-on laboratory experience in: Plant science, growth, and development; Soil and plant nutrition; Integrated pest management; Nursery and crop production; Irrigation methods, system design, and troubleshooting; and Principles of sustainable agriculture. While these topics apply to production of any crop, these courses will offer contextualized units, assignments, and/or lab activities that apply these topics to specific aspects of the hemp plant.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate primary methods of plant propagation in the hemp industry;
2. Identify and compare important developmental stages of the hemp plant;
3. Design a hemp production plan and schedule from soil preparation through harvest;
4. Identify and analyze sustainable agronomic hemp cultivation practices.

## HEMP AGRICULTURE - COMPLETE 25.00 UNITS

AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00

AGRI 70	Integrated Pest Management	3.00
HORT 70	Plant Propagation	3.00
HORT 72	Greenhouse Production	3.00
HORT 144	Landscape Irrigation	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 64	Warm Season Vegetable Production	2.00

**Complete any combination totaling at least 1.00 unit from the following:**

AGBUS 7	Agricultural Economics	3.00
AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00
HORT 71	Nursery Production	3.00
HORT 91	Landscape Construction/Estimation	3.00
SUSAG 65	Cool Season Vegetable Production	2.00
SUSAG 103	Composting for Commercial Organic Farming and Gardening	1.00
SUSAG 109	Organic Crop Planning and Production	4.00
SUSAG 160	Direct Farm Marketing	2.00

## **NOTES:**

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

## **HOSPITALITY MANAGEMENT: MEETING AND EVENT PLANNING**

Program of Study Code: 003372

Term Effective: Fall 2023

**16.50 Units**

(707) 778-3961

[ayu@santarosa.edu](mailto:ayu@santarosa.edu) (<mailto:ayu@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Hospitality Management: Meeting and Event Planning Certificate offers students the opportunity to expand their skills and knowledge in a growing industry that includes meeting, wedding, and conference planning, in addition to hosting and organizing various special events. ?

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe effective customer service and be able to meet and exceed guest expectations in any hospitality industry environment through the concept of anticipating a guest's needs.
2. Demonstrate the knowledge needed to be a supervisor and the ability to use management skills resulting in an ethical and productive work environment, as well as describe an ongoing personal professional development plan.
3. Identify specific job titles within the hospitality, food service, and tourism industries and describe the responsibilities of the positions as well as the outlook for future job growth.
4. Demonstrate the ability to use various technologies, systems, and computer applications for the hospitality industry.
5. Analyze the interdependence of various tourism sectors on a local, national, and global scale when faced with industry issues.

## HOSPITALITY MANAGEMENT: MEETING AND EVENT PLANNING - COMPLETE 16.50 UNITS

HOSP 50	Introduction to Tourism in Sonoma County	1.00
HOSP 53	Customer Service	1.50
HOSP 54	Customer Relations for the Hospitality Industry	1.50
HOSP 58	Meeting and Event Planning	3.00
HOSP 68	Hospitality Law	3.00
HOSP 80	Introduction to Hospitality	3.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00
WINE 131	Wine Industry Event Planning	1.50

## HOSPITALITY, EVENT AND TOURISM MANAGEMENT

Program of Study Code: 003335

Term Effective: Fall 2023

**16.00 Units**

(707) 778-3961

[ayu@santarosa.edu](mailto:ayu@santarosa.edu) (mailto:ayu@santarosa.edu)

## PROGRAM DESCRIPTION:

The Hospitality, Event and Tourism Management certificate of achievement provides a solid base of world-class customer service training, supervisory skills and industry-specific topics.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate analytical, quantitative, and computer skills necessary to work in the hospitality field;
2. Apply necessary skills required for managing the complex human interactions and communication that takes place in the hospitality industry; and
3. Demonstrate the ability to effectively provide customer service to clients.

## HOSPITALITY: EVENT AND TOURISM MANAGEMENT - COMPLETE 16.00 UNITS

HOSP 50	Introduction to Tourism in Sonoma County	1.00
HOSP 63	Introduction to the Hotel Industry	3.00
HOSP 68	Hospitality Law	3.00
HOSP 80	Introduction to Hospitality	3.00

Complete any combination totaling at least 6.00 units from the following:

BMG 52	Business Communication	3.00
CUL 256.10	Restaurant Operations	3.00
HOSP 53	Customer Service	1.50
HOSP 54	Customer Relations for the Hospitality Industry	1.50
WEOC 99I	Internship Occupational Work Experience	0.50-8.00
WINE 130	Wine Service and Hospitality	1.50
WINE 132.1	Tasting Room Operations	2.00
WINE 132.2	Tasting Room Management	2.00

## INDUSTRIAL MAINTENANCE FUNDAMENTALS

Program of Study Code: 003238

Term Effective: Fall 2022

**11.00 Units**

(707) 527-4603

[guser38@santarosa.edu](mailto:guser38@santarosa.edu) (<mailto:guser38@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Industrial Maintenance Fundamentals Skills Certificate prepares individuals for employment as electro-mechanical maintenance technicians in high tech manufacturing. Instruction is provided in the fundamentals of electronics, programmable logic controllers, rotating machinery, and mathematics. This program was created in cooperation with local high tech manufacturing companies that have a need for trained maintenance technicians. Currently, the demand for these technicians is on the rise. Possible job titles include: technician, electronic technician, machine technician/specialist, machine operator, maintenance worker, maintenance mechanic.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Write complex programs for Programmable Logic Controllers (PLC) for at least two manufacturers' systems.
2. Identify and troubleshoot PLC program problems.
3. Operate and maintain AC and DC motors, generators and controllers.
4. Implement safety procedures in the workplace.
5. Perform mathematical computations related to voltage, current, power and duty cycle.
6. Understand safety codes and regulations applied to usage of industrial equipment and industrial working environment.

## INDUSTRIAL MAINTENANCE FUNDAMENTALS REQUIREMENTS - COMPLETE 11.00 UNITS

ELEC 153	Programmable Logic Controllers	3.00
ELEC 154	Rotating Machinery	3.00

Complete any combination totaling at least 3.00 units from the following:

ELEC 51A	Fundamentals of Electricity	3.00
ELEC 54A	Direct and Alternating Current Theory	3.00

Complete any combination totaling at least 2.00 units from the following:

DET 184	Mobile Hydraulics	3.00
MACH 51.1A	Beginning Machine Tool Technology	3.00
WEOC 99	Occupational Work Experience	0.50-8.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## INTERIOR DESIGN

Program of Study Code: 003265

Term Effective: Fall 2023

### 37.00 Units

(707) 527-4603

[scanepa@santarosa.edu](mailto:scanepa@santarosa.edu) (<mailto:scanepa@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Interior Design Certificate of Achievement prepares students for employment in full service interior design firms, retail establishments, architectural firms, space planning agencies, real estate, and development companies.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply problem solving to produce practical solutions to clients' space needs by applying the materials, methods, and principles of interior design, including historical, sustainable and design for special populations;
2. Use manual and digital graphic methods and oral presentation skills to communicate interior design solutions to sub-contractors, suppliers, and clients;
3. Identify the business practices, building codes, and professional ethics of the interior design trade.

## INTERIOR DESIGN REQUIREMENTS - COMPLETE 37.00 UNITS

APTECH 46	Introduction to Computer-Aided Drafting	2.00
APTECH 59	Architectural CAD Basics	2.00
ARCH 60	Digital Presentation Graphics	2.00
ARCH 65	3D Modeling with Revit	2.00
INDE 20	Introduction to Interior Design	3.00
INDE 50	Drafting and Drawing for Interiors	3.00
INDE 52	Interior Environment and Space Planning	3.00
INDE 62	History of Interior Design	3.00
INDE 63	Interior Products, Materials, and Lighting	3.00
INDE 64	Professional Practices for Interior Design	3.00
INDE 71	Interior Design Studio	3.00
INDE 73	Portfolio Development	2.00

Complete any combination totaling at least 3.00 units from the following:

INDE 67	Interior Illustration and Rendering	3.00
INDE 122	Kitchen and Bath Design	3.00

Complete any combination totaling at least 3.00 units from the following:



ARCH 2.1	History of World Architecture: Prehistory to Gothic	3.00
ARCH 2.2	History of World Architecture: Renaissance to 20th Century	3.00
ARCH 2.3	History of World Architecture: 20th Century and Contemporary	3.00
ARCH 12	Introduction to Environmental Design	3.00
ART 3	Introduction to Art and Design	3.00
ART 4	Principles of Color	3.00
ART 5	Three Dimensional Design	3.00
ART 7A	Drawing and Composition 1	3.00
ART 82	Beginning Digital Photography	3.00
BMK 50	Marketing	3.00
BMK 51	High Tech Selling and Pursuing a Sales Career	3.00
BMK 54	Advertising	3.00
BMK 57	Introduction to Public Relations	1.50
BMK 59	Consumer Behavior	1.50
COMM 1	Introduction to Public Speaking	3.00
COMM 4	Communication Skills	3.00
CONS 103	Construction Materials, Methods and Equipment	3.00
CONS 105	Construction Contract Documents	3.00
CS 71.11	Adobe Illustrator 1	3.00
CS 74.11	Introduction to Digital Media	3.00

## **INTERIOR DESIGN: FUNDAMENTALS**

Program of Study Code: 003371

Term Effective: Fall 2023

**12.00 Units**

(707) 527-4603

**[scanepa@santarosa.edu](mailto:scanepa@santarosa.edu)** (<mailto:scanepa@santarosa.edu>)

## PROGRAM DESCRIPTION:

This accelerated certificate program will provide an introduction to the field of Interior Design. It includes the history of Interior Design, graphic communication skills, and criteria for choosing furnishings for an interior. Students can build on this certificate towards a Technical and Residential Certificate in Interior Design or an AA degree in Interior Design.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify what skills are necessary to become a professional Interior Designer.
2. Evaluate materials and lighting to create residential/commercial interiors.
3. Analyze the history of architecture, interiors, and furnishings for a better understanding of current design trends.
4. Demonstrate how to hand-draft to scale in order to communicate with sub-contractors and clients.

## INTERIOR DESIGN FUNDAMENTALS - COMPLETE 12.00 UNITS

INDE 20	Introduction to Interior Design	3.00
INDE 50	Drafting and Drawing for Interiors	3.00
INDE 62	History of Interior Design	3.00
INDE 63	Interior Products, Materials, and Lighting	3.00

## INTERIOR DESIGN: TECHNICAL

Program of Study Code: 003264

Term Effective: Spring 2018

**17.00 Units**

(707) 527-4603

[scanepa@santarosa.edu](mailto:scanepa@santarosa.edu) (<mailto:scanepa@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Interior Design: Technical Certificate of Achievement prepares students for employment in a number of interior retail merchandising areas such as, home accessory, countertop surface, wholesale design, do-it-yourself merchandise, floorcoverings, furniture, lighting, paint, and wallcoverings.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Recognize, identify, and select materials appropriate to clients' needs for an interior design project;
2. Demonstrate mastery of the manual and computer graphic techniques used by interior designers;
3. Prepare a set of interior design construction documents to communicate to subcontractors, suppliers, and clients.

## INTERIOR DESIGN: TECHNICAL REQUIREMENTS - COMPLETE 17.00 UNITS

ARCH 60	Digital Presentation Graphics	2.00
ARCH 65	3D Modeling with Revit	2.00
APTECH 46	Introduction to Computer-Aided Drafting	2.00
APTECH 59	Architectural CAD Basics	2.00
INDE 20	Introduction to Interior Design	3.00
INDE 50	Drafting and Drawing for Interiors	3.00
INDE 63	Interior Products, Materials, and Lighting	3.00

## JOURNALISM: DIGITAL

Program of Study Code: 003336

Term Effective: Fall 2023

**25.00 Units**

(707) 527-4867

[abelden@santarosa.edu](mailto:abelden@santarosa.edu) (<mailto:abelden@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Digital Journalism Certificate of Achievement provides students with an introduction to and skills in digital journalism and provides hands-on preparation for entry-level work in web journalism and/or an overlay of digital skills for recent journalism graduates and seasoned print journalists.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Develop, create, report, research and produce technically well-executed news and feature stories for the web and/or broadcast news using combinations of text, images, audio, video and social media.
2. Use new website, audio and video software systems to produce multimedia stories.
3. Write news and feature stories on print and web deadlines using foundational journalism skills such as developing story ideas, conducting research, interviewing sources, and applying proper grammar and Associated Press Style.
4. Exercise news judgment and apply knowledge of online journalism ethical, legal and content issues to real-life situations.
5. Analyze and evaluate multimedia stories for content, aesthetics and technical quality.

## JOURNALISM: DIGITAL CORE CERTIFICATE - COMPLETE 17.00 UNITS

JOUR 1	Introduction to Journalism	3.00
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JOUR 1L	Introduction to Journalism Lab	0.50
JOUR 2	News Gathering and News Writing	3.00
JOUR 2L	News Gathering and News Writing Lab	0.50
JOUR 52A	News Media Practice 1	3.00
JOUR 5	Non-Fiction Digital StoryTelling	4.00
JOUR 56	Editing for News Media	3.00

## **JOURNALISM: DIGITAL ELECTIVE CERTIFICATE - COMPLETE 8.00 UNITS**

Complete any combination totaling at least 8.00 units from the following:

CS 57.11	Introduction to Social Media	3.00
CS 74.11	Introduction to Digital Media	3.00
CS 74.22	Digital Video Post-Production	3.00
CS 76.11	Drone Piloting and Imaging	3.00
ENGL 4A	Beginning Creative Writing	3.00
JOUR 52B	News Media Practice 2	5.00
JOUR 52C	News Media Practice 3	5.00
JOUR 59	Photojournalism	3.00
MEDIA 18	Audio for Film Production	3.00
MEDIA 19	Multi-Camera Studio Production	4.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

## **NOTES:**

### **Suggested Emphases**

- Digital - Video/documentary
  - Take Intro to Digital Media, Digital Filmmaking 1, and Oak Leaf 2, Dig. Vid post production A&B
- Digital - Broadcast
  - Take Intro to Digital Media, Media 19 and Oak Leaf 2 and Dig. Vid post production A&B
- Digital - Photojournalism
  - Take Photojournalism, Drone piloting/imaging and Oak Leaf 2
- Digital - Podcasting
  - Take Digital Audio 1 and 2, Oak Leaf 2
- General/Writing - Longform
  - Take Creative Writing; Oak leaf 2, Photojournalism
- General/Writing - News
  - Take Photojournalism, Oak Leaf 2, Social Media and/or intro to digital media

## **JUVENILE JUSTICE**

Program of Study Code: 003149

Term Effective: Fall 2023

## 21.00 Units

(707) 527-4846

[jdybach@santarosa.edu](mailto:jdybach@santarosa.edu) (<mailto:jdybach@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Juvenile Justice Certificate of Achievement prepares students to work in entry level positions in the field of juvenile justice. The courses required by the Certificate are courses that are also required for an AS-T degree in Public Safety. Students can complete the Certificate and start their careers while continuing to work towards an AS-T degree in Public Safety. Completion of the requirements in this certificate can also apply to the Corrections Certificate of Achievement and the Law Enforcement Certificate of Achievement. Occupations relevant to this professional certification include: juvenile probation officers; juvenile correctional counselors/youth supervisors; youth group counselors; and police officers who work with domestic violence, youth, or family cases. This program can also provide a foundation for the field of juvenile probation, which usually requires a Bachelor's degree. The rising incidence of youth being processed as delinquent is creating an increased need for more professionals in the justice system. There is a strong labor market for those skilled in working with youth and families. Certification Note: Some public safety positions have legal requirements and background qualifications. Certain criminal violations may disqualify a candidate for certification. Contact the Public Safety Department for more information.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of mission, goals and legal premises that govern the criminal justice system;
2. Use investigative skills to gather, analyze and assess information to recommend an outcome that is consistent with established laws and guidelines;
3. Evaluate actions and behavior of offenders in a theoretical, cultural, and social context to formulate a course of action consistent with the goals of the juvenile justice system; and,
4. Demonstrate the skills required for the documentation and assessment of information obtained during interactions with and supervision of offenders.

## JUVENILE JUSTICE CORE REQUIREMENTS - COMPLETE 21.00 UNITS

AJ 21	Introduction to Administration of Justice	3.00
AJ 22	Concepts of Criminal Law	3.00
AJ 53	Juvenile Procedures	3.00
AJ 71	Correctional Interviewing & Counseling	3.00

Complete any combination totaling at least 9.00 units from the following:

AJ 25	Community Relations	3.00
AJ 56	Crime and Criminal Justice in Society	3.00

AJ 57	Basic Criminal Investigation	3.00
AJ 99I	Administration of Justice Internship	1.00-8.00
PSYCH 1A	General Psychology	3.00
SOC 1	Introduction to Sociology	3.00

## NOTES:

A grade of "C" or better is required for all certificate courses.

To complete the Certificate in 2 semesters, AJ 21 and AJ 22 should be taken simultaneously during the first semester. AJ 53 and AJ 71 should be taken simultaneously during the second semester.

To complete the Certificate in more than 2 semesters, it is recommended that students take and successfully complete AJ 21 before taking any other AJ courses.

## LAW ENFORCEMENT

Program of Study Code: 003063

Term Effective: Fall 2023

**21.00 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (mailto:[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu))

### PROGRAM DESCRIPTION:

The Law Enforcement Certificate of Achievement provides students with fundamental knowledge of the criminal justice system, with an emphasis on the law enforcement agencies. The courses required by the Certificate are courses that are also required for an AS-T degree in Public Safety. Students can complete the Certificate and start their careers while continuing to work towards an AS-T degree in Public Safety. Completion of the requirements in this certificate can also apply to the Corrections Certificate of Achievement and the Juvenile Justice Certificate of Achievement. Job openings in the law enforcement field are excellent. Due to increased emphasis on law enforcement and homeland security, numerous positions have been developed. Many local, state and national departments are expanding their opportunities. Employment may be found with a variety of state, local, and federal agencies. Law Enforcement jobs with the federal government typically require a 4-year degree. State and local agencies prefer, if not require, a 2-year degree. Students completing the requirements of The Law Enforcement Certificate.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of mission, goals and legal premises that govern the criminal justice system;
2. Use investigative skills to gather, analyze and assess information to recommend an outcome that is consistent with established laws and guidelines;

3. Observe and evaluate the actions and the behavior of offenders to formulate a course of action consistent with the laws, policies and practices that govern law enforcement; and,
4. Apply the principles of proper law enforcement techniques as they relate to the prevention, detection, and investigation of crime.

## **LAW ENFORCEMENT REQUIREMENTS - COMPLETE 21.00 UNITS**

AJ 21	Introduction to Administration of Justice	3.00
AJ 22	Concepts of Criminal Law	3.00
AJ 25	Community Relations	3.00
AJ 57	Basic Criminal Investigation	3.00

**Complete any combination totaling at least 6.00 units from the following:**

AJ 99I	Administration of Justice Internship	1.00-8.00
PSYCH 1A	General Psychology	3.00
SOC 1	Introduction to Sociology	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AJ 53	Juvenile Procedures	3.00
AJ 55	Criminal Procedures	3.00
AJ 56	Crime and Criminal Justice in Society	3.00
AJ 61	Introduction to Evidence	3.00

### **NOTES:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

New students should consult an Administration of Justice Program Advisor.

Note: It is recommended that career Law Enforcement persons consider enrolling in District Police Campus Patrol courses for experience in the field . Interested students should contact the Districe Police Chief for more information.

## **LAW ENFORCEMENT SUPERVISOR TECHNIQUES**

Program of Study Code: 005026

Term Effective: Fall 2018

**2.00 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (mailto:jadams2@santarosa.edu)

## PROGRAM DESCRIPTION:

This single-course Skills Certificate will identify the training necessary for law enforcement supervisors mandated by Peace Officer Standards and Training, a state regulatory agency. This course will address leadership styles, motivation, communication, problem solving and discipline issues.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate ethical leadership and supervision practices in a public safety environment;
2. Explain legal responsibility regarding proper implementation of policy and procedures.

## LAW ENFORCEMENT SUPERVISOR TECHNIQUES - COMPLETE 2.00 UNITS

AJ 361	Law Enforcement Supervisor Techniques	2.00
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## MECHATRONICS FUNDAMENTALS

Program of Study Code: 005123

Term Effective: Fall 2021

**12.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (mailto:mpapa@santarosa.edu)

## PROGRAM DESCRIPTION:

The Mechatronics Fundamentals skills certificate prepares students for entry-level positions that involve the operation and maintenance of electro-mechanical computer-controlled systems commonly found in automated manufacturing environments. Systems-level analysis, assembly and troubleshooting techniques are stressed in the hands-on laboratory activities. Course topics include microcontroller, industrial robotics and control of D/C motors using sensors and actuators

## PROGRAM STUDENT LEARNING OUTCOMES

1. Use a microcontroller to detect inputs from sensors.
2. Control LEDs, servo motors, speakers, and other devices in response to inputs and programming.
3. Demonstrate safety procedures when handling the robot.
4. Program a set of movements on the teach pendant.

## MECHATRONICS FUNDAMENTALS REQUIREMENTS - COMPLETE 12.00 UNITS

ELEC 54A	Direct and Alternating Current Theory	3.00
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ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 54C	Microcontrollers and Embedded Systems	3.00
ELEC 82	Mechatronics Fundamentals	3.00

## **MECHATRONICS TECHNICIAN**

Program of Study Code: 003366

Term Effective: Fall 2021

**26.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Mechatronics Technician major provides training in a multi-disciplinary field focusing on industrial automation. Topics include electricity, electronics, industrial motor controls, programmable logic controllers (PLCs), robotics, AC/DC drives, and manufacturing technologies.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Use computers to monitor and regulate processes and equipment, and to generate reports.
2. Analyze, construct, and test automated systems including electronic sensors, mechanical actuators, and computer control.
3. Demonstrate the ability to create Programmable Logic Controllers (PLCs) and microcontroller programs and properly interface them to input and output devices.
4. Understand safety codes and implement safety procedures applicable to usage of industrial equipment in an industrial working environment.

### **MECHATRONICS TECHNICIAN REQUIREMENTS - COMPLETE 26.00 UNITS**

ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 54C	Microcontrollers and Embedded Systems	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 82	Mechatronics Fundamentals	3.00
ELEC 88	Computer Hardware	3.00
ELEC 153	Programmable Logic Controllers	3.00

ELEC 180	LabVIEW for Technicians	3.00
ELEC 184	Industrial Robotics Fundamentals	3.00

## **MECHATRONICS: INDUSTRIAL MAINTENANCE TECHNICIAN**

Program of Study Code: 003365

Term Effective: Fall 2022

### **19.00 Units**

(707) 527-4915

[mapapa@santarosa.edu](mailto:mapapa@santarosa.edu) (<mailto:mapapa@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Mechatronics: Industrial Maintenance Technician Certificate of Achievement prepares individuals for employment as electro-mechanical maintenance technicians in high-tech manufacturing. Instruction is provided in the fundamentals of electronics, programmable logic controllers (PLCs), rotating machinery, and applied mathematics.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and troubleshoot Programmable Logic Controllers (PLCs) program problems.
2. Operate and maintain AC/DC motors, generators, and controllers.
3. Understand safety codes and implement safety procedures applicable to usage of industrial equipment in an industrial working environment.
4. Test, adjust, and troubleshoot various complex electronic circuits.

## **MECHATRONICS: INDUSTRIAL MAINTENANCE TECHNICIAN - COMPLETE 19.00 UNITS**

ELEC 51A	Fundamentals of Electricity	3.00
ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 154	Rotating Machinery	3.00

**Complete any combination totaling at least 2.00 units from the following:**

DET 184	Mobile Hydraulic Systems	3.00
MACH 51.1A	Beginning Machine Tool Technology	3.00

WEOC 99	Occupational Work Experience	0.50-8.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00

## **MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL**

Program of Study Code: 003155

Term Effective: Fall 2022

**40.00 Units**

(707) 524-1720

[kslusser@santarosa.edu](mailto:kslusser@santarosa.edu) (<mailto:kslusser@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Medical Assisting: Administrative and Clinical Certificate of Achievement prepares students for work in physicians' offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. Students completing the program will be eligible to sit for the California Certifying Board for Medical Assistants (CCBMA) exam. This program provides training in both administrative (front office) and clinical (back office) skills.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate ability to greet patients, answer telephones, schedule appointments, maintain and filing client medical records, complete insurance forms, arrange hospital admissions and laboratory services, handle billing, bookkeeping, and physician correspondence;
2. Demonstrate ability to perform clinical tasks such as taking and recording vital signs and medical histories, explaining treatment procedures to clients, preparing clients for examinations, and assisting during examinations;
3. Collect and prepare laboratory specimens and perform basic laboratory tests on the premises, dispose of contaminated supplies, and sterilize medical instruments;
4. Present in an instructional manner information about medication and special diets;
5. Demonstrate ability to perform other clinical tasks such as preparing and administering medications as directed by a physician, authorizing drug refills as directed, telephoning prescriptions to a pharmacy, preparing clients for x-rays, taking EKG's, removing sutures and changing dressings; and
6. Arrange examining room instruments and equipment, purchase and maintain supplies and equipment, and keep waiting and examining rooms neat and clean.

### **MEDICAL ASSISTING CORE REQUIREMENTS - COMPLETE 16.00 UNITS**

ANAT 140	Fundamentals of Anatomy and Physiology	2.00
HLC 140		

Health Care Implications of Anatomy and Physiology	1.00	
HLC 160	Medical Terminology	3.00
LIR 10	Introduction to Information Literacy	1.00
MA 160	Introduction to Medical Office Practice	3.00
MA 161	Law and Ethics for Medical Assistants	1.00
MA 162	Disease Processes	3.00
MA 168	Basic Medical Office Insurance Billing	2.00

## **MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL - COMPLETE 24.00 UNITS**

MA 163	Basic Clinical Skills for Medical Assisting	3.00
MA 164	Laboratory Techniques	2.00
MA 165	Pharmacology & Administration of Medications	3.00
MA 167	Basic Diagnostic Coding	2.00
MA 169	Procedural Coding	2.50
MA 174	Intermediate Clinical Skills for Medical Assisting	4.00
MA 176	Externship	4.50
PSYCH 1A	General Psychology	3.00

### **NOTES:**

All courses must be completed with a "C" or better to receive the certificate.

## **NATURAL RESOURCES**

Program of Study Code: 003275

Term Effective: Fall 2023

**20.00 Units**

(707) 527-4408

**[kwade@santarosa.edu](mailto:kwade@santarosa.edu)** (<mailto:kwade@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Natural Resources Certificate of Achievement is designed for individuals who wish to acquire specific skills and knowledge necessary for successful job performance for the natural resources technician. The work of a natural resources technician supports and complements that of a professional forester, park manager and the professional watershed manager. The principal duties of the technicians involve the work in open spaces, parks, rivers and forests. Typical work may include duties related to reforestation, range management, research and extension work, watershed restoration and park management work. Population growth and the diverse natural resource base in California have created a demand for individuals trained in natural resource conservation. This program is designed to equip individuals with skills to make a positive impact on the sustainable use of natural resources.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify and discuss historical approaches to Natural Resource Management in the U.S.;
2. Develop and use vocabulary for the protection, cultivation and management of wildlands;
3. Discuss economic benefits to protecting healthy watershed characteristics including: recreation opportunities, biological diversity, species richness and clean water;
4. Critically analyze and apply research and extension work in the field of watershed, park management, and forestry; and
5. Identify best management practices strategies for managing land and recreational areas.

## NATURAL RESOURCES CORE REQUIREMENTS - COMPLETE 20.00 UNITS

Complete any combination totaling at least 20.00 units from the following:

AGRI 60	Soil & Plant Nutrition	3.00
NRM 12	Introduction to Environmental Conservation	3.00
NRM 51	Wildland Trees and Shrubs	3.00
NRM 70	Forest Management and Assessment	4.00
NRM 84	Introduction to Fish and Wildlife Conservation	3.00
NRM 87	Geographic Info. Systems Applications in Natural Resources	3.00
NRM 88	Watershed Ecology and Restoration	3.00
NRM 99I	Natural Resources Management Internship	1.00-8.00

## PARAMEDIC

Program of Study Code: 003160

Term Effective: Fall 2022

## 52.25 Units

(707) 836-2907

[ahsieh@santarosa.edu](mailto:ahsieh@santarosa.edu) (<mailto:ahsieh@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Paramedic Certificate of Achievement program provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain certification as a paramedic by the California State Emergency Medical Services Authority. Students must be 18 years of age by course completion to become certified.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent for employment as a licensed paramedic.

## PROGRAM SELECTION PROCESS:

Please see the [Public Safety \(http://ps.santarosa.edu\)](http://ps.santarosa.edu) department website for more information about entering the program. A current EMT-1 certificate is required to enter this program.

## PARAMEDIC PREREQUISITES - COMPLETE 13.75 UNITS

ANAT 40	Introduction to Human Anatomy and Physiology	4.00
EMC 103	Emergency Medical Technician	7.50
EMC 109	Introduction to Paramedic	0.25
EMC 114	Basic Arrhythmia Recognition Course	2.00

## PARAMEDIC CERTIFICATE CORE REQUIREMENTS - COMPLETE 38.50 UNITS

EMC 131A	Paramedic Clinical Practicum 1	2.00
EMC 131B	Paramedic Clinical Practicum 2	3.00
EMC 133A	Paramedic Theory 1A - Preparatory	9.50
EMC 133B	Paramedic Theory 1B - Trauma Emergencies	2.50
EMC 133C	Paramedic Theory 2A - Medical Emergencies	8.00
EMC 133D	Paramedic Theory 2B - Pediatric and other Emergencies	3.50

**NOTES:**

Student's participating in the program must have the following:

High school diploma/GED

Current EMT- 1 certificate

Current health care provider CPR certification

Current immunizations (MMR, Tetanus, Hepatitis B, negative TB Skin test)

Evidence of good health verified by a physical examination

Background clearance

EMC program staff registers students into EMC 133A through D and 131A after enrollment is complete. Students are unable to enroll independently.

EMC 109 is taken in the Spring before the Paramedic Academy begins. Enrollment into EMC 109 is based on approval from EMC Program.

EMC 133A begins in early August and continues into Fall semester. EMC 131A is a co-enrollment with EMC 133A.

Outside coursework for EMC 114 and ANAT 40 may be accepted for application to the Paramedic Academy. Determination of acceptance is made on a case by case basis. Prospective students should review the student learning objectives for each course and compare them to the outside coursework prior to taking the class(es).

ANAT 58 may be considered as a substitute for ANAT 40

**PENAL CODE 832 POWERS OF ARREST**

Program of Study Code: 005029

Term Effective: Fall 2018

**0.75 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (<mailto:jadams2@santarosa.edu>)

**PROGRAM DESCRIPTION:**

This single-course Skills Certificate is an introduction to criminal law, laws of arrest, search and seizure and basic law enforcement principles and practices. It fulfills the arrest component of the training mandated by California Penal Code Section 832 (PC 832) for employment as a peace officer. The course is certified by the California Commission on Peace Officer Standards and Training (POST) and the State Standards and Training for Corrections Program (STC).

**PROGRAM STUDENT LEARNING OUTCOMES**

1. Describe the role and responsibilities of a peace officer in the State of California;

2. Describe the role of arrest in the criminal justice system.

## **PENAL CODE 832 POWERS OF ARREST - COMPLETE 0.75 UNITS**

AJ 355

Penal Code 832 Powers of Arrest

0.75

Course

## **PEST CONTROL ADVISER**

Program of Study Code: 003337

Term Effective: Fall 2023

**42.00 Units**

(707) 527-4987

[mpadgettjohnson@santarosa.edu](mailto:mpadgettjohnson@santarosa.edu) (mailto:mpadgettjohnson@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Pest Control Adviser (PCA) Certificate of Achievement prepares students to be licensed professional production consultants who serve California agriculture, natural resource and horticulture producers. PCAs specialize in pest and disease management. In addition they are an important resource to growers in matters related to general plant health. This certificate satisfies the core-course requirements specified for Option 3.b in preparing for and qualifying to take the PCAs exam(s) with the California Department of Pesticide Regulation (DPR). The following courses need to be completed with a 2.0 or better grade point average.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Qualify to take the PCA licensing exams from the California Department of Pesticide Regulation, including Laws and Regulations, and the specific license categories of A) insect, mites, and other invertebrates B) plant pathogens C) nematodes D) vertebrate pests E) weeds F) defoliation and G) plant growth regulators.
2. Explain and apply basic principles of soils, cation exchange capacity, entomology, epidemiology, and botany to agricultural practices and pesticide modes of action.
3. Correctly identify the causal agents for pest infestations and disease infections in agricultural settings, and suggest effective control strategies that include biological control, cultural control, mechanical control and chemical control methods, in this order.
4. Read and interpret any pesticide label, and recommend legal, safe and appropriate application of that chemical.

## **PEST CONTROL ADVISER REQUIREMENTS - COMPLETE 42.00 UNITS**

Complete any combination totaling at least 12.00 units from the following:

### **Physical & Biological Sciences**

BIO 2.1

Fundamentals of Biology (Cell  
and Molecular)

5.00



BIO 2.3	Fundamentals of Biology (Botany and Ecology)	5.00
BIO 10	Introduction to Principles of Biology	4.00
BIO 12	Basic Concepts of Ecology	3.00
BOTANY 10	Plant Biology	4.00
BOTANY 60	Field Botany	4.00
CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 3B	General Chemistry Part 2	5.00
CHEM 8	Introductory Organic Chemistry	5.00
CHEM 12A	Organic Chemistry	5.00
CHEM 12B	Organic Chemistry	5.00
CHEM 42	Introductory General Chemistry	4.00
ENVS 12	Introduction to Environmental Science	3.00
EQSCI 52	Equine Health	3.00
MICRO 5	General Microbiology	5.00
MICRO 60	Fundamentals of Microbiology	4.00
NRM 12	Introduction to Environmental Conservation	3.00

**Complete any combination totaling at least 9.00 units from the following:**

**Crop Health**

AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
HORT 144	Landscape Irrigation	3.00
SUSAG 64	Warm Season Vegetable Production	2.00
SUSAG 65	Cool Season Vegetable Production	2.00
SUSAG 103	Composting for Commercial Organic Farming and Gardening	1.00
VIT 124	Vineyard Irrigation and Fertilization	1.00

**Complete any combination totaling at least 6.00 units from the following:**

**Pest Management Systems & Methods**

AGRI 70	Integrated Pest Management	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
VIT 70		

Vineyard Pest and Disease Management	3.00	
VIT 132	Advances in Vineyard Integrated Pest and Disease Management	0.50

**Complete any combination totaling at least 6.00 units from the following:**

**Production Systems**

ANSCI 20	Basic Animal Science	3.00
ANSCI 27	Beef Cattle Science	3.00
ANSCI 29	Dairy Cattle Industry/Dairy Cattle Science	3.00
ANSCI 61	Livestock Feeding and Nutrition	3.00
ANSCI 91	Rangeland Management	3.00
ANSCI 153	Sustainable Agriculture Production Systems with Animals	3.00
ANSCI 171	Livestock Behavior and Humane Management	1.00
EQSCI 25	Equine Science	3.00
HORT 8	Landscape Plants: Summer/Fall	3.00
HORT 12	Landscape Plants: Winter/Spring	3.00
HORT 70	Plant Propagation	3.00
HORT 71	Nursery Production	3.00
HORT 72	Greenhouse Production	3.00
HORT 80	Landscape Maintenance	3.00
NRM 70	Forest Management and Assessment	4.00
SUSAG 109	Organic Crop Planning and Production	4.00
SUSAG 116	Organic Apple Production	1.00
SUSAG 117	Organic Fruit Tree and Berry Production	1.50
SUSAG 119	Specialty Crop Production	2.00
VIT 51	Viticulture: Fall Practices	3.00
VIT 52	Viticulture: Spring Practices	3.00
VIT 53	Advanced Vineyard Practices for Quality Production	3.00
VIT 54	Viticulture: Summer Practices	1.00
VIT 55	Basic Wine Grape Viticulture	3.00
VIT 60	Vineyard Management	3.00
VIT 113	Organic Viticulture	1.50
VIT 114	Sustainable Viticulture	1.50
VIT 122	Vineyard Canopy Management	1.00
VIT 123	Budding & Grafting	0.25

VIT 130	Grapevine Physiology	1.00
VIT 132	Advances in Vineyard Integrated Pest and Disease Management	0.50
VIT 133	Advances in Viticulture	1.00

**Complete any combination totaling at least 9.00 units from the following:**

**Pest Control Adviser Electives**

AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
AGRI 70	Integrated Pest Management	3.00
ANSCI 20	Basic Animal Science	3.00
ANSCI 27	Beef Cattle Science	3.00
ANSCI 29	Dairy Cattle Industry/Dairy Cattle Science	3.00
ANSCI 61	Livestock Feeding and Nutrition	3.00
ANSCI 91	Rangeland Management	3.00
ANSCI 153	Sustainable Agriculture Production Systems with Animals	3.00
ANSCI 171	Livestock Behavior and Humane Management	1.00
EQSCI 25	Equine Science	3.00
HORT 8	Landscape Plants: Summer/Fall	3.00
HORT 12	Landscape Plants: Winter/Spring	3.00
HORT 70	Plant Propagation	3.00
HORT 71	Nursery Production	3.00
HORT 72	Greenhouse Production	3.00
HORT 80	Landscape Maintenance	3.00
HORT 144	Landscape Irrigation	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 109	Organic Crop Planning and Production	4.00
SUSAG 116	Organic Apple Production	1.00
SUSAG 117	Organic Fruit Tree and Berry Production	1.50
SUSAG 119	Specialty Crop Production	2.00
VIT 51	Viticulture: Fall Practices	3.00
VIT 52	Viticulture: Spring Practices	3.00
VIT 53	Advanced Vineyard Practices for Quality Production	3.00
VIT 54	Viticulture: Summer Practices	1.00
VIT 55	Basic Wine Grape Viticulture	3.00
VIT 60	Vineyard Management	3.00

VIT 70	Vineyard Pest and Disease Management	3.00
VIT 113	Organic Viticulture	1.50
VIT 114	Sustainable Viticulture	1.50
VIT 122	Vineyard Canopy Management	1.00
VIT 123	Budding & Grafting	0.25
VIT 130	Grapevine Physiology	1.00
VIT 132	Advances in Vineyard Integrated Pest and Disease Management	0.50
VIT 133	Advances in Viticulture	1.00

## NOTES:

Elective units may not be double-counted towards requirements

## PHARMACY TECHNICIAN

Program of Study Code: 003251

Term Effective: Fall 2023

**19.50 Units**

(707) 524-1631

[jnieto@santarosa.edu](mailto:jnieto@santarosa.edu) (<mailto:jnieto@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Pharmacy Technician Certificate of Achievement prepares students to be registered pharmacy technicians and for employment in a variety of pharmacy settings. Upon successful completion of the program, students are qualified to apply to the California State Board of Pharmacy for registration as a pharmacy technician. Registration is a legal requirement for employment. Graduates of the certificate program are also encouraged to sit for the National Pharmacy Technician Certification Exam. While not currently a state requirement for employment, many employers provide increased compensation to pharmacy technicians once they become nationally certified.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Pharmacologically classify a drug after having been presented with its generic name, brand (trade) name, chemical name and indication;
2. interpret current federal and state legislation and name the agencies regulating the practice of pharmacy;
3. create patient profiles utilizing information obtained from the prescription and the patient;
4. read and write proper medical notation on the drug order and interpret information on drug labels and stock bottles;
5. calculate the oral dosages of drugs, both solid and liquid forms based on currently accepted pharmaceutical mathematics;

6. describe the pharmacological action, therapeutic effects, common side effects, doses and drug interactions of common medications prescribed to treat dysfunction of selected body systems; and
7. describe common pharmaceutical measuring, weighing and compounding devices and accurately use the metric, apothecary, avoirdupois and household systems to count and measure.

## PHARMACY TECHNICIAN REQUIREMENTS - COMPLETE 19.50 UNITS

PHARM 102	Pharmaceutical Calculations for the Pharmacy Technician	2.00
PHARM 103	Critical Thinking and Management Skills for the PT	2.00
PHARM 150	Introduction to Pharmacy Technician	3.00
PHARM 152	Ambulatory Pharmacy Practice	2.00
PHARM 154A	Retail Clinical 1	1.00
PHARM 154B	Retail Clinical 2	2.00
PHARM 155	Pharmacology	4.00
PHARM 156	Dispensing and Compounding	2.50
PHARM 157	Hospital Pharmacy Practice for the Pharmacy Technician	0.50
PHARM 157L	Hospital Pharmacy Clinical Experience	0.50

### NOTES:

Licensure Note: The California State Board of Pharmacy may deny licensure for felony or misdemeanor offences. It is the responsibility of the student to present sufficient evidence of rehabilitation prior to licensure and/or secure a pre-application process with the Board, independent to the program admission application.

Other Notes:

- All courses must be completed with a "C" or better.
- PHARM 150 (delivered online) is only offered in the Summer semester and it is suggested that students take CSKLS 334- How to Take an Online Class, before enrolling for PHARM 150.

## PILATES APPARATUS INSTRUCTOR

Program of Study Code: 003376

Term Effective: Fall 2023

**8.00 Units**

(707) 778-4116

## PROGRAM DESCRIPTION:

The Pilates Apparatus Instructor Certificate prepares students to instruct Pilates Apparatus exercises in group classes and one-on-one private or semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings, or private studios. The program includes instruction in the principles, techniques, teaching skills, history, and movement theory behind Pilates training in addition to applied kinesiology and anatomy. Students are required to complete and document personal Pilates sessions, observation hours, and student teaching hours.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify and explain Pilates movement principles and applied kinesiology and anatomy fundamentals.
2. Demonstrate safe and effective use, instruction, and programming for teaching Pilates Apparatus to diverse populations, age ranges, and ability levels.
3. Utilize inclusive and effective communication and teaching skills through clear demonstration, appropriate verbal cueing, and proper use of Pilates terminology for a wide variety of participants.

## PILATES APPARATUS INSTRUCTOR REQUIREMENTS - COMPLETE 8.00 UNITS

KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 90	Pilates Teaching Methodology and Principles	2.00
KINES 93	Pilates Apparatus Instructor Training	2.00

Complete any combination totaling at least 1.00 unit from the following:

KINES 50.5	Pilates Apparatus Teaching Practicum	1.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

## PILATES COMPREHENSIVE INSTRUCTOR

Program of Study Code: 003377

Term Effective: Fall 2023

**16.00 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (mailto:tjacobson@santarosa.edu)

## PROGRAM DESCRIPTION:

Pilates Comprehensive Instructor Certificate prepares students to instruct the complete repertoire of Pilates Mat, Reformer, and Apparatus equipment exercises in group classes and one-on-one private or semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings, or private studios. The program includes instruction in the principles, techniques, teaching skills, history, and movement theory behind Pilates training in addition to applied kinesiology and anatomy. Students are required to complete and document personal Pilates sessions, observation hours, and student teaching hours. Students 18 years of age or older who complete Santa Rosa Junior College's Pilates Comprehensive Instructor Certificate (16 units) are prepared to take the National Pilates Certification Exam.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Identify and explain Pilates movement principles and applied kinesiology and anatomy fundamentals.
2. Demonstrate safe and effective use, instruction, and programming for teaching Pilates mat, reformer and apparatus equipment to diverse populations, age ranges, and ability levels.
3. Utilize inclusive and effective communication and teaching skills through clear demonstration, appropriate verbal cueing, and proper use of Pilates terminology for a wide variety of participants.

## PILATES COMPREHENSIVE INSTRUCTOR REQUIREMENTS - COMPLETE 16.00 UNITS

KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 90	Pilates Teaching Methodology and Principles	2.00
KINES 91	Pilates Mat Instructor Training	3.00
KINES 92	Pilates Reformer Instructor Training	3.00
KINES 93	Pilates Apparatus Instructor Training	2.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.3	Pilates Mat Teaching Practicum	1.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.4	Pilates Reformer Teaching Practicum	1.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.5	Pilates Apparatus Teaching Practicum	1.00
WEOC 99I		

Internship Occupational Work      0.50-8.00  
Experience

## **PILATES MAT INSTRUCTOR**

Program of Study Code: 003374

Term Effective: Fall 2023

**9.00 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (mailto:tjacobson@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Pilates Mat Instructor Certificate prepares students to instruct Pilates Mat exercises in group classes and one-on-one private or semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings, or private studios. The program includes instruction in the principles, techniques, teaching skills, history, and movement theory behind Pilates training in addition to applied kinesiology and anatomy. Students are required to complete and document personal Pilates Mat sessions, observation hours, and student teaching hours.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and explain Pilates movement principles and applied kinesiology and anatomy fundamentals.
2. Demonstrate safe and effective use, instruction, and programming for teaching Pilates Mat to diverse populations, age ranges, and ability levels.
3. Utilize inclusive and effective communication and teaching skills through clear demonstration, appropriate verbal cueing, and proper use of Pilates terminology for a wide variety of participants.

### **PILATES MAT INSTRUCTOR REQUIREMENTS - COMPLETE 9.00 UNITS**

KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 90	Pilates Teaching Methodology and Principles	2.00
KINES 91	Pilates Mat Instructor Training	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.3	Pilates Mat Teaching Practicum	1.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00



# PILATES REFORMER INSTRUCTOR

Program of Study Code: 003375

Term Effective: Fall 2023

**9.00 Units**

(707) 778-4116

[tjacobson@santarosa.edu](mailto:tjacobson@santarosa.edu) (mailto:tjacobson@santarosa.edu)

## **PROGRAM DESCRIPTION:**

The Pilates Reformer Instructor Certificate prepares students to instruct Pilates Reformer exercises in group classes and one-on-one private or semi-private training sessions at health clubs, fitness and wellness centers, community centers, corporate settings, or private studios. The program includes instruction in the principles, techniques, teaching skills, history, and movement theory behind Pilates training in addition to applied kinesiology and anatomy. Students are required to complete and document personal Pilates Reformer sessions, observation hours, and student teaching hours.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Identify and explain Pilates movement principles and applied kinesiology and anatomy fundamentals.
2. Demonstrate safe and effective use, instruction, and programming for teaching Pilates Reformer to diverse populations, age ranges, and ability levels.
3. Utilize inclusive and effective communication and teaching skills through clear demonstration, appropriate verbal cueing, and proper use of Pilates terminology for a wide variety of participants.

## **PILATES REFORMER INSTRUCTOR REQUIREMENTS - COMPLETE 9.00 UNITS**

KINES 80	Introduction to Applied Kinesiology and Anatomy	3.00
KINES 90	Pilates Teaching Methodology and Principles	2.00
KINES 92	Pilates Reformer Instructor Training	3.00

**Complete any combination totaling at least 1.00 unit from the following:**

KINES 50.4	Pilates Reformer Teaching Practicum	1.00
WEOC 99I	Internship Occupational Work Experience	0.50-8.00

## **PROBATION OFFICER BASIC COURSE**

Program of Study Code: 005052

Term Effective: Fall 2018

**5.50 Units**

(707) 524-1731

[jadams2@santarosa.edu](mailto:jadams2@santarosa.edu) (<mailto:jadams2@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

This single-course Skills Certificate will identify and specify the training necessary for entry level probation officers who have no prior training or experience in the correctional field. Issues addressed will consist of those knowledge and skills which are essential for the newly hired probation officer to meet minimum performance standards for entry level personnel and to obtain maximum benefit from subsequent on-the-job training experience. The student will be introduced to the adult/juvenile court systems and processes which will cover court reports, writing initial violator reports, case information gathering, conducting interviews and assessments. The student will also be introduced to crisis intervention counseling.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Student will be able to identify and demonstrate major tasks and responsibilities of a probation officer in the State of California as defined in a periodic statewide job analysis;
2. Student will identify and describe the overall mission of a probation officer and its place in the California justice system as established in California law.

### **PROBATION OFFICER BASIC COURSE REQUIREMENTS - COMPLETE 5.50 UNITS**

AJ 365

Probation Officer

5.50

## **PUBLIC SAFETY DISPATCHER BASIC COURSE**

Program of Study Code: 005038

Term Effective: Fall 2011

**2.00 Units**

(707) 836-2909

[carnold@santarosa.edu](mailto:carnold@santarosa.edu) (<mailto:carnold@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Public Safety Dispatcher Skills Certificate covers the training necessary for entry level public safety dispatchers who have no prior training or limited experience in the area of dispatching. Issues addressed consist of knowledge and skills necessary for dispatchers to meet minimum performance standards for entry level positions. The student will be introduced to the criminal justice system, the laws as they pertain to dispatchers and public safety, communication theory, telephone procedures, radio procedures, resource and referral services, critical incidents, and stress management.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Meet the minimum standards set by the California Commission on Peace Officer Standards and Training (POST) for entry into a public safety agency as a public safety dispatcher;
2. Identify the basic roles, responsibilities, and duties of the public safety dispatcher within the public safety agency;
3. Demonstrate the practical application of the public safety dispatcher skills; and
4. Apply the skills and knowledge necessary to work in a public safety communications center in a productive and professional manner.

## PUBLIC SAFETY DISPATCHER REQUIREMENTS - COMPLETE 2.00 UNITS

AJ 353	Public Safety Dispatcher Basic Course	2.00
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## RADIOLOGIC TECHNOLOGY

Program of Study Code: 003059

Term Effective: Fall 2023

**94.50 Units**

(707) 527-4346

[talander@santarosa.edu](mailto:talander@santarosa.edu) (<mailto:talander@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Radiologic Technology Certificate of Achievement provides training in the operation of X-ray and computer equipment, performance of radiological procedures, creating and processing radiographs, experience in other advanced imaging modalities, and radiation protection. A minimum of 1,850 clinical hours is required in hospitals and radiology departments affiliated with Santa Rosa Junior College. Elective clinical experience in other modalities is available. The SRJC program, accredited by the Joint Review Committee on Education in Radiologic Technology, is approved by the California State Department of Public Health - Radiologic Health Branch. Upon successful program completion, eligible graduates (contact individual health care agencies for specific criteria and pre-application review process) will be allowed to sit for examinations administered by the American Registry of Radiologic Technologists and the California State Department of Public Health - Radiologic Health Branch.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Deliver high quality services in Radiology;
2. Observe a high level of medical ethics;
3. Perform radiographic job duties with professionalism;
4. Use effective communication skills;
5. Use critical thinking skills to analyze and resolve imaging issues; and
6. Demonstrate clinical competency of an entry-level technologist.

## PROGRAM SELECTION PROCESS:

Applicants who have completed all of the program prerequisites by the deadline of the application year will be qualified for the lottery selection process. Please contact the Health Science Department for information about entering the program.

## RADIOLOGIC TECHNOLOGY PREREQUISITES - COMPLETE 28.00 UNITS

CS 5	Computer Literacy	3.00
HLC 160	Medical Terminology	3.00
RADT 99	Community Engagement Related to Medical Imaging	1.00
RADT 100	Survey of Medical Imaging	2.00

**Complete any combination totaling at least 4.00 units from the following:**

ENGL 1A	College Composition	4.00
ESL 10	ESL College Composition	4.50

**Complete any combination totaling at least 3.00 units from the following:**

ANAT 1	General Human Anatomy	5.00
ANAT 58	Introduction to Human Anatomy	3.00

**Complete any combination totaling at least 3.00 units from the following:**

PHYSIO 1	Human Physiology	5.00
PHYSIO 58	Introduction to Human Physiology	3.00

**Complete any combination totaling at least 3.00 units from the following:**

COMM 7	Intercultural Communication	3.00
COMM 1	Introduction to Public Speaking	3.00

*And*

HIST 21	Race, Ethnicity and Gender in American Culture	3.00
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*or*

COMM 1	Introduction to Public Speaking	3.00
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*And*

HUMAN 6	Humanities in the United States	3.00
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*or*

COMM 1	Introduction to Public Speaking	3.00
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<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 1	Introduction to Public Speaking	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	HIST 21	Race, Ethnicity and Gender in American Culture	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	HUMAN 6	Humanities in the United States	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 6	Interpersonal Communication	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00
<i>or</i>	COMM 4	Communication Skills	3.00
<i>And</i>	HIST 21	Race, Ethnicity and Gender in American Culture	3.00
<i>or</i>	COMM 4	Communication Skills	3.00
<i>And</i>	HUMAN 6	Humanities in the United States	3.00
<i>or</i>	COMM 4	Communication Skills	3.00
<i>And</i>	PSYCH 34	The Psychology of Prejudice and Discrimination	3.00
<i>or</i>	COMM 4	Communication Skills	3.00
<i>And</i>	SOC 30	Race and Ethnic Relations	3.00

**Complete any combination totaling at least 3.00 units from the following:**

MATH 101	Mathematics for the Associate Degree	3.00
MATH 154	Elementary and Intermediate Algebra For Business and STEM	8.00
MATH 156	Intermediate Algebra for Business and STEM Majors	5.00
MATH 161	Mathematics Preparation for Statistics and Liberal Arts	4.00
PSYCH 9	Introduction to Behavioral Sciences Statistics	3.00

**Any higher level (<https://assessment.santarosa.edu/math-sequence-chart>) math course will satisfy requirement**

**Complete any combination totaling at least 3.00 units from the following:**

PSYCH 1A	General Psychology	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 52	Interpersonal Communication	3.00

**RADIOLOGIC TECHNOLOGY REQUIREMENTS - COMPLETE 66.50 UNITS**

RADT 60	Introduction to Radiologic Technology	3.00
RADT 61A	Radiographic Positioning 1	4.00
RADT 61B	Radiographic Positioning 2	3.00
RADT 61C	Radiographic Positioning 3	1.00
RADT 63A	Radiation Physics and Medical Imaging Systems	3.00
RADT 63B	Radiobiology Radiation Protection, and Quality Control	3.00
RADT 64	Patient Care in Radiology	3.00
RADT 64L	Patient Care in Radiology Laboratory	2.00
RADT 65	Pathology in Radiology	3.50
RADT 66	Special Modalities	4.00
RADT 68	Preparation for Professional Practice	3.00
RADT 71A	Clinical Experience 1	4.50
RADT 71B	Clinical Experience 2	6.00
RADT 71C	Clinical Experience 3	2.50
RADT 71D	Clinical Experience 4	8.50
RADT 71E	Clinical Experience 5	8.50
RADT 71F	Clinical Experience 6	4.00

## **PROGRAM REQUIREMENTS NOTES:**

Program prerequisites are put in place by external accreditation and regulatory agencies and are not subject to catalog rights. Starting Fall 2009, only college transferable reading and composition courses (English 1A or equivalent) will be accepted to fulfill the English prerequisite requirement. Completion of all prerequisites must show on official transcripts. Listing of articulated classes are available for review: Articulation Agreements (<https://articulation.santarosa.edu/california-community-colleges>). (<https://articulation.santarosa.edu/california-community-colleges>)

Starting in 2015, the American Registry of Radiologic Technologists will require an Associate Degree as eligibility to sit for the licensing examination. Therefore, the SRJC Radiologic Technology Program strongly urges all applicants who do not possess an Associate Degree or higher, to complete all of the general education requirements for an Associate of Science degree prior to admission to the program in Fall 2013. The program prerequisites only fulfill the graduation requirements in areas A, B, C, D, and G for students using the Option A General Education Pattern.

Recency: applies to Anatomy and Medical Terminology only. Recency is five years preceding the year of application closing.

## **NOTES:**

Accepted students must successfully pass a criminal background check (paid by students) that will require social security numbers.

All program classes and prerequisites taken in conjunction with this program must be completed with a letter grade of 'C' or better.

For students interested in pursuing mammography we offer RADT 102 - Mammography for Radiologic Technology Effective Fall 2022, RADT 99 will be a 1 unit course (60 hours).

## **RESIDENTIAL ELECTRICAL APPRENTICESHIP**

Program of Study Code: 003369

Term Effective: Fall 2023

**21.00 Units**

(707) 527-4329

[guser73@santarosa.edu](mailto:guser73@santarosa.edu) (<mailto:guser73@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Residential Electricians' Trade Certificate is a three-year apprenticeship that consists of 4,800 hours of on-the-job training (OJT) and 480 hours of classroom instruction. While completing the Residential Electricians' Trade Certificate, apprentices are paid while they work and learn. Application and acceptance into the Redwood Empire

Electrical Training Center is a requirement to start this program

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe and demonstrate electrical principles and regulations related to Residential Electricians' trade.
2. Demonstrate knowledge of theory and regulations of Residential Electricians' trade.
3. Apply best practices in practical environment related to Residential Electricians' trade.

## APPRENTICESHIP: RESIDENTIAL ELECTRICIAN - COMPLETE 21.00 UNITS

APED 221.1	Electrician Apprentice Residential Wiring, 1st Semester	3.50
APED 221.2	Electrician Apprentice Residential Wiring, 2nd Semester	3.50
APED 221.3	Electrician Apprentice Residential Wiring, 3rd Semester	3.50
APED 221.4	Electrician Apprentice Residential Wiring, 4th Semester	3.50
APED 221.5	Electrician Apprentice Residential Wiring, 5th Semester	3.50
APED 221.6	Electrician Apprentice Residential Wiring, 6th Semester	3.50

## SIGNAL TECHNICIAN

Program of Study Code: 003359

Term Effective: Fall 2020

**20.00 Units**

(707) 527-4915

[mpapa@santarosa.edu](mailto:mpapa@santarosa.edu) (<mailto:mpapa@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Signal Technician certificate of achievement will train students to repair, test, adjust, and install electronic equipment, such as industrial controls, transmitters, and antennas. Course requirements will cover assembly, testing, and troubleshooting of automation devices as well as programmable logic controller programs, their installation and related maintenance.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Evaluate transmission signals, transmission lines, and antennas.
2. Analyze and measure the characteristics of typical DC and AC circuits.
3. Apply multimeter and oscilloscope measurement techniques to solid state circuits.



4. Build an electronic device using a schematic and device specifications.
5. Install and test the operation of a ladder logic Program for a PLC.
6. Design and program LabVIEW virtual instruments.

## **SIGNAL TECHNICIAN REQUIREMENTS - COMPLETE 20.00 UNITS**

ELEC 54A	Direct and Alternating Current Theory	3.00
ELEC 54B	Fundamentals of Electronic Devices	3.00
ELEC 64A	Electronic Construction 1	2.00
ELEC 88	Computer Hardware	3.00
ELEC 153	Programmable Logic Controllers	3.00
ELEC 167	Radio Frequency and Wireless Communications	3.00
ELEC 180	LabVIEW for Technicians	3.00

## **SOCIAL WORK AND HUMAN SERVICES: ADDICTION STUDIES**

Program of Study Code: 003194

Term Effective: Fall 2023

**42.00 Units**

(707) 527-4289

[jpaisley@santarosa.edu](mailto:jpaisley@santarosa.edu) (<mailto:jpaisley@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Social Work and Human Services: Addiction Studies Certificate of Achievement provides the educational component necessary for certification as a Certified Addiction Treatment Specialist through the California Association of Alcohol and Drug Educators (CAADE). Students completing the coursework are eligible to sit for the certifying exam to become a Certified Addiction Treatment Specialist.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate an understanding of the social work and human services field and its operational function in relation to client services;
2. Examine and perform various social work and human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity; and
3. Identify the essential components of alcohol and drug addiction and employ the tools and skills needed to work with clients in treatment centers.

## **SOCIAL WORK AND HUMAN SERVICES CORE REQUIREMENTS - COMPLETE 31.50 UNITS**

COUN 7	Identity and Cultural Diversity	3.00
SWHS 80	Introduction to Addiction Studies	3.00
SWHS 83	Family Systems in Addiction Studies	3.00
SWHS 87	Ethical Issues in Human Services	3.00
SWHS 88	Internship Practicum	1.50
SWHS 90	Introduction to Human Services	3.00
SWHS 91	Skills and Techniques in Human Services	3.00
SWHS 92	Introduction to Group Counseling	3.00
SWHS 93	Introduction to Case Management	3.00
SWHS 96	Co-Occurring Disorders	3.00
SWHS 99I	Human Services Internship Work Experience	0.50-8.00

## **ADDICTION STUDIES REQUIREMENTS - COMPLETE 10.50 UNITS**

SWHS 81	Prevention and Education on Addiction	3.00
SWHS 82	Pharmacological & Physiological Effects of Addiction	3.00
SWHS 88	Internship Practicum	1.50
SWHS 99I	Social Work and Human Services Internship Work Experience	0.50-8.00

### **NOTES:**

It is strongly recommended that students complete SWHS 88 and SWHS 99I in the final semester of taking the core requirements. In this program, SWHS 99I consists of internships in alcohol or drug settings.

CAADE Certification requires that students complete two internships in different modalities. Students will therefore complete a second SWHS 99I internship as part of the Addiction Studies emphasis requirements.

SWHS 88 must be taken twice for a total of 3.00 units.

## **SOCIAL WORK AND HUMAN SERVICES: ADVOCACY**

Program of Study Code: 003196

Term Effective: Fall 2023

## 34.50 Units

(707) 527-4289

[jpaisley@santarosa.edu](mailto:jpaisley@santarosa.edu) (<mailto:jpaisley@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Social Work and Human Services Advocacy Certificate of Achievement program is an interdisciplinary approach to understanding the skills needed in human rights advocacy. This program prepares students to work in a community setting at an entry level.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate an understanding of the social work and human services field and its operational function in relation to client services; and
2. Examine and perform various social work and human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the social work and human services field; and
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of social work and human services clients.

### SOCIAL WORK AND HUMAN SERVICES: ADVOCACY CORE REQUIREMENTS - COMPLETE 25.50 UNITS

COUN 7	Identity and Cultural Diversity	3.00
SWHS 80	Introduction to Addiction Studies	3.00
SWHS 90	Introduction to Human Services	3.00
SWHS 91	Skills and Techniques in Human Services	3.00
SWHS 93	Introduction to Case Management	3.00
SWHS 87	Ethical Issues in Human Services	3.00
SWHS 88	Internship Practicum	1.50
SWHS 99I	Human Services Internship Work Experience	0.50-8.00

Complete any combination totaling at least 3.00 units from the following:

SWHS 92	Introduction to Group Counseling	3.00
SWHS 96	Co-Occurring Disorders	3.00

### ADVOCACY EMPHASIS REQUIREMENTS - COMPLETE 9.00 UNITS

SWHS 95	Advocating for Social Change	3.00
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Complete any combination totaling at least 6.00 units from the following:

AJ 25	Community Relations	3.00
AJ 53	Juvenile Procedures	3.00
AJ 56	Crime and Criminal Justice in Society	3.00
AJ 71	Correctional Interviewing & Counseling	3.00
ASL 1	Elementary American Sign Language - Part I	4.00
CHLD 10	Child Growth and Development	3.00
CHLD 53A	Introduction to Children with Special Needs	3.00
CHLD 90.1	Child, Family, Community Interrelationships	3.00
COUN 20	Sex and Gender	3.00
HLC 160	Medical Terminology	3.00
PHIL 7	Contemporary Moral Issues	3.00
PSYCH 1A	General Psychology	3.00
PSYCH 3	Human Sexuality	3.00
PSYCH 4	Child and Adolescent Psychology	3.00
PSYCH 5	Abnormal Psychology	3.00
PSYCH 7	Theories of Personality	3.00
PSYCH 30	Social Psychology	3.00
PSYCH 40	Introduction to Psychology of Gender	3.00
PSYCH 56	Aging, Dying and Death	3.00
RELS 2	World Religions	3.00
SOC 2	Modern Social Problems	3.00
SOC 30	Race and Ethnic Relations	3.00
SWHS 81	Prevention and Education on Addiction	3.00
SWHS 82	Pharmacological & Physiological Effects of Addiction	3.00
SWHS 83	Family Systems in Addiction Studies	3.00
SWHS 92	Introduction to Group Counseling	3.00
SWHS 96	Co-Occurring Disorders	3.00

## NOTES:

It is strongly recommended that students complete SWHS 88 and SWHS 99I in the final semester of taking the core requirements. SWHS 92 and SWHS 96 can only count once.

## **SOCIAL WORK AND HUMAN SERVICES: FOUNDATIONS IN RECOVERY AND ACADEMIC SUCCESS**

Program of Study Code: 005125

Term Effective: Fall 2023

**7.00 Units**

(707) 527-4289

[jpaisley@santarosa.edu](mailto:jpaisley@santarosa.edu) (<mailto:jpaisley@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Social Work and Human Services Foundations in Recovery and Academic Success skills certificate is an interdisciplinary approach to prepare students for college who are early in recovery. Collegiate recovery promotes education as a related protective social determinant of health and wellness for students in the process of recovery. Students completing this certificate will be better prepared to complete their educational goals as they pursue careers across all disciplines.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Recognize how the family, social networks, and community systems are factors in addiction prevention.
2. Recognize behavioral, psychological, health, and social effects of substance abuse on the user and the user's family and friends.
3. Create short- and long-term goals in order to obtain academic objectives.
4. Identify the resources and student services offered at Santa Rosa Junior College to support academic success.
5. Analyze personal health and develop a behavior change plan to improve one's health and wellness.

### **SOCIAL WORK AND HUMAN SERVICES: FOUNDATIONS IN RECOVERY AND ACADEMIC SUCCESS - COMPLETE 7.00 UNITS**

SWHS 80	Introduction to Addiction Studies	3.00
KINES 53	Principles of Health and Wellness	3.00
COUN 60	Effective Study Workshop	1.00

## **SOLAR PHOTOVOLTAICS: BASICS**

Program of Study Code: 005122

Term Effective: Fall 2020

**8.00 Units**

(707) 527-4634

[rgrandmaison@santarosa.edu](mailto:rgrandmaison@santarosa.edu) (<mailto:rgrandmaison@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Solar Photovoltaics: Basics certificate of achievement is comprised of industry-driven courses focused on the development of introductory skills and knowledge used in the installation, design and sales of solar photovoltaic systems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Have a general understanding of the various roles and responsibilities of people working in the solar photovoltaic and related industries.
2. Identify and propose remedy for unsafe workspace conditions.
3. Describe in general, the components, tools, and installation methods used for installation of grid tie residential solar photovoltaic systems.

## SOLAR PHOTOVOLTAICS: BASICS REQUIREMENTS - COMPLETE 8.00 UNITS

RENRG 101	Renewable Energy Industry Careers	2.00
RENRG 102	Electrical Trade Tools, Parts, Components & OSHA 10	2.00
RENRG 103	Basics of Grid Tie Residential Systems	3.00

Complete any combination totaling at least 1.00 unit from the following:

BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
LIR 10	Introduction to Information Literacy	1.00

## SOLAR PHOTOVOLTAICS: SYSTEM DESIGN & SALES

Program of Study Code: 003358

Term Effective: Fall 2020

**12.00 Units**

(707) 527-4634

[rgrandmaison@santarosa.edu](mailto:rgrandmaison@santarosa.edu) (<mailto:rgrandmaison@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Solar Photovoltaics: System Design and Sales certificate of achievement is comprised of industry-driven courses focused on the development of skills and knowledge used in the design and sales of solar photovoltaic systems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe the basic technology, tools, materials, and equipment commonly used in residential solar photovoltaics systems;
2. Apply necessary safety precautions to minimize workplace hazards and protect customer's property;
3. Identify proper site location and installation of residential photovoltaic panels, electrical distribution, inverters, electrical connection, conversion, and distribution components;
4. Evaluate residential customer needs for current and future electricity use, recommend a sufficient photovoltaics system, determine financing options;
5. Determine the suitability for advanced topics application to project-specific uses.

## SOLAR PHOTOVOLTAICS SYSTEM DESIGN AND SALES - COMPLETE 12.00 UNITS

RENRG 101	Renewable Energy Industry Careers	2.00
RENRG 102	Electrical Trade Tools, Parts, Components & OSHA 10	2.00
RENRG 103	Basics of Grid Tie Residential Systems	3.00
RENRG 105	Grid Tie Residential Solar PV System Design & Sales	3.00
RENRG 106	Photovoltaic Battery Storage System Specialty	2.00

## SOLAR PHOTOVOLTAICS: SYSTEM INSTALLATION

Program of Study Code: 003357

Term Effective: Fall 2020

**12.00 Units**

(707) 527-4634

[rgrandmaison@santarosa.edu](mailto:rgrandmaison@santarosa.edu) (<mailto:rgrandmaison@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Solar Photovoltaics: System Installation certificate of achievement is comprised of industry-driven courses focused on the development of skills and knowledge used in the installation of solar photovoltaic systems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe the basic technology, tools, materials, and equipment commonly used in residential solar photovoltaics systems;
2. Apply necessary safety precautions to minimize workplace hazards and protect customer's property;
3. Identify proper site location and installation of residential photovoltaic panels, electrical distribution, inverters, electrical connection, conversion, and distribution components;
4. Assemble a simple racking and module system;
5. Determine the suitability for advanced topics application to project-specific uses.

## SOLAR PHOTOVOLTAICS: SYSTEM INSTALLATION REQUIREMENTS - COMPLETE 12.00 UNITS

RENRG 101	Renewable Energy Industry Careers	2.00
RENRG 102	Electrical Trade Tools, Parts, Components & OSHA 10	2.00
RENRG 103	Basics of Grid Tie Residential Systems	3.00
RENRG 104	Grid Tie Residential Solar PV Installation	3.00
RENRG 106	Photovoltaic Battery Storage System Specialty	2.00

## SOLAR PHOTOVOLTAICS: SYSTEM INSTALLATION, DESIGN & SALES

Program of Study Code: 003334

Term Effective: Fall 2020

**16.00 Units**

(707) 527-4634

[rgrandmaison@santarosa.edu](mailto:rgrandmaison@santarosa.edu) (mailto:rgrandmaison@santarosa.edu)



## PROGRAM DESCRIPTION:

The Solar Photovoltaics: System Installation, Design & Sales certificate of achievement is comprised of industry-driven courses focused on the development of skills and knowledge used in the installation, design, and sales of solar photovoltaic systems.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe the basic technology, tools, materials, and equipment commonly used in residential solar photovoltaics systems;
2. Apply necessary safety precautions to minimize workplace hazards and protect customer's property;
3. Identify proper site location and installation of residential photovoltaic panels, electrical distribution, inverters, electrical connection, conversion, and distribution components;
4. Assemble a simple racking and module system;
5. Evaluate residential customer needs for current and future electricity use, recommend a sufficient photovoltaics system, determine financing options;
6. Determine the suitability for advanced topics application to project-specific uses.

## SOLAR PHOTOVOLTAICS REQUIREMENTS - COMPLETE 16.00 UNITS

RENRG 101	Renewable Energy Industry Careers	2.00
RENRG 102	Electrical Trade Tools, Parts, Components & OSHA 10	2.00
RENRG 103	Basics of Grid Tie Residential Systems	3.00
RENRG 104	Grid Tie Residential Solar PV Installation	3.00
RENRG 105	Grid Tie Residential Solar PV System Design & Sales	3.00
RENRG 106	Photovoltaic Battery Storage System Specialty	2.00

Complete any combination totaling at least 1.00 unit from the following:

BAD 53	Introduction to Solving Business Problems With Spreadsheets	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
LIR 10	Introduction to Information Literacy	1.00

## SURVEYING TECHNOLOGY

Program of Study Code: 003268

Term Effective: Fall 2020

## 29.00 Units

(707) 527-4603

[rparks@santarosa.edu](mailto:rparks@santarosa.edu) (<mailto:rparks@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Surveying Technology Certificate of Achievement prepares students for a variety of technical positions in the surveying and mapping professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve a Certificate of Achievement or an Associate's Degree. This program also prepares students to transfer to university to further their studies in surveying or geomatics.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Define and describe land surveying terminology, methods, procedures, standards and technology;
2. Perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, and volume;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare land surveying maps, plats, documents and drawings using computer-aided drafting and geographic information systems technology;
5. Operate terrestrial and global positioning surveying instruments for various types of surveys; and
6. Research, file, retrieve, analyze, locate and prepare descriptions of land, drawings, maps, plats, documents, records, reports and correspondence related to land surveying.

### SURVEYING TECHNOLOGY CORE REQUIREMENTS - COMPLETE 29.00 UNITS

GIS 40	Introduction to Geographic Information Systems (GIS)	4.00
APTECH 191	Problem Solving in Civil Engineering Technology	3.00
CEST 51	Civil Drafting Technology	3.00
CEST 192	Non-Technical Skills for the Civil Engineering Technician	3.00
SURV 53	Route Surveying & Design	4.00
SURV 56	Introduction to GPS Land Surveying	4.00
SURV 58	Evidence and Procedures for Boundary Determination	4.00
SURV 60	Introduction to Plane Surveying	4.00

### NOTES:

It is recommended that students who have not had high school courses in mathematics through plane geometry take the Math placement test and enroll in an appropriate course (eg, CSKLS 372, CSKLS 373, MATH 150, or MATH 154) prior to enrolling in certificate program courses.

For students with limited computer literacy, CS 5 is recommended. Please contact the department or a counselor for more information.

This program was formerly named "Civil & Surveying Technology: Surveying"

## **SUSTAINABLE AGRICULTURE**

Program of Study Code: 003205

Term Effective: Fall 2023

**26.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Sustainable Agriculture Certificate of Achievement program is designed to train farmers and gardeners in the techniques of sustainable food production. It provides a foundation in plant and soil science, integrated pest management, and ecological agriculture, and emphasizes the "how-to" aspects of organic gardening and farming, including tillage, compost production, and crop planning and production.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Plan and manage diverse crop farming enterprises based on ecological management practices.
2. Apply scientific literacy to the management of agricultural systems.
3. Identify and pursue appropriate market channels for vegetable and fruit crops.
4. Utilize appropriate tools and techniques for the propagation, maintenance, and harvest of organically grown crops.

### **SUSTAINABLE AGRICULTURE REQUIREMENTS - COMPLETE 26.00 UNITS**

AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
AGRI 20	Introduction to Plant Science	4.00
AGRI 60	Soil & Plant Nutrition	3.00
AGRI 70	Integrated Pest Management	3.00
SUSAG 50	Introduction to Sustainable Agriculture	3.00
SUSAG 160	Direct Farm Marketing	2.00
SUSAG 109	Organic Crop Planning and Production	4.00

**Complete any combination totaling at least 4.00 units from the following:**

AGRI 56	Agricultural Enterprise Project	2.00-4.00
AGRI 98	Independent Study in Agriculture	1.00-3.00

ANSCI 153	Sustainable Agriculture Production Systems with Animals	3.00
SUSAG 64	Warm Season Vegetable Production	2.00
SUSAG 65	Cool Season Vegetable Production	2.00
SUSAG 103	Composting for Commercial Organic Farming and Gardening	1.00
SUSAG 116	Organic Apple Production	1.00
SUSAG 117	Organic Fruit Tree & Berry Production	1.50
SUSAG 119	Specialty Crop Production	2.00
SUSAG 120	Organic Gardening and Food Production	2.00
SUSAG 153	Community Supported Agriculture	2.00

## NOTES:

The Certificate of Achievement will be awarded upon completion of all requirements with a grade of "C" or better.

## THEATRE ARTS: ACTING

Program of Study Code: 003107

Term Effective: Fall 2022

**29.50 Units**

(707) 527-4221

[jnewman@santarosa.edu](mailto:jnewman@santarosa.edu) (mailto:jnewman@santarosa.edu)

### PROGRAM DESCRIPTION:

The Theatre Arts: Acting Certificate of Achievement provides students with the foundation skills necessary to audition for and perform in a variety of professional environments. Students study characterization, script analysis, vocal and physical development, and acting styles for the stage, which can also be applied to film and television work.

### PROGRAM STUDENT LEARNING OUTCOMES

1. Audition for a production using fundamental techniques of voice, movement, and the actor's craft;
2. Perform for the stage using fundamental techniques of voice, movement, and the actor's craft;
3. Perform special acting styles such as: non-realism, Shakespeare, period movement and acting for the camera;
4. Integrate a basic understanding of technical theatre and participate in the backstage functions of the theatre; and

5. Integrate knowledge of theatre history and literature when creating a theatrical performance.

## **THEATRE ARTS CORE REQUIREMENTS - COMPLETE 6.00 UNITS**

THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00

## **ACTING EMPHASIS REQUIREMENTS - COMPLETE 23.50 UNITS**

THAR 10B	Scene Study and Characterization	3.00
THAR 19	Movement & Improvisation	2.00
THAR 20	Introduction to Stagecraft	3.00

**Complete any combination totaling at least 3.00 units from the following:**

THAR 25.1	Production Lab: Costume Crew	1.50-3.00
THAR 25.2	Production Lab: Running Crew	1.50-3.00
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00

**Complete any combination totaling at least 3.00 units from the following:**

THAR 11.1	Performance: Non-Musical	1.00-3.00
THAR 11.2	Performance: Musical	1.00-3.00
THAR 11.3	Performance: Musical - Dance	1.00-2.00
THAR 11.4	Performance: Musical-Vocal	1.00-2.00
THAR 81A	Opera and Related Forms in Performance 1	2.00-5.00

**Complete any combination totaling at least 3.50 units from the following:**

THAR 13.1A	Performance Workshop: Styles, Periods and Skills 1	3.00
THAR 13.1AL	Performance Workshop Lab: Styles, Periods and Skills 1	0.50
THAR 13.2A	Performance Workshop: Shakespeare 1	3.00
THAR 13.2AL	Performance Workshop Lab: Shakespeare 1	0.50

**Complete any combination totaling at least 6.00 units from the following:**

DANCE 10.1	Introduction to Dance Movement	1.50
DANCE 10.2	Introduction to Dance Genres: Ballet, Modern, Jazz	1.50
DANCE 11.1	Ballet I	1.50
DANCE 13.1	Jazz Dance I	1.50
MUSCP 17A	Elementary Voice	2.00
THAR 11.8	Performance: Dance Concert	0.50-1.00
THAR 17	Musical Theatre Techniques	3.00
THAR 21A	Introduction to Costume Technology	3.00
THAR 22		

Makeup Design for Stage and Screen		2.00
THAR 42	Dance-Theatre Workshop	1.00-2.00
THAR 29	Introduction to Theatre Management	3.00
THAR 29L	Theatre Management Laboratory	1.00-3.00
THAR 63	Acting in Film, Television and Voice-over	3.00

## NOTES:

1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25, 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times. Units are determined by the type of position and number of productions a student will work on during a semester. These courses are also corequisites for THAR 20, 21A, 22, and 22.1. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.

## THEATRE ARTS: ADVANCED REPERTORY THEATRE

Program of Study Code: 003367

Term Effective: Fall 2022

**18.00 Units**

(707) 527-4221

[jnewman@santarosa.edu](mailto:jnewman@santarosa.edu) (mailto:jnewman@santarosa.edu)

### PROGRAM DESCRIPTION:

The Theatre Arts: Repertory Theatre Advanced Certificate of Achievement is designed for individuals who have previously completed the Repertory Theatre Certificate and are interested in advancing the professional skills required to work in regional theatre, summer stock, and national tours. This 18 unit program prepares students to work on multiple shows at a time as a stage hand/running crew, wardrobe assistant, production assistant or ensemble performer or musician. Students can complete this program in two summer semesters. Regional theatres, summer stock companies, and national tours require professionals who understand how to work and thrive in a fast paced, intensive, creative environment. This program requires students to put theory to the test and work continuously in a professional repertory theatre system. Seasonal or full time jobs are plentiful throughout the country. Students receive the technical training they need to qualify for entry level jobs in this field. Successful completion of this advanced certificate demonstrates to perspective employers that students have the experience they are looking for and long term dedication to their craft.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Effectively demonstrate fundamental techniques in the preparation and performance of multiple theatrical productions before a paying public audience.
2. Work safely and competently with common tools, equipment and materials associated with regional repertory theatre.
3. Define and demonstrate knowledge of a professionally organized theatre company, including day-to-day operations and safety procedures.
4. Work productively as a member of a professional production team.
5. Recognize the relationship between all elements of professional theatre design and technology, including scenery, scenic painting, properties, performance, electrics and sound.

## THEATRE ARTS: ADVANCED REPERTORY THEATRE - COMPLETE 18.00 UNITS

SRT 47	Summer Repertory Theatre - Repertory Company	6.00
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Complete any combination totaling at least 12.00 units from the following:

SRT 47.1	Summer Repertory Theatre - Ensemble Acting	6.00
SRT 47.2	Summer Repertory Theatre - Stagecraft	6.00
SRT 47.3	Summer Repertory Theatre - Costumes, Makeup and Hair	6.00
SRT 47.4	Summer Repertory Theatre - Theatre Orchestra	6.00
SRT 47.5	Summer Repertory Theatre - Theatre Management	6.00

## THEATRE ARTS: COSTUMING

Program of Study Code: 003108

Term Effective: Fall 2022

**32.00 Units**

(707) 527-4268

[ctrivett@santarosa.edu](mailto:ctrivett@santarosa.edu) (mailto:ctrivett@santarosa.edu)

## PROGRAM DESCRIPTION:

The Theatre Arts: Costuming Certificate of Achievement prepares students for entry level and apprentice employment as professional costume shop assistants, wardrobe supervisors, cutter/drapers, first hands, dyers/painters, dressers, and costume crafts positions in the stage, film or television environments. The program provides a hands-on approach to the study of equipment, terminology, and technical skills required to create costumes for dramatic productions. It includes an understanding of basic drawing, patterning, draping, and construction techniques necessary for realizing a costume design.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Work effectively with common materials, equipment, and techniques when constructing theatrical costumes and accessories;
2. Apply fundamental techniques of wardrobe management when participating in the backstage functions of a performance;
3. Demonstrate basic skills in one or more of the following areas of specialization:
  - wardrobe maintenance
  - safe application and use of shop equipment and tools
  - fabric composition and modification
  - draping
  - flat pattern drafting and manipulation
  - costume construction and dressmaker details
  - fittings and alterations
  - millinery techniques
  - understructures
  - tailoring techniques
  - footwear
  - masks
  - armor
  - jewelry
  - makeup and hair design;
4. Work collaboratively with other theater professionals and contribute basic artistic knowledge of Costume and Makeup Design;
5. Integrate knowledge of theatre history and literature when constructing theatrical elements; and
6. Perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

## THEATRE ARTS CORE REQUIREMENTS - COMPLETE 6.00 UNITS

THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00

## COSTUMING EMPHASIS REQUIREMENTS - COMPLETE 26.00 UNITS

THAR 21A	Introduction to Costume Technology	3.00
THAR 22	Makeup Design for Stage and Screen	2.00



THAR 24	Design Workshop	3.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00

**Complete any combination totaling at least 9.00 units from the following:**

THAR 21B	Costume Technology 2	3.00
THAR 22.1	Special Effects Makeup, Wigs, and Masks	2.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00
THAR 25.5	Production Lab: Construction	0.50-3.00
THAR 27	Properties Workshop	2.00
THAR 28	Introduction to Costume Design	3.00
THAR 121.1	Stage Costuming: Introduction to Historical Draping	3.00
THAR 121.2	Stage Costuming: Introduction to Millinery	3.00
THAR 121.3	Stage Costuming: Period Corset Construction	3.00
THAR 121.4	Stage Costuming: Tailoring Techniques	3.00

**Complete any combination totaling at least 6.00 units from the following:**

THAR 22.2	Special Effects Makeup, Wigs, and Masks 2	2.00
THAR 25	Production Lab: General	1.00-3.00
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00
THAR 127.4	Properties Workshop: Weaponry and Specialty Items	2.00

## **NOTES:**

1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25.1, 25.4, 25.5) are variable unit courses; each course may be taken up to four times. The type of position and number of productions a student will work on during a semester determines the number of units.  
These courses are also corequisites for THAR 20, 21A, 22, and 22.1. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.

## **THEATRE ARTS: MAKEUP DESIGN**

Program of Study Code: 003109

Term Effective: Fall 2022

### 30.00 Units

(707) 527-4268

[ctrivett@santarosa.edu](mailto:ctrivett@santarosa.edu) (<mailto:ctrivett@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Theatre Arts: Makeup Certificate of Achievement program prepares students for entry level and apprentice employment as a professional makeup artist, for the stage, film or television environments. The program focuses on a hands-on approach to the study of materials, terminology, health and safety issues, and technical skills required for dramatic productions.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Analyze and interpret appropriate styles, color, and texture choices for a scripted character;
2. Apply fundamental techniques of makeup and hair application when participating in the backstage functions of a performance;
3. Demonstrate basic skills in one or more of the following areas of specialization:
  - Appropriate skin care analysis
  - Creation of character makeup by application of highlight and lowlight painting techniques
  - Three-dimensional prosthetic techniques
  - Facial hair application
  - Wig and hair styling;
4. Work collaboratively with other theater professionals and contribute basic artistic knowledge of Costume and Makeup Design;
5. Integrate knowledge of theatre history and literature when designing and/or applying stage makeup; and
6. Perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

## THEATRE ARTS MAKEUP DESIGN CORE REQUIREMENTS - COMPLETE

### 6.00 UNITS

THAR 2	Introduction to Theatre Arts	3.00
THAR 24	Introduction to the Design Process	3.00

## MAKEUP DESIGN EMPHASIS REQUIREMENTS - COMPLETE 24.00 UNITS

THAR 21A	Introduction to Costume Technology	3.00
THAR 22	Theatrical Makeup Design for Stage and Screen	2.00
THAR 22.1	Special Effects Makeup, Wigs, and Masks	2.00
THAR 22.2	Special Effects Makeup, Wigs, and Masks 2	2.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00

THAR 25.4      Production Lab: Makeup Crew      1.50-3.00

**Complete any combination totaling at least 12.00 units from the following:**

ART 7A	Drawing and Composition 1	3.00
ART 12	Beginning Figure Drawing	3.00
ART 13	Watercolor	3.00
THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00
THAR 21B	Costume Technology 2	3.00
THAR 25	Production Lab: General	1.00-3.00
THAR 25.4	Production Lab: Makeup Crew	1.50-3.00
THAR 26	Introduction to Theatrical Lighting	3.00
THAR 27	Properties Workshop	2.00
THAR 28	Introduction to Costume Design	3.00
THAR 121.2	Stage Costuming: Introduction to Millinery	3.00
THAR 127.2	Properties Workshop: Mold Making and Casting	2.00

## NOTES:

1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25, 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times. The type of position and number of productions a student will work on during a semester determines the number of units. These courses are also corequisites for THAR 20, 21A, and 22. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.

## THEATRE ARTS: REPERTORY THEATRE

Program of Study Code: 003352

Term Effective: Summer 2019

**12.00 Units**

(707) 527-4221

[jnewman@santarosa.edu](mailto:jnewman@santarosa.edu) (<mailto:jnewman@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Theatre Arts: Repertory Theatre Certificate of Achievement is designed for individuals who are interested in learning the professional skills required to work in the regional theatre, summer stock, and national tours. This 12 unit program prepares students to work on multiple shows at a time as a stagehand/running crew, wardrobe assistant, production assistant or ensemble actor. The full-time student can complete this program in one semester. Regional theatres, summer stock companies, and national tours require professionals who understand how to work in fast-paced, intensive, creative environment. This program requires students to put theory to the test and work continuously under the professional repertory theatre system. Seasonal or full-time jobs are plentiful throughout the country. Students receive the technical training they need to qualify for entry-level jobs in this field. Successful completion of this certificate also proves to prospective employers that students have the experience they are looking for.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Develop self-awareness and confidence through creative expression;
2. Collaborate and effectively communicate in a theatre setting;
3. Demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting;
4. Creatively analyze, critique, and interpret works of theatrical art;
5. Identify, summarize, compare and contrast the principal movements in World theatre history and literature;
6. Serve in a production position to gain understanding of the collaborative and complex nature of a live performance;
7. Demonstrate an understanding of and empathy for the racial, ethnic, and cultural diversity of U.S. and World theatre; and
8. Utilize current theatrical technology.

## THEATRE ARTS: REPERTORY THEATRE - COMPLETE 12.00 UNITS

SRT 47	Summer Repertory Theatre - Repertory Company	6.00
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Complete any combination totaling at least 6.00 units from the following:

SRT 47.1	Summer Repertory Theatre - Ensemble Acting	6.00
SRT 47.2	Summer Repertory Theatre - Stagecraft	6.00
SRT 47.3	Summer Repertory Theatre - Costumes, Makeup and Hair	6.00
SRT 47.4	Summer Repertory Theatre - Theatre Orchestra	6.00
SRT 47.5	Summer Repertory Theatre - Theatre Management	6.00

# THEATRE ARTS: STAGECRAFT

Program of Study Code: 003110

Term Effective: Fall 2019

**32.50 Units**

(707) 522-2641

[jsmith3@santarosa.edu](mailto:jsmith3@santarosa.edu) (<mailto:jsmith3@santarosa.edu>)

## **PROGRAM DESCRIPTION:**

The Theatre Arts: Stagecraft Certificate of Achievement program prepares students for entry level and apprentice employment as a professional scenic artist, for the stage, film or television environments. In addition, this program prepares students wishing to pursue a career in scenic design, properties design, or technical direction with a solid foundation in all aspects of stagecraft. The program focuses on a hands-on approach to the study of materials, equipment, terminology, safety issues, and technical skills required for dramatic productions.

## **PROGRAM STUDENT LEARNING OUTCOMES**

1. Work effectively with lighting and scenery design plans;
2. Work competently with common materials and techniques when constructing theatrical elements;
3. Apply fundamental techniques of stagecraft when participating in the backstage functions of a performance;
4. Demonstrate basic skills in one or more of the following areas of specialization:
  - running crew
  - lighting hang and focus
  - scenic carpentry
  - welding and/or scenic painting
  - audio set up and routing;
5. Integrate knowledge of theatre history and literature when constructing theatrical elements; and
6. Perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

## **THEATRE ARTS CORE REQUIREMENTS - COMPLETE 6.00 UNITS**

THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00

## **STAGECRAFT EMPHASIS REQUIREMENTS - COMPLETE 26.50 UNITS**

THAR 20	Introduction to Stagecraft	3.00
THAR 23	Introduction to Scenic Design	3.00
THAR 24	Design Workshop	3.00
THAR 25.2	Production Lab: Running Crew	1.50-3.00
THAR 26	Introduction to Theatrical Lighting	3.00
THAR 27	Properties Workshop	2.00

**Complete any combination totaling at least 8.00 units from the following:**

ART 3	Introduction to Art and Design	3.00
ART 4	Principles of Color	3.00
ART 5	Three Dimensional Design	3.00
ART 7A	Drawing and Composition 1	3.00
ART 13	Watercolor	1.50-3.00
SRT 47.2	Summer Repertory Theatre - Stagecraft	6.00
THAR 25.5	Production Lab: Construction	0.50-3.00
THAR 127.1	Properties Workshop: Furniture and Upholstery	2.00
THAR 127.2	Properties Workshop: Mold Making and Casting	2.00
THAR 127.3	Properties Workshop: Foam Carving and Food Properties	2.00
THAR 127.4	Properties Workshop: Weaponry and Specialty Items	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

**NOTES:**

1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25, 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times, (THAR 25.2 must be taken for a total of 4.5 units to meet the Stagecraft Emphasis Requirements). The type of position and number of productions a student will work on during a semester determines the number of units. These courses are also corequisites for THAR 20, 21A, 22, and 22.1. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.
3. THAR 25.2 must be taken for a total of 4.5 units to meet the Stagecraft Emphasis Requirements.

**THEATRE ARTS: THEATRE MANAGEMENT**

Program of Study Code: 003111

Term Effective: Fall 2022

**31.00 Units**

(707) 522-2641

## PROGRAM DESCRIPTION:

The Theatre Arts: Theatre Management Certificate of Achievement program prepares students for entry level and apprentice employment as professional stage managers, assistant directors, box office personnel, and various administrative and marketing positions in the stage, film or television environments. Supervised by practicing faculty, the Theatre Management certificate centers on observing and participating in the day-to-day production process.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply basic skills in one or more of the following areas of specialization:
  - stage management
  - assistant stage management
  - house management
  - production management
  - box office management
  - theatre management;
2. Apply fundamental techniques of theatrical management when participating in the backstage or front of house functions of a performance;
3. Apply fundamental techniques of stagecraft and costuming when participating in the backstage functions of a performance;
4. Integrate knowledge of theatre history and literature when managing theatrical performances; and
5. Perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

## THEATRE ARTS CORE REQUIREMENTS - COMPLETE 6.00 UNITS

THAR 1	World Theatre Through Time	3.00
THAR 10A	Introduction to Acting	3.00

## THEATRE MANAGEMENT EMPHASIS REQUIREMENTS - COMPLETE 25.00 UNITS

THAR 20	Introduction to Stagecraft	3.00
THAR 25.1	Production Lab: Costume Crew	1.50-3.00
THAR 25.2	Production Lab: Running Crew	1.50-3.00
THAR 27	Properties Workshop	2.00
THAR 29	Introduction to Theatre Management	3.00
THAR 29L	Theatre Management Laboratory	1.00-3.00

Complete any combination totaling at least 3.00 units from the following:

THAR 23	Introduction to Scenic Design	3.00
THAR 24	Design Workshop	3.00
THAR 26	Introduction to Theatrical Lighting	3.00

Complete any combination totaling at least 8.00 units from the following:

BAD 2	Managerial Accounting	4.00
COMM 5	Group Discussion and Problem Solving	3.00
COMM 6	Interpersonal Communication	3.00
COMM 10	Introduction to Communication Studies	3.00
CS 60.11A	Microsoft Word, Part 1	1.50
CS 61.11A	Microsoft Excel, Part 1	1.50
SRT 47.5	Summer Repertory Theatre - Theatre Management	6.00
THAR 21A	Introduction to Costume Technology	3.00
THAR 23	Introduction to Scenic Design	3.00
THAR 24	Introduction to the Design Process	3.00
THAR 25	Production Lab: General	1.00-3.00
THAR 25.3	Production Lab: House Staff	0.25-3.00
THAR 25.5	Production Lab: Construction	0.50-3.00
THAR 26	Introduction to Theatrical Lighting	3.00

## NOTES:

1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. THAR 23, 24, 26 and 27 may only be used to fulfill one requirement in the certificate, either the Design requirement or the Additional Skills requirement.
3. All courses in the THAR 25 series (THAR 25, 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times. Units are determined by the type of position and number of productions a student will work on during a semester. These courses are also co-requisites for THAR 20, 21, 22A, and 22B. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.
4. THAR 50L must be repeated for a total of 6.0 units to meet Theatre Management Emphasis Requirements
5. Courses listed in multiple categories may not be counted more than once.

## VETERINARY TECHNICIAN

Program of Study Code: 003321

Term Effective: Fall 2023

**23.00 Units**



## PROGRAM DESCRIPTION:

The Santa Rosa Junior College Veterinary Technician Certificate of Achievement is designed to prepare students for Veterinary Technician careers with veterinarians and other professionals in the companion animal veterinary field. Upon completion of this certificate's 23-semester unit requirements, AND 24 months (4416 hours) of outside practical experience working for a California licensed veterinarian, students satisfy the requirements to sit for the RVT examination in the State of California.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Be qualified to sit for the RVT exam in the State of California through the "Alternate Route" so long as students also complete their state mandated clinical experience hours;
2. Demonstrate competency in the necessary knowledge required for common job tasks in a small animal veterinary hospital context; and
3. Understand the directions from a veterinarian and discuss information to clients regarding common diseases, protocols and procedures in a small animal veterinary hospital context.

## VETERINARY TECHNICIAN REQUIREMENTS - COMPLETE 23.00 UNITS

ANHLT 50	Veterinary Anatomy and Terminology	3.00
ANHLT 52	Small Animal Disease Recognition and Transmission Control	3.00
ANHLT 120	Small Animal Veterinary Assistance and Nursing	3.00
ANHLT 121	Veterinary Surgical and Dental Assistance	3.00
ANHLT 141	Small Animal Veterinary Anesthesia	1.50
ANHLT 142	Veterinary Pharmacology and Medical Calculations	1.50
ANHLT 151	Veterinary Laboratory and Imaging Procedures	2.00

**Complete any combination totaling at least 3.00 units from the following:**

BIO 10	Introduction to Principles of Biology	4.00
BIO 100	Basic Biology Skills	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00
ANHLT 101	Introduction to Veterinary Careers	1.50

ANHLT 109	Complementary and Alternative Veterinary Medicine	2.00
ANHLT 123	Small Animal Veterinary Emergencies	2.00
ANHLT 122	Animal Nursing Field Seminar	0.75
ANHLT 122L	Animal Nursing Field Practicum	0.25
ANHLT 126	Veterinary Technician Review and Board Exam Preparation	2.00
ANHLT 128	Exotic Animal Medicine	2.00
ANHLT 161	Veterinary Medical Office Procedures	2.00
CI 51	Community Engagement	0.50-3.00

## VIRTUAL PRODUCTION FUNDAMENTALS

Program of Study Code: 003378

Term Effective: Fall 2023

**22.00 Units**

(707) 527-4855

[ewilde@santarosa.edu](mailto:ewilde@santarosa.edu) (<mailto:ewilde@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

??The Virtual Production Fundamentals Certificate of Achievement prepares students for entry-level careers in virtual production. Students will apply skills from film production, computer graphics, digital imaging, visual effects and game engines to the virtual production process. Courses in this program may also be offered through partnering colleges. For more information on this collaborative program at all six participating colleges, please visit <https://cs.santarosa.edu/vp?>.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Analyze, describe, and apply the fundamental technology requirements of the virtual production workflow.
2. Demonstrate proficiency with film production and selected game engines, 3D computer graphics, and visual effects.
3. Demonstrate the ability to work on a production team and take responsibility for one's role.
4. Create a project using the virtual production process.

### **VIRTUAL PRODUCTION FUNDAMENTALS CORE COURSES - COMPLETE 19.00 UNITS**

CS 77.11	Introduction to Virtual Production	3.00
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CS 42	Introduction to Game Coding	4.00
CS 70.11A	Adobe Photoshop 1	3.00
APTECH 43	Computer Modeling and Animation with 3ds Max	3.00
APTECH 162	3D Animation: Visual Effects and Compositing	2.00

**Complete any combination totaling at least 4.00 units from the following:**

JOUR 5	Non-Fiction Digital StoryTelling	4.00
MEDIA 20	Introduction to Digital Filmmaking	4.00

## **VIRTUAL PRODUCTION FUNDAMENTALS ELECTIVE COURSES - COMPLETE 3.00 UNITS**

**Complete any combination totaling at least 3.00 units from the following:**

CS 74.22	Digital Video Post-Production	3.00
CS 74.11	Introduction to Digital Media	3.00
APTECH 63	3D Animation: Modeling and Rigging	4.00

## **VITICULTURE**

Program of Study Code: 003222

Term Effective: Fall 2023

**24.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (mailto:info-agnr@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Viticulture Certificate of Achievement program provides training for employment as vineyard managers in North Coast wine grape production.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Conduct in-depth feasibility studies for new vineyard development, and from the results, prepare comprehensive reports and cost projections appropriate to their planting recommendations;
2. Identify and implement sustainable farming practices that will improve fruit quality, provide efficacious pest and disease management, protect natural resources and the environment, and prepare a farming plan that encompasses these practices;

3. Research and apply all county, state and federal laws regarding vineyard development and maintenance, worker safety, pesticide use, and environmental protection;
4. Demonstrate a working knowledge of the latest technological advances in vineyard management and incorporate current technology into their farming plans and budgets;
5. Work cooperatively and effectively with wineries to determine optimum harvest parameters, coordinate the operations required, and negotiate a grape contract;
6. Show management and leadership capabilities by effectively training others to perform hands-on vineyard tasks:  
and
7. Contribute to the winegrape industry and participate in professional organizations at the local, state-wide, national and international levels.

## VITICULTURE REQUIREMENTS - COMPLETE 24.00 UNITS

AGRI 60	Soil & Plant Nutrition	3.00
VIT 51	Viticulture: Fall Practices	3.00
VIT 52	Viticulture: Spring Practices	3.00
VIT 55	Basic Wine Grape Viticulture	3.00
VIT 60	Vineyard Management	3.00

**Complete any combination totaling at least 3.00 units from the following:**

AGRI 70	Integrated Pest Management	3.00
VIT 70	Vineyard Pest and Disease Management	3.00

**Complete any combination totaling at least 6.00 units from the following:**

AGBUS 2	Agricultural Computer Applications	3.00
AGBUS 7	Agricultural Economics	3.00
AGBUS 56	Introduction to Agriculture Business and Management	3.00
AGBUS 61	Agricultural Marketing	3.00
AGRI 99I	Agriculture Internship	1.00-8.00
AGMEC 50	Agricultural Machinery and Equipment Skills	3.00
NRM 87	Geographic Info. Systems Applications in Natural Resources	3.00
SPAN 50A	Conversation for Beginners-Part 1	3.00
VIT 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
VIT 53	Advanced Vineyard Practices for Quality Production	3.00
VIT 54	Viticulture: Summer Practices	1.00
VIT 113	Organic Viticulture	1.50

VIT 114	Sustainable Viticulture	1.50
VIT 120	Vineyard Pruning	0.25
VIT 121	Pruning Techniques for Vine Balance	0.50
VIT 122	Vineyard Canopy Management	1.00
VIT 123	Budding & Grafting	0.25
VIT 124	Vineyard Irrigation and Fertilization	1.00
VIT 130	Grapevine Physiology	1.00
VIT 131	Working with Your Winemaker - Fruit Quality Assurance	1.00
VIT 133	Advances in Viticulture	1.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WEOC 99I	Internship Occupational Work Experience	0.50-8.00
WRKEX 97	General Work Experience	0.50-6.00

## **WASTEWATER OPERATOR**

Program of Study Code: 005090

Term Effective: Spring 2018

**6.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (mailto:cmurray@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Wastewater Operator skills certificate qualifies students for an Operator-in-Training (OIT) certificate and prepares students for California's State Water Resources Control Board, Wastewater Treatment Plant Operator Certification examination WWTP Grade I.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Recognize, explain and apply primary and secondary treatment processes/purposes commonly used to treat domestic and industrial waste;
2. Perform calculations common to the fields of water distribution technology, water treatment technology, and wastewater treatment technology;
3. Explain the requirements of California Title 23 and qualify to take the State of California Water Resources Control Board, Wastewater Treatment Plant Operator Certification (WWTP) Grade I examination.

### **WASTEWATER OPERATOR REQUIREMENTS - COMPLETE 6.00 UNITS**

WWTR 112	Math for Water and Wastewater Technology	3.00
WWTR 120	Wastewater Treatment 1	3.00

## WASTEWATER TREATMENT OPERATIONS

Program of Study Code: 003333

Term Effective: Fall 2019

**18.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (<mailto:cmurray@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wastewater Treatment Operations Certificate of Achievement provides instructional training necessary for mid-level positions in the operation of wastewater treatment facilities and wastewater collection systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. Students may continue on to major in this area by completing additional course work and meeting other college requirements to earn an Associates' degree.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Read and interpret meters and gauges that monitor the purification process and operation;
2. Apply data to formulas that determine treatment requirements, flow levels, and concentration levels;
3. Collect water samples, operate chemical-feeding devices, and perform laboratory tests;
4. Use information to control pumps, valves, and generators that move wastewater through treatment processes and dispose of the waste materials;
5. Use computers to monitor and regulate processes and equipment and to generate reports; and
6. Apply to take the Wastewater Treatment Plant Operator Examination Grade II.

### **WASTEWATER TREATMENT OPERATIONS - COMPLETE 18.00 UNITS**

WWTR 112	Math for Water and Wastewater Technology	3.00
WWTR 120	Wastewater Treatment 1	3.00
WWTR 121	Wastewater Treatment 2	3.00
WWTR 122	Chemistry for Water and Wastewater Technology	3.00
WWTR 123	Instrumentation and Controls	3.00
WWTR 124	Pumps and Motors	3.00

## WATER DISTRIBUTION

Program of Study Code: 005092

Term Effective: Spring 2018

**6.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (<mailto:cmurray@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Water Distribution skills certificate prepares students for California's State Water Resources Control Board, Drinking Water Operator Certification Program (DWOCP) Grade D1 & D2 examinations.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Perform calculations common to the fields of water distribution technology, water treatment technology, and wastewater treatment technology.
2. Operate all facilities in the potable water distribution system classified by the State of California as a Certified D1 Operator or Certified D2 Operator.

### **WATER DISTRIBUTION - COMPLETE 6.00 UNITS**

WTR 111	Water Distribution System Operator	3.00
WWTR 112	Math for Water and Wastewater Technology	3.00

## WATER TREATMENT

Program of Study Code: 005091

Term Effective: Spring 2018

**6.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (<mailto:cmurray@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Water Treatment skills certificate prepares students for California's State Water Resources Control Board, Drinking Water Operator Certification Program (DWOCP) Grade T1 & T2 examinations. Program Student Learning Outcomes Upon successful completion of this certificate, the student will be able to: 1. Perform calculations common to the fields of water distribution technology, water treatment technology, and wastewater treatment technology 2. Perform the skills necessary to independently operate and maintain a water treatment facility at the Certification Grade T1 level and, with minor supervision, at the Certification Grade T2 level

## PROGRAM STUDENT LEARNING OUTCOMES

1. Perform calculations common to the fields of water distribution technology, water treatment technology, and wastewater treatment technology.
2. Perform the skills necessary to independently operate and maintain a water treatment facility at the Certification Grade T1 level and, with minor supervision, at the Certification Grade T2 level.

## WATER TREATMENT - COMPLETE 6.00 UNITS

WTR 110	Water Treatment Plant Operator	3.00
WWTR 112	Math for Water and Wastewater Technology	3.00

## WATER UTILITY OPERATIONS

Program of Study Code: 003323

Term Effective: Fall 2019

**18.00 Units**

(707) 527-4603

[cmurray@santarosa.edu](mailto:cmurray@santarosa.edu) (<mailto:cmurray@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Water Utility Operations Certificate of Achievement provides instructional training necessary for mid-level positions in the operation of water treatment facilities and water distribution systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Qualify to take the Certified Examinations at the Treatment (T3) or Distribution (D3) levels;
2. Evaluate careers in water treatment technology;
3. Utilize mathematical methods applicable to the fields of water treatment technology and water distribution technology;



4. Perform laboratory techniques and measure common water quality parameters related to water treatment parameters, such as turbidity and chlorine residual;
5. Meet current industry standards of training for the safe operation of a water treatment plant and delivery of water in a distribution system;
6. Evaluate and regulate water treatment processes and equipment including diagnosing system problems and taking effective actions to solve those problems; and
7. Comply with regulations ensuring the safety and health of the operator and the public.

## **WATER UTILITY OPERATIONS REQUIREMENTS - COMPLETE 18.00 UNITS**

WTR 110	Water Treatment Plant Operator	3.00
WTR 111	Water Distribution System Operator	3.00
WWTR 112	Math for Water and Wastewater Technology	3.00
WWTR 122	Chemistry for Water and Wastewater Technology	3.00
WWTR 123	Instrumentation and Controls	3.00
WWTR 124	Pumps and Motors	3.00

## **WELDING TECHNOLOGY**

Program of Study Code: 003035

Term Effective: Fall 2022

**19.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (<mailto:daschwanden@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Welding Technology Certificate of Achievement prepares students for work in areas of ship building, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobiles and related industries where metal must be joined together.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Interpret blue prints and identify welding symbols;
2. Utilize the mathematic skills, as needed, in the fabricating industry;
3. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;
4. Identify the difference between ferrous and non-ferrous metals; and
5. Demonstrate the ability to pass the American Welding Society Unlimited Structural Certification Test.

## WELDING TECHNOLOGY REQUIREMENTS - COMPLETE 19.00 UNITS

MACH 51.1A	Beginning Machine Tool Technology	3.00
MACH 161	Metallurgy	3.00
MACH 162	Blueprint Reading for Machine and Related Industries	3.00
WELD 101	Introduction to Shielded Metal Arc Welding (SMAW)	2.00
WELD 113	Thermal Cutting Processes	2.00
WELD 114A	Introduction to Metal Fabrication	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

Complete any combination totaling at least 2.00 units from the following:

WELD 102	Introduction to Gas Metal Arc Welding (GMAW)	2.00
WELD 103	Introduction to Flux Cored Arc Welding (FCAW)	2.00
WELD 104	Introduction to Gas Tungsten Arc Welding (GTAW)	2.00

### NOTES:

It is recommended that students complete WELD 70 or an equivalent welding class, or have some trade experience in gas or arc welding prior to beginning this program.

Students should have the desire and ability to work with their hands and possess a high degree of mechanical aptitude. Completion of high school courses in mechanical drawing, blueprint reading, general metals and technical mathematics is also recommended.

## WELDING: FLUX CORED ARC WELDING (FCAW)

Program of Study Code: 003361

Term Effective: Fall 2022

**9.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (mailto:daschwanden@santarosa.edu)

## PROGRAM DESCRIPTION:

The Welding: Flux Core Arc Welding (FCAW) Certificate of Achievement prepares students for work in areas of ship building, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobile and related industries where metal must be joined together. Developments in metallurgy have created many types of metals which require new techniques to join and fasten. Skilled welders are in demand in Sonoma County. Possible job titles include: Welding Helper or Apprentice, Production Helpers, Welder, Welders and Cutters, Assembler/Production worker

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate use of mathematic skills, as needed, in the fabricating industry;
2. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;
3. Identify the difference between ferrous and non-ferrous metals; and
4. Demonstrate the ability to pass the American Welding Society Unlimited Structural Certification Test code D1.1 FCAW

## WELDING: FCAW REQUIREMENTS - COMPLETE 9.00 UNITS

MACH 161	Metallurgy	3.00
WELD 103	Introduction to Flux Cored Arc Welding (FCAW)	2.00
WELD 113	Thermal Cutting Processes	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## WELDING: GAS METAL ARC WELDING (GMAW)

Program of Study Code: 003362

Term Effective: Fall 2022

**9.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (<mailto:daschwanden@santarosa.edu>)

## PROGRAM DESCRIPTION:

The Welding: Gas Metal Arc Welding (GMAW) Certificate of Achievement prepares students for work in areas of shipbuilding, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobile and related industries where metal must be joined together. Developments in metallurgy

have created many types of metals that require new techniques to join and fasten. Skilled welders are in demand in Sonoma County. Possible job titles include: Welding Helper or Apprentice, Production Helpers, Welder, Welders and Cutters, Assembler/Production worker.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate use of mathematic skills, as needed, in the fabricating industry;
2. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;
3. Identify the difference between ferrous and non-ferrous metals; and
4. Demonstrate the ability to pass the American Welding Society Unlimited Structural Certification Test code D1.1  
GMAW

## WELDING: GMAW REQUIREMENTS - COMPLETE 9.00 UNITS

MACH 161	Metallurgy	3.00
WELD 102	Introduction to Gas Metal Arc Welding (GMAW)	2.00
WELD 113	Thermal Cutting Processes	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## WELDING: GAS TUNGSTEN ARC WELDING (GTAW)

Program of Study Code: 003360

Term Effective: Fall 2022

**9.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (<mailto:daschwanden@santarosa.edu>)

### PROGRAM DESCRIPTION:

The Welding: Gas Tungsten Arc Welding (GTAW) Certificate of Achievement prepares students for work in areas of shipbuilding, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobile and related industries where metal must be joined together. Developments in metallurgy have created many types of metals that require new techniques to join and fasten. Skilled welders are in demand in Sonoma County. Possible job titles include: Welding Helper or Apprentice, Production Helpers, Welder, Welders and Cutters, Assembler/Production worker.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate use of mathematic skills, as needed, in the fabricating industry;
2. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;

3. Identify the difference between ferrous and non-ferrous metals; and
4. Demonstrate the ability to pass the American Welding Society Unlimited Structural Certification Test code D1.1  
GTAW

## **WELDING: GTAW REQUIREMENTS - COMPLETE 9.00 UNITS**

MACH 161	Metallurgy	3.00
WELD 104	Introduction to Gas Tungsten Arc Welding (GTAW)	2.00
WELD 113	Thermal Cutting Processes	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## **WELDING: SHIELDED METAL ARC WELDING (SMAW)**

Program of Study Code: 003363

Term Effective: Fall 2022

**9.00 Units**

(707) 527-4379

[daschwanden@santarosa.edu](mailto:daschwanden@santarosa.edu) (mailto:daschwanden@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Welding: Shielded Metal Arc Welding (SMAW) Certificate of Achievement prepares students for work in areas of shipbuilding, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobile and related industries where metal must be joined together. Developments in metallurgy have created many types of metals that require new techniques to join and fasten. Skilled welders are in demand in Sonoma County. Possible job titles include: Welding Helper or Apprentice, Production Helpers, Welder, Welders and Cutters, Assembler/Production worker.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate use of mathematic skills, as needed, in the fabricating industry;
2. Demonstrate the knowledge and skills to safely use tools and equipment in a fabricating/welding shop;
3. Identify the difference between ferrous and non-ferrous metals; and
4. Demonstrate the ability to pass the American Welding Society Unlimited Structural Certification Test code D1.1  
SMAW

## **WELDING: SMAW REQUIREMENTS - COMPLETE 9.00 UNITS**

MACH 161	Metallurgy	3.00
WELD 101		

Introduction to Shielded Metal		2.00
Arc Welding (SMAW)		
WELD 113	Thermal Cutting Processes	2.00
WELD 170	Beginning Welding: Fundamentals of Arc and Gas Welding	2.00

## **WINE STUDIES: ENOLOGY**

Program of Study Code: 003291

Term Effective: Fall 2023

**29.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wine Studies: Enology Certificate of Achievement emphasis, the study of winemaking, offers students an intense, hands-on, experience in fall and spring winery operations and essential introduction to chemistry, organic chemistry, and wine lab analysis. Santa Rosa Junior College's Enology concentration is an interdisciplinary academic/occupational program between the College's outstanding Chemistry and Agriculture/Natural Resources Departments.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate knowledge of the fundamentals of winemaking and wine cellar practices including product evaluation; and
2. Demonstrate knowledge of general chemistry principles, wine microbiology fundamentals, and wine laboratory techniques; and
3. Demonstrate practices of wine analysis methods during cellaring operations.

### **WINE STUDIES CORE REQUIREMENTS - COMPLETE 17.00 UNITS**

AGBUS 2	Agricultural Computer Applications	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 3	Introduction to Enology	4.00
WINE 42.2	Spring Winery Operations	2.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

**Complete any combination totaling at least 2.00 units from the following:**

AGRI 99I	Agriculture Internship	1.00-8.00
WINE 42.1	Fall Winery Operations	2.00

## **WINE STUDIES: ENOLOGY EMPHASIS REQUIREMENTS - COMPLETE 12.00 UNITS**

Complete any combination totaling at least 12.00 units from the following:

CHEM 3A	General Chemistry Part 1: Lecture	3.00
CHEM 3AL	General Chemistry Part 1: Lab	2.00
CHEM 8	Introductory Organic Chemistry	5.00
CHEM 42	Introductory General Chemistry	4.00
WINE 55	Lab Analysis of Wines	3.00

## **WINE STUDIES: WINE CELLAR WORKER**

Program of Study Code: 003356

Term Effective: Fall 2020

**20.00 Units**

(707) 527-4363

[ksea@santarosa.edu](mailto:ksea@santarosa.edu) (mailto:ksea@santarosa.edu)

### **PROGRAM DESCRIPTION:**

The Wine Studies: Wine Cellar Worker certificate of achievement teaches students, through hands-on experience, the theory and practices used in the production of wine, including basic grape growing practices and vineyard decisions, steps in the winemaking process from harvest to bottling, basic wine lab analyses, and use of winery production equipment. Students can also get a general background in the wines of Sonoma County and the world. The Wine Cellar Worker certificate can be completed in one year.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Execute all tasks required of an entry-level wine cellar worker.
2. Describe the reason for winemaking procedures that are executed by a cellar worker.

## **WINE STUDIES: WINE CELLAR WORKER REQUIREMENTS - COMPLETE 20.00 UNITS**

CS 61.11A	Microsoft Excel, Part 1	1.50
VIT 55	Basic Wine Grape Viticulture	3.00
WINE 3	Introduction to Enology	4.00
WINE 42.1	Fall Winery Operations	2.00

WINE 42.2	Spring Winery Operations	2.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

**Complete any combination totaling at least 3.00 units from the following:**

VIT 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00

**Complete any combination totaling at least 1.50 units from the following:**

WINE 111.1	Sonoma American Viticulture Areas-North County	1.50
WINE 111.2	Sonoma American Viticulture Areas-South County	1.50

## **WINE STUDIES: WINE HOSPITALITY AND DIRECT MARKETING**

Program of Study Code: 003289

Term Effective: Fall 2023

**24.00 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wine Studies: Wine Hospitality and Direct Marketing Certificate of Achievement prepares students with skills such as serving wine according to professional standards, planning and effectively publicizing wine industry events, selling wine direct to consumers, and effectively using social media. In addition, the wine core classes give students a thorough understanding of winemaking procedures, principles of wine tasting and analysis, computer programs used in wineries, and knowledge of wines produced locally, regionally, and internationally. The Wine Hospitality and Direct Marketing certificate prepare students for specific job opportunities that include wine consultant, server, tasting room representative, wine sales specialist, wine educator, wine club administrator, and winery and restaurant event staff.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate knowledge of skills such as serving wine according to professional standards including an understanding of wine evaluation; and
2. Demonstrate the skills required for planning an effective publicity program for a wine industry event; and
3. Discuss wine regions and characteristics of grape varieties suited to specific regions; and
4. Demonstrate knowledge of the fundamentals of the wine industry including basic enology and business concepts.



## WINE STUDIES: WINE HOSPITALITY AND DIRECT MARKETING - COMPLETE 24.00 UNITS

AGBUS 2	Agricultural Computer Applications	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 103	Wine Direct to Consumer Sales	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50
WINE 128	Developing and Maintaining Wine Social Media Campaigns	1.50
WINE 130	Wine Service and Hospitality	1.50
WINE 131	Wine Industry Event Planning	1.50
WINE 132.1	Tasting Room Operations	2.00

**Complete any combination totaling at least 4.00 units from the following:**

WINE 42.1	Fall Winery Operations	2.00
<i>And</i>		
WINE 42.2	Spring Winery Operations	2.00
<i>or</i>		
WINE 3	Introduction to Enology	4.00

**Complete any combination totaling at least 1.50 units from the following:**

WINE 111.1	Sonoma American Viticulture Areas-North County	1.50
WINE 111.2	Sonoma American Viticulture Areas-South County	1.50

**Complete any combination totaling at least 1.50 units from the following:**

AGRI 56	Agricultural Enterprise Project	2.00-4.00
AGRI 98	Independent Study in Agriculture	1.00-3.00
AGRI 99I	Agriculture Internship	1.00-8.00
CUL 256.11	Wine and Food Pairing	1.50
WINE 101	Wine Sales	1.50
WINE 102	Wine Marketing	1.50
WINE 105	Wine Public Relations	1.50
WINE 109	Wine Club Creation, Maintenance and Promotion	1.50
WINE 112	Wine Regions of California	1.50
WINE 116	Wines of Italy	1.50
WINE 117	Wines of France	1.50
WINE 119	An Examination of Pinot Noir	1.50
WINE 121	Wines of Spain	1.50
WINE 123		

Causation and Detection of Wine		1.50
Faults		
WINE 124	Cabernet Sauvignon	1.50
WINE 132.2	Tasting Room Management	2.00

## **WINE STUDIES: WINE MARKETING**

Program of Study Code: 003290

Term Effective: Fall 2023

**26.50 Units**

(707) 527-4408

[info-agnr@santarosa.edu](mailto:info-agnr@santarosa.edu) (<mailto:info-agnr@santarosa.edu>)

### **PROGRAM DESCRIPTION:**

The Wine Studies: Wine Marketing Certificate of Achievement prepares students with skills such as constructing a wine marketing plan, applying management and business principles to wine marketing, describing wine distribution methods and wine markets, calculating prices in markets, and basic knowledge of retail wine sales.

### **PROGRAM STUDENT LEARNING OUTCOMES**

1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Describe wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.

### **WINE STUDIES: WINE MARKETING REQUIREMENTS - COMPLETE 26.50 UNITS**

AGBUS 2	Agricultural Computer Applications	3.00
BMK 50	Marketing	3.00
WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	3.00
WINE 70	Beginning Wine Sensory Analysis	1.50
WINE 101	Wine Sales	1.50
WINE 102	Wine Marketing	1.50
WINE 103	Wine Direct to Consumer Sales	1.50
WINE 110	Advanced Wine Sensory Analysis	1.50

**Complete any combination totaling at least 4.00 units from the following:**

WINE 42.1 Fall Winery Operations 2.00

And

WINE 42.2 Spring Winery Operations 2.00

or

WINE 3 Introduction to Enology 4.00

**Complete any combination totaling at least 1.50 units from the following:**

WINE 111.1 Sonoma American Viticulture 1.50

Areas-North County

WINE 111.2 Sonoma American Viticulture 1.50

Areas-South County

**Complete any combination totaling at least 4.50 units from the following:**

AGRI 56 Agricultural Enterprise Project 2.00-4.00

AGRI 99I Agriculture Internship 1.00-8.00

WINE 105 Wine Public Relations 1.50

WINE 109 Wine Club Creation, 1.50

Maintenance and Promotion

WINE 112 Wine Regions of California 1.50

WINE 116 Wines of Italy 1.50

WINE 117 Wines of France 1.50

WINE 119 An Examination of Pinot Noir 1.50

WINE 121 Wines of Spain 1.50

WINE 123 Causation and Detection of Wine 1.50

Faults

WINE 124 Cabernet Sauvignon 1.50

WINE 127.1 Wine Compliance - Licensing 1.50

WINE 127.2 Winery Compliance - Required 1.50

Recordkeeping and Reporting

WINE 128 Developing and Maintaining 1.50

Wine Social Media Campaigns

WINE 130 Wine Service and Hospitality 1.50

WINE 131 Wine Industry Event Planning 1.50

## **YOGA: 200-HOUR TEACHER TRAINING**

Program of Study Code: 005079

Term Effective: Fall 2023

**9.50 Units**

(707) 778-4118

## PROGRAM DESCRIPTION:

The Yoga: 200-Hour Teacher Training Skills Certificate fulfills the requirements of the Yoga Alliance 200-hour Registered Yoga Teacher (RYT 200) which serves as the minimum credential required by many employers of yoga teachers. This program covers yoga techniques including postures, breathing exercises, and meditation; teaching methodology, anatomy and physiology, philosophy, business aspects of yoga, and ethics.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Demonstrate correct technique in yoga practices including asanas (postures), pranayamas (breathing practices), and meditation.
2. Develop a personal teaching style that includes effective class management, communication, and addresses multi-level needs and special populations within a group setting.
3. Apply principles of human anatomy, physiology and energy anatomy to yoga practices.
4. Analyze yoga philosophy, values and ethics through yogic texts, and incorporate them into yoga practices.
5. Design and execute, as a lead teacher or assistant, safe and effective yoga sequences and classes.

## YOGA 200-HOUR TEACHER TRAINING REQUIREMENTS - COMPLETE 9.50 UNITS

KINES 70	Yoga Techniques, Training, and Practice I	3.00
KINES 71	Yoga Techniques, Training, and Practice II	2.00
KINES 72	Yoga Teaching Methodology	1.00
KINES 73	Anatomy and Physiology for Yoga Teachers	1.00
KINES 74	Yoga Philosophy, Lifestyle, and Ethics	1.50

Complete any combination totaling at least 1.00 unit from the following:

KINES 50.2	Yoga Teaching Practicum	1.00
WEOC 99I	Occupational Work Experience Internship	0.50-8.00

## THE CATALOG 2023-2024 SECTION 7: ANNOUNCEMENT OF COURSES

### CONTENTS:

Course Numbering

C-ID Course Identification Numbering System

Course Symbols

## **COURSE NUMBERING**

The course numbering explanation provided below is to help students easily identify those courses needed as they plan their studies at SRJC.

All courses numbered 299 or lower (1-299) are Associate's Degree courses. They can be applied toward the 60 unit A.A./A.S. graduation requirement and for certificates.

### **1-49**

Courses numbered 1-49 are accepted by the University of California (UC) system and most other four-year colleges and universities. For specific course articulation comparability consult the Counseling Office or the Transfer Center.

### **1-99**

Courses numbered 1-99 are accepted by the California State University (CSU) system. For specific course to course articulation, consult the Counseling Office or the Transfer Center.

## **INDEPENDENT STUDY 49 AND 98 COURSES**

Independent Study or special project courses are numbered 49 and 98, and are offered to provide an opportunity for students to further their knowledge and skills in a specific subject. They provide the students experience in planning and outlining a course of study on their own initiative under instructor and departmental supervision. These courses are not offered to cover the content of a course that is already part of the College's regular program of instruction.

It is recommended that students who contemplate enrolling for independent study courses should have completed one semester of college work and should have taken at least a minimum of one previous course in the specific department in which they will do the independent study. Students enrolling in an Independent Study course numbered 98 must pursue a major in the occupational area of which the independent study project is a part.

Students desiring to register for an Independent Study course must first develop their own project and submit this in writing for the approval of the instructor who will guide the project, the chairperson of the department in which the course is given, and the appropriate dean. Forms are available in the department or the appropriate dean's office. Three independent study units a semester is considered a reasonable load. A total of six (6) units only, for any combination of 49 and 98 courses, is allowed toward an A.A. degree or toward the 60-unit transfer requirement. In addition, students taking Independent Study courses numbered 49 need to be advised that the University of California (UC) determines credit after transfer, which means that the 49 courses are not counted for admission. (See a counselor for details.)

### **100-299**

Courses numbered 100-299 are associate degree applicable. Although not intended for university transfer, occasionally these courses may be accepted for transfer credit by four-year institutions. The determination of acceptance of these courses will be made by the receiving institution. To check whether an articulation agreement exists for a particular course, consult the Counseling Office or the Transfer Center.

### **300-399**

Courses numbered 300-399 are college credit, non-degree applicable, and basic skill courses. Non-degree credit courses are courses that earn credit but are not counted toward the 60 units required for the associate degree. Non-degree courses are intended to assist students in acquiring skills needed for college level courses. These courses do apply toward residency, athletic eligibility, work study and financial aid, veterans benefits, associated student body office, and full-time status.

## **400 AND ABOVE**

Courses numbered 400 and above are non-credit; no college credit is given for these courses.

## **EXPERIMENTAL COURSES:**

### **89S, 129S, 229S & 329S**

Experimental or temporary courses are numbered with 89s, 129s, 229s, and 329s. The College may occasionally offer courses with these numbers, which are designed as trial efforts at new curricular content or methods. Such courses are approved for use as electives toward the associate degree, but may not be usable for a requisite course in a degree, certificate, or general education pattern.

## **C-ID COURSE IDENTIFICATION NUMBERING SYSTEM**

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. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. Thus, if a Santa Rosa Junior College course qualifies for a C-ID number, students can be assured that it will be accepted in lieu of a course bearing the same C-ID designation at another community college.

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. To confirm how each course will be accepted at a particular four-year college or university for transfer credit, students should always go to [www.assist.org](http://www.assist.org) (<http://www.assist.org/>) (the official repository of articulation for California's public colleges and universities).

To view a current list of SRJC courses approved for C-ID numbers, visit <https://articulation.santarosa.edu/> (<https://articulation.santarosa.edu/>), and click on "C-ID Qualified Courses".

## **COURSE SYMBOLS**

Where applicable, following the end of each course description it is noted if the course meets requirements for the SRJC associate degree, CSU General Education pattern, and/or the IGETC pattern. It should be noted that both the graduation and transfer requirements are subject to change. Students should consult their counselors for the latest information.

## PREREQUISITES, COREQUISITES, AND ADVISORIES

If a course has a prerequisite or corequisite indicated, a student is not allowed to enroll in the class unless he or she has met the stated prerequisite(s). A student has the right to challenge a course corequisite/prerequisite based on the following grounds: the corequisite/prerequisite has not been established in accordance with the District's process for establishing corequisite/prerequisites; the corequisite/prerequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner; or the student has the knowledge or ability to succeed in the course or program despite not meeting the corequisite/prerequisite. The burden of proof is on the student. If the challenge is upheld, the student may enroll; if not, the student will be dropped or not allowed to enroll in the class.

Each student is responsible for meeting all course corequisite/prerequisites. Students must receive a satisfactory grade in a prerequisite course in order to enroll in the target course. A satisfactory grade is defined as a grade of Credit (CR)/Pass (P) or C or better.

Policy 8.1, Revised, January 2014

If students have completed the prerequisite at another institution or at SRJC prior to 1981, they must complete and submit a Prerequisite Equivalency Form online at <https://admissions.santarosa.edu/forms> (<https://admissions.santarosa.edu/forms>) before registering. Official transcripts from the transfer institution must be on file before the equivalency form can be processed.

If students have not met the prerequisite, but have documented experience, they may complete and submit a Prerequisite Challenge Form located online at: <https://admissions.santarosa.edu/forms> (<https://admissions.santarosa.edu/forms>).

Students may not receive credit for a Santa Rosa Junior College course that is a prerequisite to a Santa Rosa Junior College course he or she has already completed.

Many courses have "recommended preparations." While students can enroll in the course without completing the recommended course, it must be taken seriously. If you are not sure if you are prepared to take a course, see your counselor or advisor.

For an updated list of frequently asked questions related to prerequisites and corequisites, please refer to: <https://admissions.santarosa.edu/how-meet-course-prerequisitescorequisites-faq> (<https://admissions.santarosa.edu/how-meet-course-prerequisitescorequisites-faq>)

## 2023-2024 LIST OF COURSES

### ADAPTED PHYSICAL EDUCATION (APE)

#### **APE 301 HEALTH AND FITNESS**

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Description:** This course is designed for students with disabilities with a focus on health and fitness concepts that are important in making informed choices about one's physical, mental and emotional well-being. Health and fitness resources at the Santa Rosa Junior College will be explored.

## **APE 701 ADAPTED SWIMMING**

*(Formerly LPE 701) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This course is designed for students with disabilities. Personalized programs will include instruction in water safety, aquatic exercise and basic swimming skills. Programs will address the limitations of individual disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

*Exempt From Repeat Provisions*

## **APE 709 ADAPTED BODY CONDITIONING**

*(Formerly LPE 709) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This course is designed for students with disabilities. Personalized exercise programs are created that focus on strength training, cardiovascular endurance, and flexibility training. Programs will address the limitations of individual disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

*Exempt From Repeat Provisions*

## **APE 710 ADAPTED PHYSICAL EDUCATION LAB**

*(Formerly LPE 710) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This lab course is designed for students with physical disabilities. Students will work towards achieving functional fitness goals and should be able to use the equipment in the Adapted PE classroom with limited direct instruction. Students' exercise programs will address: strength, balance, coordination, endurance and flexibility with an emphasis on independence and developing lifelong fitness skills.

*Exempt From Repeat Provisions*

## **APE 715 ADAPTED DANCE LAB**

*0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** Introduces elements of dance such as rhythm, coordination, body and spatial awareness, movement vocabulary, and creative expression while improving physical conditioning for students with disabilities.

*Exempt From Repeat Provisions*

## **ADMINISTRATION OF JUSTICE (AJ)**

### **AJ 21 INTRODUCTION TO ADMINISTRATION OF JUSTICE**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** AJ 110

**Description:** This course explores the historical development and philosophy of the administration of justice in America, including theories of crime, punishment, rehabilitation, and the identification of the system and various subsystems, role expectations, and their interrelationships in society.



## AJ 22 CONCEPTS OF CRIMINAL LAW

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** AJ 120

**Description:** This course is a study of the historical development, philosophy of law and constitutional provisions in the administration of justice system. The course includes defining and classifying crime, legal research, study of case law, significance of evidence and the investigation, criminal culpability, and principles of criminal defenses.

## AJ 25 COMMUNITY RELATIONS

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** AJ 160

**GE:** AA/AS areas D,G

**Description:** This course examines the complex, dynamic relationships between communities and the justice system in addressing crime, victimization, conflict, and communication. There is an emphasis on diverse populations within the community and within the justice system.

## AJ 53 JUVENILE PROCEDURES

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A (OR ESL 10) or equivalent or ESL 715.*

**Transferability:** CSU.

**C-ID:** AJ 220

**Description:** This course is an examination of the origin, development, and organization of the juvenile justice system as it evolved in the American justice system. The course explores the theories that focus on juvenile law, courts and processes, and the constitutional protections extended to juveniles administered in the American justice system.

## AJ 55 CRIMINAL PROCEDURES

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AJ 122

**Description:** This course is an examination of the development, philosophy, and stages of criminal court proceedings. Emphasis is placed on the court process, particularly the application and interpretation of procedural law, case law, and constitutional law pertaining to the first contact with the system through the appellate process.

## AJ 56 CRIME AND CRIMINAL JUSTICE IN SOCIETY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** SOCI 160

**GE:** AA/AS area D;CSU area D

**Description:** This course examines the theories of crime causation and the extent of crime in contemporary society, and the social, legal, and political responses to criminal and delinquent behavior.

## AJ 57 BASIC CRIMINAL INVESTIGATION

*(Formerly AJ 54B) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AJ 140

**Description:** In this course students will examine the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, information sources, evidence utility, scientific analysis of evidence, and the role of the investigator in the criminal trial process.

## AJ 61 INTRODUCTION TO EVIDENCE

*(Formerly AJ 54A) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AJ 124

**Description:** Students will study the philosophical and legal basis of evidence. The types of evidence will include: ways of presenting evidence, judicial decisions and statutory rules of evidence governing the admissibility of testimony, writings, and material objects at motions and trial, and constitutional and procedural considerations affecting searches, seizures, admissions and confessions.

## AJ 70 INTRODUCTION TO CORRECTIONS

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AJ 200

**Description:** This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections including probation and parole. It will focus on the legal issues, specific laws and general operation of correctional institutions. The relationship between corrections and other components of the judicial system will also be examined.

## AJ 71 CRIMINAL JUSTICE INTERVIEWING & COUNSELING

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course students will explore and practice establishing rapport, interviewing skills and methods, record keeping, and counseling techniques for entry-level practitioners in Criminal Justice agencies.

## AJ 98 INDEPENDENT STUDY IN ADMINISTRATION OF JUSTICE

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of AJ 21 and Application to department. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

*Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special studies in Administration of Justice. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience on approved research topics.

## AJ 99I ADMINISTRATION OF JUSTICE INTERNSHIP

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in Administration of Justice. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## AJ 203B RANGER ACADEMY

*17.25 Units/6 hours lecture, 34 hours laboratory. Grade Only. Prerequisite: Completion or Concurrent Enrollment of AJ 203A. Students must be enrolled in both courses during the same semester. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. California residents must pass a criminal history check as outlined in California Penal Code 13511.5. Non-residents must also pass a criminal history check through their home states or the Federal Bureau of Investigation (FBI). Students must possess a valid driver's license.*

**Description:** Basic Law Enforcement Training program accredited by the Federal Government to certify graduates for employment in National Parks and/or Regional and County Parks. Upon the completion of this course the student will meet the minimum standards set by the National Park Service (NPS) for entry into a structured field training program as a Law Enforcement Ranger and/or as a Regional or County Park law enforcement employee.

## AJ 223 BASIC POLICE ACADEMY

*21 Units/7.5 hours lecture, 32.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must pass California Peace Officer Standards and Training (POST) Reading and Writing test with a POST required minimum T-Score of 42 to meet entry level requirements for law enforcement positions. Students must pass a criminal history check as outlined in California Penal code 13511.5. Students must possess a valid driver's license.*

**Description:** A Basic Police Academy certified by the Commission on Peace Officer Standards and Training (P.O.S.T.) for the State of California. This intensive 20 week Academy teaches criminal law, laws of search and seizure, laws of evidence, traffic laws, investigative techniques, patrol procedures, firearms, vehicle operations course, defensive tactics, police report writing, first aid, and cardio pulmonary resuscitation. The Basic Police Academy provides instruction and evaluation of all academic, physical, and behavioral traits required by the State of California to meet the minimum standards to be employed as a peace officer in California.

## AJ 343 ARREST AND CONTROL INSTRUCTOR

*1 Unit/7 hours lecture, 33 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must have law enforcement experience or equivalency. Students will be required to provide a medical clearance to participate in the DT Instructor arrest and control techniques, physical conditioning program, and POST required physical performance exam(s).*

**Description:** This course is designed to train peace officers how to teach weaponless defense tactic and arrest and control techniques according to the California Commission on Peace Officer Standards and Training (POST).

*Legally Mandated Repetition*

## **AJ 344 ARREST AND CONTROL INSTRUCTOR UPDATE**

*0.5 Unit/5.25 hours lecture, 10.75 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must show proof of completion of basic defensive tactics course.*

**Description:** This course is designed to update peace officers how to instruct weaponless defense tactics and arrest and control techniques according to the California Commission on Peace Officer Standards and Training (POST).

*Legally Mandated Repetition*

## **AJ 348 TRAINING MANAGER**

*0.5 Unit/3 hours lecture, 21 hours laboratory for 1 week. P/NP Only.*

**Description:** This course covers topics related to management functions and training. The students will discuss legal issues, training needs assessment, training policies and plans, records management, training resources, and information about the California Commission on Peace Officers Standards and Training (POST).

*Legally Mandated Repetition*

## **AJ 350 BACKGROUND INVESTIGATION**

*0.5 Unit/32 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must possess basic POST certificate or equivalent.*

**Description:** This course will orient students to the responsibilities in the public safety pre-employment background investigation process, including how to conduct pre-employment interviews, evaluate suitability for employment and related documentation for a thorough background investigation.

*Legally Mandated Repetition*

## **AJ 351 EMERGENCY VEHICLE OPERATIONS**

*0.25 Unit/2.75 hours lecture, 5.25 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must possess basic POST certificate or equivalent*

**Description:** This course is designed to train peace officers in the areas of technical driving on a skills course, collision avoidance simulations, and skid control techniques based on the requirements set forth by the California Commission on Peace Officer Standards and Training (POST). Emergency response and pursuit driving are also covered during this course. Each of the behind-the-wheel exercises is designed to improve current driving skills and develop confidence during emergency vehicle operation.

*Legally Mandated Repetition*

## **AJ 353 PUBLIC SAFETY DISPATCHER BASIC COURSE**

*2 Units/40 hours laboratory for 3 weeks. P/NP Only.*

**Description:** This course will identify and specify the training necessary for entry-level public safety dispatchers who have no prior training or limited experience in the area of dispatching. Issues addressed will consist of knowledge and skills necessary for dispatchers to meet minimum performance standards for entry level positions.

Students will be introduced to the criminal justice system, the laws as they pertain to dispatchers and public safety, communication theory, telephone procedures, radio procedures, resource and referral services, critical incidents, and stress management.

*Legally Mandated Repetition*

## **AJ 354 PC 832 FIREARMS**

*0.5 Unit/3 hours lecture, 21 hours laboratory for 1 week. P/NP Only. Limits on enrollment: A criminal history check is required by state law (13511.5 Penal Code) for non-public safety agency personnel.*

**Description:** This course fulfills the requirements of Section 832 of the California Penal Code (PC) as mandated by the California Commission on Peace Officer Standards and Training (POST) for agencies authorizing the use of firearms. Students will be introduced to firearms topics including care and maintenance, function, safety, shooting positions, and fundamentals. Successful completion of a POST accuracy test is required for course completion.

*Legally Mandated Repetition*

## **AJ 355 PENAL CODE 832 POWERS OF ARREST COURSE**

*(Formerly AJ 221.9) 0.75 Unit/2.25 hours laboratory. P/NP Only.*

**Description:** This course is an introduction to criminal law, laws of arrest, search and seizure and basic law enforcement principles and practices. It fulfills the arrest component of the training mandated by California Penal Code Section 832 (PC 832) for employment as a peace officer. The course is certified by the California Commission on Peace Officer Standards and Training (POST) and the State Standards and Training for Corrections Program (STC).

*Legally Mandated Repetition*

## **AJ 361 LAW ENFORCEMENT SUPERVISOR TECHNIQUES**

*(Formerly AJ 215.1) 2 Units/6.5 hours lecture, 33.5 hours laboratory for 2 weeks. P/NP Only. Limits on enrollment: Show proof of completion of basic police academy or equivalent.*

**Description:** This course will provide the necessary training for supervisors of public safety agencies as mandated by the California Commission on Peace Officer Standards and Training (POST) and Standards and Training for Corrections (STC). Students will be introduced to leadership styles, supervision techniques, motivation, communication, problem solving, and discipline issues.

*Legally Mandated Repetition*

## **AJ 363 HEALTH AND SAFETY CODE 11550 DRUG RECOGNITION**

*0.5 Unit/5.25 hours lecture, 10.75 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must show proof of Basic Police Academy or equivalent at Director's discretion.*

**Description:** This course is designed to assist public safety personnel in identifying individuals who are under the influence of drugs (H and S 11550). Public safety personnel will develop skills and confidence in evaluating individuals suspected of being under the influence of stimulants, depressants, dissociative anesthetics, hallucinogens, opiates, inhalants, cannabis, and alcohol. The course will also give the public safety officer a basic knowledge of other drug related matters with relation to history or drug abuse, new drug trends, 4th and 5th Amendment issues, officer safety, drug packaging, developing expert testimony, report writing techniques, and informant development tips.

## AJ 364 CORRECTIONS OFFICER BASIC

*4.5 Units/4 hours lecture, 36 hours laboratory for 5 weeks. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests.*

**Description:** This Corrections Officer Basic Core (COBC) course presents the required training for entry level correctional officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics addressed consist of legal issues, communication, classification, contraband, booking, release of information, safety and security of facility and inmates, supervising inmates, report writing, record keeping, ethics, professionalism, physical training, defensive tactics, and restraint techniques. The Corrections Officer Basic Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a correctional officer in the State of California.

## AJ 365 PROBATION OFFICER

*5.5 Units/2.5 hours lecture, 9 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance test.*

**Description:** The Probation Officer (PO) Core course presents the required training for entry level probation officers as mandated by the Standards and Training for Corrections (STC), a division of the Board of State and Community Corrections (BSCC), a state regulatory agency. Topics addressed include: the California Justice System, current trends and practices in probation, risk factors for the probationer, information gathering, court reports and presentations, case planning and supervision, transportation, use of force, personal safety, physical training, and defensive tactics. The Probation Officer Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a probation officer in the State of California.

## AJ 368 BASIC HUMANE ACADEMY

*2 Units/6.5 hours lecture, 33.5 hours laboratory for 2 weeks. P/NP Only.*

**Description:** This course will assist students in the development of basic investigative techniques as they relate to the enforcement of California and federal animal-related law. Students will be introduced to recognizing basic care, neglect, and abuse of animals, collecting evidence, developing basic report writing skills, discussing courtroom testimony and demeanor, and working collaboratively with a team.

*Legally Mandated Repetition*

## AJ 369 ADVANCED HUMANE ACADEMY

*0.75 Unit/2.25 hours laboratory. P/NP Only. Recommended: Course Completion of AJ 368.*

**Description:** This course will assist students in the development of advanced investigative techniques as they relate to the enforcement of California animal-related law. Students should be prepared to conduct a mock investigation, take photographs, write reports, collect evidence, work collaboratively with a team, and testify in a mock trial.

*Legally Mandated Repetition*

## **AJ 380 OFFICER TRAINING SKILLS AND TOPICS**

*0.25-1.5 Units/Up to 8 hours laboratory for 10 weeks. P/NP Only.*

**Description:** Students will be introduced to basic skills and topics as identified by various public safety professions. It is designed for individuals required to update in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training.

*Legally Mandated Repetition*

## **AJ 380.1 OFFICER TRAINING SKILLS AND TOPICS 1**

*0.25 Unit/3 hours lecture, 5 hours laboratory for 1 week. P/NP Only.*

**Description:** This course covers basic skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training.

*Legally Mandated Repetition*

## **AJ 390 FIELD TRAINING OFFICER**

*1 Unit/7 hours lecture, 33 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Completion of POST Basic Police Academy, successful completion of a POST-approved Field Training program, minimum one year peace officer experience, and at Director's discretion.*

**Description:** This course is designed to train peace officers to become Field Training Officers (FTO) according to the California Commission on Peace Officer Standards and Training (POST). (P/NP Only)

*Legally Mandated Repetition*

## **AJ 391 FIELD TRAINING OFFICER UPDATE**

*0.5 Unit/4 hours lecture, 20 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Successful completion of the 40-hour Field Training Officer course, and at Director's discretion.*

**Description:** This course is designed to update Field Training Officers (FTO) according to the California Commission of Peace Officer Standards and Training (POST) regulation.

*Legally Mandated Repetition*

## **AJ 715 SUPPLEMENTAL INSTRUCTION - LAW ENFOR. ACADEMIES & INSERVICE**

*0 Unit/6 hours by arrangement. Non-Credit Course.*

**Description:** Students who are not meeting the minimum psychomotor, knowledge or performance criteria for State or Federally certified law enforcement or correction courses will use the computer lab/simulators, psychomotor skills practice, performance practice, and instructor led reviews (at a self-paced rate) to meet the standards of these courses. Courses include all AJ203A -380.8.

*Exempt From Repeat Provisions*

## **ADULT EDUCATION (ADLTED)**

## **ADLTED 570.1 WRITING AND READING IMPROVEMENT FOR TEST PREPARATION**

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** Students will receive supplemental instruction in basic English skills. Supports students needing remediation of basic English reading, writing and essay exam completion.

*Exempt From Repeat Provisions*

## **ADLTED 570.2 GRAMMAR IMPROVEMENT FOR TEST PREPARATION**

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** Students will receive supplemental instruction in basic English reading and writing skills. Supports students needing remediation of basic English grammar and reading comprehension.

*Exempt From Repeat Provisions*

## **ADLTED 601 UNDERSTANDING THE ADULT LEARNER: TEACH/LEARN MODALITIES**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** This course is designed to introduce potential or new teachers to the special needs and learning modalities of adult learners. Topics will focus on the differences between K-12 teaching and Adult Education in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 602 CREATING COURSE MANAGEMENT DOCUMENTS**

*0 Unit/8 hours laboratory for 1 week. Non-Credit Course.*

**Description:** This course is designed to introduce potential or new teachers to course management documents and college policies as related to adult education classes in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 603 LESSON PLANNING: TIME MANAGEMENT AND TRANSITIONS**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** This course is designed to introduce potential or new teachers to lesson planning as it relates to Adult Education in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 604 DESIGNING ASSIGNMENTS TO MEET LEARNING OBJECTIVES**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** This course is designed to introduce potential or new teachers to designing lessons to meet learning objectives as they relate to Adult Education in a higher education setting.



*Exempt From Repeat Provisions*

## **ADLTED 605 ASSESSMENT TECHNIQUES**

*0 Unit/8 hours laboratory for 1 week. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers to the special needs and learning modalities of adult learners. Topics will focus on assessment techniques as they relate to Adult Education in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 606 SCAFFOLDING FOR LOW LITERACY LEARNERS**

*0 Unit/8 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers to the special needs and learning modalities of adult learners. Topics will focus on scaffolding strategies for use in Adult Education in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 607 TECHNOLOGY IN THE ADULT EDUCATION CLASSROOM**

*0 Unit/8 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers in Adult Education Programs to the concepts and techniques involved in technology-mediated teaching in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 608 CLASSROOM MANAGEMENT TECHNIQUES**

*0 Unit/8 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers of Adult Education and Career Technical Education to the concepts and techniques involved in classroom management in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 609 TEACHING TO COLLEGE AND CAREER READINESS**

*0 Unit/8 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers in Adult and Career Technical Education programs to the laws and guidelines for college and career readiness as they are applied in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 610 CAREER EDUCATION TEACHING STRATEGIES**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course provides an overview of Career Education (CE) programs and expectations to content area experts in private industry and governmental positions to apply for adjunct teaching jobs in Adult Education

and Career Education departments. Topics focus on strategies for teaching in CE areas as well as understanding Non-credit Adult Education CE learners.

*Exempt From Repeat Provisions*

## **ADLTED 611 TEAM TEACHING PRACTICES**

*0 Unit/8 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers to the benefits and demands of team teaching in Adult Education and Career Technical Education Programs in a higher education setting.

*Exempt From Repeat Provisions*

## **ADLTED 613 STRATEGIES FOR TEACHING STUDENTS WITH DISABILITIES**

*0 Unit/8 hours laboratory for 1 week. Non-Credit Course. Recommended: Course Completion of ADLTED 601.*

**Description:** This course is designed to introduce new or potential teachers in Adult Education and Career Technical Education Programs to working with students with disabilities in a higher education setting. Topics will cover: laws and regulations, types of disabilities and appropriate/legal accommodations, and strategies for working with students with disabilities.

*Exempt From Repeat Provisions*

## **ADLTED 721 WORKPLACE ARITHMETIC--PART 1**

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** Students will apply math concepts and problem-solving strategies to specific trades and industries. Skill areas to be covered include basic operations of whole numbers, fractions, and decimals.

*Exempt From Repeat Provisions*

## **ADLTED 723 FINANCIAL MATHEMATICS**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** This course applies mathematical computation with decimals, fractions, and percents to personal finances, including budgeting, saving, and planning for future financial security.

*Exempt From Repeat Provisions*

## **ADLTED 724 BUSINESS MATHEMATICS USING EXCEL**

*0 Unit/3 hours laboratory for 6 weeks. Non-Credit Course.*

**Description:** This course presents basic math as applied to business solutions using Excel including: banking, pricing, cash and trade discounts, payroll, and calculating interest and depreciation.

*Exempt From Repeat Provisions*

## **ADLTED 730 FIRST AID, CPR, AND AED**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** In this course, students will learn the basics of Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), and First Aid emergency response skills which enable them to give immediate care to

a person who has been injured or is experiencing a sudden illness. This course satisfies first-time and renewal certifications, but does not satisfy the requirement for healthcare providers.

*Exempt From Repeat Provisions*

## **ADLTED 731.1 CHILD CARE PROVIDER 1: PROFESSIONAL OPERATIONS AND LICENSING**

*0 Unit/3.25 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** Introduction to requirements for obtaining a license as a family home care provider. The course focuses on the National Association for Education of Young Children (NAEYC) code of ethical conduct and the Ten Program Standards as well as California's licensing procedures. Topics emphasize professionalism, health and safety, nutrition, and licensing regulations.

*Exempt From Repeat Provisions*

## **ADLTED 731.2 CHILD CARE PROVIDER 2: CURRICULUM AND PROGRAM DEVELOPMENT**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 731.1.*

**Description:** Introduction to developmentally appropriate and culturally relevant curriculum in early childhood settings (birth to age 8). Students will develop age-appropriate activities and plan effective learning environments for children in a family child day care setting.

*Exempt From Repeat Provisions*

## **ADLTED 731.3 CHILD CARE PROVIDER 3: CHILD DEVELOPMENT**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course completion of ADLTED731.1 and ADLTED731.2.*

**Description:** Introduction to the theories of child development and developmental milestones that guide healthy growth and development of children from birth to age 8. The role of the child care provider as a communicator with families and children will be explored.

*Exempt From Repeat Provisions*

## **ADLTED735.6A CARING FOR SUBSTANCE-EXPOSED CHILDREN**

*0 Unit/3 hours lecture for 6 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 734B and ADLTED 735.1.*

**Description:** This course provides background necessary for care providers, family, and educators to care for substance exposed infants and children. Topics include: Common and uncommon substances; effects of those substances; and what kinds of effects and behaviors to expect as children move from infancy to adolescence.

*Exempt From Repeat Provisions*

## **ADLTED 737.1 PERSONAL CARE ATTENDANT 1: BASIC CARE**

*0 Unit/6 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** Introduction to entry-level Personal Care Attendant skills, including non-medically directed personal care and home management activities. Emphasis is on understanding and working with older patients, caregiver

ethics and skills, home safety, physical movement, communication, nutrition, medical guidelines, elder and dependent adult abuse, and workforce preparation.

*Exempt From Repeat Provisions*

## **ADLTED 737.2 PERSONAL CARE ATTENDANT 2: DEMENTIA AND END OF LIFE CARE**

*0 Unit/6 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 737.1.*

**Description:** Introduction to caregiving skills for patients with dementia, including Alzheimer's disease. Emphasis is on types and causes of dementia, principles of end-of-life care, advanced planning, emotional issues related to death and dying, cultural diversity as related to death and dying, and community resources to support families and caregivers.

*Exempt From Repeat Provisions*

## **ADLTED 737.3 PERSONAL CARE ATTENDANT 3: PRACTICUM**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Completion of ADLTED 737.1 and 737.2.*

**Description:** This course provides students with opportunities to interact with patients/clients in a variety of care settings. The focus of the course is on understanding and learning to work with a variety of patients/clients in order to better adapt to the care setting.

*Exempt From Repeat Provisions*

## **ADLTED 740 OSHA 10 CERTIFICATION PREPARATION**

*0 Unit/2 hours laboratory for 7 weeks. Non-Credit Course.*

**Description:** In this industrial and construction safety course for entry-level workers, students will learn to recognize and prevent hazards on a job site. Occupational Safety Health Association (OSHA) recommends Safety Certification Training Program courses as an orientation to occupational safety and health for workers covered by OSHA standards, on the specific hazards of the job. Upon successful completion of the course, students will receive a 10-hour Construction Safety Certification completion card.

*Exempt From Repeat Provisions*

## **ADLTED 741 FORKLIFT OPERATION--SITTING AND STANDING**

*0 Unit/4 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** Students will learn how to drive a forklift safely, sitting and standing, and will practice operating a forklift.

*Exempt From Repeat Provisions*

## **ADLTED 742.1 HARDSCAPING 1: IRRIGATION**

*0 Unit/2.5 hours laboratory. Non-Credit Course.*

**Description:** This course introduces students to non-plant landscaping with an emphasis on industry-specific terminology related to water use. Students will practice communication skills using common phrases for interacting with clients or future employers. Students will study landscape planning, irrigation systems, graywater and stormwater capture, tools, air quality, workplace safety, and employment opportunities.

*Exempt From Repeat Provisions*

## ADLTED 742.2 HARDSCAPING 2: NON-PLANT FEATURES

*0 Unit/2.5 hours laboratory. Non-Credit Course.*

**Description:** In this course, students will be introduced to different types of hardscaping non-plant features such as walls, pathways, fences, seating, decks, and pergolas and gazebos. Students will also learn to read and interpret a landscape design plan.

*Exempt From Repeat Provisions*

## ADLTED 743 SOFTSCAPE: PLANTS AND ENVIRONMENTAL CONDITIONS

*0 Unit/5 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Concurrent Enrollment in ADLTED 745.3.*

**Description:** In this course, students will gain softscape knowledge of green gardening and landscaping with emphasis on occupation-specific terminology and communication skills using common phrases for interacting with clients or future employers. Topics include plant identification, selection and care, plant irrigation needs, landscaping plans, safe use of hand and power tools, and workplace readiness.

*Exempt From Repeat Provisions*

## ADLTED 744 SURVEY OF THE BUILDING TRADES AND CONSTRUCTION INDUSTRY

*0 Unit/4 hours laboratory for 12.5 weeks. Non-Credit Course.*

**Description:** In this course, students learn about the construction industry, the building design process, construction project process, and roles and responsibilities of those involved: clients, architects, engineers, contractors, project managers, technicians, sub-contractors, workers, suppliers, regulatory agencies, bankers, lawyers, and the public. Students also learn about career opportunities in the construction industry.

*Exempt From Repeat Provisions*

## ADLTED 745.1 COMMUNICATION FOR CONSTRUCTION TRADES PART 1

*0 Unit/3 hours laboratory for 5 weeks. Non-Credit Course.*

**Description:** Introduction to construction terminology and its use in a practical setting. Students will develop reading, writing, speaking, and listening skills for use on the job in the construction trades.

*Exempt From Repeat Provisions*

## ADLTED 745.2 COMMUNICATION FOR CONSTRUCTION TRADES PART 2

*0 Unit/3 hours laboratory for 5 weeks. Non-Credit Course. Recommended: Completion of ADLTED 745.1.*

**Description:** Second part of introduction to construction terminology and its use in a practical setting. Students will develop reading, writing, speaking and listening skills, as well as an understanding of non-verbal cues for use on the job in the construction trades.

*Exempt From Repeat Provisions*

## ADLTED 745.3 COMMUNICATION FOR LANDSCAPING TRADES

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Concurrent Enrollment in ADLTED 742 and ADLTED 743.*

**Description:** Introduction to landscaping and horticultural terminology and its use in a practical setting. Students

will develop reading, writing, speaking, listening skills, as well as an understanding of non-verbal cues for use on the job in the landscaping trades.

*Exempt From Repeat Provisions*

## **ADLTED 746 INTRODUCTION TO PLAN READING FOR BUILDING TRADES**

*0 Unit/2.5 hours laboratory. Non-Credit Course. Recommended: Course Completion of ADLTED 744; AND Course Completion of ADLTED 721 OR ADLTED 722.*

**Description:** This course introduces students to reading and interpreting construction plan views, section cuts, elevations, and details for construction purposes. Students will learn to accurately apply measurements in drawings to varying scales and estimate material quantities for projects from building plans.

*Exempt From Repeat Provisions*

## **ADLTED 748.1 EDIBLE LANDSCAPING**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 744.*

**Description:** An introduction to designing, growing, and harvesting edible plants in the landscape with a focus on fruits and vegetables.

*Exempt From Repeat Provisions*

## **ADLTED 748.2 INTRODUCTION TO NURSERY OPERATIONS**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 744.*

**Description:** Introduction to plant propagation and production practices with emphasis on nursery operations.

*Exempt From Repeat Provisions*

## **ADLTED 748.3 FIRE RESILIENT LANDSCAPING**

*0 Unit/2 hours laboratory for 13 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 740.*

**Description:** In this course, students will be introduced to residential and commercial landscape and building maintenance practices that reduce risk of structure loss during wildfire and guide safe and effective post-fire mitigation and clean-up. Students will learn principles for fire risk reduction; structure hardening; defensible space; safe and proper use of appropriate tools and equipment; considerations for worker safety and worker rights; relevant laws and regulations; and appropriate prioritization and execution of actions to reduce fire risk. Working under the supervision of qualified professionals, students will visit and/or perform work at selected site(s) as appropriate.

*Exempt From Repeat Provisions*

## **ADLTED 748.4 INTRODUCTION TO TREE MAINTENANCE AND PRUNING**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** Students will learn and practice the basics of tree pruning and maintenance.

*Exempt From Repeat Provisions*

## **ADLTED 748.5 INTRODUCTION TO SPRINKLER REPAIR AND MAINTENANCE**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 742.1 ( or ADLTED 742).*

**Description:** This course introduces students to the basics of irrigation systems with particular focus on: repairing sprinklers and damaged lines; raising, lowering, and relocating sprinkler heads; troubleshooting the main assembly.  
*Exempt From Repeat Provisions*

## **ADLTED 748.6 LANDSCAPE EQUIPMENT OPERATIONS**

*0 Unit/6 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** Students will learn about pre-operation, operation, and post-operation maintenance of a variety of commonly used types of landscape equipment. Much of the course focuses on hands-on operation of landscape equipment in safe and effective ways.

*Exempt From Repeat Provisions*

## **ADLTED 749.1 OSHA 30--CONSTRUCTION INDUSTRY PROCEDURES**

*0 Unit/6 hours laboratory for 10 weeks. Non-Credit Course.*

**Description:** The Occupational Safety and Health Administration (OSHA) Outreach Training Program for the Construction Industry teaches construction workers about their rights, employer responsibilities, how to file a complaint, as well as how to identify, abate, avoid, and prevent job-related hazards. Course satisfies the 30-hour requirement for construction industry training.

*Exempt From Repeat Provisions*

## **ADLTED 749.2 OSHA 30--GENERAL INDUSTRY PROCEDURES**

*0 Unit/6 hours laboratory for 6 weeks. Non-Credit Course.*

**Description:** The Occupational Safety and Health Administration (OSHA) Outreach Training Program for the General Industry teaches workers about their rights, employer responsibilities, how to file a complaint, as well as how to identify, abate, avoid, and prevent job-related hazards. Course satisfies the 30-hour requirement for general industry training.

*Exempt From Repeat Provisions*

## **ADLTED 751 HOW TO START A SMALL BUSINESS**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course.*

**Description:** In this first course in a 3-course series, students will build knowledge and skills, and learn the requirements to start a small business. Students will analyze the requirements for success in business, assess risks and rewards, examine legal considerations, and ascertain the best use of professional assistance.

*Exempt From Repeat Provisions*

## ADLTED 752 SMALL BUSINESS FINANCING

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course.*

**Description:** In this second course in a 3-course series, students will learn about the financial aspects of operating a small business. Students will analyze and apply topics in credit and personal budgeting, financial record-keeping, managing cash flow, banking, choosing an adequate record-keeping system, and financing to small business operations.

*Exempt From Repeat Provisions*

## ADLTED 753 MARKETING FOR A SMALL BUSINESS

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 751 and ADLTED 752.*

**Description:** In this third course in a 3-course series, students will learn strategies to successfully market a small business. Students will examine and analyze consumer behavior, identify target market segments, price for profitability, and select promotional tactics and how to integrate these marketing functions into an effective marketing plan.

*Exempt From Repeat Provisions*

## ADLTED 754.1 INTRODUCTION TO BASIC TAX LAW

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** In this first course of a 2-course series, students will be prepared to file federal and state tax returns for clients and/or volunteer for the free tax preparation program, such as EarnIt! KeepIt! SaveIt! In this course, students will learn basic tax law, which includes the following topics: determining filing status and exemptions, determining taxable income, determining adjusted gross income, computing tax and credits, applying refundable credits, and computing payments/refund.

*Exempt From Repeat Provisions*

## ADLTED 754.2 TAX RETURN PREPARATION AND FILING

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 754.1.*

**Description:** In this second course of a 2-course series, students will be prepared to file personal federal and state tax return and/or volunteer for the free tax preparation program, such as EarnIt! KeepIt! SaveIt! In this course, students will learn how to: navigate the IRS website to find information, prepare and file a federal and state tax return using programs such as MyFreeTaxes and TaxSlayer, renew or apply for a new Individual Tax Identification Number (ITIN), make payments to the IRS and track the status of a refund.

*Exempt From Repeat Provisions*

## ADLTED 756 MANAGING A SMALL BUSINESS

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** This course is designed for students who are interested in improving and growing their small business. Students will learn small business management principles including leadership development, business dynamics, sales and services, finances, and human resources.

*Exempt From Repeat Provisions*



## **ADLTED 761.1 BASIC COMPUTER OPERATIONS 1**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course.*

**Description:** In this first course in a 3-course series, the student will begin to build competency in basic computer operations. This first course introduces the student to basic functions and uses of the computer including: using the keyboard and mouse, browsing the internet, and creating and using an email account for sending and replying to messages.

*Exempt From Repeat Provisions*

## **ADLTED 761.2 BASIC COMPUTER OPERATIONS 2**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 761.1.*

**Description:** In this second course in a 3-course series the student will continue to build competency in basic computer operations. This course introduces the student to basic functions and uses of the computer for more complex email actions, online shopping, using classified websites, online bill paying, and creating and saving an Microsoft (MS) Word document.

*Exempt From Repeat Provisions*

## **ADLTED 761.3 BASIC COMPUTER OPERATIONS 3**

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 761.2.*

**Description:** In this third course in a 3-course series the student will continue to build competency in basic computer operations. The student will build their skills in the basic functions and uses of the computer, including: creating and editing email contacts and distribution lists; creating a vacation responder and filters; searching for mail and recalling an email in Gmail; creating events and invitations in Google Calendar; using cut, copy, and paste in Microsoft (MS) Word.

*Exempt From Repeat Provisions*

## **ADLTED 762.1 COMPUTER OPERATIONS FOR THE WORKPLACE 1**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 761.3.*

**Description:** This is the first course in a 5-course series to build competency in MS Word, Excel, and PowerPoint for personal and professional use. Students will learn to create a variety of documents, format text and paragraphs, and use formatting techniques to stylize a document in Microsoft (MS) Word.

*Exempt From Repeat Provisions*

## **ADLTED 762.2 COMPUTER OPERATIONS FOR THE WORKPLACE 2**

*(Formerly ADLTED 761.5) 0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED762.1.*

**Description:** This is the second course in a 5-course series to build competency in Microsoft (MS) Word, Excel, and PowerPoint for personal and professional use. Students will learn to insert and format pictures, shapes, text boxes, tables and charts, and add a page border to create a variety of documents in MS Word.

*Exempt From Repeat Provisions*

## **ADLTED 762.3 COMPUTER OPERATIONS FOR THE WORKPLACE 3**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 762.2.*

**Description:** This is the third course in a 5-course series to build competency in Microsoft (MS) Word, Excel, and PowerPoint for personal and professional use. The student will learn the basic features of MS Excel to create and format simple worksheets.

*Exempt From Repeat Provisions*

## **ADLTED 762.4 COMPUTER OPERATIONS FOR THE WORKPLACE 4**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 762.3.*

**Description:** In this fourth course of a 5-course series, students will build competency in MS Office Suite. This course will focus on Excel for personal and professional use. Students will learn to create more advanced worksheets using formulas, tables, charts, and graphs.

*Exempt From Repeat Provisions*

## **ADLTED 762.5 COMPUTER OPERATIONS FOR THE WORKPLACE 5**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 762.4.*

**Description:** In this fifth course of a 5-course series, students will build competency in MS Office Suite. This course will focus on PowerPoint for personal and professional use. Students will learn how to create and format PowerPoint presentations.

*Exempt From Repeat Provisions*

## **ADLTED 763.1 SOCIAL MEDIA FOR BUSINESS 1**

*0 Unit/1.5 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 753 or ADLTED 762.1 or ADLTED 762.2 or ADLTED 762.3 or ADLTED 762.4 or ADLTED 762.5.*

**Description:** This course is designed for students who want to build and grow their business's marketing through different social media platforms such as Facebook and Instagram. Students will learn to create and manage their social media presence for their business.

*Exempt From Repeat Provisions*

## **ADLTED 763.2 SOCIAL MEDIA FOR BUSINESS 2**

*0 Unit/1.5 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 763.1.*

**Description:** This course is designed for students who want to build and grow their business' marketing through different social media platforms such as TikTok, Pinterest, LinkedIn, and WhatsApp. Students will learn to create and manage a business page in each of these platforms while following social media user guidelines and restrictions.

*Exempt From Repeat Provisions*

## **ADLTED 763.3 SOCIAL MEDIA FOR BUSINESSES 3: YOUTUBE**

*0 Unit/1.5 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 763.2.*

**Description:** This course is designed for students who want to build and grow their business's marketing through YouTube. Students will create and manage a YouTube channel for their business while properly applying YouTube's

user guidelines.

*Exempt From Repeat Provisions*

## **ADLTED 764 INTRODUCTION TO STUDENT INFORMATION SYSTEMS**

*0 Unit/3 hours laboratory for 2 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 761.1 ( or ADLTED 761).*

**Description:** For students who are preparing to work in educational settings, this course is an introduction to the basic functions and uses of the computer as they relate to using a school district's programs, website, and student information systems.

*Exempt From Repeat Provisions*

## **ADLTED 764.1 GOOGLE TOOLS AND APPLICATIONS- PART 1: DRIVE AND DOCS**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 761.2 OR ADLTED 761.3.*

**Description:** This is the first course in a 5-course series to build competency in web-based applications and programs for personal and professional use. Students will advance their knowledge of the Google suite of apps: Google Drive and Docs. Students will learn how to create, edit, share, and collaborate on files in Google Drive and Docs, and understand their purpose and use in a personal and professional setting.

*Exempt From Repeat Provisions*

## **ADLTED 764.2 GOOGLE TOOLS AND APPLICATIONS- PART 2: SHEETS**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 764.1.*

**Description:** This is the second course in a 5-course series to build competency in web-based applications and programs for personal and professional use. Students will advance their knowledge of Google Sheets, part of the Google suite of apps. The student will learn how to create, edit, share, and collaborate on files in Google Sheets and understand their purpose and use in a personal and professional setting.

*Exempt From Repeat Provisions*

## **ADLTED 764.3 GOOGLE TOOLS AND APPLICATIONS- PART 3: SLIDES**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Course completion of ADLTED 764.1 or ADLTED 764.2.*

**Description:** This is the third course in a 5-course series to build competency in web-based applications and programs for personal and professional use. The student will advance their knowledge of Google Slides, part of the Google suite of apps. The student will learn how to create a presentation, add visual elements, apply textual formatting, import and convert a presentation and share a presentation.

*Exempt From Repeat Provisions*

## **ADLTED 764.4 GOOGLE TOOLS AND APPLICATIONS- PART 4: FORMS AND BLOGGER**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 764.1, or ADLTED 764.2, or ADLTED 764.3.*

**Description:** In this fourth course of a 5-course series, students will build competency in web-based applications and programs for personal and professional use. In this course, students will advance their knowledge of Google Forms and Blogger. Upon completion of the course, students will know how to create, edit, share, and send Google Forms. Students will also be able to create and manage a blog using Google Blogger.

*Exempt From Repeat Provisions*

## **ADLTED 764.5 GOOGLE TOOLS AND APPLICATIONS- PART 5: PHOTOS AND SITES**

*0 Unit/2 hours laboratory for 12 weeks. Non-Credit Course. Recommended: Completion of ADLTED 764.1, or ADLTED 764.2, or ADLTED 764.3, or ADLTED 764.4.*

**Description:** In this fifth course of a 5-course series, students build competency in web-based applications and programs for personal and professional use. In this course, students will advance their knowledge of Google Photos and Sites. Upon completion of the course, students will be able to manage, organize, and share photos utilizing Google Photos. Students will also be able to create, personalize, preview, and, publish a Google Site.

*Exempt From Repeat Provisions*

## **ADLTED 766.1 WORKFORCE PREPARATION 1: SOFT SKILLS IN THE WORKPLACE**

*0 Unit/2 hours laboratory for 6 weeks. Non-Credit Course.*

**Description:** In this first course of a three-part series in workforce preparation, students will focus on essential soft skills for success in the workplace, such as roles in the workplace and effective communication and interpersonal skills.

*Exempt From Repeat Provisions*

## **ADLTED 766.2 WORKFORCE PREPARATION 2: LIFELONG LEARNING/PROFESSIONALISM**

*0 Unit/2 hours laboratory for 6 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 766.1.*

**Description:** In this second course of a three-part series in workforce preparation, students will develop lifelong learning skills, problem solving skills, and professionalism for success in the workplace.

*Exempt From Repeat Provisions*

## **ADLTED 766.3 WORKFORCE PREPARATION 3: COMMUNICATION, CUSTOMER SERVICE**

*0 Unit/2 hours laboratory for 6 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 766.1 and ADLTED 766.2.*

**Description:** In this third course of a three-part series in workforce preparation, students will focus on

communication, customer service, and conflict resolution for success in the workplace.

*Exempt From Repeat Provisions*

## **ADLTED 766.4 WORKFORCE PREPARATION 4: COLLEGE TRANSITIONS TO CAREERS**

*0 Unit/4 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** This course is designed to show students the pathway from education to jobs and careers. It will introduce students to the necessary information, resources, choices, strategies, and decision-making processes used to transition to a variety of post-secondary educational programs. The course will cover how to identify and use college resources available at both the two-year and four-year colleges. Students will learn how to market their skills, talents, and educational attainments to potential employers.

*Exempt From Repeat Provisions*

## **ADLTED 766.5 WORKFORCE PREPARATION 5: TRANSITION TO CAREERS: PRACTICUM**

*0 Unit/2 hours laboratory. Non-Credit Course.*

**Description:** In this course, students will be introduced to the necessary information, resources, choices, strategies, and decision-making processes used to transition to a career. Students will gain a better understanding of the recruiting, onboarding, training, and management practices of industry and public employers, workflow in the job environment, and professional expectations and interactions through observation of and reflection on the job environment.

*Exempt From Repeat Provisions*

## **ADLTED 766.6 WORKFORCE PREPARATION 6: INTRODUCTION TO WORKPLACE ENGLISH**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course.*

**Description:** This course is an overview of basic English fundamentals emphasizing correct grammatical usage, correct sentence construction, punctuation, spelling, proofreading, and editing as they relate to workplace writing.

*Exempt From Repeat Provisions*

## **ADLTED 766.7 WORKFORCE PREPARATION 7: INTRODUCTION TO WORKPLACE WRITING**

*0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 766.3.*

**Description:** Students will use common workplace vocabulary and terms, as they apply to writing in sentences, paragraphs, and short letters, memos, instructions, reports, and emails. Students will review basic English fundamentals emphasizing effective grammatical usage, effective sentence construction, punctuation, and spelling.

*Exempt From Repeat Provisions*

## **ADLTED 792 PLANNING FOR THE FINANCIAL FUTURE**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 723.*

**Description:** Students will learn to review an individual financial situation, develop financial goals for retirement, and identify appropriate means to achieve these goals. Topics will include financial goal setting, life insurance, different types of retirement accounts, and investment options.

*Exempt From Repeat Provisions*

## **ADLTED 793 STUDENT SUPPORT WORKER 1: INTRODUCTION TO STUDENT SUCCESS**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 761.1 ( or ADLTED 761).*

**Description:** This course is designed for people interested in exploring career opportunities in a school or other setting that fosters literacy and student success. Students will learn how to promote general and family literacy and how to support a child's education in and outside of school. Topics will include: how to use technology to effectively connect to schools and teachers; family reading opportunities; other learning opportunities; family trips to the library; and instilling an appreciation of learning as a path to higher education. This is the first course in a sequence leading to careers in student support and care, and computer applications in an education environment.

*Exempt From Repeat Provisions*

## **ADLTED 794 STUDENT SUPPORT WORKER 2**

*0 Unit/3 hours laboratory for 8 weeks. Non-Credit Course. Recommended: Course Completion of ADLTED 793.*

**Description:** This course is the second in a series designed for people interested in exploring career opportunities in a school or other settings that foster literacy and student success. Students will learn how to promote general and family literacy and how to support a child's education in and outside of school. Topics will include: creating a supportive learning environment; working with parents, teachers, and the school system; creating educational opportunities outside of school; developing and discussing educational goals; and instilling an appreciation of learning as a path to higher education.

*Exempt From Repeat Provisions*

## **ADVANCED MANUFACTURING TECHNOLOGY (MACH)**

### **MACH 51.1A BEGINNING MACHINE TOOL TECHNOLOGY**

*(Formerly MACH 51A) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course, students will learn the theory and practices of machining and advanced manufacturing processes, including the history and role of machining in today's society. Students will use and maintain the lathe,

mill, drill press, and common hand tools. Students will learn precision measurement and layout of metal for producing a machined part to print specifications and determining speed and feed calculations, drill-press operations, lathe operations (turning and threading), and mill setup and operation.

## **MACH 51.1B ADVANCED MACHINE TOOL TECHNOLOGY**

*(Formerly MACH 51B) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course completion of MACH 51.1A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will explore advanced machining processes involving the use and maintenance of lathe, mill, drill press, lasers, and common hand tools. Students will also engage in measurement, layout, and tolerance application processes relevant to industrial manufacturing. This course provides project-based learning using multiple machining operations and multiple-part assemblies; more in-depth coverage of properties of materials and Geometric Dimensioning and Tolerancing, including the development of inspection gages. Solid modeling development using Computer-Aided Design (CAD) software and print creation.

## **MACH 80A COMPUTER NUMERIC CONTROL MACHINING I**

*5 Units/4 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in MACH 51.1A ( or MACH 51A). Recommended: Course Completion of CS 5.*

**Transferability:** CSU.

**Description:** This course introduces students to theoretical and operational characteristics of the Computer Numerical Control (CNC) machine tools. Students will be introduced to the integration of Computer-aided Drafting (CAD), design, and programming for Computer-aided Machining (CAM) of machine parts on the CNC machine tools. Applicable to entry-level computer numeric control machine tools operators.

## **MACH 80B COMPUTER NUMERIC CONTROL MACHINING II**

*5 Units/4 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of MACH 80A.*

**Transferability:** CSU.

**Description:** Students will learn intermediate operation and programming of Computer Numerical Control (CNC) machine tools. Students will also engage in integration of Computer-aided Drafting (CAD), design, and programming for Computer-aided Machining (CAM) of machine parts on the CNC Machines. Applicable to entry and mid-level computer numerical control machine operators.

## **MACH 98 INDEPENDENT STUDY IN MACHINE TOOL TECHNOLOGY**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in Machine Tool Technology.

## **MACH 161 METALLURGY**

*(Formerly MACH 61.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in IED 190.*

**Description:** Study of metals including alloying, heat treating, testing and applications in industry.

## **MACH 162 BLUEPRINT READING FOR MACHINE AND RELATED INDUSTRIES**

*(Formerly MACH 52) 3 Units/3 hours lecture. Grade Only.*

**Description:** Interpretation of engineering drawings and specification for machinists and welders: Explanation of the rules, symbols, and relationships covered in blueprints, assembly drawings and weldments. Emphasis on American National Standards Institute (ANSI)/American Society of Mechanical Engineers (ASME) Y14.5 Geometric Dimensioning and Tolerancing (GD&T) Standards and use of Coordinate Measuring Machine (CMM) for inspection of GDT specifications.

## **MACH 163 METROLOGY**

*(Formerly MACH 53) 3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of or concurrent enrollment in MACH 51A; and Course Completion or Concurrent Enrollment in IED 90A or APTECH 90A. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Description:** Metrology is the study of the science of precision weights, measurement, and inspection used in manufacturing. Students will become familiar with all types of handheld electronic and optical measuring devices. Visits to local industries utilizing Coordinate Measuring Machines (CMM) and related inspection devices are included. Print reading will be used as a vehicle to support Geometric Dimensioning & Tolerancing (GD&T) inspection standards. Class also includes study of International Standards Organization (ISO), Statistical Process Control (SPC), and American Society of Mechanical Engineers (ASME) inspection standards.

## **MACH 770 SUPERVISED OPEN LAB IN MACHINE TOOL**

*0 Unit/6 hours by arrangement. Non-Credit Course. Prerequisite: Concurrent Enrollment in MACH 51A, MACH 51B, MACH 161, MACH 80A, OR MACH 80B.*

**Description:** A Machine Tool supervised open laboratory for students enrolled in MACH51A, MACH51B, MACH161, MACH80A, OR MACH80B.

*Exempt From Repeat Provisions*

## **AGRICULTURE (AGRI)**

### **AGRI 20 INTRODUCTION TO PLANT SCIENCE**

*(Formerly AG 51) 4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.



**C-ID:** AG - PS 106L

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** In this introductory plant science course, students will explore the structure, physiology, tissue and organ systems, growth, propagation, metabolic processes, plant hormones, mineral nutrition, biological competitors, mendelian genetics, crop improvement techniques, post-harvest practices as they relate to production of food, fiber, and ornamental plants. In addition, students will be exposed to basic laboratory techniques including microscopy and sterile techniques. Laboratory required.

## **AGRI 56 AGRICULTURAL ENTERPRISE PROJECT**

*2-4 Units/Up to 1 hour lecture, 9 hours by arrangement. P/NP Only. Prerequisite: Course Completion or Current Enrollment in AGBUS 7, AGBUS 51, AGBUS 56, AGRI 20, ANSCI 20, EQSCI 25, HORT 70, HORT 71, HORT 72, HORT 91, HORT 93, NRM 60, NRM 70, SUSAG 50, VIT 51, OR WINE 3. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In consultation with instructor, student will select a specific agricultural/horticultural/forestry crop, commodity, or product and develop an enterprise project, using the resources at Shone Farm or other locations (with instructor's consent). Projects involve field experience in production and management techniques, marketing methods, and eventual sale of the chosen agricultural/horticultural/forestry crop, commodity, or product.

## **AGRI 60 SOIL & PLANT NUTRITION**

*(Formerly AG 53) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AG - PS 128L

**GE:** AA/AS area C;CSU areas B1,B3

**Description:** This course is an introduction to the science, ecology and management of soils. A key focus of the class is viewing soil health as the basis for ecological land management and discussing management practices to conserve and improve soils. Soil physical, chemical and biological properties and processes are all examined in detail through class lectures and discussion. The class laboratory focuses on evaluating soil health with field measurements, laboratory analyses, and calculations, including using soil testing to develop soil nutrient plans.

## **AGRI 70 INTEGRATED PEST MANAGEMENT**

*(Formerly AG 52) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Exploration of major agricultural pests, including insects, weeds, and diseases, and their impact on commercial crops and the landscape. The course focuses on integrated pest management (IPM), including cultural, biological, mechanical/physical, and chemical control methods. Course is designed to assist students in preparing for California licensing exams in pest management.

## **AGRI 98 INDEPENDENT STUDY IN AGRICULTURE**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in Agriculture.

## **AGRI 99I AGRICULTURE INTERNSHIP**

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in Agriculture. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## **AGRI 101 INTRODUCTION TO AGRICULTURAL CAREERS**

*2 Units/2 hours lecture. Grade or P/NP.*

**Description:** This class will provide an overview of the full variety of agriculture careers. Students will explore different fields of study, career options, and requirements to achieving career goals. A special focus will be placed on programs available at the Santa Rosa Junior College which includes agribusiness, animal science, equine science, floristry, horticulture, natural resource management, sustainable agriculture, veterinary medicine, viticulture, and wine studies.

## **AGRICULTURE BUSINESS (AGBUS)**

### **AGBUS 2 AGRICULTURAL COMPUTER APPLICATIONS**

*(Formerly AG 2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 5.*

**Transferability:** CSU;UC.

**C-ID:** AG - AB 108

**Description:** Computer use in the workplace with emphasis on agribusiness situations. Use of software applications including Microsoft office, presentation manager, Google applications to develop documents and tools for agribusinesses. Also included in this course will be the strategies and techniques for using current online sales and marketing tools in agribusiness.

## **AGBUS 7 AGRICULTURAL ECONOMICS**

*(Formerly AG 7) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Eligibility for MATH 155 OR MATH 154.*

**Transferability:** CSU;UC.

**C-ID:** AG - AB 124

**GE:** AA/AS area D;CSU area D

**Description:** Introduction to factors affecting demand and supply for food, fiber and agricultural inputs. Evaluating factors of production, production costs, market structure, price system and their applications in agriculture. Examine local and federal policies and implications for agribusiness and trade.

## **AGBUS 56 INTRODUCTION TO AGRICULTURE BUSINESS AND MANAGEMENT**

*(Formerly AGBUS 50) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** AG - AB 104

**Description:** This course provides an overview of the business and economic aspects of the agriculture industry. Introduction to the economic aspects of agriculture and the implications for consumers and other sectors of the food system. Principles of management and decision-making in agribusiness.

## **AGBUS 61 AGRICULTURAL MARKETING**

*(Formerly AG 74) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Survey of marketing aspects of the agriculture industry. An overview of the structure and institutional aspects of the marketing system including global agricultural markets. Develop and present effective marketing plans for value-added commodities. Conduct industry studies of the marketing of selected locally grown commodities.

## **AGBUS 105 AGRICULTURAL FINANCE**

*(Formerly AGBUS 72) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100; AND MATH 150.*

**Description:** In this introductory course, students will explore federal agricultural loan and credit programs, agricultural lending, financing options, private equity investment, venture capital, financial institutions, financial and investment analysis. In addition, students will examine financial risk, insurance, futures exchanges, legal aspects of agricultural finance, and the principles and practices for financing different forms of legal business organizations in agriculture.

## **AGBUS 151 AGRICULTURE LEADERSHIP**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will study leadership theories and practices and their applications in agricultural organizations. The content is organized to provide students the skills for understanding group

dynamics, leadership development, effective communication, agriculture literacy, and advocacy within private and public agriculture organizations. Students will gain practical experience through planning and participating in a number of community and outreach events in the agriculture industry.

## **AGBUS 152 AGRICULTURE MENTOR TRAINING**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course is designed to prepare students for a variety of leadership roles in agricultural organizations. Experiences will be gained through participating and leading in several activities including leadership training, agriculture literacy events, student recruitment, mentorship, and planning/implementing/evaluating events within the agriculture industry.

## **AGRICULTURE MECHANICS (AGMEC)**

### **AGMEC 50 AGRICULTURAL MACHINERY AND EQUIPMENT SKILLS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course involves design principles, selection, maintenance, safe tractor and agricultural equipment operation. Emphasis on proper techniques for the operation and service of common farm implements.

### **AGMEC 163 SMALL GASOLINE ENGINES**

*(Formerly AGMEC 63) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** The practical aspects of the repair and safe operation of small gasoline engines are emphasized. Troubleshooting, disassembly, repair, reassembly and appropriate use of engines found on equipment such as lawn mowers, rototillers, blowers, weed eaters, etc., are covered.

## **AMERICAN SIGN LANGUAGE (ASL)**

### **ASL 1 ELEMENTARY AMERICAN SIGN LANGUAGE - PART 1**

*(Formerly ASL 1A) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Introduction to elementary American Sign Language, focusing on both receptive and expressive skills, ASL literature, and Deaf culture and community.

## ASL 2 ELEMENTARY AMERICAN SIGN LANGUAGE - PART 2

*(Formerly ASL 1B) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ASL 1. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Continuation of instruction in elementary American Sign Language using appropriate linguistic and cultural principles. Instruction increases and expands conversational strategies and comprehension of ASL grammatical structures.

## ASL 3 INTERMEDIATE AMERICAN SIGN LANGUAGE - PART 1

*(Formerly ASL 2A) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ASL 2.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** The course builds on the foundation of skills and knowledge learned in both American Sign Language 1 and 2 (ASL 1 and 2) and increases and expands comprehension, production, and conversational strategies as covered in ASL 1 and 2. Students will learn more complex grammatical features through narratives and dialogues and they will increase their knowledge of both linguistic and cultural content.

## ASL 4 INTERMEDIATE AMERICAN SIGN LANGUAGE - PART 2

*(Formerly ASL 2B) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ASL 3.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Intensive instruction in advanced intermediate American Sign Language using appropriate linguistic and cultural principles. Instruction will focus on several broad areas: exchanging personal information about life events; describing and identifying things; and talking about events and activities in the past, present and future.

## ASL 56 ASL FINGERSPELLING AND NUMBERS

*(Formerly ASL 107) 2 Units/2 hours lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in ASL 1.*

**Transferability:** CSU.

**Description:** Introduction to fingerspelled and numerical systems in American Sign Language. This course provides intensive instruction in the receptive and expressive practice of fingerspelling and numbers at increasing levels of complexity.

## ASL 57 CLASSIFIERS IN AMERICAN SIGN LANGUAGE

*(Formerly ASL 108) 2 Units/2 hours lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in ASL 1.*

**Transferability:** CSU.

**Description:** Introduction to the visual and gestural aspects of classifiers in ASL. Students will study various classifier types and functions and learn how to identify and incorporate classifiers in a variety of discourse styles and formats such as dialogs, presentations and storytelling.

## ANATOMY (ANAT)

### **ANAT 1 GENERAL HUMAN ANATOMY**

*5 Units/3 hours lecture, 6 hours laboratory. Grade or P/NP. Prerequisite: Completion of BIO 10 or higher (V7) and Course Completion of ENGL 1A (OR ESL 10).*

**Transferability:** CSU;UC.

**C-ID:** BIOL 110B

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Study of gross and microscopic structure of human tissues, organs, and organ systems; includes dissection of human cadavers. (Intended for nursing and dental hygiene majors.)

### **ANAT 40 INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Completion of HLC 160 and CHEM 60, and eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Introductory course in human anatomy and physiology. Covers the structure and function of all organ systems of the body. Meets general education requirement. (Intended for pre-paramedic students.)

### **ANAT 58 INTRODUCTION TO HUMAN ANATOMY**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**GE:** AA/AS area C

**Description:** A survey of human anatomy, including study of tissues, organs, and organ systems. This introductory course is designed for students who require a fundamental background in human anatomy. Course is a prerequisite for radiologic technology and Licensed Vocational Nursing (LVN); an alternative prerequisite for medical assisting programs; it is not intended for nursing (RN), dental hygiene, or physical therapy majors.

### **ANAT 140 FUNDAMENTALS OF ANATOMY AND PHYSIOLOGY**

*2 Units/1.5 hours lecture, 2 hours laboratory. Grade or P/NP.*

**Description:** Course covers the fundamentals of human anatomy and physiology. Intended for students in medical assisting programs.

## ANIMAL HEALTH (ANHLT)

## **ANHLT 50 VETERINARY ANATOMY AND TERMINOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will be introduced to the anatomy and physiology of all major body systems in small animals with a focus on companion animal species (canine and feline). This class also covers a body systems approach with an emphasis on veterinary medical terminology. Commonly used veterinary diagnostics and treatments are woven throughout the course as relevant to organ or body structure or function.

## **ANHLT 52 SMALL ANIMAL DISEASE RECOGNITION AND TRANSMISSION CONTROL**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ANHLT 50 and Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This class will focus on the diseases of companion animal species (feline and canine). This class will include disease recognition as well as transmission control, hospital sanitation and sterilization procedures. A special emphasis will be placed on zoonoses awareness and protection. Microbiology of bacterial, viral, and fungal infections will be covered including relevance to chemical disinfectant handling.

## **ANHLT 101 INTRODUCTION TO VETERINARY CAREERS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course provides students with an overview of the careers, concepts, and typical tasks that occur in a veterinary hospital. Students will be introduced to the rewards and realities of working in veterinary medicine, as well as the steps to become a Registered Veterinary Technician (RVT) and Doctorate of Veterinary Medicine (DVM).

## **ANHLT 109 COMPLEMENTARY AND ALTERNATIVE VETERINARY MEDICINE**

*2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Completion of or Current Enrollment in ANHLT 50.*

**Description:** This class will focus on disease treatment in animal species, (primarily feline and canine) using complementary and alternative modalities. Modalities covered will include acupuncture, herbal medicine, chiropractic, and homeopathy. This class will include complementary and alternative veterinary medicine (CAVM) terminology; record keeping, preparation and administration of nutraceutical, herbal, and homeopathic medicines; patient monitoring; removal, handling and disposal of acupuncture needles; prescription preparation; and client education regarding CAVM treatments.

## **ANHLT 120 SMALL ANIMAL VETERINARY ASSISTANCE AND NURSING**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course completion of ANHLT 50. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Lecture and demonstration of small animal veterinary assistance and nursing procedures. Topics covered will include emergency veterinary care, intravenous catheter placement and maintenance, animal

handling and restraint for veterinary procedures, preventive health care, nutrition, considerations for diseases and animal nursing, medication and fluid administration, euthanasia, and record keeping all in the context of a small animal veterinary clinic.

## **ANHLT 121 VETERINARY SURGICAL AND DENTAL ASSISTANCE**

*(Formerly AG 167.7) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ANHLT 50.*

*Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course includes instruction on all aspects of veterinary surgery and dentistry with emphasis on the role of the technician. All aspects of the surgical experience are covered including surgical instrumentation, suturing techniques, application of bandages, splints and casts, patient preparation, surgical nursing and assisting, intravenous catheter placement, common surgical procedures, pain assessment and patient recovery. Dental care of companion, laboratory and large animals will be discussed including disease progression, dental prophylaxis and extractions.

## **ANHLT 122 ANIMAL NURSING FIELD SEMINAR**

*0.75 Unit/0.75 hour lecture. Grade or P/NP. Prerequisite: Concurrent Enrollment in ANHLT 122L. Recommended: Course Completion or Concurrent Enrollment in ANHLT 50.*

**Description:** Course includes an introduction to nursing skills, hospital safety procedures, and basic restraint techniques for a veterinary setting for canines and felines.

## **ANHLT 122L ANIMAL NURSING FIELD PRACTICUM**

*0.25 Unit/1 hour by arrangement. Grade or P/NP. Prerequisite: Concurrent Enrollment in ANHLT 122. Recommended: Course Completion of ANHLT 50.*

**Description:** Course provides hands-on practical experience applying small animal nursing skills in a veterinary setting.

## **ANHLT 123 SMALL ANIMAL VETERINARY EMERGENCIES**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of ANHLT 50 AND ANHLT 120. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course covers both theoretical and practical aspects of assisting the veterinarian in the management of small animal (dog and cat) medical and traumatic emergencies. This class will include recognition, assessment and triage of the emergent veterinary patient. Common specific emergency situations will be reviewed including underlying cause, diagnostics, initial treatment, and ongoing intensive patient care.

## **ANHLT 126 VETERINARY TECHNICIAN REVIEW AND BOARD EXAM PREPARATION**

*2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ANHLT 52, ANHLT 120 and ANHLT 121.*

**Description:** Comprehensive review of veterinary technician information to prepare students for success on the Veterinary Technician National Exam. Pertinent subject matter will be reviewed with a focus of restating key concepts and identification of students' personal strengths and weaknesses regarding required subject matter. Students will also learn about requirements for exam eligibility and application procedure, exam design and composition, and question analysis strategies.



## ANHLT 128 EXOTIC ANIMAL MEDICINE

*2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course completion or current enrollment in ANHLT 50.*

*Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This class will provide an overview of veterinary medical care for non-standard species with a focus on the veterinary technician's role. Students will learn about the husbandry, handling, sample collection, treatment, and most common conditions of each species group. Species covered will include those most commonly presented to veterinary hospitals for care in our area (birds, rabbits, reptiles, etc.), as well as select free ranging and captive wildlife species.

## ANHLT 141 SMALL ANIMAL VETERINARY ANESTHESIA

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ANHLT 50. Recommended: Course Completion of ANHLT 120.*

**Description:** This course will provide an overview of the use of anesthesia for the small animal veterinary workplace. Students will become familiar with anesthetic medications, anesthetic equipment, patient assessment, anesthetic protocols and anesthetic monitoring for small animal patients.

## ANHLT 142 VETERINARY PHARMACOLOGY AND MEDICAL CALCULATIONS

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion of ANHLT 50, ANHLT 120 and MATH 150A.*

**Description:** This course will provide an overview of the use of medication to treat and prevent disease within the veterinary workplace. General pharmacology and medications of all types will be covered. The indications, side effects, and administration of common specific medications will be discussed. Legal requirements for handling, labeling and dispensing medication will be covered in the context of a companion animal practice. Students will also develop the mathematical skills required to safely follow prescription instructions and administer medications.

## ANHLT 151 VETERINARY LABORATORY AND IMAGING PROCEDURES

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ANHLT 52.*

*Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course will introduce students to common tests performed in veterinary medicine. Collection of quality samples, appropriate sample handling and test protocols will be discussed. Students will run tests on blood, urine, feces, and skin samples. Laboratory procedures performed will include clinical biochemistry, cytology, hematology, immunology, basic microbiology, parasitology, urinalysis and basic necropsy techniques. This class will include safe and diagnostic use of imaging modalities including radiography, radiation safety principles, ultrasound principles and basic endoscopy.

## ANHLT 161 VETERINARY MEDICAL OFFICE PROCEDURES

*2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course students learn about the spectrum of skills utilized by veterinary office staff. Emphasis will be placed on client communication skills and medical office management including medical record keeping and

drug inventory control. Additional topics include emergency recognition, euthanasia and grieving, preventative health programs, common veterinary abbreviations, and relevant computer programs.

## **ANIMAL SCIENCE (ANSCI)**

### **ANSCI 2 INTRODUCTION TO FARM ANIMAL HEALTH**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** AG - AS 136L

**Description:** In this course students will explore common livestock diseases and fundamentals of immunity. Students will also discuss the role of livestock technicians in promoting animal health and the foundation of disease control programs.

### **ANSCI 20 BASIC ANIMAL SCIENCE**

*(Formerly AG 20) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** AG - AS 104

**GE:** AA/AS area C

**Description:** In this course, students will examine different aspects of the livestock industry including animal anatomy, physiology, nutrition, genetics and epidemiology. Students will also evaluate scientific and economic trends, and career opportunities in animal agriculture.

### **ANSCI 27 BEEF CATTLE SCIENCE**

*(Formerly AG 62) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** AG - AS 108L

**Description:** A study of the principles of purebred and commercial beef cattle production throughout the World, United States, and California. Emphasis to be placed on the importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing, and recordkeeping to ensure scientifically based management decisions of beef cattle.

### **ANSCI 29 DAIRY CATTLE INDUSTRY/DAIRY CATTLE SCIENCE**

*(Formerly AG 64) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** AG - AS 112L

**Description:** History, development and management strategy of the dairy industry. General information on the economics of dairy production and management including trends, selection, culling, genetics, reproduction and production management; employment opportunities will be covered as well.

## **ANSCI 52 MEAT SCIENCE**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course is an introduction to the meat industry with a special emphasis on meat products and value added meat processing techniques. It includes concepts of food safety and sanitation, grading and inspection along with preservation and marketing strategies to meet current consumer demands.

## **ANSCI 61 LIVESTOCK FEEDING AND NUTRITION**

*(Formerly AG 61) 3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers the science of animal nutrition, the fundamentals of digestion and absorption in both ruminants and non-ruminants, and basic functions of major nutrient classes. The nutritive value of feeds as they relate to the formulation of livestock rations, including by-product feeding, will be emphasized. Feed processing and nutrient requirements will also be discussed.

## **ANSCI 91 RANGELAND MANAGEMENT**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Basic principles of range management as they apply to various regions and vegetative types. Relationship of range management practices to livestock production, wildlife management, forestry, hydrology and other land uses. Field trip participation required.

## **ANSCI 134 LIVESTOCK REPRODUCTION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this introductory course, students will explore basic genetic principles combined with the study of the anatomical and physiological aspects of reproduction as it relates to equine and livestock management. Students will also learn reproductive aspects including endocrinology, estrous cycles, mating behaviors, gametogenesis, conception, gestation, parturition, and maternal behaviors. Artificial insemination, embryo manipulation, and current innovations in productive biotechnology will also be examined.

## **ANSCI 153 SUSTAINABLE AGRICULTURE PRODUCTION SYSTEMS WITH ANIMALS**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** In this course, students will explore the integration of livestock as part of a sustainable farming system with emphasis on small-scale production for niche markets and pasture-based-systems. Students will learn

appropriate breed selection, nutrition and living requirements for livestock such as goats, hogs, sheep, poultry and cattle. Current applications of sustainable animal agriculture including the challenges of animal production, animal needs, animal welfare, and protection of the environment and resources for future food supply systems will also be covered in this course.

## **ANSCI 171 LIVESTOCK BEHAVIOR AND HUMANE MANAGEMENT**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Introduction to livestock behavior and the evolution of behavioral traits. Introduces practical handling concepts and facilities design, to facilitate low-stress methods of livestock management. Explores the benefits of keeping animals calm, including safer working conditions, higher yields of marketable product, better-quality product, and more humane conditions.

## **ANTHROPOLOGY (ANTHRO)**

### **ANTHRO 1 BIOLOGICAL ANTHROPOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A.*

**Transferability:** CSU;UC.

**C-ID:** ANTH 110

**GE:** AA/AS areas C,H;CSU area B2;IGETC area 5B

**Description:** In this introductory, broad survey course, students will study human evolution and humans as organisms, with an emphasis on a bio-cultural approach. The course will cover the history and modern synthesis of evolutionary theory; study primate behavior and comparative anatomy; examine dating techniques and the fossil record; and critically assess past and future human/environmental relationships including issues concerning future adaptation.

### **ANTHRO 1L BIOLOGICAL ANTHROPOLOGY LAB**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ANTHRO 1.*

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** An introductory laboratory course that uses scientific methodology to explore and experiment with topics from Introduction to Biological Anthropology (ANTHRO 1) lectures. Major topics to be covered include cell biology, genetics, human osteology, primate anatomy and social behavior and the human fossil record. Additional topics may include human variability, medical anthropology, forensic anthropology, environmental challenges to hominids, and human impact on the environment.

### **ANTHRO 2 CULTURAL ANTHROPOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** ANTH 120

**GE:** AA/AS areas D,H;CSU area D;IGETC area 4

**Description:** An exploration of human cultural diversity and interrelationships on a global scale. In this introductory, broad survey course, students will compare and analyze traditions such as kinship, religion, magic, political systems, economic systems, language, forms of social stratification and identity, gender roles and stereotypes, and human relationship to nature through the lens of anthropological research past and present.

## **ANTHRO 3 INTRODUCTION TO ARCHAEOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** ANTH 150

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Introduction to archaeology as the scientific study of the human past through analyses of material remains. The course reviews archaeological methods of survey, excavation, laboratory analysis, interpretation and publication; the history of archaeological theory; the development and implementation of Cultural Resource Management (CRM); and ethical principles guiding modern archaeological practice. Selected cultural sequences are integrated into the course to highlight the ways in which archaeological practice has contributed to our knowledge of the past.

## **ANTHRO 4 ANCIENT PEOPLES AND SOCIETY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Introduction to essential topics in world ancient history using cross-cultural, comparative examples from the archaeological record.

## **ANTHRO 19 FORENSIC ANTHROPOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of ANTHRO 1 Course Completion of ANTHRO 1.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B

**Description:** Students in this class will be introduced to the field of forensic anthropology and the role that forensic anthropologists play in crime scene investigation. Throughout the course, students will master the techniques used to assess age, sex, trauma, pathology, and cause of death from the human skeleton within a medico-legal context.

## **ANTHRO 21 AMERICAN FOLKLORE AND FOLKLIFE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** Students in this course will study a range of the forms and functions of American oral traditions and folklife customs. We will analyze myths, legends, proverbs, humor, life cycle events, folk architecture, foodways

and other folklore/life traditions in American communities and neighborhood settings. Cultural comparisons will include no less than three of the following groups: African American, Asian American, Chicano/Latino American, European American, Indigenous Peoples of the Americas, and Americans of Middle Eastern Origin.

## **ANTHRO 30 ANTHROPOLOGY OF GLOBALIZATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of ANTHRO 2.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,H;CSU area D;IGETC area 4

**Description:** The comparative study of various peoples and traditions as influenced by the dynamic processes of globalization.

## **ANTHRO 31 MESOAMERICAN ORIGINS OF LATINO CULTURE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** Various societies in Mesoamerica are known for their monumental architecture, ritualized sacrifice, astronomical calculations, complex calendars, writing systems, and vast trade networks. How did all of these cultural phenomenon develop over time? Why and when did the various societies collapse? What traditions remain intact? Which practices have been shared throughout the world? Students in this course will study the cultural evolution of this region beginning with the peopling of the land, to the emergence of village life and domestication of foods. We study the formation of dense urban societies that became centers of religious, economic and military powers, including those that were eventually encountered by Spanish invaders and reshaped to become the contemporary societies known today.

## **ANTHRO 32 NATIVE CULTURES OF NORTH AMERICA**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** An ethnographic survey of the Native cultures of North America, including the Native responses to European, Euro-American and other culture contacts. Emphasis will be on indigenous cultural adaptations from the 16th century to the present, although prehistoric lifeways will also be covered.

## **ANTHRO 34 NATIVE CULTURES OF CALIFORNIA**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area D;IGETC area 4

**Description:** Students will examine ethnographic literature regarding Native cultures in California from the 16th century to the present time to gain an in-depth understanding of the diverse societies, communities and people of this region. Studies focus on their beliefs, practices and symbolic relationships within and between societies. This course also includes analysis of the Native cultural responses to the colonial influences of the Spanish, Russians, and other Euro-American people.

## **ANTHRO 43 NATIVE AMERICAN ART AND CULTURE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C1;IGETC area 3A

**Description:** In this course, students will explore Native American societies, their worldviews, practices, and oral traditions as expressed in their art forms. Topics such as ceramics, basketry, textiles, woodcarving, leather works, monumental architecture, and others will be studied using cultural aspects of symbolism, ritual, gender, social structure, and landscape relationships. Emphasis on the transformation of traditional objects into world art market commodities is an additional aspect of study.

## **APPLIED TECHNOLOGY (APTECH)**

### **APTECH 43 COMPUTER MODELING AND ANIMATION WITH 3DS MAX**

*(Formerly APTECH 53) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only.*

**Transferability:** CSU;UC.

**Description:** This course covers the fundamentals of three-dimensional (3D) modeling and animation using Windows-based Autodesk 3ds Max software. Topics include: polygon and spline modeling, materials and texturing, keyframe and constraint-based animating, lighting, and rendering. Basic introductions to dynamic simulations, particle systems, character rigging and character animation are also included.

### **APTECH 45 BASIC DRAFTING SKILLS**

*(Formerly APTECH 55) 1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Recommended: High School Geometry.*

**Transferability:** CSU;UC.

**Description:** A course emphasizing drawing-based manual drafting with a cursory introduction to Computer-Aided Drafting (CAD) for comparison. Topics include proper use of drafting tools, development of linework and lettering skills, procedures for geometric constructions, freehand drafting/sketching, orthographic projection, and isometric drawing.

### **APTECH 46 INTRODUCTION TO COMPUTER-AIDED DRAFTING**

*(Formerly APTECH 56) 2 Units/2 hours lecture, 0.5 hour laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in APTECH 45 OR INDE 50 OR HORT 93.*

**Transferability:** CSU;UC.

**Description:** Introduction to Computer-Aided Drafting (CAD) utilizing the AutoCAD software program. Areas covered include: program organization, program commands and tools, view navigation, drawing set-up, geometric construction/editing, orthographic projection, dimensioning and text annotations, printing/plotting, and an introduction to 3-dimensional drafting/design.

## APTECH 57 ADVANCED AUTOCAD

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 46.*

**Transferability:** CSU.

**Description:** Computer-aided drafting using the AutoCAD software program. Areas covered include: advanced layout, construction and editing techniques, advanced dimensioning practices, three-dimensional (3D) modeling and rendering, software customization, project-oriented architectural, civil and mechanical engineering applications, and an introduction to computer animation with 3ds Max.

## APTECH 59 ARCHITECTURAL CAD

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 46.*

**Transferability:** CSU.

**Description:** In this course, students will learn about and create standard residential construction drawings typically required for a building permit including plans, sections, elevations, schedules, forms, and details using Autodesk AutoCAD. Students will also develop an understanding of the role of building codes and design criteria in the development of an Accessory Dwelling Unit (ADU).

## APTECH 63 3D ANIMATION: MODELING AND RIGGING

*4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43 (formerly APTECH 53).*

**Transferability:** CSU.

**Description:** In this course, students will create digital characters and synthetic environments as used in film, broadcast, and video games. Using software such as Autodesk 3ds Max, students will design and build increasingly complex three-dimensional (3D) sets, props, and characters. They will also craft control systems for effectively animating these digital components. Efficient workflow and the creation of animator-friendly rigs will be emphasized, and complementary software will be used for texturing and refining of models.

## APTECH 64 3D ANIMATION: CHARACTER ANIMATION

*4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43.*

**Transferability:** CSU.

**Description:** This course focuses on the animation of three-dimensional (3D) digital characters using Autodesk 3ds Max software. Through both pantomime and facial lip-sync animation, students apply the fundamental mechanics of motion to create believable movements and expressive performances.

## APTECH 65 ADVANCED 3D ANIMATION WORKSHOP

*4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of APTECH 63 OR APTECH 64 OR APTECH 162.*

**Transferability:** CSU.

**Description:** This class focuses on animation production for professional portfolio development using Autodesk 3ds Max and other complementary software. Students work individually and collaboratively to develop complex 3D (three dimensional) models, textures, visual effects and animations. This course also includes an investigation of career options, and enables students to produce demonstration reels showcasing their specific skills.



## **APTECH 162 3D ANIMATION: VISUAL EFFECTS AND COMPOSITING**

*2 Units/1.75 hours lecture, 0.75 hour laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43.*

**Description:** This course covers a range of visual effects (VFX) in Autodesk 3ds Max and Adobe After Effects, including particle systems, dynamic simulations, and the integration of computer-generated (CG) and real-world imagery. Topics include basic motion capture, matchmoving and multipass rendering workflows.

## **APTECH 168 3D ANIMATION: INTRODUCTION TO VIRTUAL REALITY**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43.*

**Description:** In this course students will create Virtual Reality (VR) environments in the computer, and interact with these environments using head-mounted displays and hand controllers. Students will develop models and animations in applications like Autodesk 3ds Max, and Blender, and combine them with assets available online. Students will also learn basic map-creation techniques in image-editing software like Adobe Photoshop, and use game engines such as Epic Games Unreal Engine or Unity Technologies Unity to create immersive, interactive VR experiences.

## **APTECH 191 PROBLEM SOLVING IN CIVIL ENGINEERING TECHNOLOGY**

*3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of MATH 150 OR Standard first year high school algebra course with "C" or better.*

**Description:** Approaches to problem solving in Civil Engineering Technologies including quantitative reasoning coupled with direct applications to problems encountered in land surveying, civil engineering, Geographic Information Systems (GIS), construction, and related engineering technologies.

## **APPRENTICESHIP EDUCATION (APED)**

### **APED 220.1 APPRENTICE ELECTRICIANS, FIRST SEMESTER**

*(Formerly APED 260A) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the first semester of a ten-semester program.

### **APED 220.2 APPRENTICE ELECTRICIANS, SECOND SEMESTER**

*(Formerly APED 260B) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.1. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the second semester of a ten-semester program.

## **APED 220.3 APPRENTICE ELECTRICIANS, THIRD SEMESTER**

*(Formerly APED 260C) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.2. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the third semester of a ten-semester program.

## **APED 220.4 APPRENTICE ELECTRICIANS, FOURTH SEMESTER**

*(Formerly APED 260D) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.3. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the fourth semester of a ten-semester program.

## **APED 220.5 APPRENTICE ELECTRICIANS, FIFTH SEMESTER**

*(Formerly APED 260E) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.4. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the fifth semester of a ten-semester program.

## **APED 220.6 APPRENTICE ELECTRICIANS, SIXTH SEMESTER**

*(Formerly APED 260F) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.5. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the sixth semester of a ten-semester program.

## **APED 220.7 APPRENTICE ELECTRICIANS, SEVENTH SEMESTER**

*(Formerly APED 260G) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.6. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the seventh semester of a ten-semester program.

## **APED 220.8 APPRENTICE ELECTRICIANS, EIGHTH SEMESTER**

*(Formerly APED 260H) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.7. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the eighth semester of a ten-semester program.

## APED 220.9 APPRENTICE ELECTRICIANS, NINTH SEMESTER

*(Formerly APED 260I) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.8. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the ninth semester of a ten-semester program.

## APED 220.10 APPRENTICE ELECTRICIANS, TENTH SEMESTER

*(Formerly APED 260J) 4 Units/3 hours lecture, 3 hours by arrangement. Grade Only. Recommended: Course Completion of APED 220.9. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** Students will be introduced to training related to electrician indentured apprenticeship. This is the tenth semester of a ten-semester program.

## APED 220.11 CALIFORNIA ADVANCED LIGHTING CONTROLS TRAINING PROGRAM

*0.5 Unit/4 hours laboratory for 10 weeks. Grade Only. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** This course provides students a step-by-step approach to understand, apply and install commercial lighting control systems. Students will learn lighting terminology, lighting control strategies, Light Emitting Diode (LED) light sources and drivers, line and low voltage controls, dimming systems, occupancy sensors, photosensors, networked lighting control systems, common codes and standards, and associated installation/wiring requirements. This course is for students who have completed the 5th year Electrical Apprenticeship program or California State Certified general electricians or electrical contractors.

## APED 221.1 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 1ST SEMESTER

*(Formerly APED 270) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Limits on enrollment: Admission into the indentured electrician apprentice program.*

**Description:** Introductory course for training related to residential wiring for electrician indentured apprentices. This is the first semester of a six semester program.

## APED 221.2 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 2ND SEMESTER

*(Formerly APED 271) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APED 221.1 ( or APED 270).*

**Description:** This course continues the training for residential wiring for electrician indentured apprentices. This is the second semester of a six semester program.

## **APED 221.3 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 3RD SEMESTER**

*(Formerly APED 272) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APED 221.2 ( or APED 271).*

**Description:** This course continues the instruction for residential wiring for electrician indentured apprentices. This is the third semester of a six semester program.

## **APED 221.4 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 4TH SEMESTER**

*(Formerly APED 273) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APED 221.3 ( or APED 272).*

**Description:** This course continues the instruction for residential wiring for electrician indentured apprentices. This is the fourth semester of a six semester program.

## **APED 221.5 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 5TH SEMESTER**

*(Formerly APED 274) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APED 221.4 ( or APED 273).*

**Description:** This course continues the instruction for residential wiring for electrician indentured apprentices. This is the fifth semester of a six semester program.

## **APED 221.6 ELECTRICIAN APPRENTICE RESIDENTIAL WIRING, 6TH SEMESTER**

*(Formerly APED 275) 3.5 Units/3 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APED 221.5 ( or APED 274). Limits on enrollment: Admission into the indentured electrician apprenticeship program.*

**Description:** This course continues the instruction for residential wiring for electrician indentured apprentices. This is the sixth semester of a six semester program.

## **APED 321 APPRENTICE ELECTRICIANS MATHEMATICS REVIEW**

*1 Unit/3 hours by arrangement. Grade Only. Limits on enrollment: Indentured apprentice - apply and be accepted by the Redwood Empire Joint Apprenticeship & Training Committee (REJATC)*

**Description:** An entry-level guided study for Electrician Apprentices of topics ranging from basic arithmetic through prealgebra using a diagnostic and learning software program, such as ALEKS online Learning Management System, to allow students to progress from their initial levels of competency. Students will build mathematical skills in specific areas to prepare for desired apprenticeship requirements and courses. Students may work at home or at the Electricians Apprenticeship Training Center.

## **APED 345 APPRENTICE PLUMBERS, FIRST SEMESTER**

*(Formerly APED 245S) 2 Units/6 hours laboratory. Grade Only.*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters.

## **APED 346 APPRENTICE PLUMBERS, SECOND SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 347 APPRENTICE PLUMBERS, THIRD SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 348 APPRENTICE PLUMBERS, FOURTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 349 APPRENTICE PLUMBERS, FIFTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprenticeship*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 350.1 APPRENTICE ROOFERS, MODULE 1**

*(Formerly APED 351.1) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 1 of 10).

## **APED 350.2 APPRENTICE ROOFERS, MODULE 2**

*(Formerly APED 351.2) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 2 of 10).

## **APED 350.3 FIRST AID FOR ROOFERS, MODULE 3**

*(Formerly APED 351.10) 0.5 Unit/3 hours lecture, 5 hours laboratory for 1 week. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** This course teaches CPR and First Aid emergency response skills which enable participants to give immediate care to a person who has been injured or is experiencing a sudden illness. This course satisfies first-time and renewal certifications. Students must be admitted to the Indentured roofer apprentice program, to register for this class.

## **APED 350.4 APPRENTICE ROOFERS, MODULE 4**

*(Formerly APED 351.3) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 4 of 10).

## **APED 350.5 APPRENTICE ROOFERS, MODULE 5**

*(Formerly APED 351.4) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 5 of 10).

## **APED 350.6 APPRENTICE ROOFERS, MODULE 6**

*(Formerly APED 351.5) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 6 of 10).

## **APED 350.7 APPRENTICE ROOFERS, MODULE 7**

*(Formerly APED 351.6) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 7 of 10).

## **APED 350.8 MAINTENANCE, REPAIR AND ROOFING, MODULE 8**

*(Formerly APED 351.9) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** This course is for indentured roofer apprentices. The course covers related topics and skills for apprentice roofing workers in their first, second, and third year of the apprenticeship program.

## **APED 350.9 APPRENTICE ROOFERS, MODULE 9**

*(Formerly APED 351.7) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 9 of 10).

## **APED 350.10 APPRENTICE ROOFERS, MODULE 10**

*(Formerly APED 351.8) 0.5 Unit/2 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship. Applicants shall be at least 18-years of age at the time of indenture.*

**Description:** Related supplemental instruction for apprentice roofers (module 10 of 10).

## **APED 355 APPRENTICE PLUMBERS, SIXTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 356 APPRENTICE PLUMBERS, SEVENTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprenticeship*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 357 APPRENTICE PLUMBERS, EIGHTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 358 APPRENTICE PLUMBERS, NINTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 359 APPRENTICE PLUMBERS, TENTH SEMESTER**

*2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction for apprentice plumbers and pipefitters

## **APED 360 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, FIRST SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 361 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, SECOND SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 362 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, THIRD SEMESTER**

*3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 363 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, FOURTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 364 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, FIFTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprenticeship*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 365 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, SIXTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 366 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, SEVENTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 367 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, EIGHTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprenticeship*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 368 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, NINTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **APED 369 APPRENTICE PLUMBERS, HVAC/REFRIGERATION, TENTH SEMESTER**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice.*

**Description:** Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

## **ARCHITECTURE (ARCH)**



## **ARCH 2.1 HISTORY OF WORLD ARCHITECTURE: PREHISTORY TO GOTHIC**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course, students will study the development of architecture, settlements, and city planning from prehistory up to the Gothic period from diverse locations around the world. The study will also include discussions of social, cultural, and physical conditions that influenced the development of architecture.

## **ARCH 2.2 HISTORY OF WORLD ARCHITECTURE: GOTHIC TO 20TH CENTURY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course, students will study the development of architecture and city planning from the Gothic period to the 20th century from diverse locations around the world. The study will also include discussions of social, cultural, and physical conditions that influenced the development of architecture.

## **ARCH 2.3 HISTORY OF WORLD ARCHITECTURE: 20TH CENTURY TO CONTEMPORARY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course, students will study the development of architecture and city planning from the 20th century to the present from diverse locations around the world. The study will also include discussions of social, cultural, and physical conditions that influenced the development of architecture.

## **ARCH 12 INTRODUCTION TO ENVIRONMENTAL DESIGN**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent.*

**Transferability:** CSU;UC.

**Description:** Exploration of the work done in the design professions: architecture, landscape, and planning. Using case studies and environmental exploration, students will begin the process of articulating a personal design vocabulary. This is a project-based course.

## **ARCH 60 DIGITAL PRESENTATION GRAPHICS**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 5.*

**Transferability:** CSU.

**Description:** In this course, students will utilize image editing and page layout digital tools, such as Adobe Photoshop and Adobe InDesign, to create digital presentation boards as typically used for architecture, interior design, and landscape architecture project presentations.

## **ARCH 65 3D MODELING WITH REVIT**

*(Formerly ARCH 27) 2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and completion of CS 5.*

**Transferability:** CSU.

**Description:** In this course, students will learn to use the Building Information Modeling (BIM) application Autodesk Revit for three-dimensional (3D) modeling of buildings or structures as typical for architecture, interior design, and/or landscape design projects.

## **ART (ART)**

### **ART 1.1 INTRODUCTION TO ART OF THE ANCIENT WORLD**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C1;IGETC area 3A

**Description:** This course introduces the fundamentals of the discipline of art history with a focus on how to view and appreciate art in an increasingly diverse world. A methodological introduction will be followed with a global survey of art from a variety of media from prehistoric times through the 16th century that highlights worldwide artistic trends and achievements. We will consider the historical, cultural, religious, and political contexts of a work of art as well as its production and reception. Archaeological and anthropological concepts will be discussed in relation to the works presented.

### **ART 1.2 GLOBAL ART FROM 1500 CE TO PRESENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C1;IGETC area 3A

**Description:** This course introduces the fundamentals of the discipline of art history with a focus on how to view and appreciate art in an increasingly diverse world. A methodological introduction will be followed with a global survey of art from a variety of media from the 16th century through contemporary times that highlights worldwide artistic trends and achievements. We will consider the historical, cultural, religious, and political contexts of a work of art as well as its production and reception.

### **ART 1.3 INTRODUCTION TO ANCIENT EGYPTIAN ART**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** CSU areas C,C1;IGETC area 3A

**Description:** This course examines ancient Egyptian art and architecture as a reflection of one of the oldest and best documented African civilizations. Students will study ancient Egyptian society using material culture that informs us about its art, history, religion, and language. Our survey will discuss funerary objects as well as objects from daily life, including sculpture, painting, ceramics, jewelry, and other visual art forms. Students will also survey architectural highlights, covering major monuments such as pyramids and temples as well as cities.

## **ART 2.1 HISTORY AND APPRECIATION OF ANCIENT MEDITERRANEAN ART**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** ARTH 110

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** This course will focus on early civilizations that emerged in and around the Mediterranean Sea from prehistoric times through the fall of the Roman empire. Art and architecture from prehistoric Europe, Mesopotamia, Egypt, the Aegean, Greece, Etruria, and Rome will be presented in relation to the broader historical contexts in an effort to understand the way in which art can inform us about the lives of ancient people. We will examine the exchange of ideas between these cultures and consider the roles of tradition and innovation in the production of art. Common, unifying themes as well as unique artistic traditions will be explored.

## **ART 2.2 HISTORY OF EUROPEAN ART: MEDIEVAL TO ROCOCO**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** ARTH 120 Series

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** This survey introduces students to art and architecture of the western world from the end of the Roman Empire to the mid-18th century, including Medieval, Renaissance, Islamic, Baroque, and Rococo. We will think about how art and architecture reflect and impact religious, political, economic, and social histories. Taking an object-based approach, this course delves into the myriad ways that art can reveal nuances of cultural histories while developing skills of visual literacy.

## **ART 2.3 HISTORY OF MODERN ART IN EUROPE AND NORTH AMERICA**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** ARTH 120 Series;ARTH 150

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** This course introduces students to modern art in Europe and North America from the 1860s to 1960s. Lectures, discussions and course materials explore key themes, movements and artists that transformed visual culture during the modern period.

## ART 2.5 WOMEN AND ART SINCE 1500

*(Formerly ART 43) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** This course will provide a chronological, thematic, and cross-cultural examination of the contributions of women as producers, patrons, subjects, and audience of visual arts from the Renaissance to the 21st century. Special attention will be given to issues of sex, gender, race, socio-economic, national, and political identities. The course will highlight social perceptions and obstacles relevant to women in the visual arts and will apply feminist and revisionist critiques to traditional art historical methodologies.

## ART 3 INTRODUCTION TO ART AND DESIGN

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 100

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** In this course, students will be introduced to the fundamentals of art and design using shape, value, texture, line, pattern, color and space through exercises in drawing, painting, and collage. The course is accepted for transfer at both the UC and CSU systems.

## ART 4 PRINCIPLES OF COLOR

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ENGL 1A.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 270

**GE:** CSU area C1;IGETC area 3A

**Description:** The study and use of color as an element of art and design. Students are given creative problems exploring the interaction of color and the principles of color harmony.

## ART 5 THREE DIMENSIONAL DESIGN

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 101

**GE:** AA/AS area E;CSU area C1

**Description:** A problem-solving approach to spatial organization. Experimental use of paper, cardboard, wood, plastic, wire, string and found objects. Problems are designed to encourage personal growth through individual solutions.

## ART 7A DRAWING AND COMPOSITION 1

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 110

**GE:** AA/AS area E;CSU area C1

**Description:** A basic course in drawing and composition to develop a student's ability to perceive and define shape, mass, contour, volume, space, and light, using a variety of graphic media and subject matter.

## **ART 7B DRAWING AND COMPOSITION 2**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 205

**Description:** In this course, students will pursue in greater depth those aspects of drawing offered in ART 7A; students will be introduced to additional concepts and a greater variety and combination of media and tools. Student work may involve concentration on a theme, subject or problem. Work sessions may be scheduled in specific areas of campus.

## **ART 12 BEGINNING FIGURE DRAWING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 200

**Description:** Drawing the human figure employing the basic concepts and skills covered in Art 7A, such as shape, volume, plane, contour, space, light, movement, composition, and expression, using a variety of graphic tools and media.

## **ART 13 WATERCOLOR**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 3 or ART 4 or ART 7A.*

**Transferability:** CSU;UC.

**Description:** A painting course using watercolor to explore light, color, form, and composition. Students will work from still life, landscape, the human figure, and non-objective subject matter.

## **ART 14A BEGINNING PAINTING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 210

**Description:** An introductory course in painting acrylics or oils involving the basic elements and dynamics of art, such as value, color, texture, dimensional space and compositional factors. Students will be introduced to the various problems and potentials of painting.

## **ART 14B INTERMEDIATE PAINTING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 14A or equivalent. Recommended: Course Completion of ART 7A OR ART 3.*

**Transferability:** CSU;UC.

**Description:** A continuation of the basic pictorial problems and challenges begun in Art 14A, Beginning Painting, introducing more complex subject matter, concepts, and processes.

## ART 14C ADVANCED PAINTING

3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 14B. Recommended: Course Completion of ART 7A OR ART 3.

**Transferability:** CSU;UC.

**Description:** A continuation of the concerns developed in Art 14B, Intermediate Painting, involving more initiative, individual expression and experimentation with media, methods & materials.

## ART 19 BEGINNING BLACK AND WHITE PHOTOGRAPHY--DARKROOM

(Formerly ART 36) 3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.

**Transferability:** CSU;UC.

**C-ID:** ARTS 260

**Description:** This beginning black and white photography course introduces students to 35mm film cameras, film processing, materials, and darkroom printing techniques.

## ART 21 INTERMEDIATE PHOTOGRAPHY

(Formerly ART 37) 3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 19 (or ART 36) OR Course Completion of ART 82.

**Transferability:** CSU;UC.

**Description:** In this course students will learn intermediate-level photography for film and/or digital practices, and further develop comprehension of application of photographic concepts, theories, and material.

## ART 22 ADVANCED PHOTOGRAPHY

(Formerly ART 57) 3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 21.

**Transferability:** CSU;UC.

**Description:** In this advanced level course in photography, students will focus on creative and professional practices, and they will create a portfolio with a strong personal vision.

## ART 23 CONTEMPORARY PRACTICE OF COLOR PHOTOGRAPHY

(Formerly ART 61.2) 3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of ART 19 OR ART 82. Recommended: Course Completion of ART 4.

**Transferability:** CSU;UC.

**Description:** Introduction to digital and non-digital photographic color theory and applied practice of color photographic image production. Includes the exposure of photographic images and the making of color prints. Students must have a digital camera with manual controls.

## ART 24 INTRODUCTION TO THE ART OF PRINTMAKING

3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 3 and ART 7A.

**Transferability:** CSU;UC.

**C-ID:** ARTS 220

**Description:** A basic introduction to printmaking covering traditional techniques including woodcut, linoleum cut, etching, collagraph, monotype, embossing, and stencil.

## **ART 26 INTRODUCTION TO RELIEF PRINTMAKING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in ART 3 OR ART 4 OR ART 7A.*

**Transferability:** CSU;UC.

**Description:** Studio course introducing relief printmaking as a fine art medium. Course includes demonstrations and assignments such as linocut, woodcut, multiblock and color reduction methods.

## **ART 27A BEGINNING SCREEN PRINTING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course completion of ART 3, ART 4, or ART 7A.*

**Transferability:** CSU;UC.

**Description:** Studio course introducing color screen printing as a fine art print medium. Demonstrations and assignments involving stencil, blockout, and photostencil methods.

## **ART 27B INTERMEDIATE SCREEN PRINTING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 27A.*

**Transferability:** CSU;UC.

**Description:** Continued exploration of the screen printing process as a fine art print medium. Increased emphasis on individual projects at a more advanced level of sophistication.

## **ART 28A BEGINNING ETCHING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**Description:** Use of the etching process as a means of artistic expression. How to etch, ink, and wipe a plate to produce multiple like-images through a series of structured projects. Presentation of the fine print, including care of prints, numbering of editions, and matting techniques.

## **ART 28B INTERMEDIATE ETCHING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 28A. Recommended: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**Description:** Etching at the intermediate level with the addition of more advanced techniques for processing and printing of plates. Mixing and wiping of colored inks will accompany integrating advanced etching techniques to yield more personalized imagery.

## **ART 28C ADVANCED ETCHING**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 28B. Recommended: Course Completion of ART 7A.*

**Transferability:** CSU;UC.

**Description:** Building on the fundamentals of intaglio printmaking.

## ART 31A BEGINNING CERAMICS

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 230

**Description:** An introductory course in ceramics to develop wheel, hand-building, glaze application and decoration techniques.

## ART 31B INTERMEDIATE CERAMICS

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 31A.*

**Transferability:** CSU;UC.

**Description:** Continuation of Art 31A introducing a greater variety of ceramic processes, subject matter and concepts. Experiments in glaze making.

## ART 31C ADVANCED CERAMICS 1

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 31B.*

**Transferability:** CSU;UC.

**Description:** Continuation of Art 31B involving more advanced problem solving, individual expression and experimentation with glaze decoration.

## ART 31D ADVANCED CERAMICS II

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 31C.*

**Transferability:** CSU;UC.

**Description:** This course focuses on individual expression and the preparation of a portfolio. The study includes experimentation with mixed-media, historical/contemporary methods and firing of gas and electric kilns.

## ART 33A BEGINNING SCULPTURE

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 3 or ART 5.*

**Transferability:** CSU;UC.

**C-ID:** ARTS 240

**Description:** An introductory course in sculpture where students will focus on basic form construction techniques using clay, plaster, wood, sheet metal, and found objects.

## ART 33B INTERMEDIATE SCULPTURE

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 33A.*

**Transferability:** CSU;UC.

**Description:** Continuation of ART 33A, this course introduces students to a greater variety of concepts and processes for building large-scale sculptures. Experimentation in a variety of methods and materials for full-scale figurative and non-figurative sculpture.



## **ART 34A CERAMIC SCULPTURE**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** An introductory course in ceramic sculpture to develop hand-building, glaze, and engobe/underglaze decoration technique.

## **ART 34B ADVANCED CERAMIC SCULPTURE**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 34A.*

**Transferability:** CSU;UC.

**Description:** Continuation of Art 34A, introducing a greater variety of ceramic sculpture processes, subject matter, and concepts. Experimentation in glaze mixing and life-size sculpture.

## **ART 35A BEGINNING HAND BUILDING CERAMICS**

*3 Units/2 hours lecture, 4 hours laboratory. P/NP Only.*

**Transferability:** CSU;UC.

**Description:** An introductory course in hand-built ceramics, glaze, and engobe/underglaze decoration technique.

## **ART 35B ADVANCED HAND BUILDING CERAMICS**

*3 Units/2 hours lecture, 4 hours laboratory. P/NP Only. Prerequisite: Course Completion of ART 35A.*

**Transferability:** CSU;UC.

**Description:** An advanced course in hand-built ceramics, glaze, and engobe/underglaze decoration technique.

## **ART 39 VISUAL THEORY AND PRACTICE-CERAMIC ARTS**

*3 Units/2 hours lecture, 4 hours laboratory. P/NP Only.*

**Transferability:** CSU;UC.

**Description:** This introductory course will expose students to a broad spectrum of historical and contemporary ceramic art from diverse cultures. Students will produce original works of ceramic art by reinterpreting these traditions.

## **ART 49 INDEPENDENT STUDY IN ART**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Students must submit a Special Studies Application to be considered for Art 49 Independent Study, subject to approval by supervising faculty, department chair, and supervising administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in studio art or art history. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## **ART 53 EXHIBITION DESIGN AND MANAGEMENT**

*1 Unit/0.75 hour lecture, 1.33 hours laboratory. Grade or P/NP. Recommended: Completion of ART 3, ART 5, or ART 7A.*

**Transferability:** CSU.

**Description:** Studio class in preparing artwork for gallery exhibition includes: receiving, shipping, conservation,

matting, documentation, lighting and installing. This class would be of interest to those students who wish to work in a gallery setting or prepare their artwork for exhibition.

## **ART 60 STUDIO PHOTOGRAPHY**

*(Formerly ART 60A) 3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of ART 19 or ART 82. Recommended: Course Completion or Concurrent Enrollment in ART 23.*

**Transferability:** CSU.

**Description:** Introduction to professional application of studio lighting techniques for portraiture and commercial products.

## **ART 62 ALTERNATIVE PHOTOGRAPHY PROCESSES**

*3 Units/2 hours lecture, 4 hours by arrangement. Grade Only. Prerequisite: Course Completion of ART 19 (or ART 36) OR ART 82.*

**Transferability:** CSU.

**Description:** Exploration and use of various historical, contemporary, and non-traditional applications of silver- and non-silver-based photographic processes, including mixed media. Students produce photo-based imagery using a variety of materials in non-traditional presentations.

## **ART 69 INTRODUCTION TO CARTOONING AND SEQUENTIAL ART**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 7A. Recommended: Course Completion of ART 3 and ART 12.*

**Transferability:** CSU.

**GE:** AA/AS area E

**Description:** An introduction to the basic concepts, techniques, and history of cartooning and sequential art. Includes composition, sketching, character design, inking, coloring, lettering and writing for sequential art, using a variety of tools and media.

## **ART 75 ADVANCED SCULPTURE**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 33B.*

**Transferability:** CSU.

**Description:** Advanced sculpture with emphasis on personal work and portfolio creation.

## **ART 82 BEGINNING DIGITAL PHOTOGRAPHY**

*3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** A beginning class emphasizing comprehension and application of basic elements and concepts of digital photography. Topics include controlled use of the camera for optimum technical and aesthetic values. Students will develop an understanding of the creative process, visual literacy and photographic theory through lectures, assignments and class critiques. Students must have a digital camera with manual controls.

## ART 83 INTERMEDIATE DIGITAL PHOTOGRAPHY

3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of ART 82. Recommended: Course Completion of CS 70.11A ( or CIS 73.21 or CIS 73.31).

**Transferability:** CSU.

**Description:** Intermediate level digital photography course in image creation and processing and asset management for fine art and professional photography. Course utilizes industry standard software, such as Adobe Photoshop, Adobe Lightroom, and Capture One.

## ART 112A INTERMEDIATE FIGURE DRAWING

3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 12.

**Description:** A continuation of the basic pictorial problems and challenges begun in Art 12, introducing more complex subject matter, concepts, and processes.

## ART 112B ADVANCED FIGURE DRAWING

3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ART 112A.

**Description:** A continuation of the concepts developed in Art 112A involving more initiative, individual expression, and experimentation with media, methods & materials.

## ASTRONOMY (ASTRON)

### ASTRON 3 STELLAR ASTRONOMY

3 Units/3 hours lecture. Grade or P/NP.

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** A description of the universe, concentrating on celestial bodies and phenomena beyond the Solar System. Topics will include: electromagnetic radiation, observed properties of stars, variable and binary stars, stellar evolution, black holes, relativity, the interstellar medium, star clusters, the Milky Way and other galaxies, cosmology, and the possibility of other life forms in the universe.

### ASTRON 3L STELLAR ASTRONOMY LABORATORY

1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ASTRON 3.

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** In this course, students will perform analysis and reduction of basic astronomical data concerning stars, nebulae, and galaxies. Using collaborative activities, photos, spectra, and direct observations, the student will arrive at conclusions concerning fundamental properties of the universe. Topics will include electromagnetic

radiation, observed properties of stars, variable and binary stars, stellar evolution, black holes, the interstellar medium, star clusters, the Milky Way and other galaxies, cosmology, and the possibility of other life forms in the universe.

## **ASTRON 4 ASTRONOMY OF THE SOLAR SYSTEM**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of MATH 150A or higher AND Completion of ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** A descriptive introduction to the Solar System including the Sun, Moon, planets, asteroids, and comets. Topics will include lunar phases, eclipses, historical geocentric and heliocentric models of the cosmos, planetary geology, planetary atmospheres and climates, the formation of the Solar System, and extrasolar planetary systems.

## **ASTRON 4L SOLAR SYSTEM ASTRONOMY LABORATORY**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ASTRON 4.*

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** In this course, students will analyze and interpret astronomical data. Using collaborative activities, photos, spectra, and direct observations, the student will arrive at conclusions concerning fundamental properties of the Solar System, comparative planetology, and planetary atmospheres.

## **ASTRON 12 ASTRONOMY OBSERVATIONAL LAB**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in ASTRON 3 OR ASTRON 4. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** Observational laboratory in astronomy. Students will utilize small aperture telescopes, binoculars, star charts and planispheres. Constellation identification and terrestrial and celestial coordinate systems will be introduced. Short exposure and deep sky astrophotography will be conducted. In the case of inclement weather, students will utilize the planetarium, classroom, or computer lab to perform required labs.

## **ATHLETICS (ATHL)**

### **ATHL 1 INTERCOLLEGIATE PHYSICAL FITNESS**

*(Formerly ATHL 90) 1 Unit/2 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Sports specific cardiovascular, muscular, and flexibility training designed to enhance athletic

performance.

*4 Enrollments Total*

## **ATHL 2 YOGA FOR INTERCOLLEGIATE ATHLETES**

*1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class will introduce intercollegiate athletes to yoga techniques related to sport performance, injury prevention, and mental skills. Using Hatha yoga asanas (postures), students will emphasize sport-specific flexibility, strength, balance, and coordination. Yoga techniques for mind-body connection and centering will include breathing and relaxation methods.

*4 Enrollments Total*

## **ATHL 3 OFF-SEASON TRAINING FOR INTERCOLLEGIATE ATHLETICS**

*1 Unit/2 hours by arrangement. Grade Only.*

**Transferability:** CSU;UC.

**Description:** Sport specific techniques, strategies and training designed for off-season intercollegiate athletes.

*4 Enrollments Total*

## **ATHL 8 VARSITY WRESTLING**

*(Formerly ATHL 54) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate wrestling, emphasizing wrestling skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 9 WOMEN'S VARSITY WATER POLO**

*(Formerly ATHL 51) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will practice for and participate in intercollegiate water polo, emphasizing water polo skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 10 MEN'S VARSITY WATER POLO**

*(Formerly ATHL 50) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will practice for and participate in intercollegiate water polo, emphasizing water polo skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 10L WATER POLO LAB**

*1.5 Units/3 hours by arrangement. Grade or P/NP. Recommended: Concurrent Enrollment in ATHL 10 or ATHL 9. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will be introduced to the structure and development of various water polo strategies. Students will also analyze scouting reports and film reviews, as well as learn the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 11 MEN'S VARSITY BASEBALL**

*(Formerly PE 50) 3 Units/6 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate competition, emphasizing baseball skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 11L BASEBALL LABORATORY**

*(Formerly PE 97) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various baseball strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts and techniques.

*4 Enrollments Total*

## **ATHL 13 MEN'S VARSITY BASKETBALL**

*(Formerly PE 51A) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition, emphasizing basketball skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 14 WOMEN'S VARSITY BASKETBALL**

*(Formerly PE 75A) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition, emphasizing basketball skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 15L BASKETBALL LAB**

*(Formerly PE 70.2) 1 Unit/2 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of ATHL 14.*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various basketball strategies. This course will

include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 17 MEN'S VARSITY CROSS COUNTRY**

*(Formerly PE 52) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition in cross country running, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 17L CROSS COUNTRY LAB**

*1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Introduction to the fundamental techniques and theories of cross country training. This course will cover individual and team strategies and techniques.

*4 Enrollments Total*

## **ATHL 18 WOMEN'S VARSITY CROSS COUNTRY**

*(Formerly PE 55) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition in cross country running, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 21 VARSITY FOOTBALL**

*(Formerly PE 53) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By try out.*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition, emphasizing football skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 22.1L DEFENSIVE FOOTBALL LABORATORY**

*(Formerly ATHL 22L.1) 1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various defensive football strategies. This course will include analysis of scouting reports and film reviews; as well as the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 22.2L OFFENSIVE FOOTBALL LABORATORY**

*(Formerly ATHL 22L.2) 1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various offensive football strategies. Will include analysis of scouting reports and film reviews, as well as the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 27 MEN'S VARSITY SOCCER**

*(Formerly PE 62) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will practice for and participate in intercollegiate competition in men's soccer, emphasizing soccer skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 28 WOMEN'S VARSITY SOCCER**

*(Formerly PE 63) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By tryout*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate competition in women's soccer, emphasizing soccer skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 29L SOCCER LAB**

*(Formerly PE 71.2) 1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various soccer strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 30 THEORY AND ANALYSIS OF SOCCER**

*1.5 Units/3 hours laboratory. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will learn about the organization and development of various tactical and technical systems in soccer.

*4 Enrollments Total*

## **ATHL 31 WOMEN'S VARSITY SOFTBALL**

*(Formerly PE 89) 3 Units/6 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate softball, emphasizing softball skills, fundamentals and



strategies.

*4 Enrollments Total*

## **ATHL 31L SOFTBALL LAB**

*1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Students will be introduced to the structure and development of various softball strategies. Students will analyze scouting reports and film as well as demonstrate the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 32 THEORY AND ANALYSIS OF WRESTLING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Explanation, organization, and development of various tactical and technical systems in wrestling.

*4 Enrollments Total*

## **ATHL 32L WRESTLING LAB**

*1.5 Units/3 hours by arrangement. Grade or P/NP. Recommended: Concurrent Enrollment in ATHL 8, Varsity Wrestling.*

**Transferability:** CSU;UC.

**Description:** Introduction to the structure and development of various wrestling strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts.

*4 Enrollments Total*

## **ATHL 33 MEN'S VARSITY SWIMMING AND DIVING**

*(Formerly PE 64) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate swimming and diving; emphasizing swimming and diving skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 34 WOMEN'S VARSITY SWIMMING AND DIVING**

*(Formerly PE 90) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate swimming and diving; emphasizing swimming and diving skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 37 MEN'S VARSITY TENNIS**

*(Formerly PE 65) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate competition, emphasizing tennis skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 38 WOMEN'S VARSITY TENNIS**

*(Formerly PE 91) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate tennis, emphasizing tennis skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 41 MEN'S VARSITY TRACK AND FIELD**

*(Formerly PE 66) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate competition in track and field, emphasizing track and field skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 41L TRACK & FIELD LAB**

*1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introduction to the fundamental techniques and theories of track & field training. This course will cover individual as well as team strategies and techniques.

*4 Enrollments Total*

## **ATHL 42 WOMEN'S VARSITY TRACK AND FIELD**

*(Formerly PE 67) 3 Units/6 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Practice for and participation in intercollegiate competition in track and field, emphasizing track and field skills, fundamentals and strategies.

*4 Enrollments Total*

## **ATHL 45 WOMEN'S VARSITY VOLLEYBALL**

*(Formerly PE 93) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout*

**Transferability:** CSU;UC.

**Description:** This course includes practice and participation for intercollegiate volleyball, emphasizing volleyball skills, fundamentals, and strategies.

*4 Enrollments Total*

## **ATHL 45L VOLLEYBALL LAB**

*(Formerly PE 96) 1.5 Units/3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will be introduced to the structure and development of various volleyball strategies. Students will analyze scouting reports and film reviews, as well as the practical application of various physical training concepts relating to scouting volleyball opponents.

*4 Enrollments Total*

## **AUTOMOTIVE TECHNOLOGY (AUTO)**

### **AUTO 80 INTRODUCTION TO AUTOMOTIVE TECHNOLOGY**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Introduction to theory of operation, routine maintenance, technical vocabulary, components, systems, use of basic tools and safety procedures relating to the automobile and the automotive repair technician. Workplace skills covered will include the basic maintenance and repair of the automobile and its systems for the entry level auto maintenance technician.

### **AUTO 98 INDEPENDENT STUDY IN AUTO MECHANICS**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in auto mechanics.

### **AUTO 108 CLEAN AIR CAR COURSE: BAR LEVELS 1 & 2**

*5 Units/5 hours lecture, 1 hour laboratory. Grade or P/NP. Recommended: Course completion or Concurrent Enrollment in Auto 156 and Auto 153.*

**Description:** This course is designed for automotive professionals who wish to obtain or renew a State of California BAR (Bureau of Automotive Repair) smog license. This is a BAR approved training class, which includes both Level 1 and Level 2 training. This BAR training meets part of the qualifications needed to take the Smog Technician licensing examination. A minimum of nine units completed in Auto Electric and Engine Performance education OR one year of verifiable trade experience in auto electrical, engine performance and emission control diagnosis & repair, is strongly recommended in order to be successful in this course.

## **AUTO 120 AUTOMOTIVE SERVICE ADVISOR, BUSINESS ETHICS, AND MANAGEMENT**

*2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; AND Completion of CS 5; AND Completion of AUTO 80 or DET 179.*

**Description:** This course provides studies in automotive service advising, ethics, and management. Topics include business ethics, customer interaction, preparation of service documents, estimating job bids in accordance with California legal requirements: Bureau of Automotive Repair (BAR), conflict resolution, and delivery of the vehicle to the customer.

## **AUTO 126 MOBILE HEATING AND AIR CONDITIONING SYSTEMS**

*2.5 Units/2 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of AUTO 80 OR Course Completion of DET 179 ( or DET 80 or DET 60). Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Theory, service and repair of many types of mobile heating and air conditioning systems. Includes environmental and safety concerns using R-12, R-134a, and R-1234yf refrigerants. Engine heating and cooling, manual and automatic system controls will also be introduced. Prepares the student to take the A7 & T7 ASE (Automotive Service Excellence) certification exams.

## **AUTO 151 AUTOMOTIVE ENGINES**

*(Formerly AUTO 51) 7 Units/5 hours lecture, 6.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; AND Course Completion of IED 190; AND Course Completion of AUTO 80 or DET 179.*

**Description:** Theory, design, operation, troubleshooting and overhaul of internal combustion automobile engines. Lecture, demonstration and practical lab experience also emphasize proper and safe use of tools and equipment. Prepare students to take the ASE (Automotive Service Excellence) Engine Repair Certification exam (A-1).

## **AUTO 154 AUTOMOTIVE BRAKES, STEERING, AND SUSPENSION**

*(Formerly AUTO 54) 7 Units/5 hours lecture, 6.5 hours laboratory. Grade Only. Prerequisite: Course Completion of AUTO 80 OR Course Completion of DET 179 ( or DET 80 or DET 60). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Lecture, demonstration, and practical lab experience in the operation, troubleshooting, and repair of the brake, steering, and suspension systems of most late model automobiles. Emphasis on safety and the proper use of tools, machinery, and shop equipment related to those systems. Course prepares students to pass the ASE (Automotive Service Excellence) certification tests; A4-Suspension and Steering and A5-Brakes. Students will be prepared to enter the automotive trade as apprentice level technicians specializing in brake, steering, and suspension repair. This course conforms with National Automotive Technicians Education Foundation (NATEF) instructional guidelines.

## **AUTO 155 AUTOMOTIVE DRIVE TRAIN**

*(Formerly AUTO 53) 6 Units/4 hours lecture, 7 hours laboratory. Grade Only. Recommended: Course Eligibility for ENGL 100 or ESL 100 and Course Completion of AUTO 100.*

**Description:** An in depth study of automotive drive train systems for the entry level auto student. Course covers theory, operation, diagnosis, service and overhaul of most automotive automatic and manual transmissions and

trans axles, drive axles and all wheel drive systems. Diagnosis of modern drive train systems is emphasized. Instruction includes lecture and practical lab experience. Course prepares student for A2 and A3 ASE (Automotive Service Excellence) exams.

## **AUTO 156.1 AUTOMOTIVE ELECTRICAL SYSTEM**

*(Formerly AUTO 156) 5 Units/4 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will explore the operation, diagnosis and repair of automotive electrical and electronic systems. In addition, students will explore techniques of troubleshooting, service, and repair of starting, charging, and other chassis and body electrical systems. Students will also be introduced to computer controlled systems. This course prepares students to take the Automotive Service Excellence (ASE) A6 Electrical/Electronics Certification. This course conforms with National Automotive Technicians Education Foundation (NATEF) instructional guidelines.

## **AUTO 158.1 AUTOMOTIVE ENGINE PERFORMANCE & EMISSION CONTROL**

*(Formerly AUTO 153) 7 Units/6 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of AUTO 56.*

**Description:** In this course, students will explore the operation, troubleshooting and repair of the ignition, fuel and emission control systems of late model automobiles through lecture, demonstration and practical lab. Emphasis on safety and the proper use of tools and diagnostic equipment. Course prepares students to pass the Automotive Service Excellence (ASE) A8 Engine Performance Certification Exam and enter the automotive trade as an apprentice level technician specializing in engine performance and emission control. This course conforms with ASE Education's instructional and content guidelines.

## **AUTO 194 INTRODUCTION TO HYBRID VEHICLE MAINTENANCE AND REPAIR**

*4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; and Course Completion of AUTO 80 and AUTO 156 and IED 190.*

**Description:** Principles and functions of hybrid automobiles and procedures for their maintenance, problem diagnosis and repair. Function of individual system components examined. Critical importance of safety and hybrid-unique equipment and procedures, maintenance procedures and diagnostic and repair processes for at least one type of hybrid (Parallel or Series-Parallel) taught in detail.

## **BEHAVIORAL SCIENCE (BEHSC)**

## BEHSC 49 INDEPENDENT STUDY IN BEHAVIORAL SCIENCES

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by supervising faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## BIOLOGY (BIO)

### BIO 2.1 FUNDAMENTALS OF BIOLOGY (CELL AND MOLECULAR)

*(Formerly BIO 3) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A; OR CHEM 4A; AND Course Completion of BIO 10; AND ENGL 1A (OR ESL 10).*

**Transferability:** CSU;UC.

**C-ID:** BIOL 190

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Cell structure and function, origin, evolution and diversity of cells, biochemistry, metabolism, Mendelian genetics, molecular genetics, cell regulation, cell differentiation and evolutionary development. Intended for students majoring in biological sciences, pre-medical or related pre-professional programs. (Formerly BIO 1.3, BIO 3)

### BIO 2.2 FUNDAMENTALS OF BIOLOGY (EVOLUTION, GENETICS, AND ZOOLOGY)

*(Formerly BIO 2A) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of BIO 2.1.*

**Transferability:** CSU;UC.

**C-ID:** BIOL 150

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Covers scientific method, evolution, genetics, and the phylogeny of animals with emphasis on development, morphology, physiology and behavior. Field trips taken. Intended for students majoring in biological sciences, pre-medical, or related pre-professional programs. (Formerly BIO 1.2, BIO 2A)

### BIO 2.3 FUNDAMENTALS OF BIOLOGY (BOTANY AND ECOLOGY)

*(Formerly BIO 2B) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of BIO 2.1.*

**Transferability:** CSU;UC.

**C-ID:** BIOL 155

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Covers the principles of ecology and the phylogeny of bacteria, protists, fungi, and plants with emphasis on development, morphology, and physiology of higher plants. Field trips taken. Intended for students majoring in biological sciences, pre-medical, or related pre-professional programs.

## BIO 7 INTRODUCTION TO STEM CAREERS

1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of BIO 10 OR CHEM 42 OR ENGR 10 OR MATH 25 OR MATH 58 OR MATH 27 or higher (MATH); or AB705 placement into **Math Tier 4**

(<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**Description:** This course covers the methods for development of career pathways in fields such as science, technology, engineering, and mathematics (STEM). Students will learn to use STEM related job-search tools, identify key job skills, develop a plan for acquiring those skills, and how to use science communication skills related to a particular career or area of research in which the student has an interest.

## BIO 10 INTRODUCTION TO PRINCIPLES OF BIOLOGY

4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 150A or MATH 150 or higher (MATH); OR AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Introductory course in biology including: scientific method, ecology, biodiversity, physiology and anatomy, chemistry of life, cell and molecular biology, genetics, and evolution.

## BIO 12 BASIC CONCEPTS OF ECOLOGY

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

**Transferability:** CSU;UC.

**GE:** AA/AS areas C,H;CSU area B2;IGETC area 5B

**Description:** Students will be introduced to basic ecological principles and their application to problems of renewable resources, resource management, conservation, and global environmental issues. Field trips may be required.

## BIO 13 HUMAN BIOLOGY

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent or appropriate placement based on AB705 mandates.

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B

**Description:** Survey course primarily for students not majoring in biological sciences, presenting topics from biology dealing specifically with humans. Topics include cellular biology, genetics, anatomy and physiology, reproduction, evolution, and human impacts on the environment. Not an anatomy and physiology course.

## BIO 14 CURRENT ISSUES IN BIOLOGY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B

**Description:** In this non-majors course students will be introduced to the core principles of biology through the study of current issues in modern biology. Topics include ecology, evolution, anatomy, physiology, genetics, and molecular and cell biology.

## BIO 16 INTRODUCTION TO BIOLOGY FOR NON-MAJORS

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** An introduction for non-majors to the core concepts of biology by studying current issues in modern biology with an emphasis on the scientific method and scientific literacy.

## BIO 20 HUMAN GENETICS

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B

**Description:** Mechanisms of heredity with specific reference to humans. Course includes current genetic technologies and their ethical and societal consequences.

## BIO 25 MARINE BIOLOGY

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas C,H;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Introduction to biological oceanography, natural history, taxonomy, and ecology of major plant and animal groups of the world's oceans with emphasis on the Pacific Coast of North America. Examines human interactions with, and impacts upon, the marine environment.

## BIO 27 BIOLOGY OF MARINE MAMMALS

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B

**Description:** Introduction to the biology, natural history, evolution, behavior, anatomy, physiology and population ecology of marine mammals, including whales, dolphins, pinnipeds, otters, manatees and dugongs.

## BIO 31 TROPICAL BIODIVERSITY AND CONSERVATION

*2 Units/1.5 hours lecture, 1.5 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B2;IGETC area 5B



**Description:** In this course, students will explore the ecology, evolution, flora, and fauna of tropical rainforests, cloud forests, and dry forests. Typically taught abroad. Countries such as Costa Rica are used to illustrate both the current biodiversity crisis and conservation efforts.

## **BIO 49 INDEPENDENT STUDY IN BIOLOGY**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Independent study in a biological discipline by literature, field, or laboratory research. UC determines credit after transfer; not counted for admission. (See a counselor for details.)

## **BIO 85.1 PEPPERWOOD NATURAL HISTORY: PHYSICAL ENVIRONMENT**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A survey of the natural history of the Pepperwood Preserve, emphasizing earth sciences and native cultures (offered Fall semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.2) is a component of the Pepperwood Preserve Steward training program.

## **BIO 85.2 PEPPERWOOD NATURAL HISTORY- BIOTIC ENVIRONMENT**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A survey of the natural history of the Pepperwood Preserve, emphasizing the flora, fauna, and ecology (offered Spring semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.1) is a component of the Pepperwood Preserve Steward training program

## **BIO 100 BASIC BIOLOGY SKILLS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ENGL 102 or ESL 100.*

**Description:** Introductory course to develop skills necessary for completion of Introduction to Principles of Biology (BIO 10). Course is designed for students who have not developed the skills necessary for successful completion of college transfer-level science courses. Class will apply basic study skills to the understanding of biological elements in living systems, from the level of atoms to ecosystems. A specific focus topic such as water will be used to relate learning skills to specific biological information.

## **BOTANY (BOTANY)**

## **BOTANY 10 PLANT BIOLOGY**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** A general education course in plant biology emphasizing the structure and function of plants. Includes genetics, ecology, evolution, reproduction, and diversity of plant life forms.

## **BOTANY 60 FIELD BOTANY**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**GE:** AA/AS area C;CSU areas B2,B3

**Description:** Survey of the vegetation and flora of Northern California. Includes the identification and ecology of species that are representative of local plant communities. Field trips required.

## **BOTANY 64 PLANTS OF THE NORTHERN SIERRA**

*2 Units/1 hour lecture, 3 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Field course introducing the plant communities of the Sierra Nevada north of Lake Tahoe, emphasizing the taxonomy and ecology of the ferns, conifers and flowering plants.

## **BUSINESS ADMINISTRATION (BAD)**

### **BAD 1 FINANCIAL ACCOUNTING**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** ACCT 110

**Description:** This course introduces the student to the role of accounting in processing and reporting the effects of economic transactions. It examines financial accounting from both the user and preparer perspectives. It teaches how information is processed and reported by the accounting information system as well as how the reports are used by investors and creditors in making decisions. The economic transactions are also analyzed by type of business activity: operating, investing, or financing and their impact on cash flows and profitability for both service and merchandising concerns. The ability to perform basic spreadsheet functions is highly recommended. The course objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants' Committee on Accounting Education. This course will prepare the transfer degree and/or certificate student for business or accounting programs.

## BAD 2 MANAGERIAL ACCOUNTING

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1.*

**Transferability:** CSU;UC.

**C-ID:** ACCT 120

**Description:** This course focuses on the use of accounting information by managers in making internal decisions relating to product/service costing, cost behavior, pricing, cost analysis and control, operational and capital budgeting and responsibility reporting. Students use decision making techniques and models which assist managers in planning, directing, and controlling operations. These objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants' Committee on Accounting Education. This course will prepare the transfer degree and certificate students for business or accounting programs.

## BAD 10 AMERICAN BUSINESS IN ITS GLOBAL CONTEXT

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** BUS 110

**GE:** AA/AS areas D,H;CSU area D

**Description:** This course is a survey in business providing a multidisciplinary analysis of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S and in a global context. It covers how these influences impact the main areas of business including: organizational structure and design; leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business' ability to achieve its organizational goals. This class is recommended for Business Administration majors intending to transfer to a 4 year institution.

## BAD 18 THE LEGAL ENVIRONMENT OF BUSINESS

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** BUS 120

**Description:** This course utilizes case methods to study the environmental, social, ethical and political factors which influence the development and operation of the American legal system; law of contracts and sales emphasizing California law and the Uniform Commercial Code. Recommended for Business Administration majors intending to transfer to a 4-year institution.

## BAD 52 HUMAN RELATIONS IN ORGANIZATIONS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**GE:** AA/AS area B;CSU area E

**Description:** Students will address issues of self-esteem, values, attitudes, motivation, communications, team

dynamics, change, creativity, conflict, stress, diversity, ethics, and health. This course is an exploration of the awareness and self-understanding of how interpersonal skills influence relationships with others and how to enhance those skills to be more successful as a member of a work environment and society.

## **BAD 53 INTRODUCTION TO SOLVING BUSINESS PROBLEMS WITH SPREADSHEETS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course is designed to introduce the student to the use of computer spreadsheet programs in solving business problems and improving the decision-making process. Students will create models applicable to the functional areas of finance and accounting, sales and marketing, management and human resources using a broad range of spreadsheet skills. Previous experience with computer spreadsheets is not required.

## **BAD 55 INTERMEDIATE ACCOUNTING**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 2.*

**Transferability:** CSU.

**Description:** Students will learn intermediate accounting with theory and practical applications including the accounting process, income measurement, balance sheet preparation, cash flow and the valuation of receivables, inventories, plant, equipment, and intangible assets.

## **BAD 57 COST ACCOUNTING**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 2.*

**Transferability:** CSU.

**Description:** Students will learn cost accounting theory and applications including job, process, activity-based costing, and standard costing. Students will also evaluate data to effectively manage organizational costs.

## **BAD 59 FEDERAL INCOME TAX LAW**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1 OR Course Completion of BBK 51.*

**Transferability:** CSU.

**Description:** Students will learn Federal Revenue Act as applied to individuals including filing of returns, income items and adjustments, itemized deductions, capital, and other gains and losses.

## **BAD 62 INTELLECTUAL PROPERTY LAW**

*(Formerly PLS 61) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50.*

**Transferability:** CSU.

**Description:** In this course, students receive an overview of the principal types of intellectual property, such as trade secrets, patents, copyrights, and trademarks.

## **BAD 98 INDEPENDENT STUDY IN BUSINESS**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Students must have at least a 2.0 grade point average (GPA) in discipline-related course work.*

**Transferability:** CSU.

**Description:** Students will complete special projects by arrangement to provide for independent study and enriched academic experience in business.

## **BAD 101 ENROLLED AGENT – INDIVIDUAL TAXATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BGN 81.*

**Description:** This is one of a series of courses designed to prepare students to take the Internal Revenue Service (IRS) Enrolled Agent Exam. This course covers tax issues that relate to individuals which include: filing requirements, calculation for gross income, itemized deductions, tax credits, capital gains and losses, property transactions, individual retirement accounts, gift and estate taxes.

## **BAD 102 ENROLLED AGENT - BUSINESS TAXATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BGN 81.*

**Description:** This is one of a series of courses designed to prepare students to take the Internal Revenue Service (IRS) Enrolled Agent Exam. This course covers tax issues that relate to businesses which include: business entity types, income, business expenses and other deductions, adjustments to cost basis, depreciation, depletion, amortization, credits and other losses and partnerships and corporations' formation, contributions, disposition, distributions, and retirement plans.

## **BAD 103 ENROLLED AGENT - TAX REPRESENTATIONS, PRACTICES & PROCEDURES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BGN 81.*

**Description:** This is one of a series of courses designed to prepare students to take the Internal Revenue Service (IRS) Enrolled Agent Exam. This course covers income tax issues that relate to requirements of individuals who may become Enrolled Agents and the extent of practice privileges, sanctionable acts and assessment and appeal procedures for preparer penalties.

## **BAD 104 ENROLLED AGENT – CURRENT APPLICATIONS AND IRS REQUIREMENTS**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion or Current Enrollment of BAD 101, BAD 102, and BAD 103. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BGN 81.*

**Description:** This is last in a series of courses (capstone), designed to prepare students to take the Internal Revenue Service (IRS) Enrolled Agent Exam. This course reviews components of the Enrolled Agent Exam and current applications in the field.

## **BAD 120 ETHICS IN ACCOUNTING**

*3 Units/3 hours lecture. Grade or P/NP.*

**Description:** Study of professional ethics for accounting from a business perspective and historical point of view. Topics include the nature of accounting, ethical theory, ethical behavior, rules of ethical conduct, Code of Professional Conduct, American Institute of Certified Public Accountants (AICPA) standards and Internal Revenue Service (IRS) rules.

## **BAD 156 FUND ACCOUNTING**

*(Formerly BAD 56) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1.*

**Description:** Accounting for not-for-profit organizations: accounting theory and techniques for governmental units and other not-for-profit organizations.

## **BUSINESS BOOKKEEPING (BBK)**

### **BBK 50 COMPUTERIZED BOOKKEEPING AND ACCOUNTING 1**

*3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in BGN 81 Course Completion or Concurrent Enrollment in BGN 81.*

**Transferability:** CSU.

**Description:** Students will learn to record business transactions in journals and ledgers, compute payroll, and prepare financial statements using both a manual and a computerized system for a sole proprietorship.

### **BBK 51 COMPUTERIZED BOOKKEEPING AND ACCOUNTING 2**

*3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of BBK 50.*

**Transferability:** CSU.

**Description:** Students analyze, categorize, and record transactions for merchandising firms including sole proprietorships and corporations. Students will prepare and analyze financial statements and other financial reports, using both manual and computerized bookkeeping systems, such as Microsoft Excel and/or QuickBooks. Students are expected to have a basic familiarity with Microsoft Excel and QuickBooks.

### **BBK 52.1 PAYROLL RECORD KEEPING AND REPORTING**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in BBK 50.*

**Transferability:** CSU.

**Description:** In this course, students will receive comprehensive training in payroll, including record keeping, payroll accounting, federal and state reporting, laws governing payroll, and computerized payroll systems.

## **BBK 53.1 QUICKBOOKS LEVEL 1**

*1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course, student will train in the use of QuickBooks software for personal and business applications. Topics include information gathering, setting up accounts, working with lists, recording sales and purchases, managing inventory, tracking sales tax, banking procedures, and preparing financial reports.

## **BBK 53.2 QUICKBOOKS LEVEL 2**

*1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of BBK 53.1 and BBK 50.*

**Transferability:** CSU.

**Description:** In this course, students will learn advanced applications of QuickBooks accounting software. Topics include maintaining company books, preparing journal entries, creating reports, preparing budgets, creating and maintaining payroll, tracking tax information, preparing estimates, job costing, validating data, and year end closing procedures.

## **BUSINESS GENERAL (BGN)**

### **BGN 71 BUSINESS ENGLISH GRAMMAR**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course, students will study English grammar and usage to prepare students for professional positions. Participants review and use correct grammar, punctuation, spelling, and vocabulary to analyze, compose, and correct written materials. In addition to the text, a reference manual and proofreading marks are introduced for use in editing business-related sentences, paragraphs, and documents (email, memo, letter, report, etc.).

### **BGN 81 PRACTICAL BUSINESS MATH SKILLS**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will focus on the development of basic business math competencies and foundation skills in order to perform simple analysis to improve organizational performance, operations, and presentation of data in a managerial context.

### **BGN 100 PROFESSIONAL WRITING AND PRESENTATIONS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BGN 71.*

**Description:** In this course, students will learn professional business communications including effective

professional writing and delivering professional oral presentations. Topics include audience analysis, writing strategies, and developing professional written and oral presentations.

## **BGN 110 INTRODUCTION TO THE ADMINISTRATIVE PROFESSIONAL**

*(Formerly BOT 56B) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This survey course is an introduction to the administrative assistant career. Topics include learning about the the functions and organizational structure of American business including the continuously evolving role of the administrative professional within an organization. Students will take inventory of their qualifications and skills and also begin the development of a career portfolio to which documentation and resources will be added as they move through their educational program and career.

## **BGN 111 SOFT SKILLS FOR BUSINESS**

*(Formerly BOT 56A) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Critical workforce issues including the evolution of the workplace environment; the worker's changing roles, responsibilities, and opportunities; and development of 21st century workplace skills such as ethics, critical thinking, problem solving, creativity, innovation, and individual responsibility. Throughout the course students will work in teams and examine and practice communication and soft skills.

## **BGN 112 MARKETING YOUR SKILLS**

*(Formerly BOT 59.3) 1.5 Units/3.5 hours lecture for 8 weeks. Grade or P/NP.*

**Description:** In this course students will identify, develop, and reinforce workforce skills including critical soft skills demanded by employers, and create a professional portfolio that includes personal branding, resumes, cover letters, personal summaries and samples of work. The class also covers using social networking sites for employment marketing. Students will develop and practice interviewing skills.

## **BGN 154 OFFICE TECHNOLOGIES AND PROCEDURES**

*(Formerly BOT 154) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Description:** This course is an introduction to the function and process of an administrative role in a business office. Administrative and soft skills needed to function as a productive and valuable member of an office team are featured. Topics include the administrative professional role, organizing, managing and coordinating resources, file and records management, customer service, meeting, event and travel arrangements, current office technology software and apps, and other administrative tasks.

## **BGN 155 INTRODUCTION TO BANKING**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Comprehensive introduction to the diversified services and operations of the banking industry; banking operations and services banks provide, including loans, deposit accounts and payment processing; electronic banking; financial planning; laws and regulations.



## **BGN 156 CREDIT AND LENDING ANALYSIS**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Fundamentals of credit and loan analysis; overview of financial statements; nature of credit and debt; credit and borrower risk analysis; cash flow analysis.

## **BGN 201 BASIC KEYBOARDING**

*(Formerly BOT 169.1) 0.5 Unit/1.5 hours laboratory. P/NP Only.*

**Description:** Students will learn to type alphabetic letters, numbers, and symbol keys by touch.

## **BUSINESS MANAGEMENT (BMG)**

### **BMG 50 INTRODUCTION TO MANAGEMENT AND SUPERVISION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will be introduced to the principles, concepts, and practices of management, to include planning, organizing, and controlling in organizations. Topics include organizational dynamics of diversity, groups, communications, decision making, change, ethics, and social responsibility.

### **BMG 52 BUSINESS COMMUNICATION**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 1A OR ESL 10. Recommended: Completion of COMM 1, BGN 71, CS 60.11A, CS 61.11A, and CS 62.11A or Completion of COMM 4, BGN 71, CS 60.11A, CS 61.11A, and CS 62.11A.*

**Transferability:** CSU.

**C-ID:** BUS 115

**Description:** In this course, students will learn effective communication skills applied to business letters, memos, emails, proposals, reports, and presentations. Students will also learn strategies for organizing, composing, and presenting information clearly and accurately while incorporating appropriate goodwill. This course also includes writing for the employment process.

### **BMG 53 ORAL COMMUNICATION IN ORGANIZATIONS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**GE:** AA/AS area B

**Description:** Develop speaking skills to effectively and confidently deliver oral presentations in organizational settings. In addition, analyze audiences, research topics, and prepare and deliver presentations.

## **BMG 55 FUNDAMENTALS OF FINANCIAL ANALYSIS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Introduction to financial concepts in order to interpret financial reports, including balance sheets, income statements and statements of cash flows. Evaluate financial data using key financial ratios and breakeven analysis. Calculate return on investment and variances to evaluate profit potential.

## **BMG 61 SKILLS FOR MANAGERS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course provides knowledge, skills, and tools for students to refine their professional management effectiveness. Topics include roles set for managing others, getting started, self-management within the framework of time, writing goals and objectives, focusing on results, getting results, and managing effectively.

## **BMG 62.1 ONE-ON-ONE MANAGEMENT COMMUNICATION**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Examine communication models to understand the communication process. Incorporate techniques to create messages to clearly express ideas and provide feedback. Develop leadership skills to communicate effectively to solve problems and accomplish tasks.

## **BMG 62.4 MANAGING WORKGROUPS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course will enable students to determine characteristics of effective team leadership and participation after analyzing stages of group development and group roles, and to examine strategies for creating, participating in, and leading high performance teams.

## **BMG 63.1 MOTIVATION AND EMPOWERMENT**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course provides the knowledge, skills, and tools for creating a motivational organizational environment. Topics include identifying individuals' motivational needs, assessing the organization's motivational status, and developing and applying motivational strategies.

## **BMG 63.4 MANAGERIAL LEADERSHIP**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course provides the knowledge, skills, and tools to increase managerial leadership effectiveness. Topics include successful leadership characteristics, situational leadership styles, and setting direction with vision, mission, and policies within the organization's culture.

## **BMG 66.1 EFFECTIVE DECISION-MAKING**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course provides the knowledge, skills, and tools to solve organizational problems, make effective decisions, and implement organizational change. Topics include selecting problems, using the rational decision-making process, selling the solution, and determining one's own decision-making style. The course provides the manager with the knowledge and the skills to create a work environment that is both proactive and rational.

## **BMG 66.4 PROJECT MANAGEMENT**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course, students will receive an introduction to project management and the tools a project manager needs to be effective. Topics include initiating, planning, scheduling, implementing, controlling, evaluating, and managing a project team.

## **BMG 67.4 CONFLICT MANAGEMENT**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Explore mediation strategies as well as communication theory and techniques with the goal of conflict resolution. Examine contributing causes of conflict. Analyze the management mediation process and the community mediation process for resolving conflicts.

## **BMG 77 INTRODUCTION TO PERSONAL FINANCE**

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Students will learn the basics of personal financial literacy in diverse settings. Topics will include managing income, expenses, credit, and insurance. In the area of investments, topics will include financial markets and assets, basic asset valuation, and retirement planning.

## **BUSINESS MARKETING (BMK)**

## **BMK 50 MARKETING**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Innovative, customer-centric strategies to successfully reach consumer and business markets. Focus on branding, positioning, promotions, social media, and digital communications with an emphasis on long-term, socially responsible and sustainable techniques.

## **BMK 51 HIGH TECH SELLING AND PURSUING A SALES CAREER**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Students will learn the skills necessary to qualify for a professional sales job for a technology company. Areas to be covered will include Software as a Service (SaaS), the steps in a typical sales cycle, different roles and the necessary skills for each position in a sales organization, job opportunities in sales and how to get hired. Course may include guest speakers from high tech recruiting, professional services, product management, legal, and finance departments.

## **BMK 54 ADVERTISING, BRANDING, & DIGITAL MARKETING**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Applies the fundamental principles of brand and advertising development to the modern “attention economy” where new forms of media and consumer engagement are continually being invented and reinvented. Brand auditing, market research, media usage patterns, copywriting and brainstorming techniques are used to develop unified branding, advertising, and digital media marketing strategies relevant and motivating to current consumers. Culminates with a comprehensive final team project where campaign strategy, copy, design, media placement and social media campaigns will be created for student-selected products.

## **BMK 57 INTRODUCTION TO PUBLIC RELATIONS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will learn the principles and practical applications of public relations (PR) within a business marketing setting including communications strategies to build strong relationships with an organization's customers and stockholders. Topics include communications management, integrated marketing communications, crisis management, and image management.

## **BMK 59 CONSUMER BEHAVIOR**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will examine the use of consumer data and the study of emerging cultural shifts in forward planning for marketing and business. Topics include the effects of evolving consumer demand, needs, and the influence of trends, fads, buzz, pop culture, and lifestyle swings on business and consumer behavior.

## **BMK 155 DIGITAL MARKETING TOOLS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This survey course will introduce students to the major types of digital marketing tools and technologies currently in use. Students will learn when and how to apply these tools and technologies to achieve desired marketing results. As this is a rapidly evolving field, the specifics of tools and technologies will change to reflect current practices.

## **BUSINESS OFFICE TECHNOLOGY (BOT)**

### **BOT 99.1I ADMINISTRATIVE ASSISTANT WORK EXPERIENCE INTERNSHIP**

*(Formerly BOT 99I.1) 0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion BGN 110, CS 60.11A, and CS 61.11A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment because intern position must be secured prior to enrollment.*

**Transferability:** CSU.

**Description:** Administrative Assistant Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship assistance; and supervised employment of students that extends to the job site. Students will apply classroom learning to their internship as it relates to the students' educational or occupational goal. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position (75 hours/unit). Students will acquire new knowledge, skills, and abilities to prepare for a career in Administrative Assistant.

*16 Units Total (WrxE only)*

### **BOT 99.2I BOOKKEEPER INTERNSHIP**

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in bookkeeping. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## **BOT 770 BUSINESS SKILLS LAB**

*0 Unit/5 hours by arrangement. Non-Credit Course.*

**Description:** Supervised one-on-one instruction in all levels of BAD 1 through BAD 99, BBK 50 through BBK 99, BGN 50 through BGN 399, BMG 50 through BMG 99, BMK 50 through BMK 99, BOT 50 through BOT 399, HOSP 50 through HOSP 99, HR 50 through HR 99, RE 50 through RE 99, and supports students needing remediation of their basic computer skills.

*Exempt From Repeat Provisions*

## **CHEMISTRY (CHEM)**

### **CHEM 3A GENERAL CHEMISTRY PART 1: LECTURE**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in CHEM 3AL; AND Course Completion of CHEM 42; AND Course Completion of MATH 154 or MATH 155 or MATH 156 or higher (MATH); OR AB705 placement into **Math Tier 3 or higher.** (<https://assessment.santarosa.edu/understanding-your-math-placement>).*

*Recommended: Course Completion of ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** CHEM 110 Series;CHEM 120S Series

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** General principles of chemistry, including atomic theory, bonding, stoichiometry, kinetic molecular theory of gases, properties of mixtures, the periodic table, and thermochemistry. Lecture portion of the first semester of a one-year program of general chemistry. (Students who have completed one year of high school chemistry should consider petitioning to enroll)

### **CHEM 3AL GENERAL CHEMISTRY PART 1: LAB**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CHEM 3A. Recommended: Course Completion of ENGL 1A.*

**Transferability:** CSU;UC.

**C-ID:** CHEM 110 Series;CHEM 120S Series

**GE:** CSU area B3;IGETC area 5C

**Description:** General principles of chemistry, including atomic theory, bonding, stoichiometry, kinetic molecular theory of gases, properties of mixtures, the periodic table, and thermochemistry. Emphasis will be placed on laboratory experiments that illustrate the fundamental principles and laws of chemical behavior and the properties of matter. Lab portion of the first semester of a one-year program of general chemistry.

### **CHEM 3B GENERAL CHEMISTRY PART 2**

*5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A; or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** CHEM 120S Series

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** A continuation of Chemistry 3A. Topics include chemical kinetics, thermodynamics, chemical equilibrium, acids and bases, nuclear chemistry, electrochemistry, coordination compounds and bonding, and selected topics in descriptive chemistry. Laboratory emphasizes methods of analytical chemistry and quantitative work.

## CHEM 7 INTRODUCTION TO STEM CAREERS

1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of BIO 10 OR CHEM 42 OR ENGR 10 OR MATH 25 OR MATH 58 OR MATH 27 or higher (MATH); or AB705 placement into **Math Tier 4**

(<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**Description:** This course covers the methods for development of career pathways in fields such as science, technology, engineering, and mathematics (STEM). Students will learn to use STEM related job-search tools, identify key job skills, develop a plan for acquiring those skills, and how to use science communication skills related to a particular career or area of research in which the student has an interest.

## CHEM 8 INTRODUCTORY ORGANIC CHEMISTRY

5 Units/4 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A; OR CHEM 42. Recommended: Course Completion of ENGL 1A.

**Transferability:** CSU;UC.

**GE:** CSU areas B1,B3;IGETC areas 5A,5C

**Description:** An introduction to the principles, nomenclature, structure, and reaction mechanisms of organic chemistry.

## CHEM 12A ORGANIC CHEMISTRY

5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 1B OR CHEM 3B OR CHEM 4B.

**Transferability:** CSU;UC.

**C-ID:** CHEM 150;CHEM 160S Series

**GE:** CSU areas B1,B3;IGETC areas 5A,5C

**Description:** For students majoring in chemistry, biochemistry, chemical engineering, or a closely related field such as molecular and cell biology. The first semester of an intensive one-year program based upon modern theoretical concepts of organic chemistry. All aspects of fundamental organic chemistry are studied, including nomenclature, chemical and physical properties, reactions and synthesis. The study includes theoretical aspects, reaction mechanisms, and multistep synthesis. Students transferring to a four-year college or university are expected to complete this sequence prior to their junior year.

## CHEM 12B ORGANIC CHEMISTRY

5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 12A.

**Transferability:** CSU;UC.

**C-ID:** CHEM 160S Series

**GE:** CSU areas B1,B3;IGETC areas 5A,5C

**Description:** The second semester of an intensive one-year program based upon modern theoretical concepts of organic chemistry. All aspects of fundamental organic chemistry are studied, including nomenclature, chemical and physical properties, reactions and synthesis. The study includes theoretical aspects, reaction mechanisms, and multistep synthesis. Students transferring from a four year college or university are expected to complete this sequence prior to their junior year.

## CHEM 42 INTRODUCTORY GENERAL CHEMISTRY

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MATH 154 or MATH 155 or MATH 156 or higher (MATH) or two years of high school algebra or equivalent; OR AB705 placement into **Math Tier 3 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** CHEM 101

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** Students will be introduced to fundamental laws and principles of the composition of matter, physical and chemical changes, atomic and molecular structure, chemical equilibria, intermolecular forces, solutions, qualitative theory and techniques, and quantitative theory and techniques. This course is a prerequisite for Chemistry 3A.

## CHEM 49 INDEPENDENT STUDY IN CHEMISTRY

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of CHEM 1B OR CHEM 3B OR CHEM 4B. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Preliminary application (written description of project objectives and methods, selection of faculty supervisor, list of required equipment and supplies) must be submitted to department chairperson one semester in advance.*

**Transferability:** CSU;UC.

**Description:** Literature, laboratory, or field research in chemistry, by arrangement, to provide for independent study. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## CHEM 60 GENERAL, ORGANIC AND BIOLOGICAL CHEMISTRY

*5 Units/4 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for MATH 150 or equivalent AND eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**GE:** AA/AS area C;CSU areas B1,B3

**Description:** In this course, students will study basic concepts of general, organic and biological chemistry. This course is appropriate for nursing and related majors that require one semester of chemistry.

## CHEM 100 BASIC CHEMISTRY SKILLS

*2 Units/2 hours lecture. Grade or P/NP.*

**Description:** An introductory course designed to familiarize the student with the basic concepts of chemistry while developing necessary skills for success in general chemistry and chemistry for the allied health sciences. Basic mathematical operations, the metric system, and the scientific method as it applies to chemistry are also covered.



## CHEM 303 CHEMICAL CALCULATIONS FOR CHEM 3A

*(Formerly CHEM 301A) 0.5 Unit/1.5 hours laboratory. P/NP Only. Prerequisite: Concurrent Enrollment in CHEM 3A.*

**Description:** Designed to assist students in successfully completing Chemistry 3A. Emphasizes the development of basic skills to increase the performance level and confidence of the student. Includes math review, development of chemical vocabulary, enhancement of computational skills, study habits, test-taking skills, report writing, graphing, and statistical analysis of data.

## CHILD DEVELOPMENT (CHLD)

### CHLD 10 CHILD GROWTH AND DEVELOPMENT

*(Formerly CHLD 10) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** CDEV 100

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** This introductory course examines the major developmental milestones in the areas of biosocial, psychosocial, and cognitive development for children, both typical and atypical, from conception through adolescence. There will be an emphasis on the interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences, and analyze characteristics of development at various stages. Required for Child Development Permits.

### CHLD 51 PRINCIPLES AND PRACTICES OF EARLY CHILDHOOD EDUCATION

*(Formerly CHLD 51) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**C-ID:** ECE 120

**Description:** In this survey course of the early childhood education field, students will receive an introduction to the field of early childhood education, including overview of historical and contemporary models. Topics include an examination of developmentally and culturally appropriate principles as they apply to children's development, program components, teacher/child/family relationships, professional ethics, and career development. Students are required to observe and participate for 18 hours in a licensed early childhood program. The course is appropriate for students wishing to work with children from birth through age eight in a variety of childcare and educational programs.

### CHLD 53A INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS

*(Formerly CHLD 53) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10. Recommended: Course Eligibility for ENGL 1A and Course Eligibility for ENGL 1A and Course Completion of CHLD 90.2 ( or CHLD 90.2)Course Completion of CHLD 90.2 ( or CHLD 90.2).*

**Transferability:** CSU.

**Description:** This course provides students with an introduction to a variety of diagnosed disabilities and other special needs conditions that cause children, birth through age eight, to show atypical development. Students will learn about laws and service provisions related to early intervention and special education. Social and educational implications, culture and family dynamics, and the context of the larger community will be discussed. This course can be combined with CHLD 53B to fulfill the requirements for specialization units on the Child Development Permit Matrix.

## **CHLD 53B SUPPORTING CHILDREN W/ SPECIAL NEEDS IN EARLY CHILDHOOD PRGM**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 53A (or CHLD 53). Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CHLD 90.2.*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to effective intervention strategies for working with children with special needs in early childhood education programs. The focus will be on young children, birth through age eight, with disabilities, delays, or special health care needs. Course topics will include adaptations and accommodations, Individual Education Plans (IEP), inclusive practices, and working with additional support professionals in the classroom. Best practices and developmentally appropriate curriculum strategies will be the focus. This course can be combined with CHLD 53A to fulfill the requirements for specialization units on the Child Development Permit Matrix.

## **CHLD 55.2 EXPLORING SCIENCE AND MATH WITH YOUNG CHILDREN**

*(Formerly CHLD 55.2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or ESL 10 AND Course Completion of CHLD 10 and CHLD 90.4; OR Course Completion of CHLD 110.1, CHLD 110.2 and CHLD 90.4.*

**Transferability:** CSU.

**Description:** This course familiarizes students with constructivist theories of cognitive development and their application in the early childhood classroom. Students will actively explore and develop math and science concepts suitable for young children and learn to implement age-appropriate curriculum for children ages 0-8.

## **CHLD 55.5 FOUNDATIONS OF LANGUAGE AND LITERACY**

*(Formerly CHLD 55.5) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CHLD 10.*

**Transferability:** CSU.

**Description:** This course provides an overview of current research and pedagogy related to first and second language acquisition and early literacy of children from birth through age eight. Students will observe and document children's language and literacy in classroom settings, create literacy activity plans, compare tools for evaluating language development, and analyze strategies for scaffolding language and literacy.

## **CHLD 55.6 ART FOR THE YOUNG CHILD**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A and Course Completion or Concurrent Enrollment in CHLD 10 OR CHLD 110.1 OR CHLD 110.2.*

**Transferability:** CSU.

**Description:** This course will introduce students to the stages of children's artistic development, birth through age eight. Students will explore hands-on activities for use in the early childhood classroom and experience a variety of age-appropriate art media. Classroom environment and materials, art education philosophies and creative development will be addressed.

## **CHLD 55.7 MUSIC AND MOVEMENT FOR CHILDREN**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course completion of CHLD 90.4 and Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** Students will receive an introduction to materials and methods that comprise a developmentally appropriate music curriculum for young children, which includes songs, movement, finger plays, dance, and rhythm. This course addresses the development of creativity and music education for children from birth through age eight and the role of music and movement as part of an integrated curriculum.

## **CHLD 66 EARLY CHILDHOOD CARE AND EDUCATION PRACTICUM**

*6 Units/3 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion with a grade of C or better of CHLD 10, CHLD 51 and CHLD 90.4. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Health or Safety: "All personnel, including the licensee, administrator and volunteers, shall be in good health and shall be physically and mentally capable of performing assigned tasks. ... good physical health shall be verified by a health screening, including a test for tuberculosis, performed by or under the supervision of a physician not more than one year prior to or seven days after employment or licensure. (22 Ca. Code of Regs. 101216(g). California Health and Safety Code Section 1596.7995.: (a) (1) Commencing September 1, 2016, a person shall not be employed or volunteer at a day care center if he or she has not been immunized against influenza, pertussis, and measles. Each employee and volunteer shall receive an influenza vaccination between August 1 and December 1 of each year.*

**Transferability:** CSU.

**C-ID:** ECE 210

**Description:** Students will participate in a supervised field experience with young children at Santa Rosa Junior College Children's Center or a designated off-campus Mentor Program site. Under the supervision of the course instructor and mentor teachers, students will apply previous understanding of developmental theory to classroom practice. This course focuses on identifying and developing skills and behaviors essential for effective teaching. These include: building healthy, caring relationships with and between young children; classroom organization and management; curriculum development and implementation; professionalism and ethics; utilizing anecdotal observations and teaching as a member of a team.

## **CHLD 68 WORKING WITH CHILDREN AND FAMILIES IN A DIVERSE SOCIETY**

*(Formerly CHLD 68) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CHLD 10 OR Course Completion of CHLD 110.1 and CHLD 110.2; AND Eligibility for ENGL 1A OR ESL 10.*

**Transferability:** CSU.

**C-ID:** ECE 230

**GE:** AA/AS areas D,G;CSU area D

**Description:** This course is designed to prepare students and professionals who will be working with young

children to negotiate the cultural and sociopolitical contexts of a diverse society. Students will examine the contexts of race, culture, gender, and socio-economic class as they relate to child development and respectful interactions with families in an educational or social service environment. The focus will be on transformative education that encourages self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling, and creating pluralistic environments for children and families.

## **CHLD 79.1 ADMINISTRATION OF EARLY CHILDHOOD EDUCATION PROGRAMS**

*(Formerly CHLD 79.1) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CHLD 10 and Course Completion of CHLD 90.1. Recommended: Course Completion of CHLD 51 and CHLD 90.4; Eligibility for ENGL1A; Prior work experience in a licensed early childhood education program.*

**Transferability:** CSU.

**Description:** This course introduces students to the administration of early childhood programs including program types, fiscal and personnel management, regulations, laws, program development, analysis of quality criteria and design of policies and procedures. Students will examine administrative tools, philosophies and techniques needed to organize, open and operate inclusive, quality early care and education programs. This course meets requirements for California Child Care Licensing administrator qualifications and the California Preschool Permit Matrix.

## **CHLD 79.2 LEADERSHIP & PERSONNEL SKILLS FOR EARLY CHILD. ADMINISTRATOR**

*(Formerly CHLD 79.2) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CHLD 10 and Course Completion of CHLD 90.1. Recommended: Eligibility for ENGL 1A or equivalent AND Course Completion of CHLD 51 AND CHLD 90.4.*

**Transferability:** CSU.

**Description:** This course will introduce students to effective strategies for personnel management, leadership, and parent engagement in early care and education settings. Students will become familiar with legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. This course meets requirements for California Child Care Licensing administrator qualifications and the California Preschool Permit Matrix.

## **CHLD 79.4 ADULT SUPERVISION AND MENTORING**

*(Formerly CHLD 79.4) 2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CHLD 10 and Course Completion of CHLD 90.1. Recommended: Eligibility for ENGL 1A or equivalent; Course Completion of CHLD 51 and Course Completion of CHLD 90.4; possession of a Child Development Teacher Permit or equivalent.*

**Transferability:** CSU.

**Description:** This course is designed for experienced teachers and directors of staff to further explore methods of supervision, mentoring, and community building in the field of early childhood. Students will become familiar with the role of a mentor and methods of coaching and mentoring new and developing teachers. This course meets the requirements for the California Early Childhood Mentor Teacher Program and the Child Development Permit Matrix requirements for adult supervision.

## CHLD 82 FAMILY ENGAGEMENT IN EARLY CARE & EDUCATION

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CHLD 51 ( or CHILD 51). Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** Students will investigate issues, techniques and resources for establishing effective working relationships between early childhood professionals and families. This course is designed to provide professionals in early care and education with the skills and information necessary for building and maintaining partnerships with families.

## CHLD 90.1 CHILD, FAMILY, COMMUNITY INTERRELATIONSHIPS

*(Formerly CHILD 90.1) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**C-ID:** CDEV 110

**GE:** AA/AS area D;CSU area E

**Description:** This course explores the diversity of family systems, sociocultural factors affecting the child's development, and the socializing influences of family and community. This course meets the educational requirements for the Child Development Permit issued by the State of California Commission on Teacher Credentialing and Community Care Licensing requirements.

## CHLD 90.2 OBSERVATION AND ASSESSMENT OF YOUNG CHILDREN

*3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of CHLD 10 and CHLD 51; OR Completion of CHLD 110.1, 110.2 and CHLD 51. Recommended: Eligibility for ENGL 1A or ESL 10.*

**Transferability:** CSU.

**C-ID:** ECE 200

**Description:** In this course, students will focus on the appropriate use of observation and assessment methods to document and promote young children's growth and development. Students will be introduced to and utilize a number of recording strategies (e.g., rating systems, portfolios, and multiple assessment tools, etc.) in designing culturally and developmentally appropriate curriculum to optimally support children and families.

## CHLD 90.3 HEALTH, SAFETY AND NUTRITION FOR THE YOUNG CHILD

*(Formerly CHILD 90.3) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**C-ID:** ECE 220

**Description:** This course is designed to provide knowledge of health, safety and nutritional issues to child care providers in group settings for young children. Students will learn to advocate for and implement procedures to avoid health and safety problems and to respond as they occur. The course will include an introduction to laws, regulations, standards and policies related to health and safety in early childhood settings. It will focus on integrating the concepts into everyday planning and program development for all children.

## CHLD 90.4 INTRODUCTION TO CURRICULUM

*(Formerly CHLD 90.4) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10 and CHLD 51; OR Course Completion of CHLD 110.1, CHLD 110.2 and CHLD 51. Recommended: Eligibility for ENGL 1A or ESL 10.*

**Transferability:** CSU.

**C-ID:** ECE 130

**Description:** In this course, students will develop knowledge and skills related to planning and implementing developmentally and culturally appropriate curriculum and environments for young children ages 0 to 8 and will examine the teacher's role in promoting practices that support learning and development with an emphasis on the essential role of play. Students will also study the overview of content areas including but not limited to: language and literacy, social and emotional learning, sensory learning, art and creativity, math and science, and using the environment as a foundation for curriculum. California Preschool and Infant/Toddler Learning Foundations and Framework are incorporated. This course is required for the Child Development Teacher Certificate and the Child Development Major (AA).

## CHLD 95 DEVELOPING SOCIAL COMPETENCE IN THE EARLY CHILDHOOD YEARS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CHLD 10 and CHLD 90.1.*

**Transferability:** CSU.

**Description:** Students will focus on healthy social and emotional development of young children as the foundation for learning. This course is designed to provide early childhood educators, parents, and others with the skills and information necessary for fostering children's social competence in the early childhood years. Students will acquire strategies to promote children's social and emotional development and use methodology to address challenging behaviors and mental health needs.

## CHLD 96 WORKING THROUGH STRESS AND LOSS WITH CHILDREN AND FAMILIES

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or ESL 10 or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course focuses on family stress and the effects on children and their families. The course is designed to enhance the ability of parents, childcare providers, teachers, and other professionals to understand and support children and their families through difficult challenges and transitions. Topics include: fostering resilience; changes in family structure; incarceration, illness (physical and mental) and death; exposure to violence in and out of the home; traumatic events; substance abuse; bullying, bias and discrimination.

## CHLD 110.1 DEVELOPMENTAL TRENDS OF CHILDREN UNDER 3

*(Formerly CHLD110.1) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Growth and development (physical, cognitive, social and emotional) of children from prenatal period to 36 months of age. Emphasis on practical applications and the adult role in supporting optimal growth in a variety of contexts. Child observations are required. (Grade or P/NP)

## CHLD 110.2 DEVELOPMENTAL TRENDS IN THE CHILD AGE 3-5 YEARS

*(Formerly CHLD110.2) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Growth and development (physical, cognitive, psychosocial) of children ages 3 - 5 years old. Emphasis on practical application and the adult role in supporting optimal growth in a variety of contexts. Child observations are required.

## CHLD 111A CARE AND EDUCATION OF CHILD---BIRTH TO 3 YEARS

*(Formerly CHLD 111A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or ESL 10 or equivalent or appropriate placement based on AB705 mandates..*

**Description:** Students will learn the principles of responsive, relationship-based care and curriculum for children, birth to 36 months. Students will examine essential policies and developmentally appropriate practices that lead to quality care and education for this age group. Course topics include choosing materials, arranging environments, and creating curriculum to meet each child's individual and family needs. Elements of this course are based on the Program for Infant Toddler Care philosophy.

## CHLD 160.1 BEGINNING EARLY CHILDHOOD PRACTICUM

*(Formerly CHLD 60.1) 1 Unit/3 hours laboratory. Grade Only. Prerequisite: Course Completion of CHLD 10.*

*Recommended: Eligibility for ENGL 1A or ESL 10. Limits on enrollment: Health or Safety : Students enrolling in Child 160.1 must have a clear TB test and a health screening report [as per CA Title 22 Section 101216(g)], plus any immunizations required by Community Care Licensing for volunteers in a Child Care center.*

**Description:** In this course, students will have an initial practical experience with young children in an early childhood classroom. Students will have the opportunity to explore the teacher's role through observation, interactions with children and staff, and participation in classroom activities. Emphasis for this course will be on child observation and teacher-child interactions.

## CHLD 183 SCREEN MEDIA AND CHILD DEVELOPMENT

*3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of CHLD 10 and Eligibility for ENGL 1A or equivalent.*

**Description:** This course will examine the influence of screen media on development in the early childhood years, from birth through age eight. This course is designed to provide teachers in early education, and others, with the skills and information necessary for interpreting the impacts of screen media on the developing child.

## CHLD 185.1 CREATIVE INDOOR ENVIRONMENTS FOR YOUNG CHILDREN

*(Formerly CHLD 85.1) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** This course examines the creation of appropriate and creative indoor learning environments for programs serving infants, toddlers and preschool-age children, and transitional kindergarten classrooms. Students will review techniques and strategies for the design of environments that meet the developmental needs of young children. Principles of planning, assessment, and design for home, center based and school environments will be explored and applied.

## CHLD 185.2 CREATIVE OUTDOOR ENVIRONMENTS FOR YOUNG CHILDREN

*(Formerly CHLD 85.2) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** This course examines appropriate and creative outdoor learning environments for young children, infants through school-age. Planning and assessment methods for designing center, Family Child Care, and early elementary environments will be explored and applied. Environmental factors that enhance learning and development will be a focus.

## CHLD 186 SPANISH LANGUAGE ARTS FOR YOUNG CHILDREN

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of CHLD 10; OR CHLD 110.1 and CHLD 110.2.*

**Description:** This course provides language arts activities in Spanish for students preparing for occupations in early childhood settings. Music, movement, and literature for children will be explored as a context for learning to effectively communicate with and teach young Spanish-speaking children. This class is taught bilingually in English and Spanish.

## CHLD 217.1 CONSTRUCTIVE PLAY

*1 Unit/1 hour lecture. Grade or P/NP.*

**Description:** This course offers an overview of the role of play in supporting cognitive, physical, language, social and emotional development in young children. Observation and planning methods will be explored and analyzed. The use of innovative, non-standard, materials for constructive play will be explored.

## CHLD 217.2 DRAMATIC PLAY AND GAMES WITH RULES

*1 Unit/1 hour lecture. Grade or P/NP.*

**Description:** This course explores theories about the play of young children and how adults support play as children develop. Students will learn to observe and identify elements of dramatic play and games with rules and the significance of this play at different developmental stages. Strategies and methods for supporting play will be investigated.

## CHLD 220 EFFECTIVE GUIDANCE AND DISCIPLINE

*(Formerly CHLD 220) 2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will explore practical applications of effective discipline strategies for guiding and managing positive behavior of children from birth through adolescence in family and group settings. Topics of culture and diversity will center and inform practice around guidance and discipline techniques that effectively support behavioral goals for children.

## CHINESE (CHIN)



## CHIN 1 ELEMENTARY CHINESE - PART 1

4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Introduction to elementary traditional Mandarin Chinese grammar and development of all language skills (listening, speaking, reading, and writing) needed to effectively communicate using Chinese cultural patterns and conventions.

## CHIN 2 ELEMENTARY CHINESE - PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CHIN 1 ( or CHIN 51). Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;IGETC area 6A

**Description:** Continuation of elementary Mandarin Chinese grammar and further development of appropriate language skills required for communication in social, academic, and work-related situations.

## CIVIL & SURVEYING TECHNOLOGY (CEST)

### CEST 51 CIVIL DRAFTING TECHNOLOGY

3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in SURV 60.

**Transferability:** CSU.

**Description:** In this course students will be introduced to the theory and practice of civil engineering drafting and mapping basic manual drafting skills, computer-aided drafting, and design (CADD), and the production of civil engineering, surveying and land development plans, plats, maps and drawings utilizing AutoCAD Civil 3D software.,

### CEST 63 SUBDIVISION PLANNING

3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CEST 51.

**Transferability:** CSU.

**Description:** Purpose and objectives of subdivision regulations procedures with emphasis on preparation of tentative and final subdivision maps, development of improvement plans, and construction and surveying techniques.

### CEST 64 PUBLIC WORKS INSPECTION AND TESTING

3 Units/3 hours lecture. Grade Only.

**Transferability:** CSU.

**Description:** In this course students will be introduced to instruction on specific inspection and testing techniques

used in public works projects. Topics include identifying duties, responsibilities, policies, procedures, and methods for inspection and testing performed for cities, counties, and public agencies in California. Contracts, specifications, and construction drawings will be discussed. Responsibilities of the contractor, the engineer, the inspector, and the owner will be included. Prime consideration will be given to developing inspection records, identifying duties, and project journals.

## **CEST 65 PUBLIC WORKS PLANS AND ESTIMATING**

*3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** In this course students will read and interpret plans, and estimate time, material, labor and equipment needed for public works projects. Concepts include quantity take-offs, construction layout, rehabilitation, maintenance, inspection and testing with material cost estimating of public works improvements. Also includes the proper use of basic survey methods, symbols, mathematical conversions, and determination of slope, grade, location and volumetrics.

## **CEST 85 CADD FOR CIVIL, SURVEYING AND LAND DEVELOPMENT**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CEST 51.*

**Transferability:** CSU.

**Description:** In this course students will be introduced to Computer-aided Drafting and Design (CADD) for civil engineering, surveying, and land development technicians. Industry standard civil engineering software application will be utilized in this course. Areas covered include input of surveying data for boundary and topography, creation of a digital terrain model, roadway alignments, earthwork, grading plans, plan view, profile view and cross section drawings as they relate to the professions of civil engineering, land surveying, and land development.

## **CEST 98 INDEPENDENT STUDY IN CIVIL AND SURVEYING TECHNOLOGY**

*1-3 Units/Up to 9 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** In this course students will perform independent study on a chosen area of civil engineering, surveying or geospatial technology through independent study and research.

## **CEST 192 NON-TECHNICAL SKILLS FOR THE CIVIL ENGINEERING TECHNICIAN**

*3 Units/3 hours lecture. Grade Only.*

**Description:** An introduction to non-technical skills used by civil engineering and surveying technicians. The course will concentrate on developing an understanding of one's personal profile, emotional and social intelligence, group collaboration skills, project management skills, individual and group verbal/listening skills, written communication skills, and job search skills. Students will research technician-level careers in civil engineering and surveying technology.

## **COLLEGE SKILLS (CSKLS)**

## CSKLS 312 WRITING SKILLS DEVELOPMENT

*(Formerly CSKL 306) 3.5 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP.*

**Description:** This course focuses on the development of writing skills and fluency necessary for academic classes and the workplace. Course covers basic sentence structure, punctuation, grammar, paragraphing, narrative composition, reading comprehension skills, and workplace communication.

### CSKLS 312.1 SENTENCE AND PARAGRAPH DEVELOPMENT

*(Formerly CSKL 341.1) 1 Unit/1 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course covers the basic grammatical construction and punctuation of a variety of sentence types and includes methods for correcting fragment sentences and run-ons. Students will apply concepts to short written compositions.

### CSKLS 312.2 PUNCTUATION RULES

*(Formerly CSKL 341.2) 1 Unit/1 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course covers the basic punctuation rules for commas, semicolons, apostrophes, and quotations. Students will incorporate the rules in short written compositions.

### CSKLS 312.3 WRITING STYLE AND ORGANIZATION

*(Formerly CSKL 341.3) 1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Description:** This course covers the basic grammar, style, and organization needed for clear sentences and coherent paragraphs. Students will apply skills to short written compositions.

## CSKLS 334 HOW TO TAKE AN ONLINE CLASS

*(Formerly CSKL 360) 0.5 Unit/1.5 hours laboratory. Grade or P/NP.*

**Description:** Introduces the basic knowledge and skills needed to take an online class. Course includes computer operations and terminology, online class components, email applications, time management, and ways to communicate online with students and instructors. Students must participate in a one-hour face-to-face orientation, usually the first day of class, or show evidence that they have viewed the available video orientation prior to beginning coursework.

## CSKLS 361 FRACTION SKILLS

*0.5 Unit/1.5 hours laboratory. P/NP Only.*

**Description:** This arithmetic course is designed to prepare students for success in future courses and the workplace. Skill areas to be covered include addition, subtraction, multiplication, division of fractions and mixed numbers, and conversions between fractions and decimals. Computational skills will be applied to word-problem solving. All work will be completed in a lab setting.

## CSKLS 362 PROPORTIONS AND PERCENT SKILLS

*(Formerly CSKL 300.3) 0.5 Unit/1.5 hours laboratory. P/NP Only.*

**Description:** This course is designed to prepare students for success in future courses and the workplace. Students will learn techniques for converting between percentages, fractions and decimals. Students will solve word problems involving proportions. All work will be completed in a lab setting.

## CSKLS 363 PRE-ALGEBRA SKILLS

*(Formerly CSKL 300.4) 0.5 Unit/1.5 hours laboratory. P/NP Only.*

**Description:** This pre-algebra course is designed to prepare students for success in future courses and the workplace. Skill areas to be covered include: addition, subtraction, multiplication, and division of signed numbers, exponents, simplifying and evaluating algebraic expressions, and solving basic algebraic equations. Equation solving skills will be applied to word problems. All work will be completed in a lab setting.

## CSKLS 364 BASIC GEOMETRY SKILLS

*(Formerly CSKL 300.5) 0.5 Unit/1.5 hours laboratory. P/NP Only.*

**Description:** This basic geometry course is designed to prepare students for success in future courses and the workplace. Skill areas to be covered include solving for measures of angles and sides of basic geometric figures, as well as calculating perimeter, area and volume of various shapes by utilizing geometric formulas. The course will include an introduction to basic geometry vocabulary and applied problem solving. All work will be completed in a lab setting.

## CSKLS 367.1 BASIC MATH REVIEW 1

*1 Unit/3 hours laboratory. P/NP Only.*

**Description:** Guided independent study of math topics starting from basic arithmetic through pre-algebra using diagnostic-based software to allow students to progress from their current levels of competency. Students can build math skills in specific areas to prepare for desired math courses and occupational requirements.

## CSKLS 367.2 BASIC MATH REVIEW 2

*1 Unit/3 hours laboratory. P/NP Only. Recommended: Completion of CSKLS 367.1 or 367A or equivalent.*

**Description:** Students will continue a guided independent study of math topics starting from advanced arithmetic, as determined by instructor and diagnostic-based software. Student will build math skills in specific areas to prepare for desired math course and occupational requirements.

## CSKLS 368.1 GENERAL ARITHMETIC 1

*(Formerly CSKLS 368A) 2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP.*

**Description:** This course covers addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals. It includes application of arithmetic skills for problem-solving, interpretation of word problems, graphs, charts, and tables. Lab assignments reinforce lecture.

## CSKLS 368.2 GENERAL ARITHMETIC 2

*(Formerly CSKLS 368B) 2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP.*

**Description:** This course covers ratios, proportions, and percentages. Includes application of arithmetic skills for problem-solving, as well as methods for interpreting word problems, graphs, charts, and tables. Lab assignments reinforce the lecture.

## CSKLS 372 PRE-ALGEBRA

*3.5 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP.*

**Description:** This course covers operations with signed numbers, rules of powers and square roots applied to real numbers, using simplified, evaluated and scientific notation; geometric formulas to solve perimeters, areas, and volumes of figures; and algebraic expressions and linear equations. Emphasis is placed on critical thinking and demonstrating strategies as well as finding solutions. Regularly scheduled computer-assisted lab assignments reinforce or supplement lecture topics.

## CSKLS 373 FOUNDATIONS OF MATHEMATICAL REASONING

*3.5 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP.*

**Description:** This course is intended as an introduction for students in how to apply mathematical reasoning to their personal, professional, and academic lives. Students will learn how to do so via application problems that will require investigating new contexts, developing and proposing possible solutions, discussing and analyzing proposed plans, and making decisions. Topics include order of operations, real numbers, ratio and proportions, solving linear equations, dimensional analysis, geometric formulas, graphs/tables, and word problems. Regularly scheduled lab assignments reinforce or supplement lecture topics.

## CSKLS 401 MATH REVIEW A

*0 Unit/2.75 hours laboratory. Non-Credit Course.*

**Description:** This noncredit course is one of a set of courses designed to help students build a foundation in mathematics for future courses and the workplace. In this course, students will cover operations with whole numbers, integers, fractions, decimals, percentages, and probability. Students will develop critical thinking skills and problem-solving strategies for progress to future math courses.

*Exempt From Repeat Provisions*

## CSKLS 402 MATH REVIEW B

*0 Unit/2.75 hours laboratory. Non-Credit Course.*

**Description:** This noncredit course is one of a set of courses designed to help students build a foundation in mathematics for future courses and the workplace. In this course, students will cover real numbers, exponents, and linear equations. Students will develop critical thinking skills and problem-solving strategies for future courses.

*Exempt From Repeat Provisions*

## CSKLS 403 MATH REVIEW C

*0 Unit/2.75 hours laboratory. Non-Credit Course.*

**Description:** This noncredit course is one of a set of courses designed to help students build a foundation in mathematics for future courses and the workplace. In this course, students will cover numerical reasoning, data

analysis and probability, and geometry. Students will develop critical thinking skills and problem-solving strategies for future courses.

*Exempt From Repeat Provisions*

## **CSKLS 700 ACADEMIC PREPARATION - ENGLISH I**

*0 Unit/2.75 hours laboratory. Non-Credit Course.*

**Description:** This introductory noncredit course is designed to foster the skills required for success in future reading and writing courses. Students will develop skills in sentence writing, paragraph transitions, proofreading and Modern Language Association (MLA) formatting for essays and short essay written responses related to college-level readings.

*Exempt From Repeat Provisions*

## **CSKLS 701 ACADEMIC PREPARATION - ENGLISH II**

*0 Unit/2.75 hours laboratory. Non-Credit Course.*

**Description:** This intermediate level noncredit course is designed to foster the skills required for success in future reading and writing courses. Students will develop sentence writing, paragraph transitions, proofreading, and modern language formatting skills for all essays and short essay written responses related to college-level readings at an intermediate level.

*Exempt From Repeat Provisions*

## **CSKLS 722 WORKPLACE ARITHMETIC--PART 2**

*(Formerly ADLTED 722) 0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** Students will apply math concepts and problem-solving strategies to specific trades and industries. Skill areas to be covered include decimals, fractions, percents, systems of measurements, geometry, charts, tables, and graphs.

*Exempt From Repeat Provisions*

## **CSKLS 731 BASIC ACADEMIC SKILLS & GED PREP - LANG ARTS/SOC STUDIES I**

*0 Unit/4 hours laboratory. Non-Credit Course.*

**Description:** This course is the first level of instruction in Language Arts and Social Studies. Students will develop the knowledge and skills to prepare for the Reasoning Through Language Arts and Social Studies subtests of the General Education Development (GED) or other High School Equivalency (HSE) tests. Students will apply active reading and writing strategies as applied to the topics of language arts and social studies. Course also provides academic skills development for the Basic Academic Skills Certificate of Completion.

*Exempt From Repeat Provisions*

## **CSKLS 732 BASIC ACADEMIC SKILLS & GED PREP - LANG ARTS/SOC STUDIES II**

*0 Unit/4 hours laboratory. Non-Credit Course.*

**Description:** This course is the second level of instruction in Language Arts and Social Studies. Students will develop the knowledge and skills to prepare for the Reasoning Through Language Arts and Social Studies subtests

of the General Education Development (GED) and other High School Equivalency (HSE) tests. Students will apply active reading and writing strategies as applied to the topics of language arts and social studies. Course also provides academic skills development for the Basic Academic Skills Certificate of Completion.

*Exempt From Repeat Provisions*

## **CSKLS 733 BASIC ACADEMIC SKILLS AND GED PREPARATION III**

*0 Unit/6 hours laboratory. Non-Credit Course.*

**Description:** Students will develop the knowledge and skills to prepare for the Reasoning Through Language Arts, Social Studies, Math, and Science subtests of the General Education Development (GED) or other High School Equivalency (HSE) tests. Students will apply active reading and writing strategies as applied to the topics of language arts, science, math, and social studies. Course also provides academic skills development for the Basic Academic Skills Certificate of Completion.

*Exempt From Repeat Provisions*

## **CSKLS 741 BASIC ACADEMIC SKILLS & GED PREP - MATH/SCIENCE 1**

*0 Unit/4 hours by arrangement. Non-Credit Course.*

**Description:** This course is intended as the first level of instruction in Math Reasoning and Science and provides academic skills development for the Basic Academic Skills Certificate of Completion. Students will develop the initial knowledge and skills needed to pass the Math Reasoning and Science subtests of the General Education Development (GED) or other High School Equivalency (HSE) tests.

*Exempt From Repeat Provisions*

## **CSKLS 742 BASIC ACADEMIC SKILLS & GED PREP - MATH/SCIENCE 2**

*0 Unit/4 hours by arrangement. Non-Credit Course.*

**Description:** This course is intended as the second level of instruction in Math Reasoning and Science and provides academic skills development for the Basic Academic Skills Certificate of Completion. Students will develop knowledge and skills needed to pass the Math Reasoning and Science subtests of the General Education Development (GED) or other High School Equivalency (HSE) tests.

*Exempt From Repeat Provisions*

## **CSKLS 760 CLASSROOM COMMUNICATION AND LEADERSHIP SKILLS TRAINING**

*(Formerly CSKL 760) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** Through this course, students will systematically increase their awareness, responsibility, self-confidence, and communication skills necessary to become effective leaders in their schools and communities. The principal learning/teaching mode is verbal interaction in small and large discussion formats, as well as a variety of cooperative activities.

*Exempt From Repeat Provisions*

## CSKLS 770 SUPERVISED TUTORING

*(Formerly CSKL 770) 0 Unit/10 hours by arrangement. Non-Credit Course.*

**Description:** Supplemental tutoring, individual or small group, for skill-building in a variety of academic subject areas, focusing on specific learning needs in math, reading, and writing, as recommended by the referring course instructor or counselor.

*Exempt From Repeat Provisions*

## CSKLS 771 CUSTOMER SERVICE

*(Formerly ADLTED 771) 0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** Introduction to principles and techniques for delivering outstanding customer service. Students will examine the attributes of customer service-oriented businesses and development of appropriate customer service skills.

*Exempt From Repeat Provisions*

## CSKLS 791 PERSONAL FINANCE

*(Formerly ADLTED 791) 0 Unit/2 hours laboratory for 9 weeks. Non-Credit Course.*

**Description:** In this course, students will gain the basic building blocks of financial literacy. Students will learn about personal financial management skills, positive banking relations, and financial security. Topics include personal budgeting, savings, credit, banking services, and consumer installment loans.

*Exempt From Repeat Provisions*

## COMMUNICATION STUDIES (COMM)

### COMM 1 INTRODUCTION TO PUBLIC SPEAKING

*(Formerly SPCH 1A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A.*

**Transferability:** CSU;UC.

**C-ID:** COMM 110

**GE:** AA/AS area B;CSU area A1;IGETC area 1C

**Description:** This is an introductory public speaking course which is designed to improve a person's ability to prepare and deliver speeches to an audience and critically evaluate various forms of communication.

### COMM 2 SPOKEN WORD

*(Formerly SPCH 2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMM 170

**GE:** AA/AS area E;CSU area C2

**Description:** Introduction to the artistic process of studying and communicating literature through its performance.



## COMM 3 INTRODUCTION TO ARGUMENTATION

*(Formerly SPCH 3A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMM 120

**GE:** AA/AS area B;CSU area A3

**Description:** The study of argumentation, including methods of analysis, research, detecting fallacies of reasoning, use and tests of evidence, refutation and debate as a practical application of these principles.

## COMM 4 SURVEY OF COMMUNICATION

*(Formerly COMM 60) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** COMM 115

**GE:** AA/AS area B;CSU area A1

**Description:** In this class, students will focus on four areas: public speaking, interpersonal communication, intercultural communication, and communication in groups with special emphasis on career-focused skills.

## COMM 5 GROUP DISCUSSION AND PROBLEM SOLVING

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ENGL 100 OR Course Completion of ENGL 100 OR Course Completion of ESL 100Course Completion of ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** COMM 140

**GE:** AA/AS area B;CSU area E

**Description:** Students will engage in an experiential study of small-group discussion including problem solving, conflict resolution, group roles, leadership styles, interest-based negotiating, group-meeting protocols, organizational communication, and cultural diversity.

## COMM 6 INTERPERSONAL COMMUNICATION

*(Formerly COMM 66) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMM 130

**GE:** AA/AS area B;CSU area E

**Description:** Explores through theory and practice the ways people communicate one-on-one and in informal situations. Studies awareness of perception, development of self-concept, self-disclosure, listening, relationships, language and conflict through verbal and nonverbal communication. Builds communication skills through experiential activities.

## COMM 7 INTERCULTURAL COMMUNICATION

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMM 150

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** This survey course introduces students to the influence of culture on identity, perception, social organization, language and nonverbal messages in intercultural experiences in the United States. The course examines variations and commonalities in communication patterns across cultures.

## COMM 9 CRITICAL THINKING AND ARGUMENTATION

*(Formerly SPCH 9) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher.*

**Transferability:** CSU;UC.

**C-ID:** COMM 120

**GE:** AA/AS area B;CSU area A3;IGETC area 1B

**Description:** Primary emphasis is on argumentation as the study of analysis, evidence, reasoning, refutation and rebuttal in oral and written communication. A significant component involves written argumentation with special attention to the essay form.

## COMM 10 INTRODUCTION TO COMMUNICATION THEORY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMM 180

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** An introduction to the theory of human communication.

## COMM 49 INDEPENDENT STUDY IN COMMUNICATION STUDIES

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in Communication Studies.

## COMM 51A PRACTICAL EXPERIENCE IN PUBLIC SPEAKING 1

*3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course prepares students for advocacy and leadership in public settings. Activities may include producing podcasts, delivering business trainings, conducting debates on current events, and learning to address varied audiences within the community. The course examines how speaking in public cultivates leadership skills and assists participants in developing their unique voice.

## COMM 52A FORENSICS AND PUBLIC PERFORMANCE

*1-3 Units/Up to 2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of COMM 1.*

**Transferability:** CSU.

**C-ID:** COMM 160B

**Description:** This course prepares students for intercollegiate speech and debate tournaments and/or community events. Preparation includes research, writing, practice, and participation in a variety of public presentations including debate, oral interpretation, platform speaking, and limited preparation events.

## **COMM 52B INTERCOLLEGIATE SPEECH AND DEBATE**

*1-3 Units/Up to 2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of COMM 52A.*

**Transferability:** CSU.

**C-ID:** COMM 160B

**Description:** This course prepares students to participate in intercollegiate speech and debate tournaments. Students will research, write, and practice speeches. Students who repeat the course master communication skills through further instruction and practice. Participation in tournaments is required.

*4 Enrollments Total*

## **COMM 98 INDEPENDENT STUDY IN COMMUNICATION STUDIES**

*0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, department chair and supervising administrator.*

**Transferability:** CSU.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Communication Studies.

## **COMMUNITY INVOLVEMENT (CI)**

### **CI 51 COMMUNITY ENGAGEMENT**

*0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an informational meeting with instructor to discuss volunteer opportunities and placement prior to enrollment.*

**Transferability:** CSU.

**Description:** Students will earn credit for volunteering in the community in this experiential learning course. Students will volunteer 52.50 hours per unit per semester for 0.5-3.0 units of credit at a variety of placements including clinics, hospitals, convalescent homes, schools, animal-care facilities, recreation programs, day care centers, and various non-profit organizations. The instructor will assist students in locating leads for volunteer opportunities.

## **COMPUTER STUDIES (CS)**

## CS 5 COMPUTER LITERACY

*(Formerly CIS 5) 3 Units/3 hours lecture, 1 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS area B

**Description:** Designed for the transfer student and/or the person wanting a broad knowledge of computer concepts. No previous experience with computers is required or assumed. This course presents an overview of computers in our world today, how they work, how they are used and their impact on society. Students will be introduced to the Internet and World Wide Web, basic programming concepts and productivity software including word processing, spreadsheet, presentation and database software.

## CS 10A INTRODUCTION TO PROGRAMMING CONCEPTS AND METHODOLOGIES

*(Formerly CS 10) 4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** COMP 122;COMP 112

**Description:** Specification, design, implementation, testing, debugging, maintenance, and documentation of computer programs. Topics include algorithms, languages, software engineering, control structures, functions, and arrays. Numerous programs are written in C++. Intended for the absolute beginner, both computer science majors and those seeking a general introduction to computer programming.

## CS 10B PROGRAMMING CONCEPTS AND METHODOLOGIES 1

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates; and Course Completion of CS 10A or equivalent experience in any programming language.*

**Transferability:** CSU;UC.

**C-ID:** COMP 122

**Description:** Introduces the discipline of computer science using C++ and utilizing programming and practical hands-on problem solving.

## CS 10C PROGRAMMING CONCEPTS AND METHODOLOGIES 2

*(Formerly CS 11) 4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of CS 10B. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** COMP 132

**Description:** Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms.

# CS 12 ASSEMBLY LANGUAGE PROGRAMMING/COMPUTER ARCHITECTURE

*(Formerly CIS 22) 4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of CS 10B.*

**Transferability:** CSU;UC.

**C-ID:** COMP 142

**Description:** Introductory computer architecture and techniques of assembly language programming as they apply to modern microprocessors such as I-86, ARM and/or PowerPC. Topics include theory and concepts of virtual memory, pipelines, caches, and multitasking, hardware architecture (bus, memory, stack, I/O, interrupts), design of structured assembly language code, use of software interrupts, survey arithmetic notations (binary, hexadecimal, floating- point, binary-coded decimal), input/output, and disk processing concepts.

## CS 17.11 JAVA PROGRAMMING

*(Formerly CIS 17) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CS 10A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**Description:** Intended for students with previous programming experience. Students will learn object-oriented programming principles, Java language constructs, the Java Developer's Kit (JDK), class libraries, Web Services, Graphical User Interface (GUI) development, applications, and Java interface to databases.

## CS 40 HISTORY OF GAMES

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E

**Description:** This course includes a comprehensive study of the evolution of games throughout human history, with an emphasis on early games' impact and influence on video games. Review of the technological and artistic antecedents, with analysis of how video games reflect the beliefs, aspirations and values of the cultures where they flourish. Study includes gameplay experience and analysis of notable game genres, identifying significant artistic and technological innovations. Students will investigate gameplay and create a non-digital game that is informed by the study of game history.

## CS 41 GAME DESIGN

*(Formerly CS 74.41) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**Description:** This course will introduce students to the basics of game design and theory using analysis, research, critiques and projects. Students will learn about the game industry and what is required to develop a video game through assignments. Students will design, model and build working video game prototypes.

## CS 42 INTRODUCTION TO GAME CODING

*(Formerly CS 74.42) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course completion of CS 110A and/or programming experience.*

**Transferability:** CSU;UC.

**Description:** This course introduces students to the design, development, and coding of simple graphical computer-based games. During the course, students will be introduced to various game engines and development environments. Students will gain experience working individually and in a team environment. Emphasis is placed on engaging players through compelling application of game mechanics, dynamics, and aesthetics, as well as on playtesting and iterative development to ensure user-centered design goals are met.

## CS 49 INDEPENDENT STUDY IN COMPUTER STUDIES

*(Formerly CIS 49) 1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Special projects by arrangement to provide for independent study and an enriched academic experience for continuing and advanced students. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## CS 50A WEB DEVELOPMENT 1

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course provides an introduction to client-side Web development technology and design. Students learn the basics of current versions of Hypertext Markup Languages (HTML) and Cascading Style Sheets (CSS) which are used to create webpages. Lessons incorporate current industry practices related to user-centered design, including visual and interaction design.

## CS 50B WEB DEVELOPMENT 2

*(Formerly CS 50.11C) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50A. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This class offers advanced instruction in client-side Web development technology and design. Students work on project-based assignments using front-end frameworks, such as Bootstrap, and Web content management systems, such as WordPress. An introduction to the JavaScript language is included. Advanced topics in HTML and CSS, including language pre-processors, are presented. User-centered design, user experience research, and search engine optimization practices are explored and practiced with each project.

## CS 50C WEB DEVELOPMENT 3 - JAVASCRIPT

*(Formerly CS 50.12) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 50B. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course focuses on JavaScript programming for client-side Web development. Students learn to create advanced interactive projects including games, data visualizations, generative art, mobile applications, and other browser-based interactive experiences. Students gain experience working with open-source JavaScript libraries such as jQuery, the Google Maps API, D3.js and many others. Project-based assignments lead to a comprehensive portfolio website of all class projects.

## CS 50.33 WEB PROJECTS

*4 Units/4 hours lecture. Grade Only. Prerequisite: Completion or Current Enrollment in CS 50C.*

**Transferability:** CSU.

**Description:** This advanced project management course guides teams of web developers through the process of developing a web or mobile project for local clients. Topics include: Writing a proposal, user-centered design and research, content development, agile development practices, effective teamwork, communication skills, production techniques, client relations, project delivery and maintenance. Students will work in teams to develop a project for a client provided by the instructor. This course is the capstone experience for Web Development programs.

## CS 55.13 SERVER-SIDE WEB DEVELOPMENT

*(Formerly CIS 58.41) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50A. Recommended: Completion of CS 10A and/or CS 50C AND Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This is an introduction to server-side Web development using open-source technologies as well as a comprehensive course in server-side scripting languages such as PHP and JavaScript. Students will design and develop object-oriented full-stack web and mobile applications, using server-side and client-side scripting languages, cloud-based database and authentication services, and open-source frameworks and libraries. Advanced topics covered include dynamic generation of content using SQL and NoSQL databases, session management, cookies, Web services, e-commerce, and the Node.js JavaScript runtime. Previous programming experience recommended.

## CS 55.14 MOBILE HYBRID APPLICATION AND INTERACTION DESIGN

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50C OR CS 55.13. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course introduces core principles and techniques essential to building interactive applications for mobile devices. It includes units on content adaptation strategies, designing for mobile devices, detecting device capabilities, viewing and testing with emulators, and creating web-based mobile applications, Web technologies covered include Asynchronous JavaScript and XML (AJAX), mobile web frameworks, and other current industry standard platforms.

## CS 57.11 SOCIAL MEDIA, THE INTERNET, AND SOCIETY

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**GE:** CSU area D

**Description:** Students will be introduced to the landscape of emerging social media within the information society. Using an interdisciplinary approach, students develop a critical understanding of the psychology, history, sociology, politics, and economics of new information technologies and the sociocultural shifts from which they evolved. By focusing on cutting-edge content and events, students study and apply theoretical concepts to real-life issues, such as the impact of technology on society, the relationship between digital devices and identity, the explosion of video

content, privacy and surveillance, intellectual property, hacktivism, cybercrime, and more. Using video, audio, web-based, and print materials, students explore the complex and interconnected relationship between emerging social media, technology, and society.

## **CS 60.11A MICROSOFT WORD, PART 1**

*(Formerly BOT 73.12A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Completion of BGN 101 or knowledge of the keyboard and ability to type by touch. Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** The course emphasizes preparation of accurately formatted Microsoft Word documents and flyers. Features include character, paragraph, and page formatting; proofreading tools; tables; bulleted and numbered lists; page numbering; graphics; and managing files.

## **CS 60.11B MICROSOFT WORD, PART 2**

*(Formerly BOT 73.12B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 60.11A. Recommended: Completion of BGN 101 or knowledge of the keyboard and ability to type by touch.*

**Transferability:** CSU.

**Description:** This course is designed to increase productivity in Microsoft Word by using advanced features and formats.

## **CS 61.11A MICROSOFT EXCEL, PART 1**

*(Formerly BOT 73.13A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND Completion of BGN 101 or knowledge of the keyboard and ability to type by touch.*

**Transferability:** CSU.

**Description:** This course emphasizes creating, editing, formatting and printing Excel worksheets, workbooks, charts and web pages, using functions and formulas, and worksheet analysis. This course aligns with the Microsoft Office Specialist Certification Test.

## **CS 61.11B MICROSOFT EXCEL, PART 2**

*(Formerly BOT 73.13B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 61.11A. Recommended: Course Completion of BGN 101; OR knowledge of the keyboard and ability to type by touch.*

**Transferability:** CSU.

**Description:** This course uses advanced Excel tools such as macros, workbook protection, Goal Seek, Solver, Scenarios, and PivotTables and PivotCharts. This course aligns with the Microsoft Office Specialist Certification test.

## **CS 62.11A MICROSOFT POWERPOINT, PART 1**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course emphasizes the creation of slide presentations by adding visual elements, applying textual formatting, and working with graphics and slide customization.



## **CS 63.11A MICROSOFT ACCESS, PART 1**

*(Formerly BOT 73.14A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Learn to use Windows database management software package, Microsoft Access, with a hands-on introduction to database administrative tasks: data input, storage, retrieval, editing and reporting.

## **CS 70.11A ADOBE PHOTOSHOP 1**

*(Formerly CIS 73.21) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; AND Course Completion of CS 5.*

**Transferability:** CSU.

**Description:** This course covers the beginning skills of image production and manipulation, using the industry-standard Adobe Photoshop to work with digital images for both Web and print use.

## **CS 70.11B ADOBE PHOTOSHOP 2**

*(Formerly CIS 73.22) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 70.11A.*

**Transferability:** CSU.

**Description:** Adobe Photoshop topics covered in this class include: layers, channels and editing masks; image repair and adjustment; vector graphics; type; actions; and filters.

## **CS 70.12 PHOTOSHOP ADVANCED CONCEPTS**

*(Formerly CIS 73.23) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 70.11B.*

**Transferability:** CSU.

**Description:** In this course, students will study Photoshop's advanced features. Topics will include configuring painting tools, creating web graphics, using analysis features, creating flexible images through the use of variables, creating simple animation, exploring Neural Filters, creating advanced image composites, and using automation to speed up workflow.

## **CS 71.11 ADOBE ILLUSTRATOR 1**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of CS 5; AND Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers the popular graphics software program Adobe Illustrator. Topics include the creation, modification and formatting of vector objects and type, importing/exporting graphics, live effects, and other Illustrator tools.

## **CS 72.11A ADOBE INDESIGN 1**

*(Formerly CIS 73.41A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An introduction to desktop publishing using Adobe InDesign. Students will create graphically rich layouts with formatted text to create fliers, brochures, slideshows, promotional materials, and newsletters for print, web and PDF.

## CS 72.11B ADOBE INDESIGN 2

*(Formerly CIS 73.41B) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 72.11A.*

*Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Further study of the principles and applications of desktop publishing using Adobe InDesign. Advanced techniques in layout, text formatting, graphics, styles, libraries, and frames are applied to books, tables, booklets, and Portable Document Format (PDF) files.

## CS 74.11 INTRODUCTION TO DIGITAL MEDIA

*(Formerly CIS 75.1) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An introduction to digital imaging, illustrations, audio, video, animation and web content design best practices and content development. Using industry standard software, students will create and display a digital media portfolio on a website that they design. The portfolio will include text, graphics, logos, animation, video, and audio.

## CS 74.22 DIGITAL VIDEO POST-PRODUCTION

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this class, students will learn video post-production fundamentals using professional Non-Linear Editing (NLE) digital video software. Lessons include: Choosing Cameras, Lighting & Audio Equipment, Importing Media, Timeline Sequences, Timecode, Editing to exact total running time (TRT), Aspect Ratios, Asset Management, Transitions, Effects, Titles, Still Frames and Workflow, Multiple Sequences, 2D Key Frame Animations, Custom Effects, Green Screen Masking, Basic Compositing, JandL Audio Transitions. Students will demonstrate knowledge of these concepts will culminate in a final project short video that displays the application of these techniques. Students are not required to film or have access to a camera for this class.

## CS 76.11 DRONE PILOTING AND IMAGING

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to multiple facets of drone technology. Topics include learning how to fly a drone safely, the rules and regulations related to drone operation, how to capture videos and stills using drones, how drones are used in industry, and how to prepare for the FAA Part 107 commercial drone pilot exam. Successful completion of this course qualifies students to earn the Drone Studies: Commercial Drone Certification Certificate. Provides a starting point to using drones in multiple disciplines and careers.

## CS 77.11 INTRODUCTION TO VIRTUAL PRODUCTION

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of CS 42 and APTECH 43. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course introduces students to the technical and visual aspects of three-dimensional virtual production for digital video and film. Topics will include all stages of virtual production, including pre-production,

storyboards, blocking, lighting, sets, and props. Students will gain knowledge and technical skills, including real-time three-dimensional visualization using game engines, motion capture, workflows, camera functions and movement, industry terminology, as well as learn about crew duties and responsibilities.

## **CS 78.1A MAKE IT WITH 3D PRINTING**

*1.5 Units/3 hours lecture, 1 hour laboratory for 8 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Learn where to find 3D models and turn them into physical objects using a variety of 3D printers. Includes learning about the features and abilities of 3D printers and the software and hardware used for 3D printing.

## **CS 78.1B DESIGN IT FOR 3D PRINTING**

*1.5 Units/3 hours lecture, 1 hour laboratory for 8 weeks. Grade or P/NP. Prerequisite: Course Completion of CS 78.1A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Learn how to modify existing 3D models and create your own custom objects. Work with 3D modeling and slicing software to print these objects.

## **CS 80.11 EXPLORING MICROSOFT WINDOWS**

*(Formerly CIS 50.91) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 5.*

**Transferability:** CSU.

**Description:** Introduces the student to the basics of working with Microsoft Windows. Topics covered will include: customizing Windows, optimizing a hard drive, using File Explorer for file management, enhancing computer security, troubleshooting Windows, evaluating system performance, editing the Windows registry and using the command line environment.

## **CS 80.15 IT ESSENTIALS 1: PC HARDWARE AND SOFTWARE**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Information Technology (IT) Essentials curriculum provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level Information Communication Technology (ICT) professionals. The curriculum covers the fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional. The IT Essentials (ITE) curriculum emphasizes practical experience to help students develop fundamental computer and career skills. ITE helps students prepare for entry-level career opportunities in ICT and the CompTIA A+ certification. The course also provides a learning pathway to Cisco Certified Network Associate (CCNA).

## CS 81.21 INTRODUCTION TO LINUX

*(Formerly CIS 50.71) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will introduce the student to the basic concepts of the Linux Operating System. Completion of the course will provide a basic working knowledge of: free and open-source software and licenses, essential Linux commands, login and logout sequences, setting passwords, hardware, processes, programs and the components of the Linux Operating System, creating and restoring compressed backups and archives, system security, users/groups and file permissions for public and private directories, creating and running simple scripts and basic system administration.

## CS 81.41A PROGRAMMING ESSENTIALS IN PYTHON FOR NETWORKING

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** In this introductory computer science course, students will learn basic concepts of computer science and fundamental techniques for solving problems using the Python programming language. This introductory programming course is suitable for both liberal arts and sciences students to further the development of critical thinking and logical reasoning through problem solving with computer programming. Students will learn to craft scripting tools, using Python programming techniques, needed for system administration, web application auditing, cybersecurity, and penetration testing. The course will help students prepare for the Python Institute's Certified Entry-Level Python Programmer Certification (PCEP) and Certified Associate in Python Programming Certification (PCAP) exams.

## CS 81.62 RELATIONAL DATABASE CONCEPTS AND STRUCTURED QUERY LANGUAGE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Introduces students to relational database concepts, design and administration. Students will learn the syntax and use of Structured Query Language (SQL); how to install and run a relational database server such as MySQL; as well as how to design a relational database for applications.

## CS 81.81A SERVER ADMINISTRATION 1

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Completion of CS 80.11.*

**Transferability:** CSU.

**Description:** 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 familiar with industry terminology and concepts; understand server roles/specializations and interaction within the overall computing environment. It is also intended to serve the needs of individuals seeking to pass the CompTIA Server+ certification exam.

## CS 82.22A INTRODUCTION TO NETWORKS

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Completion of CS 80.15.*

**Transferability:** CSU.

**Description:** This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. It uses the Open Systems Interconnection (OSI) and Transmission Control Protocol (TCP) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. The principles and structure of Internet Protocol (IP) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. Network simulator activities help students analyze protocol and network operation and build small networks in a virtual environment. Students build simple Local Area Network (LAN) topologies by applying basic principles of cabling, performing basic configurations of network devices, including routers and switches, and implementing IP addressing schemes. Network Fundamentals is the first of the three courses leading to the Cisco Certified Network Associate (CCNA) designation.

## CS 82.22B SWITCHING, ROUTING AND WIRELESS ESSENTIALS

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 82.22A. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** The second course in the Cisco Certified Network Associate (CCNA) curriculum focuses on switching technologies and router operations that support small-to-medium business networks and includes Wireless Local Area Networks (WLANs) and security concepts. Students learn key switching and routing concepts. Students will perform basic network configuration and troubleshooting, identify and mitigate Local Area Network (LAN) security threats, and configure and secure a basic WLAN.

## CS 82.22C ENTERPRISE NETWORKING, SECURITY, AND AUTOMATION

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 82.22B. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This third and final course in the Cisco Certified Network Associate (CCNA) series describes the architecture, components, operations, and security to scale for large, complex networks, including Wide Area Network (WAN) technologies. The course emphasizes network security concepts and introduces network virtualization and automation. Students learn how to configure, troubleshoot, and secure enterprise network devices and understand how Application Programming Interfaces (API) and configuration management tools enable network automation.

## CS 82.57 CYBERSECURITY OPERATIONS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Completion of CS 81.21 and CS 81.81A and CS 82.22A and CS 82.58.*

**Transferability:** CSU.

**Description:** This course equips students with the knowledge and skills needed by today's organizations that are challenged with rapidly detecting cybersecurity breaches and effectively responding to security incidents. The

student could be part of a team of people in Security Operations Centers (SOC) keeping a vigilant eye on security systems, protecting their organizations by detecting and responding to cybersecurity threats or a Systems/Network Administrator desirous of better securing their organization. Cisco Certified Network Associate (CCNA) Cyber Ops prepares candidates to begin a career working with associate-level cybersecurity analysts within security operations centers.

## CS 82.58 INTRODUCTION TO INFORMATION SYSTEMS SECURITY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Completion of CS 82.22A.*

**Transferability:** CSU.

**Description:** An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It provides in-depth coverage of the current risks and threats to an organization's data, combined with a structured way of addressing the safeguarding of these critical electronic assets. Additionally, the course provides the broad-based knowledge necessary to prepare students for further study in other specialized security fields. It is also intended to serve the needs of individuals seeking to pass the Computing Technology Industry Association's (CompTIA) Security+ certification exam.

## CS 82.59 FIREWALLS AND NETWORK SECURITY

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course completion of CS 82.58 and CS 82.22C. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Survey of topics in field of firewall, advanced threats and their characteristics. Students will learn how to manage firewalls and advanced threats using security policies, profiles and signatures to protect networks against emerging threats. Knowledge of the operation of firewalls is essential to the person who wants to ensure network security. The student will be introduced to the concepts, principles, types and topologies of firewalls to include packet filtering, proxy firewalls, application gateways, circuit gateways and stateful packet inspection. Additionally, the course provides the broad-based knowledge necessary to prepare students for further study in other specialized security fields. Cisco ASA and Palo Alto Networks, and other industry leading firewalls, will be examined and configured.

## CS 82.71 ETHICAL HACKING AND SYSTEMS DEFENSE

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 81.21 and CS 82.58 (or CS 82.55). Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course combines an ethical hacking methodology with the hands-on application of security tools to better help students secure their systems. Students are introduced to common countermeasures that effectively reduce and/or mitigate attacks. Learn how hackers penetrate computers and networks, and how to protect Windows and Linux systems. Legal restrictions and ethical guidelines will be taught and enforced. The course will help students prepare for the EC-Council "Certified Ethical Hacker" certification exams.

## CS 84.13 IT SUPPORT

*3 Units/3 hours lecture, 1 hour laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** This course introduces students to the knowledge necessary to support information technology (IT) solutions and users of such systems. Topics include introduction to IT support, resolving service calls, installing and configuring computer hardware, software applications, networks, security, client-server and mobile computing, web applications, multimedia resources, communications systems, and the planning and management of the technology lifecycle.

## CS 84.21 MANAGEMENT INFORMATION SYSTEMS

*(Formerly CIS 66) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 5.*

**Transferability:** CSU.

**C-ID:** BUS 140

**Description:** An examination of the use of information systems to support the management activities of an organization. Topics include: the fundamentals of hardware, software, database management, data communications, transaction processing information systems, decision support systems, information reporting systems, office automation, networks, expert systems, cloud computing, mobile computing and systems analyses and design. Case studies and several software packages will be utilized to illustrate the principles covered.

## CS 84.26 PROJECT MANAGEMENT FOR IT PROFESSIONALS

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course completion of CS 81.81A and CS 82.22C and CS 82.58. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course is designed for professionals who coordinate or manage small-to-medium-size projects, inside and outside of Information Technology (IT). The course provides the knowledge, skills, and abilities (KSAs) required to manage the project life cycle, ensure appropriate communication, manage resources and stakeholders, maintain project documentation, and support the completion of larger projects. Projects will be based on Networking, System and Security Administration (NSSA) activities. The course will help students prepare for the CompTIA Project+ Certification exam.

## CS 98 INDEPENDENT STUDY IN COMPUTER STUDIES

*0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and an enriched academic experience for continuing and advanced students.

## CS 99I COMPUTER STUDIES INTERNSHIP

*(Formerly CIS 99I) 1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrolling in the course.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in Computer Studies. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## **CS 101 INTELLECTUAL PROPERTY IN THE DIGITAL WORLD**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course will cover the different intellectual property (IP) protections related to digital creations. Students will also gain an appreciation of the strategies to guard against infringing upon another's intellectual property rights in the digital world. This course provides students with an overview of the different forms of IP. It will analyze the creations that patents, copyrights, and trademarks protect, with an emphasis on digital creations.

## **CS 110A CODING FOR BEGINNERS**

*(Formerly CIS 110A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course is designed to teach basic computer programming concepts to anyone – no programming experience required. Using simple tools, students will learn the building blocks of computer programs in a stress-free environment. This introduction to coding will guide students through the process of creating simple programs, starting with graphical coding tools.

## **CS 167.11 MICROSOFT OUTLOOK**

*0.5 Unit/0.5 hour lecture. P/NP Only. Recommended: CSKLS 334 ( or CSKL 360 or CSKL 399.1).*

**Description:** In this course students receive an overview of Microsoft Outlook: work with Contact lists and groups; use the Calendar to set appointments, events, and meetings; compose emails; use Notes, and Tasks; and use Microsoft Outlook with other applications.

## **CS 176.12 APPLIED DRONE PROJECTS**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of CS 76.11.*

**Description:** Use of drone technology to complete real-world projects including photography/videography and basic mapping.

## **CS 181.11 INTRODUCTION TO VIRTUALIZATION AND CLOUD COMPUTING**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Completion of CS 81.81A and CS 82.22A and CS 82.58.*

**Description:** This course provides the underlying knowledge required by IT Professionals who will be evaluating cloud computing solutions (such as Google Cloud, Microsoft Azure, and Amazon Web Services), whether they are administrators, developers, or database administrators. It introduces students to the principles of cloud computing and students will become familiar with how these principles have been implemented in the major commercial platforms. In addition, this course explains how to implement the core infrastructure, consisting of virtual



networks and storage. With this foundation, students will be able to create the most common services, including virtual machines, web apps, and databases. The students will also learn about container-based services and the most prominent examples of serverless computing. The course also serves the needs of individuals seeking to pass the Computing Technology Industry Association's (CompTIA) Cloud+ and Cloud Essentials certification exams.

## CS 181.23A LINUX ADMINISTRATION 1

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will learn the basic concepts of system administration and covers the fundamentals of the Linux operating system, system architecture, installation, command line and file system. The course also helps prepare students for the exam objectives aligned to the first half of the Linux Professional Institute ([www.LPI.org](http://www.LPI.org)) LPIC-1 Linux Administrator first certification exam. Individuals who successfully complete this course will understand Linux system architecture, Linux installation and packages, Linux command line, device basics and the Linux file system. Knowledge of Linux is a helpful skill for a wide variety of careers in business and Information Technology fields. Many emerging and growing career opportunities including big data, cloud computing, cybersecurity, information systems, networking, programming, and software development (to name a few) require basic to advanced knowledge of the Linux command line.

## CS 181.23B LINUX ADMINISTRATION 2

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 181.23A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will prepare for the Linux Professional Institute LPIC-1 certification. This course prepares students for the exam objectives aligned to the second half of the Linux Professional Institute ([www.LPI.org](http://www.LPI.org)) LPIC-1 Linux Administrator first certification exam. Students who successfully complete this course will understand shells, scripting, data management, interfaces and desktops, administrative tasks, essential system services, network fundamentals and system security. Linux has been around since the mid-'90s and is widely adopted across products, markets and industries. Mastering Linux installation, configuring and maintenance is key to securing an IT administrator job.

## CS 181.43 PROGRAMMING FOR CYBER SECURITY

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 81.21 ( or CIS 50.71). Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course offers an in-depth introduction to programming/scripting languages for system administration, web application auditing, cybersecurity and penetration testing. It provides an overview of modern scripting languages commonly used to build and extend security tools. The course will introduce students to scripting on both the Microsoft and Linux platforms and will include an overview of Powershell, Python, and other languages as the local industry dictates. Students will write programs and scripts to exercise their understanding of tools and concepts.

## CS 701 COMPUTER STUDIES SURVEY

*0 Unit/10 hours laboratory for 2 weeks. Non-Credit Course.*

**Description:** Students will be introduced to some of the topics taught in the Computer Studies Department. May include topics such as drone operation, programming, video editing, social media, and graphic production. Also

includes information about possible careers using these skills.

*Exempt From Repeat Provisions*

## **CONSTRUCTION MANAGEMENT TECHNOLOGY (CONS)**

### **CONS 62 BLUEPRINT READING AND CONSTRUCTION GRAPHICS**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** Introduction to blueprint reading and construction graphics for residential and commercial buildings including: framing systems; architectural working drawings and electrical, mechanical and plumbing plans; common California Building Code and sustainability issues. Includes scale use and sketching techniques.

### **CONS 70A INTRODUCTION TO PROJECT ORGANIZATION AND MANAGEMENT**

*(Formerly CONS 70) 1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course is an introduction to the organization and management of construction projects, including principles of contracts, estimating, bidding, scheduling, project management cycle, and responsibilities of participants.

### **CONS 70B PROJECT ORGANIZATION AND MANAGEMENT**

*1.5 Units/1 hour lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 70A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Developing construction project management skills including quantity surveying, cost estimating, and project scheduling, using software such as Microsoft Project, Excel, and industry accepted cost estimating tools.

### **CONS 71A MATERIALS AND METHODS OF CONSTRUCTION 1**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of APTECH 45. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Study of foundation systems; wall, floor and roof framing systems; exterior and interior finishes; windows and doors; and sustainability issues as found in light-wood frame and light-steel frame construction systems. Includes calculations and sketching.

### **CONS 71B MATERIALS AND METHODS OF CONSTRUCTION 2**

*2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CONS 71A.*

**Transferability:** CSU.

**Description:** Study of foundation systems; wall, floor and roof framing systems; exterior and interior finishes;

windows and doors; and sustainability issues as found in heavy timber, heavy steel, masonry and concrete building construction systems. Includes calculations and sketching.

## **CONS 73 ESTIMATING WITH COMPUTERS**

*1.5 Units/1 hour lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 70B. Recommended: Course Completion of CS 61.11A.*

**Transferability:** CSU.

**Description:** Creation of cost estimates for residential and/or commercial projects using an industry-accepted computer program.

## **CONS 75 SPECIFICATIONS**

*1.5 Units/1.5 hours lecture. Grade Only. Prerequisite: Course Completion of CONS 71A.*

**Transferability:** CSU.

**Description:** Introduction to the Construction Specifications Institute (CSI) MasterFormat system for organizing, writing and interpreting specifications. Subjects covered include the numbering and naming of sections, the three parts of a section, correct language, coordination with other construction documents, interpreting a specification, and writing a specification section.

## **CONS 98 INDEPENDENT STUDY IN CONSTRUCTION MANAGEMENT**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Program Coordinator and Supervising Administrator. Requires instructor's signature for approval.*

**Transferability:** CSU.

**Description:** Special projects for independent study to provide an enriched academic experience in the field of Construction Management for continuing and advanced students. Requires department approval.

## **CONS 101 INTRODUCTION TO THE CONSTRUCTION INDUSTRY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent.*

**Description:** In this course, students will be introduced to an overview of the construction industry, including careers within the construction industry, roles and responsibilities within a construction firm, the construction project lifecycle and management of that process, safety issues, related agencies and organizations, and an introduction to basic construction hand and power tools. Field trips will be required.

## **CONS 102 CONSTRUCTION PRACTICE AND TECHNOLOGIES**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent.*

**Description:** In this course, students will be introduced to basic and fundamental standard construction methods and sequencing for residential and light commercial buildings. Regular field trips will be required.

## **CONS 103 CONSTRUCTION MATERIALS, METHODS AND EQUIPMENT**

*3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent.*

**Description:** In this course, students will explore the materials, methods of construction, tools, and equipment used in construction. Areas covered will include construction site organization, materials handling and staging,

materials and product physical properties, suitable applications for different materials, manufacturing, and service life expectations. Included will be common construction methods and building component detailing to create functioning systems. Additionally, students will be introduced to the variety of tools and equipment typically utilized to incorporate the specific materials into the construction product. The course shall discuss proper use of Personal Protective Equipment (PPE) and safe work practices. Field trips will be required.

## **CONS 104 CONSTRUCTION MANAGEMENT AND SCHEDULING**

*3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 101.*

**Description:** In this course, students will gain an understanding of the functions and operations of a construction business as related to construction projects. Students will explore topics including the process of scheduling work, providing funding, acquiring labor, equipment, and materials for construction projects and for the general operation of a construction company. Field trips will be required.

## **CONS 105 CONSTRUCTION CONTRACT DOCUMENTS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 103.*

**Description:** In this course, students will gain experience working with and understanding the relationship between all the components that constitute typical contract documents for a construction project. Such components include the working drawings, project manual, specifications, contracting requirements, procurement requirements, modifications and addenda, and resource drawings.

## **CONS 106 CONSTRUCTION ESTIMATING AND BIDDING**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 101.*

**Description:** In this intermediate level course, students will utilize current industry-accepted methods for doing quantity surveys for the preparation of cost estimates for construction or bidding purposes. Course will also examine the culture and environment of the construction industry as related to construction estimates including methods, ethics, legal issues, and procedures.

## **CONS 183 OSHA 10**

*1 Unit/1 hour lecture. Grade Only. Recommended: Course Eligibility for ENGL 100.*

**Description:** The Occupational, Safety and Health Administration 10 (OSHA 10) training course introduces entry-level workers in construction and construction-related jobs to the basic practices of identifying, reducing, eliminating, and reporting hazards associated with their work. Students who pass the exam at the end of the course are eligible to receive the OSHA 10-Hour Construction Industry Outreach Department of Labor (DOL) course completion card.

## **COUNSELING (COUN)**

## COUN 6 INTRODUCTION TO CAREER DEVELOPMENT

*(Formerly COUN 62) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** CSU area E

**Description:** This course focuses on the ways career development contributes to a satisfying and healthy life, as well as the development of a career plan. Emphasis is on interest and personality testing, values clarification, skills assessment, career information, research skills, decision making, and goal setting. Course also covers changing job trends and requirements, as well as factors related to the procurement and retention of employment.

## COUN 7 IDENTITY AND CULTURAL DIVERSITY

*(Formerly COUN 74) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** A comparative and historical analysis of society and individual behavior from a multicultural perspective. An examination of American ethnic/cultural groups (African, Asian, European, Latino and Native Americans) and experiences that influence behavior. The relationship between personality development and culture, barriers to cross cultural interaction, communication styles and counseling strategies will also be explored.

## COUN 10 STUDENT SUCCESS-THE FIRST YEAR EXPERIENCE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU area E

**Description:** This course provides students in their first year of college with an introduction to the nature, meanings and outcomes of higher education through the exploration and application of intellectual, social, and psychological principles that lead to well-being and success in college. Students will examine the stages of adult development, learn successful life management techniques, learn strategies for motivation and stress management, and apply creative and critical thinking techniques.

## COUN 20 SEX AND GENDER

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** This course is an exploration of gender and sexual identity in U.S culture, and includes gender and sexual discrimination and harassment. The relationship between gender and sex and other aspects of our personal and social identities, such as race/ethnicity, age, physical disabilities will be examined. Cross-cultural comparisons of non-Western societies' views of sex and gender identities will be explored.

## COUN 53 STRATEGIES FOR COLLEGE SUCCESS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**GE:** CSU area E

**Description:** This course combines comprehensive academic success strategies with critical thinking and personal development. Topics include: value of education and student responsibility; the impact of student attitudes, motivation and behaviors; critical thinking and effective study strategies; problem solving; life and time management; learning styles; personal and educational values and goals; effective written and oral communication; instructor-student relations; and maintaining health.

## COUN 60 EFFECTIVE STUDY WORKSHOP

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course is designed to assist students in improving their study skills. Topics include goal identification, organizing study habits, how to read and study textbooks, take effective notes, how to prepare for and take examinations, and the efficient use of the library. Course covers the total development of the individual and attitudes toward academic and personal problem solving.

## COUN 80 UNDERSTANDING THE TRANSFER PROCESS

*(Formerly GUID 80) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Recommended Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An introduction to the process of transfer from a community college to a university for the purposes of long-term educational planning. Students will evaluate and choose universities based on research about degrees offered, transfer requirements, the application process, housing, financial aid, scholarships and support services.

## COUN 98 INDEPENDENT STUDY IN COUNSELING

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates. Limits on enrollment: Approval of project proposal by sponsoring faculty and Department Chair.*

**Transferability:** CSU.

**Description:** Individualized studies in Counseling and/or Human Services. Independent study will provide an enriched academic experience on an approved research topic.

## COUN 162.1 CAREER ASSESSMENT AND RESEARCH

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will begin to create a career plan by analyzing career assessment results and conducting research. Emphasis is on interest and personality testing, values clarification, skills assessment, and career information research skills

## **COUN 270 INTRODUCTION TO COLLEGE**

*0.5 Unit/0.5 hour lecture. P/NP Only.*

**Description:** An introduction to Santa Rosa Junior College that includes programs, services, policies, degrees, certificates, transfer requirements, and college culture. Focus will be on strategies needed for academic success and the development of an academic plan.

## **CULINARY ARTS (CUL)**

### **CUL 98 INDEPENDENT STUDY IN CULINARY ARTS**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring Faculty, Department Chair, and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience for continuing and advanced students.

### **CUL 99I CULINARY ARTS INTERNSHIP**

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in Culinary Arts. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

### **CUL 250 SANITATION AND SAFETY**

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Description:** The basic principles of food safety and sanitation and the application of these principles in a food service operation. Includes instruction on sanitation regulations and personal hygiene, contamination sources, microorganisms and conditions for growth, proper food handling techniques and storage, development of a comprehensive cleaning and sanitizing program to prevent foodborne illnesses, and basic concepts of workplace safety. Upon completion students will be prepared to take a nationally recognized exam.

## CUL 250.1 CULINARY ARTS SURVEY

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and CSKLS 372 or equivalent.*

**Description:** Introduction to fundamentals of the culinary arts, including culinary history, terminology, culinary mathematics and food anthropology.

## CUL 251A CULINARY FUNDAMENTALS 1

*3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in CUL 250 (OR DIET 50) and CUL 250.1. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Introduction to fundamental theory, techniques and practice of knife skills as it relates to the cold kitchen or pantry station for the commercial kitchen.

## CUL 251B CULINARY FUNDAMENTALS 2

*3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 250 and CUL 250.1 and CUL 251A. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates..*

**Description:** In this course students will focus on stocks, mother sauces, and identification and fabrication of meats, poultry, fish, and shellfish. Building on introductory knife skills and cooking techniques, students practice methods as they apply to cooking vegetables, legumes, grains, and pasta. Emphasis on preparing mise-en-place for stations in a professional restaurant environment, where speed, timing, and teamwork are necessary.

## CUL 251C CULINARY FUNDAMENTALS 3

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 250 and CUL 250.1 and CUL 251B. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates..*

**Description:** In this course, students will focus on sauces and the identification and fabrication of meats, poultry, fish and shellfish. Instruction also includes charcuterie and preservation techniques and continued development of the student's knife skills.

## CUL 253.10 RESTAURANT KITCHEN

*4 Units/1.25 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 251B (or CUL 253.6 or CUL 253A) and Course Completion or Concurrent Enrollment in CUL 251C (or CUL 253.7). Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates..*

**Description:** In this course, students will build on introductory cooking skills while rotating through stations of a student-run restaurant, developing organizational skills. Emphasis in this course is on speed, timing, and teamwork in a full-service restaurant operation.

## CUL 254 INTRODUCTION TO BAKING AND PASTRY

*4 Units/2 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 250 (or DIET 50) and CUL 250.1 and CUL 251A (or CUL 252.3). Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course introduces students to the fundamental skills, concepts, and techniques of baking and pastry for the commercial kitchen. Students will learn proper measuring, recipe methods and techniques, basic formulas, and conversion principles.



## CUL 254.4 PURCHASING AND BAKESHOP MANAGEMENT

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of CUL 254. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course introduces students to basic bakeshop management procedures including labor, equipment, purchasing, receiving, and inventory control. Students will use the Culinary Cafe retail bakery model for menu planning and cost analysis.

## CUL 254.5 PROFESSIONAL PLATE PRESENTATION

*(Formerly CUL 250.3) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 250 and CUL 250.1 and CUL 254. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course introduces students to the fundamental skills, concepts, and techniques of professional plate presentation. Students will use and maintain common tools and equipment, while demonstrating related techniques for restaurant and food photography plating.

## CUL 255 PRODUCTION BAKING

*4 Units/2 hours lecture, 7 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 254. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course builds on students introductory baking skills, as they rotate through the stations of a student-run bakery. Students will learn to make yeast breads, laminated doughs, pies, tarts, galettes, and other baked goods in production size quantity for retail sale.

### CUL 255.1 SPECIALTY PRODUCTION BAKING

*4 Units/2 hours lecture, 7 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 254.*

**Description:** This course provides students further hands-on experience in production baking. Building on introductory baking skills, students rotate through stations of a student-run bakery, developing skills in breakfast pastries, cookies, candies, confections, cakes, yeast breads, and other baked goods for retail sale.

### CUL 255.2 CAREERS IN THE FOOD AND BEVERAGE INDUSTRY

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of CUL 250 OR DIET 50; AND Course Completion of CUL 250.1. Recommended: Course Completion of CUL 251A or CUL 254 or CUL 256; eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course provides the job seeker with tools for the development of a career plan in the culinary arts and related fields. Students will research professional roles, and identify essential skills, responsibilities and opportunities in the various fields of food and beverage production, service, operations and management.

## CUL 256 RESTAURANT DINING ROOM SERVICE

*3 Units/1.25 hours lecture, 5.75 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in CUL 250 (OR DIET 50); AND Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates.. Limits on enrollment: Age 18 or older*

**Description:** In this course, students will develop restaurant dining room service skills, including table service, large party service, wine pairing and service, and Point of Sale (P.O.S.) system within a working, full-service restaurant environment.

## CUL 256.3 INTRODUCTION TO FRONT HOUSE OPERATIONS

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Provides an introduction to the management of front house operations in a variety of environments, including hotels, restaurants, wineries, and catering businesses. Introduces principles of revenue, profit and cost controls; employee recruiting and training; menu planning and food production; and sales and marketing.

## CUL 256.8 BEVERAGE MANAGEMENT

*1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates..*

**Description:** In this course, students will be introduced to managing a variety of beverage operations including buying, selling, and serving both alcoholic and non-alcoholic beverages: beer, wine, spirits, coffee, and tea.

## CUL 256.9 RESTAURANT WINE MANAGEMENT

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course introduces the concept of a wine program within a full service restaurant or wine bar, including purchasing and pricing wine; curating a wine list; developing policies and procedures; and selling and serving wine in a restaurant environment.

## CUL 256.10 RESTAURANT OPERATIONS

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Theories and practices for restaurant management, including restaurant finances, cost control, menu development, marketing, human resources and legal issues, guest service essentials, hiring, training, supervision, and alcoholic beverage service and standards.

## CUL 256.11 WINE AND FOOD PAIRING

*1.5 Units/1.25 hours lecture, 0.75 hour laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be age 18 or older.*

**Description:** This course introduces food and wine pairing in professional food service operations. Through lecture, structured tastings, and food preparation, students refine their sensory skills to identify complementary ingredients in foods and wines. This course also includes weekly in-class food and wine tastings.

## CUL 256.12 RESTAURANT WINE SERVICE

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in CUL 250 (OR DIET 50); AND Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement in AB705 mandates.. Limits on enrollment: Age 18 or older*

**Description:** In this course, students will develop skills to sell and serve wine in a restaurant setting through wine evaluating and class lecture.

## CUL 261.1 WEDDING CAKE BAKING AND ASSEMBLY

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern wedding cake baking and assembly. In this hands-on class, students will learn decorating techniques as applied to

seasonal and regional wedding cake work.

## CUL 261.2 FANCY CAKES: CHOCOLATE, MARZIPAN, & ROLLED FONDANT

*(Formerly CUL 260.3) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both historical and modern fancy cakes. In this hands-on class, students will learn chocolate, marzipan and rolled fondant decorating techniques as applied to regional, national and international fancy cake work.

## CUL 261.3 HOLIDAY CAKE BAKING

*(Formerly CUL 260.32) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both historical and modern holiday cakes. In this hands-on class, students will learn baking and decorating techniques as applied to regional, national and international holiday cakes.

## CUL 262.1 ARTISAN BREAD BAKING

*(Formerly CUL 260.15) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international artisan bread work.

## CUL 262.2 SOURDOUGH BREADS

*(Formerly CUL 260.16) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international sourdough breads.

## CUL 262.3 PIZZA AND FOCACCIA

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international pizzas and focaccias.

## CUL 262.4 WHOLE GRAIN BREADS

*(Formerly CUL 260.20) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international whole grain breads.

## CUL 262.5 ENRICHED YEAST BREADS

*(Formerly CUL 260.17) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and

international enriched breads.

## CUL 262.6 HOLIDAY YEAST BREADS

*(Formerly CUL 260.18) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday breads.

## CUL 262.7 BRUNCH PASTRIES

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern brunch pastries. In this hands-on class, students will learn baking and laminating skills, as applied to regional, national and international brunch pastries.

## CUL 263.1 SEASONAL PIE BAKING

*(Formerly CUL 260.25) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern seasonal pies. In this hands-on class, students will learn techniques as applied to regional, national and international seasonal pie baking.

## CUL 263.2 HOLIDAY PIE BAKING

*(Formerly CUL 260.34) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern holiday pies. In this hands-on class, students will learn techniques as applied to regional, national and international holiday pie baking.

## CUL 263.3 SEASONAL TART BAKING

*(Formerly CUL 260.26) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern seasonal tarts. In this hands-on class, students will learn techniques as applied to regional, national and international seasonal tart baking.

## CUL 263.4 HOLIDAY TART BAKING

*(Formerly CUL 260.33) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern holiday tarts. In this hands-on class, students will learn techniques as applied to regional, national and international holiday tart baking.

## CUL 263.5 HOLIDAY COOKIE BAKING

*(Formerly CUL 260.31) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern holiday cookies. In this hands-on class, students will learn techniques as applied to regional, national and international

holiday cookie baking.

## CUL 264.1 ARTISAN CHOCOLATES

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both historical and modern artisan chocolates. In this hands-on class, students will learn chocolate making and tempering techniques as applied to regional, national and international chocolate work.

## CUL 264.2 HOLIDAY CANDY MAKING

*(Formerly CUL 260.36) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern holiday candies. In this hands-on class, students will learn techniques as applied to regional, national and international holiday candy making.

## CUL 264.3 ICE CREAM, SORBET AND FROZEN DESSERTS

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern frozen desserts. In this hands-on class, students will learn techniques as applied to regional, national and international frozen dessert work.

## CUL 264.4 GLUTEN-FREE BAKING

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** This course introduces students to the theory and techniques of both traditional and modern gluten-free baking. In this hands-on class, students will learn techniques as applied to regional, national and international gluten-free baked goods. Please Note: The class is not taught in a gluten-free facility.

## CUL 270.2 PROFESSIONAL TECHNIQUES: GRILLING

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, supervises and critiques student preparations. Course covers historical and modern grilling techniques as applied to gourmet, regional, national and international cuisines.

## CUL 270.3 PROFESSIONAL TECHNIQUES: SMOKING FOOD

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, supervises and critiques student preparations. Course covers historical and modern smoking techniques as applied to gourmet, regional, national and international cuisines.

## CUL 270.21 BASICS OF COOKING TECHNIQUES

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, supervises and critiques student preparations. Course covers historical and modern basic cooking techniques as applied to gourmet, regional,

national and international cuisines.

## **CUL 270.30 SONOMA WINE COUNTRY CUISINE**

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** In this course students will explore wine country cooking techniques through lecture, demonstrations, and recipe preparations. Students will discuss historical and cultural aspects of wine country cuisine as applied to gourmet, regional, national, and global cuisines.

## **CUL 270.31 COOKING FROM YOUR COMMUNITY SUPPORTED AGRICULTURE (CSA) BOX**

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** In this course students will explore Community Supported Agriculture (CSA) cooking techniques through lecture, demonstrations and recipe preparations. Students will discuss historical and cultural aspects of gourmet, regional, national, and global cuisines as applied to their CSA box.

## **CUL 275 SPECIAL TOPICS IN GLOBAL CUISINE**

*(Formerly CUL 287) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to a particular global cuisine.

### **CUL 275.1 FRENCH CUISINE: PROVENCE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the French regional cuisine of Provence.

### **CUL 275.2 FRENCH CUISINE: PARIS**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the French regional cuisine of Paris.

### **CUL 275.3 FRENCH CUISINE: BURGUNDY**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the French regional cuisine of Burgundy.

## CUL 275.6 SWISS CUISINE

*(Formerly CUL 221.26) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Swiss cuisine.

## CUL 275.10 AMERICAN CUISINE: CAJUN & CREOLE

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to Cajun and Creole cuisine.

## CUL 275.11 AMERICAN CUISINE: SOUTHERN

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to Southern cuisine.

## CUL 275.12 AMERICAN CUISINE: HAWAIIAN

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to Hawaiian cuisine.

## CUL 275.15 JAPANESE CUISINE: TOKYO

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Japanese regional cuisine of Tokyo.

## CUL 275.16 JAPANESE CUISINE: OSAKA

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Japanese regional cuisine of Osaka.

## CUL 275.17 JAPANESE CUISINE: STREET FOOD

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Japanese regional cuisine specifically focusing on street foods.

## **CUL 275.31 PEKINESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Pekinese cuisine.

## **CUL 275.32 SHANGHAINESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Shanghainese cuisine.

## **CUL 275.33 HUNANESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to Hunanese cuisine.

## **CUL 275.34 CANTONESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Cantonese cuisine.

## **CUL 275.35 HONG KONGESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Hong Kongese cuisine.

## **CUL 275.36 MONGOLIAN CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Mongolian cuisine.

## **CUL 275.43 PHILIPPINE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Philippine cuisine.

## **CUL 275.47 VIETNAMESE CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Vietnamese cuisine.



## CUL 275.48 INDIAN CUISINE

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Indian cuisine.

## CUL 275.49 MALAYSIAN CUISINE

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Malaysian cuisine.

## CUL 275.60 MEDITERRANEAN CUISINE

*(Formerly CUL 221.36) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to Mediterranean cuisine.

## CUL 275.64 GREEK CUISINE

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends, and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Greek cuisine.

## CUL 275.65 SPANISH CUISINE

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Spanish cuisine.

## CUL 275.66 MEXICAN CUISINE: OAXACAN

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Mexican regional cuisine of Oaxaca.

## CUL 275.67 MEXICAN CUISINE: YUCATAN

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Mexican regional cuisine of the Yucatan peninsula.

## CUL 275.68 MEXICAN CUISINE: VERACRUZ

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Mexican

regional cuisine of Veracruz.

## **CUL 275.70 PUERTO RICAN CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Puerto Rican cuisine.

## **CUL 275.71 CUBAN CUISINE**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Cuban cuisine.

## **CUL 275.80 ITALIAN CUISINE: NORTHWESTERN**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Northwestern Italian cuisines of Valle D'Aosta, Piedmont, Liguria. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 275.81 ITALIAN CUISINE: NORTHERN**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Northern Italian cuisine of Lombardi. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 275.82 ITALIAN CUISINE: NORTHEASTERN**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Northeastern Italian cuisines of Veneto, Trentino-Alto, Friuli-Venezia-Giulia. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 275.83 ITALIAN CUISINE: SOUTHERN**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Southern Italian cuisines of Campania, Puglia, Calabria, Sicily, Sardinia. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 275.84 ITALIAN CUISINE: EASTERN CENTRAL**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to Eastern Central Italian cuisines of Emilia-Romagna and Marche. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 275.85 ITALIAN CUISINE: WESTERN CENTRAL**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Age 18 or older*

**Description:** In this course students will explore cultural foods, historical food trends, and customs as related to gourmet, regional, national, and global cuisines. Students will prepare a variety of dishes common to the Western Central Italian cuisines of Tuscany, Umbria, and Lazio. This course also includes weekly in-class food and wine sensory evaluations.

## **CUL 286.1 VEGAN COOKING**

*(Formerly CUL 285.11) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern vegan cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

## **CUL 286.2 MARKET FRESH VEGETARIAN COOKING**

*(Formerly CUL 285.12) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern market fresh vegetarian cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

## **CUL 286.3 VEGETARIAN COOKING TECHNIQUES**

*(Formerly CUL 285.21) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern vegetarian cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

## **CUL 286.4 VEGETARIAN SOUPS, STOCKS, AND SAUCES**

*(Formerly CUL 285.22) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern cooking techniques of Vegetarian soups, stocks, and sauces as applied to gourmet, regional, national, and international plant-based dishes.

## CUL 286.5 THE VEGETARIAN'S PANTRY

*(Formerly CUL 285.23) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern techniques of the vegetarian's pantry as applied to gourmet, regional, national, and international plant-based dishes.

## CUL 286.6 VEGETARIAN FERMENTATION

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and instructs students through hands-on class. Course covers traditional and modern vegetarian fermentation techniques as applied to regional and global plant-based dishes.

## CUL 286.7 VEGETARIAN PRESSURE COOKING

*0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Professional chef presents theory, demonstrates techniques, and instructs students through hands-on class. Course covers traditional and modern vegetarian pressure cooking techniques as applied to regional and global plant-based dishes using a pressure cooker.

## DANCE (DANCE)

### DANCE 2 SURVEY OF DANCE HISTORY

*(Formerly PE 40) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** A historical survey of dance in Western civilization from ancient times through the 21st century. This course includes the significance of dance as ritual, social tradition and as an art form and examines the development of ballet, modern dance and other contemporary dance forms.

### DANCE 3.1 CHOREOGRAPHY I

*(Formerly PE 25.1) 2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.1 and DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** This course focuses on the fundamentals of the choreographic process and devices, emphasizing basic principles of space, time and energy. Students will choreograph dance studies applying a variety of choreographic approaches and techniques.

## DANCE 7 THE HISTORY OF JAZZ DANCE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A (or ESL 10) or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C1

**Description:** In this course, jazz dance, an American dance form that originated in the African Diaspora, will be explored from its roots in African dance and the adaptations and evolution of African dances during slavery; to social dances such as the Lindy Hop; through its development in the dance studio, on stage and screen. The origins of tap dance & hip-hop will also be touched on as branches of the same roots as those of jazz dance. You will become familiar with the major contributors to jazz dance including those over-looked in the past. We will examine issues of cultural appropriation and racism in the context of the history of jazz dance in America. Finally, we will look at the status of jazz dance in the 21st century and consider perspectives on jazz dance in the context of the current socio-political climate.

## DANCE 10.1 INTRODUCTION TO DANCE MOVEMENT

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introductory dance class designed for the student with no prior dance experience. Basic dance skills, techniques, and general dance vocabulary common to all genres of dance will be covered.

## DANCE 10.2 INTRODUCTION TO DANCE GENRES: BALLET, MODERN, JAZZ

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introductory dance class designed for the student with no dance training in the primary theatrical dance forms: ballet, modern, jazz. Will familiarize students with the unique attributes of each of these genre of dance classes and include units on each of the dance forms which will introduce the student to the basic skills, techniques, and vocabulary of these genres. Recommended prior to the beginning level in any of these dance forms.

## DANCE 11.1 BALLET I

*(Formerly PE 27.1) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** This course for beginning (Level I) dancers covers beginning ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes basic ballet aesthetics and performance skills.

## DANCE 11.2 BALLET II

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.1.*

**Transferability:** CSU;UC.

**Description:** This course, for advanced-beginning (Level II) dancers with prior ballet experience, covers advanced-

beginning (Level II) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and performance skills as they pertain to advanced-beginning (Level II) ballet.

## **DANCE 11.3 BALLET III**

*(Formerly PE 27.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.2.*

**Transferability:** CSU;UC.

**Description:** This course, for low-intermediate (Level III) dancers with prior ballet experience, covers low-intermediate (Level III) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to low-intermediate (Level III) ballet.

## **DANCE 11.4 BALLET IV**

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.3. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**Description:** This course, for intermediate (Level IV) dancers with prior ballet experience, covers intermediate (Level IV) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to intermediate (Level IV) ballet.

## **DANCE 11.5 BALLET V**

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.4. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**Description:** This course, for high-intermediate (Level V) dancers with prior ballet experience, covers high-intermediate (Level V) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to high-intermediate (Level V) ballet.

## **DANCE 11.6 BALLET VI**

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.5. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**Description:** This course, for advanced (Level VI) dancers with prior ballet experience, covers advanced (Level VI) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to advanced (Level VI) ballet.

## DANCE 13.1 JAZZ DANCE I

*(Formerly PE 30.1A) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** This course for beginning (Level I) dancers covers fundamentals of jazz dance in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also covers beginning (Level I) jazz dance choreography and performance skills.

## DANCE 13.2 JAZZ DANCE II

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 13.1.*

**Transferability:** CSU;UC.

**Description:** This course, for advanced-beginning (Level II) dancers with prior jazz dance experience, focuses on advanced-beginning (Level II) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also includes advanced-beginning (Level II) jazz dance choreography and performance skills.

## DANCE 13.3 JAZZ DANCE III

*(Formerly PE 30.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 13.2.*

**Transferability:** CSU;UC.

**Description:** This course for low- intermediate (Level III) dancers focuses on low- intermediate (Level III) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also includes experiences in jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert.

## DANCE 13.4 JAZZ DANCE IV

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 13.3.*

**Transferability:** CSU;UC.

**Description:** This course for intermediate (Level IV) dancers focuses on intermediate jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also emphasizes jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert.

## DANCE 13.5 JAZZ DANCE V

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 13.4.*

**Transferability:** CSU;UC.

**Description:** This course for high-intermediate (Level V) dancers focuses on high-intermediate (Level V) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also emphasizes jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert.

## DANCE 13.6 JAZZ DANCE VI

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 13.5.*

**Transferability:** CSU;UC.

**Description:** This course for advanced (Level VI) dancers focuses on advanced (Level VI) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also emphasizes jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert.

## DANCE 14.1 CONTEMPORARY DANCE I

*(Formerly DANCE 14) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.2.*

**Transferability:** CSU;UC.

**Description:** Contemporary dance draws from ballet modern and jazz dance techniques. This beginning (Level I) course follows a dance class format including center warm-ups, progressions, and combinations. The choreography will focus on clearly displayed emotional moods and fast-moving choreographic strategies, with an emphasis on innovation and stylized movement.

## DANCE 14.2 CONTEMPORARY DANCE II

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 14.1.*

**Transferability:** CSU;UC.

**Description:** Contemporary dance draws from ballet, modern, and jazz dance techniques. This Level II course follows a dance class format including center warm-ups, progressions, and combinations. The choreography focuses on interpretation of the mood of the music or the lyrics of the songs.

## DANCE 14.3 CONTEMPORARY DANCE III

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.2 and Course Completion of DANCE 13.2 ( or PE 30.1B).*

**Transferability:** CSU;UC.

**Description:** Contemporary dance draws from ballet, modern, jazz, and contemporary techniques. This level III course follows a dance class format including center warm-ups, progressions, and combinations. The choreography will focus on clearly displayed emotional moods and fast-moving choreographic strategies, with an emphasis on innovation and stylized movement.

## DANCE 14.4 CONTEMPORARY DANCE IV

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 14.3.*

**Transferability:** CSU;UC.

**Description:** Contemporary dance draws from ballet, modern, jazz, and contemporary techniques. This Level IV course follows a dance class format including center warm-ups, progressions, and combinations. The choreography will focus on clearly displayed emotional moods and fast-moving choreographic strategies, with an emphasis on innovation and stylized movement.



## DANCE 16.1 MODERN DANCE I

*(Formerly PE 28.1) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.2.*

**Transferability:** CSU;UC.

**Description:** This course is for beginning (Level I) dancers with limited modern dance training. Emphasis is on beginning (Level I) modern dance skills in the areas of technique and movement vocabulary, as well as the use of space, time, and energy. This course will include basic modern dance improvisation, choreography, and performance skills.

## DANCE 16.2 MODERN DANCE II

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.1.*

**Transferability:** CSU;UC.

**Description:** This course is for advanced- beginning (Level II) dancers with some prior modern dance training, and emphasizes advanced-beginning (Level II) modern dance skills in the areas of technique and movement vocabulary, and the use of space, time, and energy. This course also includes advanced-beginning (Level II) modern dance improvisation, choreography, and performance skills.

## DANCE 16.3 MODERN DANCE III

*(Formerly PE 28.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.2.*

**Transferability:** CSU;UC.

**Description:** This course is for low- intermediate (Level III) level dancers and covers low- intermediate (Level III) modern dance skills in the areas of technique and movement vocabulary. Also includes the use of space, time, and energy. This course also includes improvisation, experiences in choreography, and a focus on performance skills.

## DANCE 16.4 MODERN DANCE IV

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.3.*

**Transferability:** CSU;UC.

**Description:** This course for intermediate (Level IV) dancers covers intermediate (Level IV) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

## DANCE 16.5 MODERN DANCE V

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.4.*

**Transferability:** CSU;UC.

**Description:** This course for high- intermediate (Level V) dancers covers high- intermediate (Level V) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

## DANCE 16.6 MODERN DANCE VI

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 16.5.*

**Transferability:** CSU;UC.

**Description:** This course for advanced (Level VI) dancers covers advanced (Level VI) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

## DANCE 18.1 RHYTHM TAP DANCE I

*(Formerly DANCE 68.1) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** In this course, students will develop the fundamental skills for beginning level tap dance. Students will also learn and refine the underlying foundations of tap dance techniques and terminology and continue to develop a greater understanding of both classic and rhythm tap dance. While learning to achieve greater clarity of sound and development of enhanced dynamics, tone and shading, students will gain a greater awareness of the range of steps and sounds within tap dance technique. Students will develop ankle and knee flexibility, improved overall bodily coordination, and a greater understanding of musicality in relationship to the rhythms. Students are encouraged to explore their unique individuality through tap combinations while gaining confidence and attempting new challenges. Students will be required to wear tap shoes for this class.

*4 Times in any Comb of Levels*

## DANCE 21.1 HIP HOP/FUNK I

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** This course will introduce students to the fundamentals (Level I) of the hip hop/funk dance style derived from the current dance vernacular and culture. Classes will include warm-up exercises, isolations, floor stretches, and strengthening specific to the hip hop/funk style of dance. This course will also include locomotor movements ("across-the-floor") and center combinations.

## DANCE 21.2 HIP HOP/FUNK II

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 21.1.*

**Transferability:** CSU;UC.

**Description:** This advanced-beginning (Level II) hip hop/ funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This class incorporates styles and choreography used in the current dance vernacular and culture.

## DANCE 21.3 HIP HOP/FUNK III

*(Formerly PE 59.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 21.2.*

**Transferability:** CSU;UC.

**Description:** This low-intermediate (Level III) hip hop/ funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This class incorporates styles and choreography used in the current dance vernacular and culture.

## DANCE 21.4 HIP HOP/FUNK IV

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 21.3.*

**Transferability:** CSU;UC.

**Description:** This intermediate (Level IV) hip hop/ funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This class incorporates styles and choreography used in the current dance vernacular and culture.

## DANCE 21.5 HIP HOP/FUNK V

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 21.4.*

**Transferability:** CSU;UC.

**Description:** This high- intermediate (Level V) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This class incorporates styles and choreography used in the current dance vernacular and culture.

## DANCE 21.6 HIP HOP/FUNK VI

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 21.5.*

**Transferability:** CSU;UC.

**Description:** This advanced (Level VI) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This class incorporates styles and choreography used in the current dance vernacular and culture.

## DANCE 27 DANCE PRODUCTION: EXPERIENCE

*(Formerly PE 31.2) 2 Units/6 hours laboratory. Grade or P/NP. Prerequisite: Concurrent Enrollment in THAR 11.8.*

*Recommended: Course Completion of DANCE 11.3, DANCE 13.3, DANCE 16.3 OR DANCE 21.3. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** In this course designed for intermediate to advanced dancers, students will rehearse and prepare to perform faculty and student-choreographed dances for the annual dance performance. The focus is on developing technical and performance skills, as well as a professional work ethic in relation to rehearsing and practicing choreography. The course will serve as an introduction to the pre-production facets of dance production. Intended for dancers who have not previously performed in the SRJC annual dance performance.

*4 Enrollments Total*

## DANCE 28 CHOREOGRAPHY FOR PERFORMANCE

*(Formerly PE 31.3) 2 Units/6 hours laboratory. Grade or P/NP. Prerequisite: Concurrent Enrollment in THAR 11.8.*

*Recommended: Course Completion of DANCE 3.1 and DANCE 27. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to give intermediate to advanced dance students the opportunity to develop choreography from initial concept through completion and performance. Students will conduct rehearsals, receive feedback on choreography, show their work, and prepare to present dances in the annual dance production. Students in this course may also perform in dances choreographed by fellow students.

*4 Enrollments Total*

## DANCE 29 DANCE PERFORMANCE AND TOURING COMPANY

*2 Units/6 hours by arrangement. Grade or P/NP. Recommended: Course Completion of DANCE 11.3, DANCE 13.3, DANCE 16.3 OR DANCE 21.3. For choreographers completion of DANCE 3.1. Limits on enrollment: By Audition Only*

**Transferability:** CSU;UC.

**Description:** For the intermediate through advanced dance student, the Dance Performance and Touring Company class provides an experience of dancing and touring with a pre-professional dance company. Collaboratively the faculty and class/company members create a short theme-based performance, designed to increase audience appreciation of dance as an art form. Students develop their own choreography and perform both student and faculty pieces in a variety of venues focusing on performance in K-12 settings and community dance performances.

*4 Enrollments Total*

## DANCE 32 DANCE REPERTORY

*(Formerly DANCE 72) 1.5 Units/4.5 hours by arrangement. Grade or P/NP. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**Description:** In this class, intermediate through advanced dancers will rehearse and practice one or more faculty-choreographed concert pieces. Each piece may be a work from the repertory of the choreographer or may be a new work set on the dancers.

*4 Enrollments Total*

## DANCE 35 DANCE IMPROVISATION TECHNIQUES

*(Formerly DANCE 52) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** In Dance Improvisation, students will focus on exploration of the aesthetic dance elements of space, time and energy and is designed to train the mind and body to respond and explore individual movement experiences. Dance improvisation can be structured in solo, duet and group improvisations, and is for dancers of all levels of technique and movement interests.

*4 Enrollments Total*

## DANCE 37.1 BALLROOM DANCE I

*1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU;UC.

**Description:** This course establishes a solid foundation in ballroom dance technique and basic skills. Dances may include: foxtrot, waltz, swing, and cha cha, with possible introduction to other ballroom dances and/or Latin dances.

## DANCE 37.2 BALLROOM DANCE II

*1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 37.1.*

**Transferability:** CSU;UC.

**Description:** A continuation of the fundamentals of social ballroom dance. Presentation of skills, technique and step patterns of greater complexity in foxtrot, waltz, cha cha and swing. Introduction of the basic skills and patterns of rumba, samba, tango, and Viennese waltz. May include performance in a dance concert.

## DANCE 47 DANCES OF THE AFRICAN DIASPORA I

*(Formerly DANCE 87.1) 1-2 Units/Up to 0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course will introduce students to African Diaspora dance, specifically the history, technique and performance of various styles of African Dance from the Caribbean, Haiti, Senegal, Guinea, Nigera and the Congo regions of Africa. This course will emphasize musicality and the introduction of percussive rhythms as well as increase students' endurance, coordination, agility and flexibility.

*4 Enrollments Total*

## DANCE 61 DANCE CONDITIONING AND SOMATIC PRACTICES

*1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Students will be introduced to various types of stretching, strengthening, and body alignment exercises for dance. This course combines techniques and skills from various body therapy programs (e.g., Feldenkrais, Laban Somatic Movement, floor Barre and Gyrokinesis) to enhance student's flexibility and strength.

*Total 2 Times*

## DANCE 88.1 LATIN DANCE I

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.*

**Transferability:** CSU.

**Description:** This course establishes basic knowledge of Latin dances. Practice of basic Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.

## DANCE 88.2 LATIN DANCE II

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.1.*

**Transferability:** CSU.

**Description:** This course establishes an intermediate level knowledge of Latin dances. Practice of intermediate level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.

## DANCE 88.3 LATIN DANCE III

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.2.*

**Transferability:** CSU.

**Description:** This course establishes a high-intermediate level knowledge of Latin Dances. Practice of high-intermediate level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.

## DANCE 88.4 LATIN DANCE IV

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.3.*

**Transferability:** CSU.

**Description:** This course establishes an advanced level knowledge of Latin Dances. Practice of advanced level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.

## DANCE 150 TEACHING DANCE TECHNIQUES

*1 Unit/3 hours laboratory. Grade or P/NP. Limits on enrollment: Students enrolling in this class must have prior approval from the supervising faculty member.*

**Description:** The course will cover the fundamental philosophies, techniques and methods for developing progressions and programs in dance instruction. Special attention will on how to successfully assist an instructor in a dance technique class in order to optimize learning experiences. Student will assist faculty in a classroom environment for a semester.

## DENTAL EDUCATION - ASSISTING (DA)

### DA 50 INTRODUCTION TO THE DENTAL ASSISTING PROFESSION

*(Formerly DE 50) 2 Units/2 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in DE 51. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Acceptance to the Dental Assisting Program*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to the Santa Rosa Junior College (SRJC) Dental Assisting Program as an incoming student and what it takes for student success. Students will be given a preview of the history of dental assisting, the characteristics of dental professionals, dental organizations, educational and licensing requirements, dental specialties, professional and legal responsibilities, ethics, and the role of the dental auxiliary.

### DA 60 APPLIED DENTAL SCIENCE

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DE 51. Limits on enrollment: Acceptance into an Allied Dental Program*

**Transferability:** CSU.

**Description:** The study of dental terminology, basic anatomy of the oral cavity, dental anatomy and physiology, tooth morphology, classifications of cavities and documenting conditions of the teeth. The content of this course will be taught through a combined lecture and laboratory experience. Emphasis is placed on intraoral and extraoral landmarks, restorative documentation and tooth morphology.

### DA 62 INTRODUCTION TO DENTAL PROCEDURES

*3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DE 51. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** Course focuses on clinical dental assisting skills and responsibilities for the clinical area of the dental office. Covers topical anesthetic placement and the indications and contraindications of use; common medical emergencies in dental offices and protocols for prevention and management; instrument and equipment identification, their use and maintenance; properties of dental materials; restorative procedures that include amalgam, composite and bonding, crown and bridge preparation and delivery, types and care of removable appliances.

## DA 63 DENTAL SPECIALTIES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 62. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** In this course, students will learn the theory and practice of assisting and instrumentation in dental specialties. Course emphasizes utilization of assistants in orthodontics, periodontics, pediatrics, and oral maxillofacial surgery and introduces terminology and instruments specifically for each specialty.

## DA 64 ADVANCED DENTAL ASSISTING

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 62. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** In this course, students will learn theory and practice as they develop pre-clinical skills for tasks performed by a Registered Dental Assistant (RDA). Students will meet standards of competency related to these tasks. Manikins are used for most of instruction and student demonstration.

## DA 65 DENTAL SCIENCE

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 60. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** In this course, students will learn the etiology, recognition and prevention of dental disease. Course emphasizes pharmacology, oral pathology, periodontology, and community dental health. Students will gain knowledge in the science and manipulation of alginate, gypsum, fluoride, sealants and teeth whitening products. The didactic and clinical components meet the requirements for a California State approved course in both coronal polish and pit and fissure sealant certificates.

## DA 66.2 CLINICAL SEMINAR

*(Formerly DA 66.1A) 1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of DA 62 and DE 55A; Concurrent Enrollment in DA 66.2L. Limits on enrollment: Acceptance to the Allied Dental Programs*

**Transferability:** CSU.

**Description:** Weekly seminars to discuss, evaluate and review both clinical experiences and the RDA examination application process.

## DA 66.2L CLINICAL PRACTICE

*(Formerly DA 66.1B) 5 Units/15.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of DA 62 and DE 55A; Concurrent Enrollment in DA 66.2. Limits on enrollment: Acceptance to the Allied Dental Programs*

**Transferability:** CSU.

**Description:** Clinical practice to perform entry level clinical skills in private, general and specialty dental offices in Sonoma County. Experience in chairside techniques with the emphasis on performance of the Registered Dental Assisting (RDA) tasks.

## **DENTAL EDUCATION - HYGIENE (DH)**

### **DH 69 MEDICAL EMERGENCIES IN DENTAL PRACTICE**

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in DH 71A and DE 51. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** This course provides the student with the basics in the prevention and management of medical emergencies in the dental practice. Emphasis is on the recognition of clinical signs and symptoms of emergencies and the prevention of emergency escalation. The management of medical emergencies is outlined along with drugs and equipment utilized in an emergency.

### **DH 70 DENTAL ANATOMY AND TOOTH MORPHOLOGY**

*2.5 Units/2 hours lecture, 2 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in DH 71A. Limits on enrollment: Acceptance to the Allied Dental Programs*

**Transferability:** CSU.

**Description:** The study of the dental terminology, tooth morphology, structures of the oral cavity, classification of cavities, and charting conditions of the teeth. Aspects related to dental hygiene care such as root morphology, restorative charting, occlusion, and dental anomalies are emphasized.

### **DH 71A CLINICAL DENTAL HYGIENE CARE AND THEORY 1**

*(Formerly DH 71) 5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in DH 70 AND Course Completion or Current Enrollment in DE 51 and DE 55A. Limits on enrollment: Acceptance into a Allied Dental Program*

**Transferability:** CSU.

**Description:** Provides the student hygienist with a broad theoretical basis to perform clinical aspects of dental hygiene practice in the evolving profession of dental hygiene and the dental hygiene process of care. Infection control protocols established by the California Board of Dental Examiners and the Centers for Disease Control and Prevention will be implemented.

### **DH 71B CLINICAL DENTAL HYGIENE CARE AND THEORY 2**

*5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71A; AND Concurrent Enrollment in DH 72 and DH 75 and DH 74 and DH 76; AND Course Completion or Concurrent Enrollment in DE 55B.*

**Transferability:** CSU.

**Description:** Application of the dental hygiene process of care guided by the human needs conceptual model to promote oral health and wellness. The course includes laboratory and clinical experiences in patient assessments, problem identification (dental hygiene diagnosis), dental hygiene care planning, case presentation and implementation of dental hygiene care at the beginner level (preventive and therapeutic procedures, oral health education). Evaluation of dental hygiene care/oral health goals attainment is also emphasized as an essential component of the dental hygiene process.



## DH 71C CLINICAL DENTAL HYGIENE CARE AND THEORY 3

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71B and Concurrent Enrollment in DH 78.*

**Transferability:** CSU.

**Description:** This course is designed for continuity of clinical application of the dental hygiene process for delivering patient-centered care initiated in the previous clinical course. The course will consist of seminar and clinical experiences. Students will continue to develop skills by working with patients in the Santa Rosa Junior College Dental Hygiene clinic.

## DH 71D CLINICAL DENTAL HYGIENE CARE AND THEORY 4

*(Formerly DH 82) 7 Units/2 hours lecture, 15 hours laboratory. Grade Only. Prerequisite: Course completion of DH 71C; AND Concurrent enrollment in DH 79 AND Concurrent enrollment in DH 80..*

**Transferability:** CSU.

**Description:** Students will demonstrate advanced instrumentation principles, gingival curettage, pain control, and radiographic interpretation for treatment planning. Self-assessment skills will continue to be developed by working with patients in the Santa Rosa Junior College Dental Hygiene Clinic.

## DH 71E CLINICAL DENTAL HYGIENE CARE AND THEORY 5

*(Formerly DH 84) 7 Units/2 hours lecture, 15 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71D AND Concurrent Enrollment in DH 83 and DH 85.*

**Transferability:** CSU.

**Description:** A seminar and clinical course designed to continue to expand and develop dental hygiene skills in preventive and maintenance therapy. Students will become proficient in provision of dental hygiene services by working with patients in the Santa Rosa Junior College Dental Hygiene Clinic.

## DH 72 ORAL HEALTH EDUCATION

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 71A; AND Concurrent Enrollment in DH 71B. Limits on enrollment: Acceptance into the program*

**Transferability:** CSU.

**Description:** Students will be introduced to the educational theory and practice of oral hygiene care. The primary focus will be on educational techniques to assist individuals and groups in making informed decisions with regard to oral health promotion and disease prevention. Personal mechanical removal of bacterial plaque through use of toothbrushes and oral physiotherapy aids is emphasized.

## DH 74 HEAD AND NECK ANATOMY, HISTOLOGY AND EMBRYOLOGY

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 70. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** The students will study the anatomy of the head, neck and oral cavity, including anatomical nomenclature; they will develop an understanding of embryologic development and developmental defects with a focus on oral hard and soft tissues. This course will emphasize the structure and function of the oral cavity with a

focus on normal anatomy and their structures, identification of landmarks, including musculature, skeletal system, nervous system and vasculature, related to the administration of local anesthesia. The course will also cover source and spread of dental infection in relation to the fascial spaces in the lymphatic system.

## **DH 75 PHARMACOLOGY FOR THE DENTAL HYGIENIST**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 71A. Limits on enrollment: Acceptance into Allied Dental Program*

**Transferability:** CSU.

**Description:** Students will learn the general principles of applied pharmacology, including drug action, interaction, adverse reactions, and prescription writing. Drugs for management of medical diseases and conditions are examined as they affect the clinical practice of dental hygiene and how they may alter dental treatment.

## **DH 76 DENTAL MATERIALS FOR THE DENTAL HYGIENIST**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 70 and DH 71A. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** In this course, students will learn a base knowledge in the science of dental materials and the clinical application of dental materials and their relationship to the oral environment within the scope of current practice of dental hygiene.

## **DH 78 LOCAL ANESTHESIA/NITROUS OXIDE CONSCIOUS SEDATION**

*1 Unit/0.75 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 74 and DH 75. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Students will learn techniques of pain control by the administration of local anesthetics and nitrous oxide/conscious sedation. The course will cover treating the more complex clinical patient during advanced dental hygiene care procedures.

## **DH 79 PERIODONTICS FOR THE DENTAL HYGIENIST**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 74 and Concurrent Enrollment in DH 80 and DH 71D.*

**Transferability:** CSU.

**Description:** The study of the structural, functional, and environmental factors associated with the normal and diseased periodontium. An emphasis will be placed on the etiology, pathology, and therapeutic and preventive treatment modalities of periodontal disease.

## **DH 80 ORAL PATHOLOGY FOR THE DENTAL HYGIENIST**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 74 and Concurrent Enrollment in DH 79. Limits on enrollment: Acceptance to the Allied Dental Programs. Students are accepted into a Dental Program through the application process and as a cohort and take courses in sequential order.*

**Transferability:** CSU.

**Description:** This course is designed to provide an introduction to clinical and diagnostic general and oral

pathology. Emphasis will be placed on the recognition of the presence of abnormalities. The student will gain foundational knowledge upon which to base a differential diagnosis of any lesion which is likely to be met in the general dental practice.

## **DH 81 COMMUNITY DENTAL HEALTH**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 72. Limits on enrollment: Acceptance into the program*

**Transferability:** CSU.

**Description:** Students will learn the principles of public health through classroom and field experience and participate in a community service learning experience. This course is designed to provide an insight into the opportunities for dental hygienists to work in community settings and public health.

## **DH 83 ETHICS, JURISPRUDENCE & PRACTICE MGMT FOR DENTAL HYGIENIST**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in DH 71E ( or DH 84).*

**Transferability:** CSU.

**Description:** In this course, students will become proficient in the study of jurisprudence, ethics, and practice management as related to dental hygiene care. Students will develop a personal philosophy related to professional conduct, continuous quality improvement, self-assessment and life-long learning.

## **DH 85 ADVANCED PERIODONTAL DENTAL HYGIENE CARE**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 79 and Concurrent Enrollment in DH 71E.*

**Transferability:** CSU.

**Description:** Advanced principles of periodontology for the dental hygienist, including the role of the dental hygienist in identifying appropriate surgical modalities for treatment of periodontal diseases and providing post surgical specialized periodontal maintenance care.

## **DH 86 INTEGRATION OF DENTAL HYGIENE AND DENTISTRY**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 76. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** Students will be provided an overview of the various specialties of dentistry, to facilitate collaboration with dental and medical healthcare providers. Students will utilize resources for referrals, understand the legalities of the professional practice of dental hygiene and integrate all of these concepts into comprehensive patient care.

## **DENTAL EDUCATION (ASSISTING & HYGIENE)\_(DE)**

## DE 51 OCCUPATIONAL HEALTH AND SAFETY

*2 Units/2 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in DE 55A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Acceptance to the Allied Dental Programs*

**Transferability:** CSU.

**Description:** The science and principles of current infection control protocol, dental office safety and accident prevention. Focus is on the Centers for Disease Control (CDC) Guidelines for Infection Control in Dentistry and the Occupational Safety and Health Administration (OSHA) Hazard Communication Standard.

## DE 55A INTRODUCTION TO DENTAL RADIOLOGY

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DE 51. Limits on enrollment: Acceptance to Allied Dental Program*

**Transferability:** CSU.

**Description:** In this course students will learn basic principles of radiology including history, physics, characteristics, biological effects, equipment, film and digital imaging, infection control, and safety. The techniques of film or sensor placement and exposure, mounting films, and evaluation of images will be covered.

## DE 55B DENTAL RADIOLOGY

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of DE 55A.*

**Transferability:** CSU.

**Description:** Instruction in the advanced imaging technique of the extraoral panoramic dental radiology. Emphasis is on evaluation and interpretation of intraoral and panoramic images utilizing recognition of anatomical landmarks, dental anatomy, restorations, and disease processes. Patient dental radiological services are provided by students after competency is demonstrated on manikins.

## DIESEL/EQUIPMENT TECHNOLOGY (DET)

### DET 179 DIESEL EQUIPMENT FOUNDATION AND SAFETY

*(Formerly DET 80) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of IED 190.*

**Description:** Introduction to diesel powered equipment repair. The course is designed to be a foundation and safety course for the DET program. An overview of on and off highway equipment (i.e. agricultural, construction, public transportation and trucking equipment). Topics include: careers, employability skills, workplace practices, safety, personal protection equipment, basic first aid, tooling, lubricants, fasteners, bearings, seals, and lifting equipment.

## DET 181 PREVENTIVE MAINTENANCE AND INSPECTION

*(Formerly DET 81) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course Completion of DET 179, DET 182A, DET 182B, DET 184, DET 185, DET 188, DET 189; AND Course Completion or Current Enrollment in IED 190, AUTO 120, and AUTO 126. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** The study of preventive maintenance and inspection practices as related to diesel powered vehicles and machinery. Preventive maintenance inspections are practiced.

## DET 182A DIESEL ENGINE SYSTEMS

*(Formerly DET 82A) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 AND Course Completion or Concurrent Enrollment in DET 179.*

**Description:** The operating principles and overhaul of the heavy duty diesel engine and related systems. Course involves disassembly and reassembly of engines, using service manuals to inspect components and analyze component failures.

## DET 182B DIESEL FUEL SYSTEMS

*(Formerly DET 82B) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course Completion of DET 182A. Recommended: Eligibility for ENGL 100 or ESL 100; and DET 179.*

**Description:** An in-depth study of heavy duty diesel engine fuel and electronic control systems. Students perform service, maintenance and diagnosis of diesel engine fuel systems.

## DET 184 MOBILE HYDRAULIC SYSTEMS

*(Formerly DET 84) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100; and Course Completion of DET 179 and IED 190.*

**Description:** Study of the theory, application and component parts of hydraulic systems. Emphasizes fundamentals in inspection, troubleshooting and repair of hydraulic components commonly used in agricultural and construction equipment.

## DET 185 HEAVY DUTY CHASSIS AND UNDERCARRIAGE SYSTEMS

*(Formerly DET 85) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 179.*

**Description:** The study of heavy-duty chassis and undercarriage systems including steering, braking, and suspension systems utilized on trucks, agricultural equipment and construction equipment.

## DET 188 HEAVY-DUTY POWER TRAIN SYSTEMS

*(Formerly DET 88) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in DET 179.*

**Description:** In depth study of heavy duty drivetrain. Course covers theory, operation, diagnosis, service and overhaul of clutches, manual transmissions and rear axle assemblies.

## **DET 189 HEAVY DUTY EQUIPMENT ELECTRICAL SYSTEMS**

*(Formerly DET 89) 3 Units/2.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 179.*

**Description:** Principles of operation of electrical and electronic components and systems used in medium/heavy duty trucks, public transportation, construction and agricultural equipment. Introduction to electronic control systems.

## **DIETETIC TECHNOLOGY (DIET)**

### **DIET 50 SANITATION AND SAFETY**

*2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Basic principles of sanitation and safety and the applications of these principles to a food service operation. Emphasis on the supervisor's responsibility to maintain a sanitary and safe work environment.

### **DIET 52 MANAGEMENT TRAINING TECHNIQUES**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Students will prepare for leadership and supervisory responsibilities with emphasis on managing a food service operation, including interviewing, hiring, training, scheduling, and evaluating employees; using foodservice performance metrics to manage an operating budget; and preparing operation for review by regulatory inspectors.

### **DIET 55 FOOD PRODUCTION MANAGEMENT**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Completion of CSKLS 371 or higher (MATH) or qualifying placement.*

*Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Students will learn about the fundamentals of food service management in the healthcare setting (hospitals, intermediate and long term care). It provides training in menu development and recipe standardization; food selection, purchasing, storage, preparation and service; cleaning and waste disposal; equipment selection and maintenance; evaluating quality, efficiency, and safety of food service system; kitchen design; cost and inventory control; emergency plans; and complying with applicable federal, state, and local regulations.

### **DIET 70 INTRODUCTION TO NUTRITION, DIETETICS AND FOOD SERVICE**

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Professional roles, skills, responsibilities and opportunities in the fields of nutrition, dietetics and

food service management. Introduction to the history of the profession, related government agencies, scientific literature and resources, and professional code of ethics.

## **DIET 107.1 DIETETIC TECHNICIAN 1: LECTURE**

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of DIET 70 (OR FDNT 70), DIET 50, DIET 176, DIET 191, PHYSIO 58, DIET 176L; AND Concurrent Enrollment in DIET 107.1L.*

**Description:** Application of nutrition and dietetics concepts to development of entry-level skills and competencies for the Dietetic Technician, Registered (DTR), in inpatient food and nutrition settings, including both acute care and long-term care, as required by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

## **DIET 107.1L DIETETIC TECHNICIAN 1: SUPERVISED FIELD EXPERIENCE**

*4 Units/12 hours by arrangement. Grade Only. Prerequisite: Course Completion of DIET 70 (OR FDNT 70), DIET 50, DIET 176, DIET 176L, DIET 191, and PHYSIO 58. Concurrent enrollment in DIET 107.1. Limits on enrollment: Students must have the following immunizations: MMR, Varicella-Zoster, Tetanus or TDAP, PPD (2 tests completed, one week apart), Rubella, and Hepatitis B (students must have completed the first two doses prior to starting clinical), and flu shot. Students must pass a background clearance.*

**Description:** The course includes supervised field experience (SFE) where students perform entry-level skills and competencies for the Dietetic Technician, Registered (DTR) in inpatient food and nutrition settings, including both acute care and long-term care.

## **DIET 107.2 DIETETIC TECHNICIAN 2: LECTURE**

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of DIET 70 (OR FDNT 70), DIET 50, DIET 176, DIET 176L, DIET 191; AND Concurrent Enrollment in DIET 107.2L.*

**Description:** Application of nutrition and dietetics concepts to development of entry-level skills and competencies for the Dietetic Technician, Registered (DTR), in community nutrition settings, as required by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

## **DIET 107.2L DIETETIC TECHNICIAN 2: SUPERVISED FIELD EXPERIENCE**

*4 Units/12 hours by arrangement. Grade Only. Prerequisite: Course Completion of DIET 70 (OR FDNT 70), DIET 50, DIET 176, DIET 176L, and DIET 191. Concurrent enrollment in DIET 107.2.. Limits on enrollment: Students must pass a background clearance.*

**Description:** The course includes supervised field experience (SFE) where students perform entry-level skills and competencies for the Dietetic Technician, Registered (DTR) in community nutrition settings.

## **DIET 176 APPLIED NUTRITION THERAPY**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of FDNT 10 and Concurrent Enrollment in DIET 176L.*

**Description:** Entry-level skills for Dietetic Technician, Registered, and Certified Dietary Manager working with nutrition screening, assessment, development of nutrition care plans and health-promoting client education and counseling. Application of these skills to provide meals to patients with a variety of medical conditions and gain knowledge of kitchen operations in a long term care facility. Includes clinical supervised field experience component in lab portion of the class.

## DIET 176L APPLIED NUTRITION THERAPY LAB

1 Unit/3 hours by arrangement. Grade Only. Prerequisite: Course Completion of FDNT 10 and Concurrent Enrollment in DIET 176. Limits on enrollment: Students must have the following immunizations: MMR, Varicella-Zoster, Tetanus or TDAP, PPD (2 tests completed, one week apart), Rubella, and Hepatitis B (students must have completed the first two doses prior to starting clinical), and flu shot. Students must pass a background clearance.

**Description:** Students perform entry-level skills for Dietetic Technician, Registered (DTR) and Certified Dietary Manager (CDM) in a clinical setting under the supervision of a Registered Dietitian, Certified Dietary Manager or Dietetic Technician, Registered.

## DIET 191 COUNSELING AND GROUP FACILITATION SKILLS IN HEALTHCARE

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.

**Description:** This is a survey and practical application course of interview and counseling techniques appropriate for professionals in Nutrition, Fitness, and Health Sciences, with an emphasis on health promotion. Theoretical focuses include Client Centered approach, Motivational Interviewing, Transtheoretical Model of Behavior change, Acceptance Based Counseling and other theories of motivation.

## DISABILITY RESOURCES DEPARTMENT (DRD)

### DRD 313 SUCCESS STRATEGIES FOR PROMOTING MENTAL HEALTH

1 Unit/1 hour lecture. Grade or P/NP.

**Description:** This course is designed to promote the academic success of students with mental health conditions. Students will gain a basic understanding of common factors that contribute to mental health conditions, as well as strategies to improve emotional regulation, stress management, and self-advocacy.

### DRD 352 STRESS MANAGEMENT FOR ACADEMIC SUCCESS

1 Unit/1 hour lecture. Grade or P/NP.

**Description:** This course will explore principles and techniques of stress management. It also includes topics specific to disability management.

### DRD 363 INTRODUCTION TO CAREER DEVELOPMENT

3 Units/3 hours lecture. Grade or P/NP.

**Description:** In this course, students will address career planning and job search techniques, with an emphasis on career interests and values, labor market trends, job seeking and interview skills, and disability management in the work place.



## **DRD 368.1 COLLEGE SUCCESS 1: NOTETAKING AND TIME MANAGEMENT**

*(Formerly DRD 360.1) 1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Description:** This course provides opportunities for students to explore and practice organization, time management, and note-taking skills. It also includes topics specific to the use of disability related services and campus resources.

## **DRD 368.2 COLLEGE SUCCESS 2: COMPREHENSION AND TEST TAKING STRATEGIES**

*(Formerly DRD 360.2) 1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Description:** This course provides opportunities for students to explore and practice concentration, memory, reading strategies, test preparation, and test-taking strategies. It also includes topics specific to disability related services and campus resources.

## **DRD 370.1A INTRODUCTION TO COLLEGE AND CAREER PREPARATION 1**

*1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Description:** This course addresses career preparation strategies and resources for students with disabilities. In addition, students will identify opportunities for involvement in campus and community activities, and career technical education.

## **DRD 370.1B INTRODUCTION TO COLLEGE AND CAREER PREPARATION 2**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.1A.*

**Description:** This course addresses the development of a career goal and an academic plan for students with disabilities. In addition, students will learn about opportunities for involvement in campus activities and career technical education.

## **DRD 370.2A CAREER DEVELOPMENT AND WORK EXPERIENCE 1**

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.1B.*

**Description:** This course addresses identifying appropriate work experience opportunities, volunteer and paid, on and off campus for students with disabilities. In addition, students will be supported in attending campus, community, and career technical education opportunities and activities.

## **DRD 370.2B CAREER DEVELOPMENT AND WORK EXPERIENCE 2**

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.2A.*

**Description:** This course addresses the development of work experience and job search strategies for students with disabilities. In addition, students will be supported in participating in campus, community, and career technical education opportunities and activities.

## **DRD 370.3A TRANSITION TO EMPLOYMENT 1**

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.2B.*

**Description:** This course addresses the development of a plan for on-the-job support and disability management in the workplace for students with disabilities. In addition, students will initiate the planning of a campus and/or

community event or activity.

## **DRD 370.3B TRANSITION TO EMPLOYMENT 2**

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.3A.*

**Description:** This course addresses students with disabilities transition to employment from college and the implementation of their plan for on-the-job supports. In addition, students will implement and host a campus or community event or activity.

## **DRD 390.2 COMMUNICATION SKILLS**

*1.5 Units/0.5 hour lecture, 3 hours laboratory. Grade or P/NP.*

**Description:** This course will provide students with an overview of the communicative process and strategies for effective communication in daily life, especially focusing on school and workplace environments, as they relate to individuals with disabilities. Students will identify and apply strategies that address the functional limitations of their disability.

## **DRD 390.3 SUCCESS AT WORK**

*2 Units/2 hours lecture. Grade or P/NP.*

**Description:** This course provides students with an overview of the skills and knowledge an effective employee possesses. Course content includes information specific to the needs of an individual with a disability in the workplace. It is recommended that students who enroll in this course be currently employed or have a recent work history.

## **DRD 391 COLLEGE RESOURCES AND STRATEGIES**

*3 Units/3 hours lecture. Grade or P/NP.*

**Description:** This course provides students with an overview of college resources, community resources, and strategies that contribute to the academic success of students with disabilities. This course also addresses how students can safely and effectively access college and community resources.

## **DRD 700 LEARNING STRATEGIES**

*0 Unit/3 hours by arrangement. Non-Credit Course.*

**Description:** Through this course, students will receive specialized instruction and/or support to maximize their college success.

*Exempt From Repeat Provisions*

## **DRD 705 COPING STRATEGIES FOR HEARING LOSS**

*0 Unit/2 hours laboratory. Non-Credit Course.*

**Description:** This course provides education and support for adults with hearing loss. Students will learn about hearing technology (cochlear implants and hearing aids), community resources, and overcoming communication challenges.

*Exempt From Repeat Provisions*

## DRD 761 JOB SEARCH STRATEGIES

*(Formerly DRD 761B) 0 Unit/3 hours by arrangement. Non-Credit Course.*

**Description:** In this course, students will determine employment readiness and explore application of job search strategies.

*Exempt From Repeat Provisions*

## DRD 784 ASSISTIVE TECHNOLOGY TRAINING CENTER LAB

*(Formerly DRD 783) 0 Unit/2 hours by arrangement. Non-Credit Course.*

**Description:** In this course, students will explore access technology in a lab or classroom setting. Students may work independently, participate in group and/or individual instruction, structured workshops, and other academic support activities after meeting with an Access Technology Specialist.

*Exempt From Repeat Provisions*

## EARTH AND SPACE SCIENCE (ERTHS)

### ERTHS 49 INDEPENDENT STUDY IN EARTH SCIENCES

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal (including a written description of project objectives and methods) by sponsoring faculty, Department Chair, and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Independent study in an Earth Science or Astronomy related discipline by literature, field, or laboratory research. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

### ERTHS 85.1 PEPPERWOOD NATURAL HISTORY: PHYSICAL ENVIRONMENT

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A survey of the natural history of the Pepperwood Preserve, emphasizing earth sciences and native cultures (offered Fall semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.2) is a component of the Pepperwood Preserve Steward training program.

### ERTHS 85.2 PEPPERWOOD NATURAL HISTORY- BIOTIC ENVIRONMENT

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A survey of the natural history of the Pepperwood Preserve, emphasizing the flora, fauna, and ecology (offered Spring semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.1) is a component of the Pepperwood Preserve Steward training program.

## **ECONOMICS (ECON)**

### **ECON 1 PRINCIPLES OF MACROECONOMICS**

(Formerly ECON 1A) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 154, MATH 155, MATH 156, or higher, or MATH 15, **or appropriate placement based on AB 705 mandates**

**(<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>)**. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** ECON 202

**GE:** AA/AS areas D,H;CSU area D;IGETC area 4

**Description:** An introduction to macroeconomic concepts and principles of economic analysis. Topics include: foundations of economic life, national income and employment, business cycles, money and banking, monetary and fiscal policy, economic growth and stability, international trade and the position of the U.S. within the context of the global economy.

### **ECON 2 PRINCIPLES OF MICROECONOMICS**

(Formerly ECON 1B) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 154, MATH 155, MATH 156, or higher, or MATH 15, **or appropriate placement based on AB 705 mandates**

**(<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>)**. Recommended: Course Eligibility for ENGL 1A.

**Transferability:** CSU;UC.

**C-ID:** ECON 201

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Survey of microeconomic concepts, principles, and theory. Topics include: consumer demand, elasticity, business costs, revenues and profits, competitive market structures, and monopoly.

### **ECON 12 INTRODUCTION TO ECONOMICS AND THE ENVIRONMENT**

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course completion of MATH 154, MATH 155, MATH 156, or higher, or MATH 15, or AB705 placement into **Math Tier 1 or higher. (<https://assessment.santarosa.edu/understanding-your-math-placement>)**. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,H;CSU area D;IGETC area 4

**Description:** An introduction to environmental studies emphasizing the interplay of ecology, economics, ethics and their translation and application to public policy. Students will explore topics including macroeconomic design

characteristics and market failure as causes of environmental degradation; socio-ecological requirements for a sustainable society; and economic tools of analysis and incentive-based policy prescriptions for resolving problems of resource scarcity and environmental pollution. Includes perspectives from microeconomics, macroeconomics, and ecological economics. Also examines the role of policy in addressing environmental issues at the local, national, and global levels.

## **ECON 30 INTERNATIONAL ECONOMICS**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 154, MATH 155, MATH 156, or higher, or MATH 15, or qualifying placement based on AB705 mandates.. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** This course examines international trade, international finance, and the global economy. It is suitable for students from all majors and backgrounds, and anyone interested in learning about these topics. Explores issues focusing on trade agreements, comparative advantage and the gains from trade, tariffs, quotas, the balance of payments, foreign exchange rates, and current international events.

## **EDUCATION (EDUC)**

### **EDUC 55 INTRODUCTION TO TEACHING**

*3.5 Units/3 hours lecture, 2.67 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates. Limits on enrollment: Students must show proof of current TB test and other required immunizations for field placement to enter off-site school classrooms.*

**Transferability:** CSU.

**C-ID:** EDUC 200

**Description:** This course is designed to provide students interested in pursuing a teaching career in K-12 classrooms with theory and hands-on, practical experience working with children at local schools. Topics include teaching as a profession and career, contemporary teaching practices, Common Core content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school classrooms that represent California's diverse student population. The fieldwork must be conducted in cooperation with at least one instructor-approved, credentialed classroom teacher.

## **ELECTRONIC TECHNOLOGY (ELEC)**

## ELEC 51A FUNDAMENTALS OF ELECTRICITY

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.*

**Transferability:** CSU.

**Description:** Basic physical principles as applied to direct and alternating current, basic circuits, units, components, and test equipment. Includes basic electronics. Electrical safety and energy conservation as applied to household and industrial appliances are evaluated.

## ELEC 54A DIRECT AND ALTERNATING CURRENT THEORY

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of ELEC 51A or Completion of an algebra-based Math course (MATH 150B, MATH 150, MATH 151, OR MATH 154 or higher (MATH)); See Student Success & Assessment Services for more information about the assessment process. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Introduction to electronic components and underlying physics concepts, electrical units, direct current (DC), DC circuit analysis, batteries, magnetism, meters, alternating current (AC), capacitance, inductance, transformers, and AC circuit analysis.

## ELEC 54B FUNDAMENTALS OF ELECTRONIC DEVICES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 54A.*

**Transferability:** CSU.

**Description:** In this course students will be introduced to electronic devices and concepts of solid-state rectifier and amplifier circuits.

## ELEC 54C MICROCONTROLLERS AND EMBEDDED SYSTEMS

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 54B.*

**Transferability:** CSU.

**Description:** An introduction to computer programming concepts using microcontrollers to program computer circuits and hardware. Microcontrollers such as the Arduino and PicAxe will be used to interface with circuits constructed on prototyping boards. Course content includes both software and hardware troubleshooting.

## ELEC 64A ELECTRONIC CONSTRUCTION 1

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only.*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to techniques in layout, fabrication, assembly, wiring, testing, and identification of components for the electronic chassis and printed circuit fabrication. Students will be introduced to general safety, the use and care of hand tools, soldering techniques, and desoldering techniques.

## ELEC 82 MECHATRONICS FUNDAMENTALS

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 54C.*

**Transferability:** CSU.

**Description:** Analysis and control of systems that combine mechanical elements with electronic components as well as computers and/or microcontrollers. Topics include sensors, actuators, servo and stepper motors and motor controllers.

## ELEC 88 COMPUTER HARDWARE

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Fundamentals of computer hardware repair and basic diagnostic tests. Emphasis on general computer operation and maintenance including a unit on laptops. Includes complete disassembly and reassembly of a personal computer (PC) by each student.

## ELEC 98 INDEPENDENT STUDY IN ELECTRONIC TECHNOLOGY

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Independent study on a chosen area of electronic or mechatronic technology through independent study and research.

## ELEC 153 PROGRAMMABLE LOGIC CONTROLLERS

*(Formerly ELEC 53) 3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only.*

**Description:** Fundamentals of programmable logic controllers (PLC), including PLC types, input and output devices, and ladder logic programming.

## ELEC 154 ROTATING MACHINERY

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Fundamentals of three-phase and single-phase rotating machinery. Includes the operation and maintenance of Direct Current (DC) and Alternating Current (AC) motors, generators, and controllers.

## ELEC 167 RADIO FREQUENCY AND WIRELESS COMMUNICATIONS

*(Formerly ELEC 67A) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 54B.*

**Description:** An introductory course in theory and practice of radio frequency and wireless communication technologies.

## ELEC 180 LABVIEW FOR TECHNICIANS

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** Fundamentals of computerized data acquisition and programmable instrument control using National Instruments LabVIEW graphical programming software. Topics include building virtual instruments (VI), using

control structures, using analog and digital signal generators, performing signal processing and analysis, creating charts and graphs, implementing instrument control and data acquisition. Includes an introduction to circuit simulation using National Instruments Multisim.

## **ELEC 184 INDUSTRIAL ROBOTICS FUNDAMENTALS**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only.*

**Description:** An introductory course to the control of autonomous industrial robots. Students will learn the fundamentals of basic robotics and learn how to control the Fanuc LR-Mate 200id robotic arm using a teach pendant and 3D control software.

## **EMERGENCY MEDICAL CARE (EMC)**

### **EMC 100 EMERGENCY MEDICAL RESPONDER**

*(Formerly EMC 290) 2 Units/1.5 hours lecture, 1.5 hours laboratory, 1 hour by arrangement. Grade Only.*

**Description:** Manipulative and problem solving skills required for the individual interested in pursuing a career as an emergency medical responder to victims of illness or injury. Upon completion of course, student receives both CPR for Health Care Providers and Emergency Medical responder course completion certificate.

### **EMC 103 EMERGENCY MEDICAL TECHNICIAN**

*7.5 Units/6 hours lecture, 2 hours laboratory, 3 hours by arrangement. Grade Only. Prerequisite: Course Completion of EMC 100 and Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must be at least 18 years of age and pass DOJ/FBI Live Scan background check. Student must have current certification in American Heart Association Health Care Provider CPR. Required immunizations in accordance with standard health care guidelines.*

**Description:** Basic level course primarily designed to meet the California State Emergency Medical Services Authority (EMSA) requirements for the Emergency Medical Technician who functions on an operational ambulance. Students will apply principles of anatomy, physiology and communications as they relate to the assessment of the sick and injured and rendering pre-hospital basic life support. Students will apply the above knowledge to develop manipulative skills necessary to the practice of an Emergency Medical Technician. Students are required to attend the minimum number of hours required by California Title 22; this includes the required weekend activities. Students must be 18 years of age by first class meeting. Students must clear a criminal background check through Livescan (DOJ/FBI). Students must have current immunizations in accordance with state healthcare guidelines. Course required for California EMT certification.

### **EMC 104.1 EMERGENCY MEDICAL TECHNICIAN REFRESHER**

*(Formerly EMC 274.1) 0.5 Unit/0.25 hour lecture, 1.25 hours laboratory. P/NP Only.*

**Description:** Refresher course designed to update the knowledge and skills of the Emergency Medical Technician (EMT) in compliance with the requirements as outlined by the State of California Code of Regulations, Title 22 and



the National Registry of EMT. Basic principles learned as an EMT are used in the exploration and solving of problems encountered in the pre-hospital setting.

*Legally Mandated Repetition*

## **EMC 105 EMERGENCY MEDICAL SERVICES ACADEMY**

*8 Units/6 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in EMC 103. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Must have current driver license.*

**Description:** An academy course intended for the student preparing for a career in the Emergency Medical Services field. Successful completion of this course will enable the students to build on their Emergency Medical Technician (EMT) training and become more qualified as an entry-level job candidates. Discipline, teamwork, and personal accountability are strongly emphasized. Academy uniform, gym apparel, and related safety equipment are required.

## **EMC 108 DRIVING SKILLS FOR EMERGENCY VEHICLE OPERATORS**

*0.25 Unit/3 hours lecture, 5 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must have current Class "C" California Driver License and Ambulance special certificate.*

**Description:** Designed for emergency service personnel to improve the skill level of operators of vehicles. Hands-on driving exercises to develop and improve skills in close-quarters maneuvering, backing, and routine driving activities.

*Legally Mandated Repetition*

## **EMC 109 INTRODUCTION TO PARAMEDIC**

*0.25 Unit/2.75 hours lecture, 5.25 hours laboratory for 1 week. Grade Only. Recommended: Course Completion of EMC 114 (Basic Arrhythmia) and one of the following: ANAT 40; ANAT 58; PHYSIO 58. Course eligibility of CSKLS 372; and ENGL 100 or ESL 100 or equivalent. Limits on enrollment: State regulation requires EMT-1 certification and CPR for Health Care Providers for entrance into paramedic program.*

**Description:** Course is designed to prepare the student with the basic knowledge and skills necessary to succeed in the Paramedic Academy.

## **EMC 111 PARAMEDIC NATIONAL REGISTRY EXAM PREPARATION AND TESTING**

*(Formerly EMC 270D) 0.25 Unit/16 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must meet the eligibility criteria set by the National Registry of Emergency Medical Technician approved paramedic course.*

**Description:** This course is designed to prepare the student for the Paramedic National Registry skills exam. Preparation and administration of the Emergency Medical Technician - Paramedic National Registry skills exam is required for paramedic licensure.

## **EMC 114 BASIC ARRHYTHMIA RECOGNITION COURSE**

*(Formerly EMC 275.1) 2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Application of basic principles of cardiac anatomy and physiology to recognize basic heart arrhythmias. Designed for health and allied care personnel who assume responsibility for cardiac monitoring in the

pre-hospital and hospital setting.

*Legally Mandated Repetition*

## **EMC 116 ADVANCED CARDIAC LIFE SUPPORT**

*(Formerly EMC 275.2) 0.5 Unit/5.25 hours lecture, 10.75 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Course adheres to the American Heart Association standards that participants are physicians, RN's or paramedics actively involved or required by law to be certified as advanced life support providers.*

**Description:** Designed for nursing, medical, para-medical or allied health personnel whose daily occupation demands proficiency and certification in the knowledge of advance cardiac life support skills. Student is able to analyze life threatening cardiac emergencies and apply advanced principles of cardiac and respiratory anatomy and physiology. Curriculum adheres to the American Heart Association Advance Cardiac Life Support standards.

*Legally Mandated Repetition*

## **EMC 116.1 ADVANCED CARDIAC LIFE SUPPORT RE-RECOGNITION**

*(Formerly EMC 275.4) 0.25 Unit/2.75 hours lecture, 5.25 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Current ACLS provider and CPR Health Care Provider*

**Description:** This course provides information and training to update advanced cardiac life support skills as required by the American Heart Association.

*Legally Mandated Repetition*

## **EMC 118 PEDIATRIC ADVANCED LIFE SUPPORT**

*0.25-0.5 Unit/Up to 5.25 hours lecture, 10.75 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Per specification of American Heart Association, to receive pediatric advanced life support certification student must be licensed physician, nurse, paramedic, respiratory care practitioners, or certified Emergency Medical Technician.*

**Description:** This course is designed to prepare the health care professional to care for critically ill and injured children in the pre-hospital setting. Upon successful completion, the student will be awarded an American Heart Association (AHA) Pediatric Advanced Life Support (PALS) certification valid for two years.

*Legally Mandated Repetition*

## **EMC 119 PEDIATRIC ADVANCED LIFE SUPPORT RE-RECOGNITION**

*0.25 Unit/2.75 hours lecture, 5.25 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Current Pediatric Advanced Life Support (PALS) provider*

**Description:** This course provides information and training to update pediatric advanced life support skills as required by the American Heart Association (AHA).

*Legally Mandated Repetition*

## **EMC 124 PARAMEDIC: ADVANCED LIFE SUPPORT UPDATE**

*0.25 Unit/2.75 hours lecture, 5.25 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Licensed paramedics*

**Description:** A comprehensive class consisting of lecture, case-based scenario practice and skill stations that will enhance and expand the knowledge and skills of licensed paramedics in the area of infrequently practiced,

practiced or expanded scope skills. This course is for licensed paramedics requiring accreditation for the Coastal Valley EMS region.

*Legally Mandated Repetition*

## **EMC 131A PARAMEDIC CLINICAL PRACTICUM 1**

*2 Units/6 hours by arrangement. Grade Only. Prerequisite: Course Completion of ANAT 40 or 1 or 58, EMC 109 and EMC 114, and Course Completion or Current Enrollment in EMC 133A. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Students will synthesize and apply principles of paramedic knowledge acquired in EMC 133A and EMC 133B in controlled clinical settings. This course meets standards mandated by the California Health and Safety Code, Title 22 and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

## **EMC 131B PARAMEDIC CLINICAL PRACTICUM 2**

*3 Units/9 hours by arrangement. Grade Only. Prerequisite: Course Completion of EMC 109. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Synthesis and application of knowledge and skills acquired in EMC 133C and EMC 133D in a clinical setting to include, but not limited to the Emergency Department and various specialty units. This course meets standards mandated by the California Health and Safety Code, Title 22 and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

## **EMC 133A PARAMEDIC THEORY 1A - PREPARATORY**

*(Formerly EMC 130A) 9.5 Units/10 hours lecture, 9 hours laboratory for 13 weeks. Grade Only. Prerequisite: Course Completion of ANAT 40 or 58 or 1, AND EMC 109 and EMC 114. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CSKLS 372 and Course Completion of EMC 105. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Students will learn about preparatory, airway management, patient assessment, and pharmacology in the out-of-hospital environment. This course meets the California Health and Safety Code, Title 22 regulations, as well as the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

## **EMC 133B PARAMEDIC THEORY 1B - TRAUMA EMERGENCIES**

*(Formerly EMC 130D) 2.5 Units/8 hours lecture, 10 hours laboratory for 4 weeks. Grade Only. Prerequisite: Course Completion of EMC 109. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Second didactic course in a series leading to the completion of paramedic didactic training. Emphasis on the assessment and treatment of the trauma patient in the field care environment. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

## **EMC 133C PARAMEDIC THEORY 2A - MEDICAL EMERGENCIES**

*(Formerly EMC 130B) 8 Units/8.75 hours lecture, 8.75 hours laboratory for 12 weeks. Grade Only. Prerequisite: Course Completion of EMC 109. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Third course in a series leading to the completion of paramedic didactic training. Emphasis is on

assessment and treatment of cardiac and other medical emergencies in the field care environment. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

## **EMC 133D PARAMEDIC THEORY 2B - PEDIATRIC AND OTHER EMERGENCIES**

*(Formerly EMC 130C) 3.5 Units/7.5 hours lecture, 9 hours laboratory for 6 weeks. Grade Only. Prerequisite: Course Completion of EMC 109 ( or EMC 260). Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Fourth didactic course in a series leading to the completion of paramedic didactic training. Emphasis is on assessment and treatment of the pediatric patient in the field care environment, managing hazardous and mass casualty incidents, along with a didactic summative exam process as required by COAEMSP. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

## **EMC 134 PARAMEDIC FIELD PRACTICUM**

*10 Units/30 hours by arrangement. Grade Only. Prerequisite: Course Completion of EMC 131B and EMC 133D. Limits on enrollment: Enrollment in Paramedic Academy*

**Description:** Synthesis and application of knowledge and skills acquired in paramedic clinical (EMC131A, 131B). Student will work on an approved advanced life support ambulance. This is the final course in a series designed to give students the field experience required for licensure as a paramedic in California. This course meets standards mandated by the California Health and Safety Code, Title 22 and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

## **EMC 150 TEACHING METHODOLOGY FOR EMS EDUCATORS**

*2 Units/4 hours lecture for 10 weeks. Grade Only.*

**Description:** Prepares Emergency Medical Service (EMS) personnel to teach as a lead instructor in primary and continuing education courses. Meets the requirements for EMS educators set forth by the California Health and Safety Code, Title 22 regulations.

## **ENGINEERING (ENGR)**

### **ENGR 6 PROGRAMMING IN MATLAB FOR ENGINEERS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 1A or higher (MATH).*

**Transferability:** CSU;UC.

**Description:** Engineering problem solving using the MATLAB computer programming environment. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Students outline, write, test, and debug computer programs to solve engineering, physics, and mathematics problems and display results.

## ENGR 10 INTRODUCTION TO THE ENGINEERING PROFESSION

*2 Units/2 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ENGL 100 OR Course Eligibility for ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** ENGR 110

**Description:** The course explores the branches of engineering, the functions of an engineer, and the industries in which engineers work. Explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Presents an introduction to the methods and tools of engineering problem solving and design including the interface of the engineer with society and engineering ethics. Develops communication skills pertinent to the engineering profession.

## ENGR 16 ELECTRIC CIRCUITS AND DEVICES

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of PHYS 42 AND Course Completion or Current Enrollment in MATH 2.*

**Transferability:** CSU;UC.

**Description:** Fundamental principles of circuit analysis and an introduction to the theory and use of common electronic devices. Subjects covered include: node and loop analysis, circuit simplification and equivalence, natural and forced response, operational amplifier behavior and circuits, semiconductor theory and behavior, diodes, transistors, and digital circuits. Mathematical concepts reviewed and applied include: matrices and system of equations solutions, binary and hexadecimal numbers, Fourier and Laplace transforms, complex numbers and phasors. Students are required to have a graphing calculator with CAS (Computer Algebra System).

## ENGR 25 ENGINEERING GRAPHICS AND DESIGN

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MATH 58 OR MATH 27 or higher (MATH). Recommended: Course Completion of APTECH 46.*

**Transferability:** CSU;UC.

**Description:** Students will develop three-dimensional visualization and design skills using freehand sketching and solid modeling software. Design projects will develop teamwork and project skills as well as an understanding of the industry standards for mechanical engineering drawings.

## ENGR 34 ENGINEERING MECHANICS: STATICS

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PHYS 40 and Completion of MATH 1B or higher (MATH).*

**Transferability:** CSU;UC.

**Description:** A vectorial treatment of the principles of statics with application to engineering problems and an emphasis on common engineering computational tools. Students are required to have a symbolic calculator (such as TI-89, TI-Nspire CAS, or HP 50g).

## ENGR 45 PROPERTIES OF MATERIALS

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of PHYS 40 AND; Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A.*

**Transferability:** CSU;UC.

**C-ID:** ENGR 140B

**Description:** Structure, properties, selection, utilization, and deterioration of engineering materials.

## **ENGR 49 INDEPENDENT STUDY IN ENGINEERING**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Independent study or project in engineering to provide for an enriched academic experience. UC determines credit after transfer; not counted for admission. (See a counselor for details.)

## **ENGR 101 ENGINEERING DESIGN PROJECT**

*1 Unit/0.75 hour lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Students will work in small groups to investigate, choose, refine and construct engineering design projects. This hands-on class allows participants to develop their engineering skills in a team-oriented environment.

## **ENGR 102 ROBOTICS DESIGN PROJECT**

*1 Unit/1 hour lecture. Grade or P/NP.*

**Description:** Students will work in small groups to design, construct, and test a small autonomous robot using the LEGO Mindstorm Robotics Kits. Students gain exposure to mechanical and electrical engineering, as well as computer programming in a team-oriented environment.

## **ENGR 103 MICROCONTROLLER PROJECTS**

*1 Unit/1 hour lecture. Grade or P/NP.*

**Description:** Students will work in small groups to design, construct, and test small electro-mechanical projects using computer interface modules and microcontrollers. Students will gain exposure to mechanical and electrical engineering, as well as computer programming in a team-oriented environment.

## **ENGR 770 SUPPLEMENTAL INSTRUCTION: ENGINEERING AND APPLIED TECHNOLOGY**

*0 Unit/4 hours by arrangement. Non-Credit Course.*

**Description:** An open-entry, open-exit class for students who seek to expand upon their knowledge and skills in engineering related disciplines through technology projects, training, workshops, and presentations. Students will build on the skills developed in referring course(s) in the disciplines: Engineering, Electronics, Photovoltaic Technology, Civil Engineering Technology, Survey Technology, Geospatial Technology, Applied Technology, Water Treatment, Wastewater Treatment, Architecture, and Construction Management. Students will build on the skills developed in ENGR 6 – 103, ELEC 51A – 184, RENRG 101 - 157, CEST 51 - 192, SURV 53 – 60, GIS 40 – 56, APTECH 43 – 191, WTR 101 – 111, WWTR 112 – 125, ARCH 2.1 – 65, CONS 50 – 183.

*Exempt From Repeat Provisions*

# **ENGLISH (ENGL)**

## **ENGL 1A COLLEGE COMPOSITION**

*4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of English 309, English 100, ESL 100 **or appropriate placement based on AB 705 mandates** (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>).*

**Transferability:** CSU;UC.

**C-ID:** ENGL 100

**GE:** AA/AS area A;CSU area A2;IGETC area 1A

**Description:** This is an introductory course that offers instruction in expository and argumentative writing, appropriate and effective use of language, close reading, cogent thinking, research strategies, information literacy, and documentation. The course emphasizes critical reading and discussion of primarily non-fiction, college-level texts with emphasis on expository and argumentative prose.

## **ENGL 1B LITERATURE AND COMPOSITION**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of Engl 1A (or ESL 10) with a grade of 'C' or better.*

**Transferability:** CSU;UC.

**C-ID:** ENGL 120

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Introduction to literature that emphasizes critical reading, discussion and analytic writing about short stories, other works of fiction, poetry, drama, and literary criticism. This course promotes the appreciation and critical understanding of the cultural, historical, and aesthetic qualities of literature.

## **ENGL 2 INTRODUCTION TO THE NOVEL**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (V8) OR ESL 10.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Through reading and discussion of outstanding novels students will analyze the elements of the novel form: narration, point of view, structure, plot, character, theme, style, diction, and metaphorical language.

## **ENGL 3 INTRODUCTION TO POETRY**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of English 1A (or higher) or ESL 10 or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course, students will explore the nature, variety, and significance of poetry: a studious pursuit of what makes poems work, why they are valued, and how to analyze and appreciate their content and form.

## ENGL 4A BEGINNING CREATIVE WRITING

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100, ESL 100, or higher or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** ENGL 200

**Description:** Introductory creative writing students will study and write short fiction, poetry, drama, and creative nonfiction. Students will join a community of writers to develop creative writing ideas and practices.

## ENGL 4B INTERMEDIATE CREATIVE WRITING

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 4A.*

**Transferability:** CSU;UC.

**Description:** Intermediate creative writing students will study and write fiction, poetry, drama, and creative nonfiction. Students will join a community of writers to develop creative writing ideas and practices.

## ENGL 4C ADVANCED CREATIVE WRITING

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 4B.*

**Transferability:** CSU;UC.

**Description:** Advanced study and writing of fiction, poetry, drama, and/or creative non-fiction.

## ENGL 5 ADVANCED COMPOSITION AND CRITICAL THINKING

*3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher (V8) with a grade of 'C' or better..*

**Transferability:** CSU;UC.

**C-ID:** ENGL 105

**GE:** AA/AS area B;CSU area A3;IGETC area 1B

**Description:** In this critical reasoning and advanced composition course, students will develop critical reading, thinking, and writing skills beyond the level achieved in English 1A. Students will build logical reasoning skills, as well as analytical and argumentative writing skills.

## ENGL 7 INTRODUCTION TO THE SHORT STORY

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Students will be introduced to and critically analyze the genre of the short story, including the elements of the form and cultural contexts.

## ENGL 9 CONTEMPORARY WORLD LITERATURE

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher (V8).*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** Contemporary world literature from outside the U.S., including but not limited to Latin America, Asia, the Caribbean, the Middle East, Africa and Europe with emphasis on common current global issues in their cultural contexts.



## ENGL 10 INTRODUCTION TO ENVIRONMENTAL LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for English 1A or ESL 10.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** In this course, students will explore the themes, historical periods, and contemporary issues of environmental literature all while analyzing how the genre intersects with issues like culture, gender, race, ethnicity, class, colonization, and climate change. Field trip(s) may be required.

## ENGL 11 INTRODUCTION TO DRAMATIC LITERATURE

3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of ENGL 1A OR ESL 10.

**Transferability:** CSU;UC.

**C-ID:** THTR 114

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Introduction to dramatic literature that emphasizes critical reading, discussion, and analytic writing about dramatic works. This course will cover the history of drama by paying specific attention to dramatic genres, like tragedy and comedy, and the various prominent movements in world theaters.

## ENGL 12 CHILDREN'S LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (V8) or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>).

**Transferability:** CSU;UC.

**C-ID:** ENGL 180

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course will study the history, development, and range of children's literature, important authors, and themes in children's literature. Material will cover a variety of types of literature from folklore and oral tradition to contemporary stories, illustrated books, poetry, and juvenile novels. Texts will be drawn from many cultures, and they will be analyzed from a variety of critical perspectives.

## ENGL 14 DYSTOPIAN LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or ESL 10 or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course students will survey the genre of dystopian literature: works set in a futuristic bad-place (dys-topos). Study will include classic and contemporary works; major writers and themes of dystopian literature; technocultural theory; and an exploration of why dystopian literature has captured the contemporary cultural imagination.

## ENGL 22 ETHNIC DIVERSITY IN AMERICAN ARTS AND LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** A study of ethnic arts and literature in America. Reading, discussion and analysis of trends in the

literature of at least three of the following United States ethnic groups: Native American, Asian American, African American, Latino American, Pacific Islander American, Middle Eastern American, European American, and Multi-ethnic American. The course will emphasize the cultural issues that shape each ethnic literature, as well as its special contributions to American literature overall.

## **ENGL 25 INTRODUCTION TO LANGUAGE STUDY**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100 or ESL 100 or higher or equivalent or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>).*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Study of the nature and structure of language including: language and the mind; child language acquisition; language in its social setting; language and culture; language change; applications of the science of linguistics.

## **ENGL 27 INTRODUCTION TO SHAKESPEARE**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Study of Shakespeare based on a reading of representative plays and selected sonnets.

## **ENGL 30.1 AMERICAN LITERATURE: PRE-COLONIAL PERIOD TO THE CIVIL WAR**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher (V8).*

**Transferability:** CSU;UC.

**C-ID:** ENGL 130

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Significant writers and their works from the Pre-Colonial Period to the Civil War, including both a thematic and a historical approach to literature of the period.

## **ENGL 30.2 AMERICAN LITERATURE FROM 1865 TO THE PRESENT**

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** ENGL 135

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Students will study American writers and their works that represent diverse voices from 1865 to present. Students will analyze texts that have both a thematic and a historical approach to the literature and major movements of this period. Course content will reflect the histories and lived experiences of the SRJC student body.

## ENGL 31 AFRICAN AMERICAN LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of English 1A (or higher) or ESL 10 or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** In this course, students will explore the African American and Black voices that identify, express, describe, resist, defy, or break imperialism, exploitation, and oppression. Students will study a range of genres, such as fiction, poetry, drama, autobiography, nonfiction, and comics from the earliest published work by African Americans through to the present day, emphasizing the public sociality of black lives and the responses to it. Students will also examine a diverse body of ideas that focus on the preoccupations of identity, freedom, mobility, sovereignty, and security as they relate to the African American experience. The content of this course will address how the artistic expressions of African Americans reflect these concerns and demonstrate how slavery and its abolition shape American history.

## ENGL 33 CHICANO/CHICANA ARTS AND LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher with a "C" or better.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** An introduction to contemporary and traditional literature, drama, cinema, art, and music, and/or visual and performance art created by Chicanas/Chicanos. An examination of this group's literature and arts, addressing major theoretical and analytical issues relevant to understanding the dynamic interactions between gender, class, race, and ethnicity in the United States.

## ENGL 34 CALIFORNIA LITERATURE

1.5 Units/1.5 hours lecture. Grade or P/NP.

**Transferability:** CSU;UC.

**Description:** In this class, students will explore significant literature by California writers who represent the ethnic, cultural, and geographic diversity of the state, including works about California by those who have helped shape the state's political, economic, social, and cultural identity. Class texts will include literature, films, and other art forms, such as murals, paintings, and sculptures.

## ENGL 36 LGBTQ+ ARTS AND LITERATURE

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher with a "C" or better.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** LGBTQ+ Arts and Literature engages students in an exploration of art and literature in a variety of mediums that reflect the wide array of diverse experiences and identities of the LGBTQ+ community. The course includes reading and writing about historical periods, artistic traditions, and social movements, as well as introductions to major theoretical perspectives.

## ENGL 46.1 SURVEY OF ENGLISH LITERATURE PART 1

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** ENGL 160

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course surveys major works of British literature up to the last quarter of the 18th century. Students will analyze the meaning, style, and relevance of selected works of this time period, and the importance of their authors in literary history.

## ENGL 46.2 SURVEY OF ENGLISH LITERATURE PART 2

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 1A (or ESL 10).*

**Transferability:** CSU;UC.

**C-ID:** ENGL 165

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** Reading and discussion of important works from the British Isles from the Late Eighteenth Century to the present, analyzing the meaning, style, and relevance of these works and the importance of their authors in literary history.

## ENGL 49 INDEPENDENT STUDY IN ENGLISH

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A (OR ESL 10) or equivalent.*

*Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences are by arrangement to provide for independent study and enriched academic experience. Students must work with an instructor who has agreed to oversee the project. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## ENGL 50 ENGLISH 1A SUPPORT COURSE

*2 Units/2 hours lecture. P/NP Only. Prerequisite: Concurrent Enrollment in ENGL 1A. Corequisite: Appropriate (or qualifying) placement based on AB 705 mandates - want to use this phrase (similar to MATH courses).*

**Description:** Enhance and support students' critical reading, writing, thinking, and research skills for effective participation in and successful completion of English 1A.

## ENGL 770 WRITING CENTER

*0 Unit/10 hours by arrangement. Non-Credit Course.*

**Description:** In this course students will receive individualized instruction in essential English skills. This course supports students with academic reading and writing assignments from across disciplines and with college and job preparation writing tasks. It also supports students by developing their college level English skills, including academic writing, active reading, and grammar.

*Exempt From Repeat Provisions*

# **ENGLISH AS A SECOND LANGUAGE (ESL)**

## **ESL 10 ESL COLLEGE COMPOSITION**

*4.5 Units/4.5 hours lecture. Grade Only. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 100 or ENGL 100.*

**Transferability:** CSU;UC.

**C-ID:** ENGL 100

**GE:** AA/AS area A;CSU area A2;IGETC area 1A

**Description:** This course is designed for non-native English speakers and emphasizes preparing students for the writing and critical reading demands across the disciplines by covering academic genres representative of the college at large. Students receive instruction in expository and argumentative writing, appropriate and effective use of language, close reading, cogent thinking, and research strategies. An additional focus is integrated grammar and academic vocabulary instruction based on needs typical of second-language learners.

## **ESL 100 COLLEGE READING AND WRITING FOR ESL STUDENTS**

*4.5 Units/4.5 hours lecture. Grade Only. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 373, ESL 373B, ESL 320W.*

**Description:** An AA/AS degree-applicable course designed to aid non-native speakers of English in developing skills to the level required for success in English 1A and other transfer-level courses. Upon successful completion of this class, students will be eligible to take ENGL 1A.

## **ESL 300GR ENGLISH AS A SECOND LANGUAGE COLLEGE LEVEL GRAMMAR REVIEW**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Concurrent Enrollment in ESL 100.*

**Description:** A grammar workshop designed for advanced ESL students at the ESL 100 level to review a variety of English grammar structures and to apply grammar revision strategies to writing.

## **ESL 332 ESL FOR DESKTOP AND CLOUD APPLICATIONS**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ESL 371 or ESL 371A.*

**Description:** This is a course for ESL students who are interested in expanding their computer literacy skills and includes reading, vocabulary, study and test-taking strategies, and written and oral communication skills. Students use word processing, spreadsheet, and presentation software as they develop language skills.

## **ESL 334 ESL FOR THE HEALTH SCIENCES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ESL 371 OR ESL 371A.*

**Description:** Designed to develop language skills for career preparation in the healthcare field. Content includes health career pathways, occupation-specific terminology and communication skills. Course content is selected to

support health career training for non-native speakers of English.

## ESL 335 VOCATIONAL ENGLISH AS A SECOND LANGUAGE FOR CULINARY ARTS

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ESL 371 OR ESL 371A OR ESL 716 OR ESL 781 OR ESL 781A.

**Description:** This course is designed for non-native speakers of English and provides a linguistic foundation for introductory Culinary Arts classes. Students will become familiar with basic culinary and food safety vocabulary; learn reading, writing and test-taking skills; and improve oral communication skills necessary for the professional culinary environment.

## ESL 353 PRACTICAL ESL FOR EARLY CHILDHOOD PROFESSIONALS

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course completion of ESL 312 or ESL 371 or eligibility for ESL 314 or ESL 372 or higher.

**Description:** This class is for non-native English speakers who are preparing to work with young children ages 0 -12. This class supports CHLD 51 and/or CHLD 10 and provides practice in the reading, writing, listening and speaking skills used in early childhood educational settings.

## ESL 371 INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL STUDENTS

9 Units/9 hours lecture. Grade or P/NP. Prerequisite: Completion of the [ESL Guided Self-Placement](https://assessment.santarosa.edu/credit-esl-guided-self-placement) (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 312, ESL 781 or ESL 781B.

**Description:** In this intermediate reading, writing, and grammar course, students focus on the development of pre-academic reading skills with particular concentration on comprehension, critical thinking, vocabulary, paragraph structure, and introduction to essays, including writing, revising, and editing. There will be an emphasis on verb tenses, the development of varied sentence structures, and a review of low intermediate grammar and punctuation. This course is designed for non-native speakers of English.

## ESL 371A INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL STUDENTS PART 1

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the [ESL Guided Self-Placement](https://assessment.santarosa.edu/credit-esl-guided-self-placement) (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 312, ESL 781 or ESL 781B.

**Description:** In the first half of this intermediate reading, writing, and grammar course, students focus on the development of pre-academic reading skills with particular concentration on comprehension, critical thinking, vocabulary, and paragraph writing process, including writing, revising, and editing. There will be an emphasis on verb tenses, the development of varied sentence structures, and a review of low intermediate grammar and punctuation. This course is designed for non-native speakers of English.

## ESL 371B INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL STUDENTS PART 2

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the [ESL Guided Self-Placement](https://assessment.santarosa.edu/credit-esl-guided-self-placement) (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of ESL 371A.

**Description:** In the second half of this intermediate reading, writing, and grammar course, students focus on the development of pre-academic reading skills with particular concentration on comprehension, critical thinking, vocabulary, paragraph writing process, and introduction to essays, including writing, revising, and editing. There will be an emphasis on verb tenses, the development of varied sentence structures, and a review of low intermediate grammar and punctuation. This course is designed for non-native speakers of English.

## ESL 371CP ESL INTERMEDIATE CONVERSATION/PRONUNCIATION

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ESL 371; OR Eligibility for ESL 371A or higher; OR Completion of ESL 714CP.

**Description:** In this intermediate oral communication course, the student will be invited to improve listening, speaking, and pronunciation skills necessary for successful interaction in social, academic and workplace environments. Recommended for non-native speakers of English.

## ESL 371GR ENGLISH AS A SECOND LANGUAGE INTERMEDIATE GRAMMAR REVIEW

(Formerly ESL 311GR) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ESL 371 OR ESL 371A.

**Description:** A communicative grammar workshop designed for intermediate ESL students to review and reinforce a variety of level-appropriate English grammar structures.

## ESL 372 HIGH-INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL STUDENTS

9 Units/9 hours lecture. Grade or P/NP. Prerequisite: Completion of the [ESL Guided Self-Placement](https://assessment.santarosa.edu/credit-esl-guided-self-placement) (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 314, ESL 371 or ESL 371B.

**Description:** In this high-intermediate reading, writing, and grammar course, students focus on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic essay process, including writing, revising, and editing. There will be an emphasis on complex clause structures and review of intermediate grammar structures and punctuation. This course is designed for non-native speakers of English.

## ESL 372A HIGH-INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL PART 1

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the [ESL Guided Self-Placement](https://assessment.santarosa.edu/credit-esl-guided-self-placement) (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 314, ESL 371 or ESL 371B.

**Description:** In the first half of this high-intermediate reading, writing, and grammar course, students focus on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic

essay process, including writing, revising, and editing. There will be an emphasis on complex clause structures and review of intermediate grammar structures and punctuation. This course is designed for non-native speakers of English.

## **ESL 372B HIGH-INTERMEDIATE READING/WRITING/GRAMMAR FOR ESL PART 2**

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of ESL 372A.

**Description:** In the second half of this high-intermediate reading, writing, and grammar course, students focus on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic essay process, including writing, revising, and editing. There will be a continued emphasis on complex clause structures and review of intermediate grammar structures and punctuation. This course is designed for non-native speakers of English.

## **ESL 372CP ESL HIGH-INTERMEDIATE CONVERSATION/PRONUNCIATION**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ESL 371CP; OR Course Eligibility for ESL 372; OR ESL 372A or higher.

**Description:** In this high-intermediate level oral communication course, the student will be invited to improve listening, speaking, and pronunciation skills necessary for successful interaction in social, academic and workplace environments. Recommended for non-native speakers of English.

## **ESL 372GR ESL HIGH INTERMEDIATE GRAMMAR REVIEW**

1.5 Units/1.5 hours lecture. P/NP Only. Recommended: Course eligibility for ESL 372 or ESL 372A.

**Description:** A communicative grammar course designed for high intermediate ESL students to review and reinforce a variety of English grammar structures.

## **ESL 373 ADVANCED ACADEMIC READING AND WRITING FOR ESL STUDENTS**

9 Units/9 hours lecture. Grade or P/NP. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 316, ESL 372 or ESL 372B.

**Description:** In this advanced-level academic reading and writing course, students focus on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. This course is designed for non-native speakers of English.

## **ESL 373A ADVANCED ACADEMIC READING AND WRITING FOR ESL STUDENTS PART 1**

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of one of the following courses: ESL 316, ESL 372 or ESL 372B.

**Description:** This course is the first half of an advanced-level academic reading and writing course. In this course,



students focus on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. This course is designed for non-native speakers of English.

## **ESL 373B ADVANCED ACADEMIC READING AND WRITING FOR ESL STUDENTS PART 2**

*4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Completion of the **ESL Guided Self-Placement** (<https://assessment.santarosa.edu/credit-esl-guided-self-placement>) or completion of ESL 373A.*

**Description:** This course is the second half of an advanced-level academic reading and writing course. In this course students focus on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. This course is designed for non-native speakers of English.

## **ESL 373CP ESL ADVANCED CONVERSATION/PRONUNCIATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ESL 372CP OR Course Eligibility for ESL 373 OR ESL 373A or higher.*

**Description:** In this advanced-level oral communication course, the student will be invited to improve speaking, listening, and pronunciation skills necessary for critical thinking in academic, professional and social environments. This is recommended for non-native speakers of English.

## **ESL 373GR ENGLISH AS A SECOND LANGUAGE ADVANCED GRAMMAR REVIEW**

*(Formerly ESL 317GR) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course eligibility for ESL 373 or ESL 373A.*

**Description:** A grammar workshop designed for advanced ESL students to review and reinforce a variety of level-appropriate English grammar structures and to apply grammar revision strategies to writing.

## **ESL 701 DEVELOPMENT OF LITERACY SKILLS**

*0 Unit/5.5 hours laboratory. Non-Credit Course.*

**Description:** Development of literacy skills in native language. Includes reading, writing, and survival skills necessary for success in workplace, academic and social settings. Recommended for native Spanish speakers.  
*Exempt From Repeat Provisions*

## **ESL 712 BEGINNING NON-CREDIT ESL LITERACY**

*0 Unit/6 hours lecture. Non-Credit Course.*

**Description:** Students will develop language skills in English to complete essential literacy tasks. Beginning non-Credit English as a Second Language Literacy is for non-native speakers of English with little or no ability to read and write in English due to limited transfer skills in first language.

*Exempt From Repeat Provisions*

## ESL 713 LOW BEGINNING NON-CREDIT ENGLISH AS A SECOND LANGUAGE

*0 Unit/6 hours lecture. Non-Credit Course.*

**Description:** Students will develop language skills in English to function independently in every day situations. This class is for low beginning non-credit English as a Second Language learners.

*Exempt From Repeat Provisions*

## ESL 713CP BEGINNING-LOW NON-CREDIT ESL CONVERSATION/PRONUNCIATION

*0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Completion of ESL 713 OR Qualifying Score on NC ESL Writing Assessment.*

**Description:** Students will develop and practice communication and pronunciation skills needed in real-life settings, with an emphasis on skills used at work, school, and in the community. This class is for non-native speakers of English with very limited ability to function independently in English in everyday situations. There is a particular emphasis on vocabulary development, pronunciation and oral language skills needed in real-life settings.

*Exempt From Repeat Provisions*

## ESL 713RW BEGINNING-LOW NON-CREDIT ESL READING/WRITING

*0 Unit/3 hours laboratory. Non-Credit Course. Recommended: Course Completion of ESL 713 OR Qualifying Score on NC ESL Writing Assessment.*

**Description:** Students will develop and practice reading and writing skills needed in real-life settings, with an emphasis on skills used at work, school, and in the community. This class is for non-native speakers of English with very limited ability to function independently in English in everyday situations. There is a particular emphasis on vocabulary development, pronunciation and oral language skills needed in real-life settings.

*Exempt From Repeat Provisions*

## ESL 714 HIGH BEGINNING NON-CREDIT ENGLISH AS A SECOND LANGUAGE

*0 Unit/6 hours lecture. Non-Credit Course.*

**Description:** Students will develop language skills in English to function independently in every day situations. This class is for high beginning non-credit English as a Second Language learners.

*Exempt From Repeat Provisions*

## ESL 714CP BEGINNING-HIGH NON-CREDIT ESL CONVERSATION/PRONUNCIATION

*0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Completion of ESL 714 or qualifying placement.*

**Description:** Students will develop real vocabulary, pronunciation, and oral language skills needed in real-life settings. This class is for non-native speakers of English with limited ability to function independently using English in everyday situations.

*Exempt From Repeat Provisions*

## ESL 714RW BEGINNING-HIGH NON-CREDIT ESL READING/WRITING

*0 Unit/3 hours laboratory. Non-Credit Course. Recommended: Completion or Concurrent Enrollment of ESL 714 OR Qualifying Score on NC ESL Writing Assessment.*

**Description:** This class is for non-native speakers of English with limited ability to function independently in English in everyday situations. Particular emphasis on reading and writing skills needed in a variety of academic, vocational, and community settings.

*Exempt From Repeat Provisions*

## ESL 715 LOW INTERMEDIATE NON-CREDIT ENGLISH AS A SECOND LANGUAGE

*0 Unit/6 hours lecture. Non-Credit Course.*

**Description:** Students will develop language skills in English to function independently in every day situations. This class is for low intermediate non-credit English as a Second Language learners.

*Exempt From Repeat Provisions*

## ESL 716 HIGH INTERMEDIATE NON-CREDIT ENGLISH AS A SECOND LANGUAGE

*0 Unit/6 hours lecture. Non-Credit Course.*

**Description:** Students will develop language skills in English to function independently in profession, academic, and community settings. This class is for high intermediate non-credit English as a Second Language learners.

*Exempt From Repeat Provisions*

## ESL 716CP INTERMEDIATE NON-CREDIT ESL CONVERSATION/PRONUNCIATION

*0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Completion of ESL 716 or qualifying placement.*

**Description:** This class is for non-native speakers of English with the ability to function independently using English in most contexts. Particular emphasis on vocabulary development, pronunciation and oral language skills needed for effective communication in academic, vocational, and community settings.

*Exempt From Repeat Provisions*

## ESL 716RW INTERMEDIATE NON-CREDIT ESL READING/WRITING

*0 Unit/3 hours laboratory. Non-Credit Course. Recommended: Completion or Concurrent Enrollment of ESL 716 or higher OR Qualifying Score on NC ESL Writing Assessment.*

**Description:** This class is for non-native speakers of English with the ability to function independently in English in most contexts. Particular emphasis on reading and writing skills needed to be effective in academic, vocational, and community settings.

*Exempt From Repeat Provisions*

## ESL 722 ESL COMPUTER LITERACY

0 Unit/1 hour lecture, 2 hours laboratory. Non-Credit Course. Recommended: Course Eligibility for ESL 714.

**Description:** This is a course for ESL students who have little or no experience with computers. Students use operating systems, word processing, the Internet, and email as they develop language skills. This ESL computer course includes basic reading, vocabulary, study and test-taking strategies, and written and oral communication skills.

*Exempt From Repeat Provisions*

## ESL 724 VOCATIONAL ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Completion of ESL 714.

**Description:** Provides English language development and cultural preparation of intermediate and advanced level non-native speakers for employment. Multi-level instruction includes group activities in listening, speaking, reading and writing for the workplace. Enrollment is open throughout the semester on a space available basis.

*Exempt From Repeat Provisions*

## ESL 732 ESL FOR COMPUTER STUDIES

0 Unit/1.5 hours lecture. Non-Credit Course. Recommended: Eligibility for ESL 716 or ESL 781 or ESL 781A.

**Description:** This is a course for ESL students who are interested in expanding their computer literacy skills and includes reading, vocabulary, study and test-taking strategies, and written and oral communication skills. Students use word processing, spreadsheet, and presentation software as they develop language skills.

*Exempt From Repeat Provisions*

## ESL 734 ESL FOR THE HEALTH SCIENCES

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Completion of ESL 716 OR ESL 781 OR ESL 781B.

**Description:** In this course, students will become familiar with health career pathways, occupation-specific terminology, and communication skills. This course is designed for non-native speakers of English who are interested in building a linguistic foundation for introductory classes in the healthcare field.

*Exempt From Repeat Provisions*

## ESL 735 VOCATIONAL ENGLISH AS A SECOND LANGUAGE FOR CULINARY ARTS

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Eligibility for ESL 716 OR ESL 781 OR ESL 781A.

**Description:** This course is designed for non-native speakers of English and provides a linguistic foundation for introductory Culinary Arts classes. Students will become familiar with basic culinary and food safety vocabulary; learn reading, writing and test-taking skills; and improve oral communication skills necessary for the professional culinary environment.

*Exempt From Repeat Provisions*

## ESL 753 PRACTICAL ESL FOR EARLY CHILDHOOD PROFESSIONALS

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Eligibility for ESL 716 OR ESL 781.

**Description:** This course is designed for non-native English speakers who are preparing to work with young children aged 0-8. In this course, students preparing for a career in Early Childhood Education (ECE) will receive support and practice reading, writing, listening, and speaking skills used in early childhood educational settings.

*Exempt From Repeat Provisions*

## ESL 770 SUPPLEMENTAL INSTRUCTION: ESL

0 Unit/10 hours by arrangement. Non-Credit Course.

**Description:** Students will receive supplemental instruction in English language skills. Supports ESL 10 – 391 and ESL 701 – 781B.

*Exempt From Repeat Provisions*

## ESL 781 TRANSITIONAL READING/WRITING/GRAMMAR FOR NC ESL STUDENTS

0 Unit/9 hours lecture. Non-Credit Course. Recommended: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 715.

**Description:** A low-intermediate reading, writing, and grammar course that focuses on the development of academic reading and writing skills. Particular emphasis on campus resources and programs needed for academic success. Reading instruction will focus on comprehension, critical thinking, vocabulary and rate. Writing instruction will include paragraph structure, an introduction to multi-paragraph writing, and grammar in context. Designed to prepare non-native speakers of English for the ESL credit pathway.

*Exempt From Repeat Provisions*

## ESL 781A LOW INTERM READ/WRIT/GRAMM FOR TRANSITIONAL NC ESL PT 1

0 Unit/4.5 hours lecture. Non-Credit Course. Recommended: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 715.

**Description:** In the first half of this low-intermediate reading, writing, and grammar course, students focus on the development of academic reading and writing skills with particular emphasis on campus resources and programs needed for academic success. Reading instruction will focus on comprehension, critical thinking, vocabulary, and rate. Writing instruction will include paragraph structure, an introduction to multi-paragraph writing, and grammar in context. This course is designed to prepare non-native speakers of English for the ESL credit pathway.

*Exempt From Repeat Provisions*

## ESL 781B LOW INTERM READ/WRIT/GRAMM FOR TRANSITIONAL NC ESL PT 2

0 Unit/4.5 hours lecture. Non-Credit Course. Recommended: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 715; OR ESL 781A.

**Description:** In the second half of this low-intermediate reading, writing, and grammar course, students focus on the development of academic reading and writing skills with particular emphasis on campus resources and

programs needed for academic success. Reading instruction will focus on comprehension, critical thinking, vocabulary, and rate. Writing instruction will include paragraph structure, an introduction to multi-paragraph writing, and grammar in context. This course is designed for non-native speakers of English.

*Exempt From Repeat Provisions*

## **ENTREPRENEURSHIP (ESHIP)**

### **ESHIP 101 INNOVATION**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Evaluate the skills, tools, and techniques to support brainstorming and creativity. Assess the methodology behind the inception and growth of ideas, concepts, and innovations. Apply social and cultural insights to creative inspiration, product development, idea generation, and venture creation.

### **ESHIP 106 VENTURE LAUNCH**

*(Formerly BMG 100) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of ESHIP 101.*

**Description:** Apply the entrepreneurial decision-making process and the lean launch / customer discovery process to the real-world development and assessment of new opportunities, business models, and ventures.

### **ESHIP 115 FINANCIAL BASICS AND CASH FLOW**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course introduces the overall financial basics to run a business. Includes, cash flow management, forecasting, financial record keeping needed for tax reporting, examining break-even analysis, and learning how to read financial results to make decisions.

### **ESHIP 116 ETHICS, RESPONSIBILITY, AND SUSTAINABILITY**

*1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Introduces students to ways to promote responsible corporate behavior by focusing on the social, ethical, and environmental impacts of business activities, while distinguishing the issues, motivations, and strategies unique to short-term profitability and long-term sustainability.

### **ESHIP 117 COMMUNICATIONS FOR START-UPS**

*1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Introduces students to a wide spectrum of communications. Investigates how to successfully communicate concepts and goals various stakeholders and influencers throughout the product life cycle.

## **ENVIRONMENTAL SCIENCE (ENVS)**

## ENVS 8 INTRODUCTION TO GLOBAL CLIMATE CHANGE

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A and: Course Completion of one or more of the following courses: ENVS 12, GEOG 4, GEOL 1 or METRO 10.

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** This course will explore the science of climate change including: evidence for climate change, global atmospheric and sea circulation, the factors causing climate to change, how climate has changed and how scientists study past climates and use models, observations, data, and theory to make predictions about future climate, and the possible consequences of climate change for our planet.

## ENVS 12 INTRODUCTION TO ENVIRONMENTAL SCIENCE

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS areas C,H;CSU area B1;IGETC area 5A

**Description:** Introduction to environmental issues from a scientific perspective, focusing on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management.

## ENVIRONMENTAL STUDIES (ENVST)

### ENVST 40 ENVIRONMENTAL FORUM

1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.

**Transferability:** CSU;UC.

**Description:** A series of lectures, readings, and classroom discussions on topics of environmental concern including an introduction to the field of environmental studies, four to six guest lectures on various environmental topics, and an introduction to employment opportunities within the field. Presentations given by guest lecturers. Topics change from semester to semester. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## EQUINE SCIENCE (EQSCI)

## EQSCI 25 EQUINE SCIENCE

*(Formerly AG 25) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** AG - AS 116L

**Description:** A survey of the equine industry. Selection, feeding, breeding, facilities, handling and diseases of horses will be emphasized to ensure scientifically based management decisions.

## EQSCI 52 EQUINE HEALTH

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Course introduces the diseases and lameness associated with the musculoskeletal system, as well as diseases of the respiratory, digestive, neurological, reproductive and other major organ systems of the horse. Emphasis is on preventive maintenance and necessary managerial practices needed to keep the equine athlete, broodmare or family horse in good health. Field trips may be required.

## EQSCI 53 EQUINE REPRODUCTION

*(Formerly AG 114) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course combines the study of basic genetic principles with the study of the anatomical and physiological aspects of reproduction as they relate to equine reproduction. Genetic principles to be emphasized include basic inheritance, selection techniques, mating systems, heterosis, and performance evaluation. Reproductive aspects to include endocrinology, estrous cycles, mating behaviors, gametogenesis, conception, gestation, parturition, and maternal behaviors. Artificial insemination, embryo manipulation, and current innovations in productive biotechnology will also be examined.

## EQSCI 60 EQUINE ANATOMY AND PHYSIOLOGY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course investigates the gross anatomy and physiology of the horse. All the major body organs will be studied in relation to their function in the horse.

## EQSCI 80 EQUINE AND STABLE MANAGEMENT

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Course Completion of EQSCI 25.*

**Transferability:** CSU.

**Description:** This course will provide students an understanding of management considerations to be better prepared for running and/or managing an equine enterprise. Topics covered will be: horse facilities; health care; equipment and tack; trailering horses; conditioning; pasture management; and managing the stalled horse. Field trips are an integral part of this course.



## **EQSCI 101 HORSE HANDLING SKILLS**

*(Formerly AG 190) 1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Description:** Introduction to the fundamentals of horse handling. Covers horse behavioral patterns and safe handling skills, such as lunging and round pen training. This course also explores safety as it relates to grooming, saddling, bridling and interpreting equine behavior.

## **EQSCI 102 BEGINNING HORSEMANSHIP AND RIDING**

*(Formerly EQSCI 102A) 1.5 Units/1.5 hours lecture, 0.5 hour laboratory. Grade or P/NP. Recommended: Course Completion of EQSCI 101.*

**Description:** Introduction to grooming, saddling, bridling and riding skills. Acquire basic knowledge of equipment and safety procedures. Use of riding aids and transitions.

## **EQSCI 110 EQUINE NUTRITION**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will learn how to develop a horse feeding program with regard to horse type, level of activity, available feedstuffs, cost factors and basic nutritional requirements. This course will cover feeding for maintenance, growth and reproduction as well as feeding methods.

## **EQSCI 120 INTRODUCTION TO EQUINE ASSISTED ACTIVITIES AND THERAPIES**

*(Formerly AG 110) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** An overview of the history, organization, principles and procedures in Equine Assisted Activities and Therapies (EAAT) including therapeutic horsemanship programs. Skills and training required for staff, instructors, therapists, and volunteers will be covered in this course. The student will also learn selection criteria and management topics relating to horse care and use in EAAT programs.

## **EQSCI 170 FARRIER SCIENCE**

*(Formerly AG 166A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Basic anatomy and physiology of the horse's limbs and feet. Causes, treatment and prevention of common lameness problems, horseshoeing terminology, and guidelines for assessing proper horseshoeing and hoof trimming.

## **ETHNIC STUDIES (ETHST)**

## ETHST 20 INTRODUCTION TO ETHNIC STUDIES

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** This course is an introduction to Ethnic Studies. The students will examine the cultural, economic, legal and environmental conditions under which different ethnic groups have made a home in America. The term “ethnic” is reframed to explicitly include white colonists and settlers in order to examine the legacy of colonialism, economic oppression and white supremacy against Indigenous peoples, non-white settlers, immigrants and refugees. Students will study key figures, moments and movements in multi-ethnic conflict; cooperation and solidarity are examined to illustrate the strength and influence of the people, old and new, who made, and are remaking America.

## ETHST 21 INTRODUCTION TO AFRICAN-AMERICAN STUDIES

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** This Ethnic Studies course is an introduction to African-American Studies centered on black lives and experiences. Drawing from the humanities, the performing arts, the social sciences and cinema, students will examine the profound contributions of African-American cultures that are central to America. This multidisciplinary course approaches African-American Studies as simultaneously authentically American while also embedded with a global black diaspora stretching from the Caribbean to Europe to Asia. Students will use an ethnic studies lens to examine themes like black resistance, white supremacy, large-scale migration and multiracial coalition building are examined to illustrate the multifaceted dimensions of African-American cultures and black lives, inside and outside of America.

## ETHST 22 INTRODUCTION TO ASIAN AMERICAN STUDIES

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** While Asian Americans are often seen as forever-foreigners, they are inextricably woven into the fabric of the United States. Students will learn the diverse and complex experiences and origins of Asian Americans; this course will explore the epistemologies, intersectional identities, histories, and societal impact of Americans of East Asian, Pacific Islander, South Asian, and Southeast Asian descent.

## ETHST 23 INTRODUCTION TO CHICANX AND LATINX STUDIES

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** In this Ethnic Studies course, students will study the Chicanx and Latinx communities and cultures in

U.S. society from Indigenous civilizations to the present. Chicana and Latina contributions to U.S. society are examined by using an ethnic studies lens and interdisciplinary approach, including social and behavioral sciences, humanities, literature, art, and music.

## **ETHST 24 INTRODUCTION TO NATIVE AMERICAN STUDIES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** American Indian cultures in North America are studied from early cultures to contemporary society. Students will use a cross-disciplinary approach to examine applicable methods and theories that inform the distinct cultural and political organization, analyze and articulate concepts such as race, ethnicity, equity, ethnocentrism, self-determination, liberation, and settler colonialism by applying theory and knowledge produced by Native Americans.

## **ETHST 25 THE AMERICAN INDIAN AND THE U.S. POLITICAL SYSTEM**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area G;CSU area F

**Description:** This Ethnic Studies course surveys the role of American Indian people in the United States and state political systems, institutions, and legal precedent. Students will use an ethnic studies lens to examine tribal nations' government political structures and functions from pre-contact through settler colonialism to contemporary times, as well as analysis of Federal Indian Policy and leading issues such as, but not limited to, sovereignty, tribal citizenship, and identify that affect American Indian people and Native nations.

## **ETHST 26 THE ORIGINAL CALIFORNIANS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU area F

**Description:** This Ethnic Studies course will study Native people of California: their origin, language, arts, customs, religion, folklore, and music. In this course students will use an ethnic studies lens to develop a dynamic comparative grid, focusing on the persistence of tribal identities and evolution of socio-economic changes, tribal and inter-tribal cultural practices over time.

## **ETHST 27 AMERICAN INDIANS TODAY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU area F

**Description:** Students will study the development of a greater sensitivity to the American Indian through analysis of ethnocentrism, racialization, and colonialism exhibited in contemporary American pluralistic society. This will be done through the analysis of stereotyping, history, cultural practice, and contemporary issues.

## **ETHST 80.3 WORLD HUMANITIES: ARTS, IDEAS, VALUES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** An interdisciplinary approach to the study of the arts, ideas, and values of selected world cultures. The course will focus on the visual arts, drama, music, literature, philosophy, and religion--identifying both their interconnectedness and inherent diversity. The course may be taught chronologically or thematically.

## **ETHST 80.4 HUMANITIES IN THE UNITED STATES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** An interdisciplinary pluralistic exploration of Humanities in the United States. The course will explore the cultural contributions of at least three cultural groups, focusing on the visual arts, music, drama, film, literature and philosophical/religious thought in the United States. In this multidisciplinary course, students will examine possible answers to the question "How is American identity expressed?" This course will explore the cultural expressions, contributions and traditions of different cultural groups in the United States. This course may be presented either chronologically, thematically, or with exclusive focus on a specific humanistic cultural form or tradition such as Cinema, Fine Arts, Literature, Music, Performing Arts and Technology in the United States.

## **ETHST 80.5 POPULAR CULTURE IN THE UNITED STATES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This class examines the relationship between individual identity and large-scale historical forces for the creation of popular culture.

## **ETHST 82.1 IDENTITY AND CULTURAL DIVERSITY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** A comparative and historical analysis of society and individual behavior from a multicultural perspective. An examination of American ethnic/cultural groups (African, Asian, European, Latino and Native Americans) and experiences that influence behavior. The relationship between personality development and culture, barriers to cross cultural interaction, communication styles and counseling strategies will also be explored.

## **ETHST 84.1 MULTICULTURAL PERSPECTIVES IN AMERICAN THEATRE**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** An introduction to influences and trends in theatre of the United States through the study of

contemporary African American, Asian American, Latinx, Native American and Arab American drama. The course will focus on script analysis, video presentations, and play productions to gain a deeper understanding of theatrical expression within each cultural heritage.

## **FASHION STUDIES (FASH)**

### **FASH 8 INTRODUCTORY TEXTILES**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**Description:** The study of natural, man-made, and synthetic fibers including their characteristics, use, and care for clothing and home furnishings. Topics include yarn and fabric identification, construction, dyeing and printing processes, finishes, fabric testing, performance and serviceability, and government regulations.

### **FASH 52.2 VISUAL MERCHANDISING**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** The study of creative fashion exhibits and window displays used by merchandisers. Students study all aspects of fashion display, including design principles, color, lighting, signage, graphics, fixtures, props, accessories, and mannequins.

### **FASH 56 FASHION DESIGN AND ILLUSTRATION**

*(Formerly FASH 56A) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An introduction to the aesthetic and functional principles of fashion and technical drawing. Principles of drawing using croquis to present designs and technical illustration techniques used for garment production.

### **FASH 60 DRAPED DESIGN**

*(Formerly CLTX 60) 2 Units/1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FASH 70A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students will study the draping methods required to create garment patterns on the dress form with fabric. Draped designs will be translated into production-ready paper patterns and sample garments constructed to test fit and design. Basic sewing skills are required.

### **FASH 62A FLAT PATTERN DESIGN 1**

*(Formerly CLTX 50A) 2 Units/1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FASH 70A. Recommended: Course Completion of FASH 70B; AND Course Completion or Concurrent Enrollment in FASH 56.*

**Transferability:** CSU.

**Description:** The student will learn the flat pattern method in which a sloper is used to create patterns for a variety of garment styles. Patterns for tops, skirts, dresses, sleeves, and collars are discussed. Construction of a garment from an original pattern is required.

## **FASH 70A CLOTHING CONSTRUCTION 1**

*(Formerly CLTX 70A) 2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** An introduction to the sewing techniques and garment construction skills used in fashion design and apparel production. Students will learn fundamental skills such as fabric selection, pressing, and operation of a sewing machine in order to construct a variety of samples and finished garments.

## **FASH 70B CLOTHING CONSTRUCTION 2**

*(Formerly CLTX 70B) 2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FASH 70A.*

**Transferability:** CSU.

**Description:** Building on topics from 70A, this course covers intermediate to advanced sewing and garment construction skills used in fashion design and apparel production. Creating both samples and finished garments, students will build competence working with specialty fabrics, and more complex patterns. Lectures will discuss the important steps of apparel production in the fashion industry.

## **FASH 112 ALTERATIONS AND SUSTAINABILITY**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of FASH 70A.*

**Description:** This course provides an overview of sustainable fibers and environmentally conscious apparel manufacturing processes. Students will implement techniques such as deconstruction, alteration, repurposing, and zero waste to create original garment designs.

## **FASH 121 KNITWEAR CONSTRUCTION**

*2 Units/1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of FASH 70A.*

**Description:** Students will learn industry techniques for sewing knitwear apparel including sportswear separates, lingerie, and activewear. Machine skills include use of specialized knit stitches on computer sewing machines, sergers, and cover-stitch machines.

## **FASH 139 FASHION ENTREPRENEURSHIP**

*(Formerly FASH 58) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Students will investigate the process for developing a fashion product from concept to consumer and the steps required to launch a fashion enterprise.

## **FASH 141 CONTEMPORARY FASHION DESIGNERS**

*(Formerly FASH 55.2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** A study of the prominent designers and trends in fashion history from the late 19th century to today.

Students will research ways that important American and international designers of the last 150 years have influenced and inspired the current fashion industry.

## **FASH 152 FASHION SHOW**

*2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Concurrent Enrollment in FASH 152L. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** The study of how fashion shows sell merchandise. Students discuss and plan all aspects of the show including the staging, lighting, music, models, modeling, commentary, and rehearsals in preparation to produce a full-scale fashion show.

## **FASH 152L FASHION SHOW PRODUCTION LAB**

*0.5 Unit/1.5 hours laboratory. Grade or P/NP. Prerequisite: Concurrent Enrollment in FASH 152. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** A supervised laboratory for students enrolled in FASH 152, providing the required time, guidance, and lab equipment to collaborate and complete projects associated with the production for a fashion show.

## **FASH 770 FASHION SKILLS LAB**

*0 Unit/4 hours by arrangement. Non-Credit Course.*

**Description:** An open-entry, open-exit class for students who seek to expand upon their knowledge and skills in fashion. Students will build on the skills developed in referring course(s) in Fashion Studies such as FASH 8, FASH 52.2, FASH 53, FASH 56, FASH 60, FASH 62A, FASH 70A, FASH 70B, FASH 106, FASH 121A, FASH 121B, FASH 139, FASH 151, FASH 152, and FASH 152L.

*Exempt From Repeat Provisions*

## **FIRE TECHNOLOGY (FIRE)**

### **FIRE 50 ETHICAL LEADERSHIP IN THE CLASSROOM**

*0.5 Unit/8.75 hours lecture for 1 week. P/NP Only. Recommended: Course Completion of FIRE 208.1 or FIRE 290; AND Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course provides the knowledge and skills needed to identify the value of ethical behavior in instructional settings, describe how ethical norms influence individual ethics, identify a personal ethical perspective and core values and how they impact communication and ethical decision making, and make an ethical decision using an ethical decision making model, in order to assist in making ethical decisions when faced with an ethical dilemma in an instructional setting and carry out the roles and responsibilities of an State Fire Training (SFT) instructor in an ethical manner. Upon successful completion, the student will be awarded a certificate from the State Board of Fire Services (Pass/No pass).

## FIRE 61 FIRE INVESTIGATION

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of FIRE 72. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course provides information on securing the fire scene and determining the origin and cause of the fire. Topics include responsibilities of a fire investigator, securing the fire ground, conducting an exterior and interior survey, analyzing fire patterns, interpreting individual fire patterns, discriminating the effects of explosions, examining and removing fire debris, reconstructing the area of origin and inspecting the performance of building systems. Upon successful completion of the course, the student will be awarded a Fire Investigation IA certificate from the State Board of Fire Services (SBFS).

## FIRE 69 S-290 INTERMEDIATE WILDLAND FIRE BEHAVIOR

*2 Units/17.5 hours lecture for 2 weeks. P/NP Only. Prerequisite: Must complete FIRE 71 or equivalent. Limits on enrollment: S-190 or equivalent*

**Transferability:** CSU.

**Description:** An intermediate course designed to provide the student with wildland fire behavior knowledge applicable for safe and effective wildland fire management activities. Upon successful completion, students will be awarded a S-290 certificate from the State Board of Fire Services.

## FIRE 71 FIRE PROTECTION ORGANIZATION

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course provides an overview to fire protection and emergency services, career opportunities in fire protection and related fields; culture and history of emergency services, fire loss analysis; organization and function of public and private fire protection services; fire departments as a part of local government, laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, basic fire chemistry and physics, introduction to fire protection systems, introduction to fire strategy and tactics and life safety initiatives. (Grade Only)

## FIRE 72 FIRE BEHAVIOR AND COMBUSTION

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Theory and fundamentals of fire ignition, extension, behavior and control. An in-depth study of fire chemistry, fire characteristics of materials, extinguishing and fire control techniques.

## FIRE 73 FIRE PREVENTION TECHNOLOGY

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course provides fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigations.



## **FIRE 74 FIRE PROTECTION EQUIPMENT AND SYSTEMS**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and completion of FIRE 71.*

**Transferability:** CSU.

**Description:** An in-depth study of the systems used to provide built-in fire protection to structures including water distribution systems, fire detection and alarm systems, smoke management systems, fire pumps, automatic fire sprinkler systems, residential fire sprinkler systems, standpipe and hose systems, special extinguishing systems and portable fire extinguishers.

## **FIRE 76 BUILDING CONSTRUCTION FOR FIRE PROTECTION**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This is a State mandated core course that identifies the different types of elements of construction and design that effect structural firefighting. This course is the study of the components of building construction that relate to fire safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at fires. The development and evolution of building and fire codes, and studies in relationship to past fires in residential, commercial, and industrial occupancies. There is one site visit required for both classroom and on-line offerings.

## **FIRE 77 HAZARDOUS MATERIALS FOR PUBLIC SAFETY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** A comprehensive study of the emergency response to hazardous materials (hazmat) incidents. Includes basic hazardous materials legal requirements; hazard recognition and safety; terrorism recognition and response; use of the Emergency Response Guidebook (ERG); hazardous materials properties and effects; hazardous material classification; chemical monitoring equipment; reference materials and databases; isolation and notification requirements; incident planning, organization, command and scene management; response training levels, tactics and strategies; Personal Protective Equipment (PPE); countermeasures; protective actions; decontamination, documentation, and disposal requirements. Students who are successful in the requirements of the course and state testing will receive certificates in Hazardous Materials First Responder Operations (FRO), Decontamination, Weapons of Mass Destruction (WMD), and Incident Command from the California Specialized Training Institute (CSTI). This course certified by the Commission on Peace Officer Standards and Training (P.O.S.T.) for the State of California

## **FIRE 78 PRINCIPLES OF FIRE AND EMERGENCY SERVICES SAFETY-SURVIVAL**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavioral change throughout the emergency services regarding first responder deaths and injuries.

## **FIRE 80 HUMAN RESOURCE MANAGEMENT FOR COMPANY OFFICERS**

*2 Units/10 hours lecture for 4 weeks. Grade or P/NP. Prerequisite: Course Completion of FIRE 208.1 OR FIRE 290.*

*Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An overview of the use of human resources to accomplish assignments, evaluating members performance, supervising personnel and integrating health and safety plans, policies and procedures into daily activities as well as the emergency scene. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 81 FIRE ADMINISTRATION FOR COMPANY OFFICERS**

*1 Unit/10 hours lecture for 2 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 or FIRE 290 (Completion of basic fire academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Certified Fire Fighter II through CA State Fire Training*

**Transferability:** CSU.

**Description:** An overview of the general administrative functions and the implementation of department policies and procedures and conveying the fire department's role, image and mission to the public. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 82 FIRE INSPECTIONS AND INVESTIGATIONS FOR COMPANY OFFICERS**

*(Formerly FIRE 272) 2 Units/7 hours lecture for 5 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 or FIRE 290 (Completion of basic fire academy or equivalent as determined by the Dean of Public Safety Instruction).*

*Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Certified Fire Fighter II through CA State Fire Training*

**Transferability:** CSU.

**Description:** An overview of the information necessary to conduct inspections, identify hazards and address violations, performing a fire investigation to determine preliminary cause and to secure the incident scene and preserve evidence. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 83 ALL RISK COMMAND OPERATIONS FOR COMPANY OFFICERS**

*2 Units/10 hours lecture for 4 weeks. P/NP Only. Prerequisite: Completion of FIRE 85 AND FIRE 91 or equivalent as determined by the Dean of Public Safety Instruction. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

*Limits on enrollment: Certified Fire Fighter II through CA State Fire Training*

**Transferability:** CSU.

**Description:** An overview of the information necessary to conduct incident size-up and the development and implementation of initial plan of action involving single and multi-unit operations for various types of emergency incidents as well as mitigating the situation following agency safety procedures, conducting pre-incident planning and developing and conducting a post-incident analysis. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## FIRE 84 WILDLAND INCIDENT OPERATIONS FOR COMPANY OFFICERS

*2 Units/10 hours lecture for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 69 AND FIRE 83 or equivalent as determined by the Dean of Public Safety Instruction. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

*Limits on enrollment: Certified Fire Fighter II through CA State Fire Training*

**Transferability:** CSU.

**Description:** An overview of the information necessary to evaluate and report incident conditions, analyze incident needs, develop and implement a plan of action to deploy incident resources, completing all operations to suppress a wildland fire, establishing an incident command post, creating an Incident Action Plan (IAP), and completing incident records and reports. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## FIRE 85 HAZARDOUS MATERIALS INCIDENT COMMANDER

*2 Units/2.25 hours lecture. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 or FIRE 290 (Completion of basic fire academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** A study of the emergency response to Hazardous Material (Hazmat) incidents with an emphasis on the role of the Incident Commander (IC) as defined by OSHA Hazardous Waste Operations and Emergency Response (Hazwoper) regulations, including basic hazardous materials chemistry, regulations, the tactics and strategy of mitigation, decontamination, and scene management. Upon successful completion, students will receive a certificate in Hazardous Materials IC from the California Specialized Training Institute (CSTI).

## FIRE 86A FIRE SERVICE INSTRUCTOR I

*(Formerly FIRE 273.1) 2 Units/10 hours lecture for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 71 (Completion of basic fire academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Certified Fire Fighter II through CA State Fire Training*

**Transferability:** CSU.

**Description:** This course provides the skills and knowledge necessary for the entry level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the 2012 edition of National Fire Protection Association (NFPA) 1041 Standard for Fire Service Instructor Professional Qualifications. At the end of this course, candidates for Fire Service Instructor I certification will be able to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments. The Fire Service Instructor I will also be able to adapt a lesson plan and complete the reporting requirements to the local jurisdiction. This Company Officer course is one of a series required for Company Officer Certification by California State Fire Training. Upon successful completion, the student will be awarded a certificate from the State Board of Fire Services.

## FIRE 86B FIRE SERVICE INSTRUCTOR II INSTRUCTIONAL DEVELOPMENT

*(Formerly FIRE 273.2) 1 Unit/1.5 hours lecture, 6.5 hours laboratory for 5 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 86A or equivalent as determined by the Dean of Public Safety. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course provides the skills and knowledge necessary for the intermediate level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the National Fire Protection Association (NFPA) 1041 Standard for Fire Service Instructor Professional Qualifications. At the end of this course, candidates for Fire Service Instructor II certification will be able to develop lesson plans and evaluation instruments, teach and deliver instruction, and evaluate and coach other instructors. The Fire Service Instructor II will also be able to analyze resources and formulate a program budget. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 86C FIRE SERVICE INSTRUCTOR III INSTRUCTIONAL PROGRAM MANAGEMENT**

*1 Unit/2 hours lecture, 6 hours laboratory for 5 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 86B or equivalent as determined by the Dean of Public Safety. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course provides information on planning, developing and implementing comprehensive training programs and curricula. Topics include instructional development, program management, program and instructor evaluation and test reliability and validity. The curriculum is based on the 2015 edition of National Fire Protection Association (NFPA) 1041 Standard for Fire Service Instructor Professional Qualifications. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 90 FIREFIGHTING TACTICS AND STRATEGY**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of FIRE 71. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** An in-depth analysis of the principles of fire control through utilization of personnel, equipment, pre-planning fire problems, extinguishing agents and fire command and control procedures on the fire ground. Topics include a review of fire chemistry, methods of fire attack, rescue, exposure protection, confinement, overhaul, ventilation, property conservation, post fire analysis and command procedures.

## **FIRE 91 ICS-200 BASIC INCIDENT COMMAND SYSTEM**

*(Formerly FIRE 259) 1 Unit/18 hours lecture for 1 week. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Students are required to complete FEMA online courses including IS-100, IS-700 and IS-800.*

**Transferability:** CSU.

**Description:** The course prepares the student to serve as a fire officer by introducing them to the principles of the Incident Command System (ICS) associated with incident related performance. Topics include leadership and management, delegation of authority, the concept of Management-By-Objectives (MBO), functional areas and positions, briefings, organizational flexibility, transitions and transfer of command. The course is required for State Fire Training (SFT) Company Officer certification. Upon successful completion, students will receive a certificate from the State Board of Fire Services.

## **FIRE 99I FIRE TECHNOLOGY OCCUPATIONAL WORK EXPERIENCE INTERNSHIP**

*0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of FIRE 208.1 OR Course Completion of FIRE 290. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment.*

**Transferability:** CSU.

**Description:** Fire Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal in Fire Technology. Students eligible for internships will have declared a major in Fire Technology, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in Fire Technology.

*16 Units Total (WrxE only)*

## **FIRE 107.1 VOLUNTEER FIREFIGHTER SKILLS**

*1.5 Units/0.5 hour lecture, 3 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must pass a criminal background check as required by the respective Sonoma County Fire agency where instruction occurs and possession of a current Class C California Driver's License. medical history statement and cardiac risk assessment signed a by a physician for participation in physical activities including climbing, carrying and lifting heavy equipment (65-100 lbs.), rescue/body drags (165 lbs.) and live fire exercises (crawling and pulling pressurized hose lines).*

**Description:** This is a basic operations course designed to provide the student with an overview of both manipulative and technical firefighting operations and procedures necessary to safely function as a volunteer firefighter. This course is designed to be a pathway for meeting many of the requirements for California State Firefighter I certification.

## **FIRE 107.2 ADVANCED VOLUNTEER FIREFIGHTER SKILLS**

*4 Units/3.25 hours lecture, 2.25 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** An extended format course of advanced operations designed to provide the student with an overview of both manipulative and technical firefighting operations and procedures necessary to safely function as a volunteer firefighter. This course is designed to be a pathway to meet many of the requirements for California State Firefighter I certification including Hazardous Materials First Responder, State Fire Training Confined Space Awareness, ICS-200, Title 22 First Aid and National Wildfire Coordinating Group S-130, 131 and 190.

## **FIRE 206 WILDLAND FIREFIGHTER ACADEMY**

*1.25 Units/4 hours by arrangement. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 OR FIRE 290 or equivalent as determined by the Dean of Public Safety Instruction.*

**Description:** An intensive study of wildland firefighting, fire control strategy and tactics, mobile attack, wildland hose lays and handline construction and wildland safety and survival, and a field skills day is included with live fire operations. Course also includes two overnight sessions. Students must adhere to the same dress, rules and

conduct as prescribed in the Firefighter I Academy. Upon successful completion, students will be eligible to apply for a CAL FIRE Basic Firefighter Certificate.

*Legally Mandated Repetition*

## **FIRE 208 INTRODUCTION TO FIREFIGHTER ACADEMY**

*1.5 Units/11 hours lecture, 4.5 hours laboratory, 2 hours by arrangement for 2 weeks. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** A study of the knowledge and skills required to be successful in the Firefighter I Academy including hose handling, knot tying, the use of self-contained breathing apparatus (SCBA), use of fire department ground ladders and physical training. Students will also be introduced to the code of conduct required in a fire academy setting and background investigations used in the fire service hiring process.

## **FIRE 208.4 FIREFIGHTER 1 CAPSTONE TRAINING**

*1 Unit/8.75 hours laboratory for 6 weeks. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course prepares students to meet the State Fire Training (SFT) requirements for Firefighter I (FFI) including the capstone knowledge and skills necessary to pass FFI. Upon successful completion, students will receive a pass letter from SFT and a FFI pass certificate from the college.

*Legally Mandated Repetition*

## **FIRE 208.5 FIREFIGHTER II CAPSTONE TRAINING**

*0.5 Unit/2 hours lecture, 10 hours laboratory for 2 weeks. Grade Only. Limits on enrollment: Completion of all SFT Lecture and Activity requirements as identified in the FFII Course Plan. Must possess a STT FFI certificate.*

**Description:** This course prepares students to meet the State Fire Training (SFT) requirements for Firefighter II (FFII) including the capstone knowledge and skills necessary to pass. Upon successful completion, students will receive a pass letter from SFT.

## **FIRE 241 DRIVER OPERATOR 1A**

*1.5 Units/1.25 hours lecture, 1 hour laboratory. P/NP Only. Limits on enrollment: Enrollment in this course is limited to students who currently possess a valid Class C California driver license as required by the California Vehicle Code.*

**Description:** Provide students with the information on fire apparatus preventive maintenance and driving/operating. Topics include routine tests, inspections and servicing functions, operation, backing, maneuvering and turning apparatus under a variety of conditions; and operation of all fixed systems on a fire apparatus. The course is based on the National Fire Protection Association (NFPA) 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications. The course fulfills the requirements for a Class C Firefighter Endorsement. Upon successful completion, students will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 258 FIRE APPARATUS 1B, PUMPING APPARATUS OPERATIONS**

*1 Unit/1.75 hours lecture, 6.25 hours laboratory for 5 weeks. P/NP Only. Recommended: Course Completion of FIRE 71 or equivalent. Limits on enrollment: Must have a valid Class C California State Driver's license and completion of Office of the State Fire Marshal Firefighter I and Driver Operator IA training as determined by the Dean of Public Safety Instruction.*

**Description:** This course provides information on pumping apparatus, preventive maintenance and operations.

Topics include routine tests, inspections and servicing functions; producing hand, master and foam fire streams, relay pump operations and supplying water to sprinkler and standpipe systems. This course is based on National Fire Protection Administration (NFPA) 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications. Upon successful completion, students will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 280 STRUCTURAL FIREFIGHTING DYNAMICS**

*0.25 Unit/3 hours lecture, 5 hours laboratory for 1 week. Grade or P/NP. Prerequisite: Course Completion of FIRE 208.1 or FIRE 290.*

**Description:** This course is designed to develop the fundamental skills necessary to combat structure fires by exposing students to real fire behavior scenarios. During the course, students will review topics such as flashover, roll over, reading smoke, flow path and ventilation as it pertains to fire behavior and modern suppression techniques.

## **FIRE 283 S-219 FIRING OPERATIONS**

*0.5 Unit/2 hours lecture, 16 hours laboratory for 2 weeks. Grade or P/NP. Prerequisite: Course Completion of FIRE 290 OR FIRE 208.1. Limits on enrollment: Students must provide medical clearance and or a clearance letter from their agency. Must have the following Fire certificates: ICS-200, RT-130, S-230 and S-290.*

**Description:** An intermediate course designed to meet the training needs of Firing Boss (FIRB) as outlined in the Wildland Fire Qualifications System Guide and the position Task Book developed for the position. Students will be engaged in strenuous, live firefighting activities working with hand tools in elevated temperatures often exceeding 90 degrees. Upon successful completion, students will be awarded an S-219 certificate from the State Board of Fire Services (SBFS).

## **FIRE 284 TRUCK ACADEMY OPERATIONS**

*1.5 Units/3 hours lecture, 17 hours laboratory for 4 weeks. Grade Only. Limits on enrollment: Possession of a State issued Firefighter I Certificate or equivalent as determined by the Dean of Public Safety*

**Description:** An intermediate course designed for veteran firefighters or other interested students who wish to enhance their knowledge and ability as it pertains to fire ground truck operations, tactics and strategy. Basic building and roof construction, vertical and horizontal ventilation, forcible entry, positive and negative ventilation, search and rescue, thermal imaging technology, firefighter safety and survival, rapid intervention tactics, elevator rescue, vehicle extrication and other related truck company operations will be discussed.

## **FIRE 284.1 RESIDENTIAL TRUCK ACADEMY**

*1 Unit/8 hours lecture, 32 hours laboratory for 1 week. Grade or P/NP. Limits on enrollment: Completion of an accredited Firefighter I Academy.*

**Description:** An intensive course designed for firefighters who wish to enhance their knowledge and ability as it pertains to residential fire ground truck operations, tactics and strategy. Topics covered include basic building and roof construction, fire behavior, reading smoke, establishing incident priorities, vertical and horizontal ventilation, forcible entry, building search and live fire exercises.

## **FIRE 285 STRUCTURAL FIREFIGHTING IN LIVE-FIRE SIMULATORS**

*0.5 Unit/1 hour lecture, 5 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Completion of FIRE 208.1 or FIRE 290 or equivalent as determined by the Dean of Public Safety. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of fire behavior, ventilation procedures and techniques, interior and exterior fire attack using a live fire simulator. In many cases, this will be the firefighter's first exposure to live structural firefighting. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

## **FIRE 290 FIREFIGHTER ACADEMY**

*17.5 Units/8 hours lecture, 19.25 hours laboratory. Grade Only. Prerequisite: Course Completion of FIRE 71 and EMC 100 and FIRE 208 (or their equivalent as determined by the Dean of Public Safety Instruction). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Current Class "C" California Driver License. A Fire Program Medical Clearance Statement signed by a physician for participation in a rigorous fitness program and other physical activities including climbing, rappelling, carrying and lifting heavy equipment (65-100 lbs.), rescue/body drags (165 lbs.) and live fire exercises (crawling and pulling pressurized hose lines). Said statement is valid one year from the date of endorsement.*

**Description:** An intensive series of skills and knowledge needed for the entry level professional fire fighter to perform his/her duties safely, effectively and competently. Combined with Emergency Medical Technician, meets the educational requirements for Firefighter I and Firefighter II certification as established by the State Board of Fire Services. Course also includes two overnight sessions. Upon successful completion of the wildland component, students also receive a CAL FIRE Basic Firefighter Certificate.

## **FIRE 708 BASIC FIRE/EMC PRACTICES**

*0 Unit/6 hours by arrangement. Non-Credit Course.*

**Description:** A skills development course designed to provide the emergency responder student with manipulative and technical operations and procedures. Cognitive and psychomotor skills will be evaluated to enhance training in fire fighting, extrication, rescue, and emergency care. Student may use computer lab or simulators, psychomotor skills practice and performance practice to meet the standards of the course.

*Exempt From Repeat Provisions*

## **FLORISTRY (FLORS)**

### **FLORS 83A BEGINNING FLORAL DESIGN**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** In this course, students will explore the fundamentals of design, techniques, and skills practiced in the florist industry. Includes designs, mechanics, guides to design; introduction to flower and foliage shapes and their use; cut flower care; corsage practice; containers and designer aids.



## FLORS 83B INTERMEDIATE FLORAL DESIGN

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83A.*

**Transferability:** CSU.

**Description:** Students will apply the fundamentals of theory, techniques, and skills developed in Basic Floral Design to elaborate floral designs, containers, and flowers, with an emphasis on effective and efficient use of materials and speed.

## FLORS 105 FLOWERS TO WEAR AND CARRY

*1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83A.*

**Description:** Students will design and construct floral arrangements to wear and carry including corsages, hand-held bouquets, boutonnieres, and wristlets. Students will learn a variety of techniques for constructing arrangements with diverse materials.

## FLORS 108 DISPLAY AND MERCHANDISING FOR RETAIL FLORISTS

*1 Unit/1 hour lecture, 0.5 hour laboratory. Grade or P/NP.*

**Description:** In this course, students will explore visual merchandizing and display for retail florists. Students will learn principles, fixtures and accessories for effective visual merchandising used by successful retail florists.

## FLORS 112 WEDDING DESIGN

*(Formerly FLORS 85) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B.*

**Description:** In this course, students will explore the principles, practices, and methods used by florists in designing and creating wedding arrangements.

## FLORS 113 FLORAL TRIBUTES

*(Formerly FLORS 93) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Students will apply design theory and mechanics to design and create floral arrangements for sympathy occasions. Student arrangements will include design for casket covers, standing and flat sprays, set work, sympathy arrangements, and lid pieces. Delivery and set-up will also be discussed.

## FLORS 114 RETAIL FLOWER BUSINESS MANAGEMENT

*(Formerly FLORS 94) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will explore aspects of owning/managing a flower business. This course covers advertising and merchandising, refrigeration, shrinkage, wire services, simple bookkeeping, permits and licenses, and management and personnel procedures as applied to floral industry.

## FLORS 116 IDENTIFICATION AND HANDLING OF FLOWERS, FOLIAGES AND PLANTS

*2 Units/2 hours lecture. Grade or P/NP. Recommended: Course Completion of FLORS 83A; and eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Description:** Identification, care and handling of fresh flowers, foliage, and plants for individuals interested in working and advancing in the floral industry.

## FLORS 183C ADVANCED FLORAL DESIGN

*(Formerly FLORS 83C) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B.*

**Description:** In this course students will explore advanced design concepts including color theory, use of textures, and the practical application and construction of decorative and natural design styles. Students will also explore the care and use of tropical flowers and foliages.

## FLORS 187 EUROPEAN & ADVANCED CONTEMPORARY FLORAL DESIGN

*(Formerly FLORS 87) 1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B.*

**Description:** In this course, students will explore principles and techniques used in the design and construction of European and advanced contemporary floral arrangements.

## FOODS AND NUTRITION (FDNT)

### FDNT 10 ELEMENTARY NUTRITION

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** NUTR 110

**GE:** AA/AS area C;CSU area E

**Description:** Introduction to the basic principles of nutrition and the relationship of the human diet to health and lifestyle related diseases. Descriptions of individual nutrients, optimal daily intakes, and food sources. Discussions of factors that influence nutrient bioavailability, results of nutrient deficiencies and excesses, consumer nutrition food issues, reliable sources of food and nutrition information.

### FDNT 60 NUTRITION AND PHYSICAL FITNESS

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course students will examine contemporary findings in nutrition specifically related to performance in athletics and exercise. Students will perform computer analysis of calorie and nutrient intake and apply the results to improve and enhance performance, energy level, and general well-being.

## FDNT 62 NUTRITION AND DIET THERAPY

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.

**Transferability:** CSU.

**Description:** Students will be introduced to nutrition and its role in health, disease risk reduction and treatment of disease. The course will include an overview of individual nutrients, optimal daily intakes, food sources and results of nutrient deficiencies and excess. Students will study nutrition therapy and its role in the prevention and treatment of common medical conditions such as diabetes, intestinal tract disorders and diseases of the liver and kidneys.

## FDNT 70 INTRODUCTION TO NUTRITION, DIETETICS AND FOOD SERVICE

1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

**Transferability:** CSU.

**Description:** Professional roles, skills, responsibilities and opportunities in the fields of nutrition, dietetics and food service management. Introduction to the history of the profession, related government agencies, scientific literature and resources, and professional code of ethics.

## FDNT 75 PRINCIPLES OF FOOD

3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP.

**Transferability:** CSU.

**Description:** Introduction to food science principles including whole food preparation techniques for healthy food production. Emphasis on food sanitation and safety, nutrition, sensory evaluation, food standards and quality, ingredients and their functions and interactions.

## FRENCH (FREN)

### FREN 1 ELEMENTARY FRENCH-PART 1

4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Beginning elementary listening, speaking, reading and writing in French. Introduction to France and French-speaking cultures worldwide.

### FREN 2 ELEMENTARY FRENCH-PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: FREN 1 or two years of high school French. Recommended: Eligibility for ENGL 1A or equivalent or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Elementary listening, speaking, reading, and writing in French. Exploration of France and French-speaking cultures worldwide. Continuation and expansion of French 1.

## **FREN 3 INTERMEDIATE FRENCH-PART 1**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: FREN 2 or three years of high school French. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in French with discussions and essays to develop linguistic skill and cultural knowledge. Review of beginning linguistic and cultural content.

## **FREN 4 INTERMEDIATE FRENCH-PART 2**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: FREN 3 or four years of high school French. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in French with discussions and essays to develop linguistic skill and cultural knowledge. Review and expansion of French 1-3.

## **FREN 50A CONVERSATION FOR BEGINNERS-PART 1**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** A beginning conversational French course designed to develop those listening and speaking skills needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to the core grammatical structures and vocabulary required for communication.

## **FREN 50B CONVERSATION FOR BEGINNERS-PART 2**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of FREN 50A or FREN 1 or equivalent.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** A continuation of beginning Conversational French course designed to improve listening and speaking proficiencies including development of core grammatical structures and vocabulary required for communication.

## **FREN 50C INTERMEDIATE CONVERSATION**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of FREN 2 OR FREN 50B. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** An intermediate-level French conversation course designed to improve fluency through expansion of active vocabulary, attention to verb tense usage and oral practice.

## GEOGRAPHIC INFORMATION SYSTEMS (GIS)

### **GIS 40 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only.*

**Transferability:** CSU;UC.

**Description:** The course introduces students to fundamental concepts of Geographic Information Systems (GIS). Topics include elements of GIS, data structures and their management, introductory input and output functions and mapping possibilities. Hands-on exposure to GIS technology through the use of computers and current industry standard software is provided during the laboratory. A working knowledge of the Microsoft Windows operating system and Microsoft Office is recommended.

### **GIS 51 INTERMEDIATE GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 40 and APTECH 191.*

**Transferability:** CSU.

**Description:** Students will be introduced to intermediate level concepts of Geographic Information Systems (GIS). Topics include GIS elements, data structures and their management, and intermediate raster and vector geoprocessing functions. The course covers technical mapping standards and cartographic display. Hands-on exposure to GIS technology through the use of computers and industry standard software is provided during the laboratory.

### **GIS 54 DATA ACQUISITION IN GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in GIS 51.*

**Transferability:** CSU.

**Description:** Students will develop skills in the acquisition, conversion, integration, analysis, management, storage, and drafting of geospatial and attribute data for Geographical Information Systems (GIS).

## GEOGRAPHY (GEOG)

### **GEOG 3 WORLD REGIONAL GEOGRAPHY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** GEOG 125

**GE:** AA/AS areas D,H;CSU area D;IGETC area 4

**Description:** In this course, students will focus on location and place; where diverse peoples and places are in the

world, their similarities and differences, and reasons for their locations. Emphasis is placed on the interaction between the physical and human environments, culture, population, social and economic issues, historical influences, and the impact of globalization.

## **GEOG 4 PHYSICAL GEOGRAPHY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** GEOG 110

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** Physical Geography is an introduction to the study of the Earth and the processes that form and shape its physical features and landforms. Topics include Earth dimensions and motions, map reading and map use, Earth-Sun relationships, weather and climate, and tectonic and surface processes. Emphasis is placed on recognizing, describing, and interpreting the spatial distribution of Earth features and the processes that shape these features.

## **GEOG 7 INTRODUCTION TO HUMAN GEOGRAPHY**

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** GEOG 120

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Human geography is the study of the world, its people, communities, and cultures. Includes human population, ethnicity, culture, agriculture, development and settlement patterns, and social, political and economic systems. Emphasis is placed on spatial patterns and the interactions between humans and the physical environment.

## **GEOG 10 INTRODUCTION TO WEATHER AND CLIMATE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** In this course, students will be given a descriptive introduction to the science of the atmosphere. Topics include relationships between Earth and Sun, temperature, moisture and stability, atmospheric pressure and wind, clouds and precipitation, weather systems, hurricanes and tornadoes, weather forecasting, climate patterns and climate change, air pollution, and atmospheric optics.

## **GEOG 10L WEATHER AND CLIMATE LAB**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in GEOG 10.*

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** Hands-on lab activities exploring weather and climate phenomena. This class is the lab component for

Introduction to Weather and Climate (GEOG 10). Emphasis is placed on analysis and interpretation of weather reports, forecasts, surface weather maps, upper level air charts, satellite and radar imagery, and other remotely sensed data. Climate classification and climate data will also be included.

## **GEOLOGY (GEOL)**

### **GEOL 1 THE EARTH**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** GEOL 100

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** An introduction to rocks, minerals, landforms and the dynamic processes that shape the Earth. Course includes the study of plate tectonics, volcanoes, earthquakes, and surface processes such as streams, shorelines and glaciers.

### **GEOL 1L GEOLOGY LAB**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in GEOL 1.*

**Transferability:** CSU;UC.

**C-ID:** GEOL 100L

**GE:** CSU area B3;IGETC area 5C

**Description:** An introduction to Earth materials through the identification of minerals and rocks. Interpretation of geologic processes and landforms through analyzing maps and other data.

### **GEOL 7 GEOLOGY FIELD TRIP**

*1-3 Units/Up to 1 hour lecture, 6 hours by arrangement. Grade Only. Prerequisite: Course Completion of GEOL 1, GEOL 11 or PHYSC 21.*

**Transferability:** CSU;UC.

**Description:** Investigation of the geologic features of various locations within California, through field study and observation. Destinations may include Yosemite, Long Valley Caldera, Point Reyes, Bodega Bay, Mt. Lassen, and the Modoc Plateau. Identification of rocks, minerals, landforms, geologic history, and geologic processes in the field. Course includes a four to five day field trip and strenuous hiking. Good overall health and fitness are recommended for anyone considering enrolling in this class.

### **GEOL 11 GEOLOGY OF CALIFORNIA**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** GEOL 200

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** Introduction to the geologic principles and processes that formed and continue to influence California's geologic and tectonic environment. Overview of the origin and interpretation of rocks and fossils, volcanoes, earthquakes, plate tectonics, and the geologic history of California.

## **GEOL 20 NATURAL DISASTERS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** A survey of Earth's processes that have direct, often sudden and violent impacts on societies and civilizations. Discussion will focus on causes, effects and mitigation efforts for hazards such as earthquakes, tsunamis, volcanic eruptions, erosion and landslides, bolide impacts and drought.

## **GERMAN (GERM)**

### **GERM 1 ELEMENTARY GERMAN-PART 1**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Introduction to German grammar and development of all language skills in a cultural context with special emphasis on communication. Not recommended for students who have successfully completed 2 years of high school German or equivalent within the past 3 years.

### **GERM 2 ELEMENTARY GERMAN-PART 2**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: GERM 1 OR two years of high school German or equivalent.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Elementary German grammar and development of all language skills continued in a cultural context with special emphasis on communication.

### **GERM 3 INTERMEDIATE GERMAN-PART 1**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Three years of high school German OR GERM 2. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in German with discussions and essays to develop linguistic skill and cultural knowledge. Review of first-year linguistic and cultural content.



## GERM 4 INTERMEDIATE GERMAN-PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Four years of high school German or GERM 3. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in German with discussions and essays to develop linguistic skill and cultural knowledge. Review and expansion of German 1-3

## GERM 50B CONVERSATION FOR BEGINNERS-PART 2

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of GERM 1 or GERM 50A. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU.

**Description:** A continuation of the beginning conversational course, German 50A, designed to improve those listening and speaking proficiencies needed at school, on the job, in the community and throughout the German-speaking world. Students participate in a variety of pronunciation, listening and conversational activities, furthering the development of the core grammatical structures and vocabulary required for communication.

## GRAPHIC DESIGN (GD)

### GD 15 HISTORY OF GRAPHIC DESIGN

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** In this course students will explore the development of graphic design. The course is a broad survey of notable stages and accomplishments in the evolution of graphic design from prehistory to the present and examines how through the centuries particular cultures, movements, works and individuals affect graphic design today.

### GD 20 INTRODUCTION TO TYPOGRAPHY AND LETTERFORMS

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in GD 51.

**Transferability:** CSU;UC.

**Description:** An introduction to typography for visual communications in graphic design. The class emphasizes the use of typography in the design process, including aspects of analytical and creative design through typical media, including: a brochure, poster, or magazine ad. Students explore the evolution and classification of letterforms, the investigation of structure, format, legibility, and expression. Exercises include both hand and digital skills, including hand lettering and experimental type, with an emphasis on the application of typography.

## GD 51 INTRODUCTION TO GRAPHIC DESIGN

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** An introduction to visual communications in the field of graphic design. The course includes: concept development, the creative design process, production, and presentation techniques through the development of design projects on various media, including beginning computer software skills. Emphasis will be placed on the application of basic design principles to graphic design problems in visual communications. Design solutions will explore the potential of strategy, concept, and design utilizing composition, layout, illustration, photography, typography, and symbology.

## GD 53 DESIGN TECHNIQUES IN ILLUSTRATOR

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 71.11.*

**Transferability:** CSU.

**Description:** An intensive course on Adobe Illustrator and its uses in the field of graphic design. Students learn the essentials of creating vector images through projects including logo design and digital illustrations, while utilizing essential design principles.

## GD 54 PRINCIPLES OF LAYOUT AND DESIGN

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 72.11A and GD 51.*

**Transferability:** CSU.

**Description:** This course focuses on the concept of layout design through project based learning. Topics covered include the design of: advertisements, editorial layouts, books, and digital publications. Students will learn to apply design principles to create effective layouts while using industry standard technology.

## GD 57 GETTING IT PRINTED: DIGITAL PREPRESS AND PRINT PRODUCTION

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of GD 54.*

**Transferability:** CSU.

**Description:** A course designed to prepare the graphic design student for dealing with the prepress and print production process. The student will learn the skills needed to create accurate files for printing using a variety of processes, learn skills necessary to communicate and work with prepress vendors and printing firms, and choose wherever appropriate printing solutions that support sustainability and environmental concerns.

## GD 60 CREATING THE PROFESSIONAL PORTFOLIO

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students learn to prepare professional print, digital and web portfolios for graphic design, photography and art. This course teaches students how to navigate the job market, essential interview skills, presenting their work, networking skills, resumes, self-promotion, and honing essential soft-skills. Student must supply 15 pre-existing high quality pieces to be approved by the instructor.

## GD 62 COLOR THEORY FOR DESIGNERS

*1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** A study of the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color. This course will also work with color in the context of industry standard computer software, such as: Adobe Illustrator, InDesign and Photoshop.

## GD 63 ONLINE RESOURCES FOR GRAPHIC DESIGNERS

*1.5 Units/1.5 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** A course to survey the online resources and tools available for graphic designers. Topics will include: exploring design information, galleries and trends on the world wide web, using free online tools for projects and business, locating and downloading fonts, graphics and software, and finding helpful business, career and education resources. Students must have a reliable e-mail account, and basic proficiency in using computers, the Internet, and word processing software.. (Formerly taught as APGR 69)

## GD 65 BUSINESS SKILLS FOR CREATIVES

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Whether you plan to run a graphic design company or work as a freelancer, understanding the nuts and bolts of running a creative business is essential. This course will cover business-related topics including project management, estimating and billing, record keeping and taxes. Students will learn best practices for working with clients, vendors, and colleagues.

## GD 90 DESIGNING THE USER EXPERIENCE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of GD 51.*

**Transferability:** CSU.

**Description:** This course covers user experience design, following the user-centered design process. It is oriented toward practical methods for approaching a design problem holistically, beyond usability and usefulness. It examines different target platforms such as smartphone, tablets, and desktop systems. A user-centric approach is employed to determine which platform is best for the desired application. In this class, students will demonstrate an understanding of user experience including how to design for it and how to evaluate it. This course teaches a set of techniques to gather information about what the user needs, how to design and model interfaces based on those needs and then how to evaluate the design to ascertain that the user's goals are met.

## GD 145 PACKAGE DESIGN

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion of GD 51. Recommended: Course Completion of GD 53.*

**Description:** This course emphasizes the application of graphic design elements to various forms of package design. Students will learn how to use a variety of graphic tools, materials, and techniques to create three-dimensional package design that is innovative and functional. Each design solution is developed from the angle of

project requirements, marketing and branding, audience appeal, and product needs. Areas of study will include the package design process, prototyping, material testing, crafting 3D models, brand awareness, container functionality and executing the final designs.

## **HEALTH CARE (HLC)**

### **HLC 51 INTRODUCTION TO HEALTH CAREERS**

*2 Units/2 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** In this course, students will focus on assessment and career research in the development of a healthcare career plan. Careers include, but are not limited to: Nursing, Nursing Assistant, Nutrition, Dental Hygiene, Dental Assisting, Medical Assisting, Radiologic Technology, and Pharmacy Technician. Emphasis is on identifying interests, personality testing values clarification, career information, research skills, individual skills assessment, decision making, communication, teamwork, inter-professional education, and goal setting specifically in the healthcare field. The course also covers healthcare job trends, education, and licensure requirements.

### **HLC 52 INTRODUCTION TO PUBLIC HEALTH**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent; and Course Completion or Concurrent Enrollment in HLE 5.*

**Transferability:** CSU.

**Description:** The course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts of public health, the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions, institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic diseases, prevention and control of diseases in the community, analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policies.

### **HLC 120 HEALTH CAREERS INSTITUTE**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: High School students must be current on following immunizations: MMR, Varicella-Zoster, Tdap, Covid-19 vaccination series and current TB clearance. Finger printing, drug testing and clean background clearance required. Proper paperwork must be completed and submitted to instructor prior to deadline as published in schedule.*

**Description:** In this course, high school students will be introduced to opportunities in healthcare careers through lecture, laboratory, and experiences in clinical settings. Careers include, but are not limited to: Nursing, Nursing Assistant, Nutrition, Dental Hygiene, Dental Assisting, Medical Assisting, Pharmacy Technician, and Radiologic Technology. Students will complete Cardiopulmonary Resuscitation (CPR), Question Persuade Refer (QPR), and First Aid trainings. The course also covers healthcare job trends, education, and licensure requirements.

## **HLC 140 HEALTH CARE IMPLICATIONS OF ANATOMY AND PHYSIOLOGY**

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ANAT 140. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Implications of anatomy and physiology for patient care, including relationship of body structures and functions to health and disease. Designed as preparation for selected health sciences programs.

## **HLC 160 MEDICAL TERMINOLOGY**

*(Formerly HLC 60) 3 Units/3 hours lecture. Grade or P/NP.*

**Description:** Basic foundation for those who plan to work in health related fields. Provides medical terminology for anatomy, physiology, diseases, medical procedures, treatment and drugs for all the body systems.

## **HEALTH EDUCATION (HLE)**

### **HLE 5 PERSONAL HEALTH AND WELLNESS**

*(Formerly HLE 50) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU area E

**Description:** Students will examine current health issues and apply health behavior change theories to everyday life situations and decisions. Topics such as fitness, diet, stress, substance abuse, sexuality, personal safety, as well as environmental health are explored and discussed. Focus on student evaluation of practices and attitudes that affect their health status throughout life.

## **HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION (HVACR)**

### **HVACR 101 INTRODUCTION TO HVAC/REFRIGERATION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only.*

**Description:** In this course, students will be introduced to career opportunities within the heating, ventilation, air-conditioning (HVAC), and refrigeration industry. Discussion to include the employment working conditions, social aspects, educational and experience requirements, customer relations, professional ethics, and potential income opportunities. Field trips may be required.

## HVACR 102 BASIC REFRIGERATION AND HEATING SYSTEMS

*4 Units/2 hours lecture, 6 hours laboratory. Grade Only.*

**Description:** In this course, students will study basic commercial and residential refrigeration and heating systems. This course includes principles of and procedures with heating and cooling systems, system controls, measurement devices, personal safety, refrigerants, use of hand-held tools, materials used in heating, ventilation, and air conditioning (HVAC), and refrigeration systems, and the introduction and use of oxygen/acetylene torch for joining fittings and tubing.

## HVACR 103 HEATING SYSTEMS

*4 Units/2 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of HVACR 102.*

**Description:** In this intermediate level course, students will study and investigate commercial and residential heating systems.

## HVACR 104 AIR-CONDITIONING AND HEAT PUMPS

*4 Units/2 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of HVACR 102.*

**Description:** In this course, students will study and investigate commercial and residential air conditioning and heat pump systems.

## HVACR 105 COMMERCIAL REFRIGERATION AND ICE MACHINES

*4 Units/2 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of HVACR 102.*

**Description:** In this course, students will study and service commercial refrigeration, residential refrigeration, and ice-making machines.

## HVACR 106 HVAC CONTROLS, THEORY AND TERMINOLOGY

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of HVACR 102.*

**Description:** In this course, students will perform an intermediate study and investigation of commercial and residential Heating, Ventilation, and Air Conditioning (HVAC) control systems.

## HVACR 107 EPA AND OSHA FOR HVACR

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of HVACR 102.*

**Description:** In this course, students will be introduced to the Occupational, Safety and Health Administration's 10 training course (OSHA 10) educating entry-level workers in construction and construction-related jobs to the basic practices of identifying, reducing, eliminating, and reporting hazards associated with their work. Students who pass the exam at the end of the course are eligible to receive the OSHA 10-Hour Construction Industry Outreach Department of Labor (DOL) course completion card. Students will also acquire the technical skills to complete the Section 608 of the Federal Clean Air Act "EPA (Environmental Protection Agency) Certification Program". They will study types of refrigerants, practical refrigerant recovery, recycling, evacuation, and recharging. Students successfully completing this course will receive the Section 608 EPA Universal Certification. A written board approved exam will be administered within the course whereupon students who successfully pass with 72% or higher will earn the Section 608 EPA Universal Certification.

# **HISTORY (HIST)**

## **HIST 1.1 WORLD HISTORY TO 1500**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** The growth of civilizations and the inter-relationships of the peoples of Europe, Asia, Africa and Americas to 1500.

## **HIST 1.2 WORLD HISTORY SINCE 1500 C.E.**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** The history and development of world civilizations and the interrelationships of peoples from Europe, Asia, Africa and the Americas since 1500 C.E.

## **HIST 4.1 HISTORY OF WESTERN CIVILIZATION TO 1648 C.E.**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** HIST 170

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** In this course, students will be introduced to a survey of Western Civilizations to 1648 C.E. The course begins with the Ancient Near East, and includes the study of ancient Greece, ancient Rome, the Middle Ages, the Renaissance and the Reformation.

## **HIST 4.2 HISTORY OF WESTERN CIVILIZATION FROM 1648 C.E.**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** HIST 180

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** A survey of European history from 1648 C.E. to the present. The course includes the study of the Scientific Revolution, the Enlightenment, the French Revolution and Napoleon, the Industrial Revolution, World War I, Communism, World War II, the Cold War, and globalism.

## **HIST 5 HISTORY OF THE MODERN MIDDLE EAST**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Students will be introduced to the history of the Middle East focusing on the regional and international influences that have shaped the area over the last two centuries. The course begins with an overview

of the pre-modern period before turning to political, social, cultural, and economic issues of the modern era. Topics include the Arab-Israeli conflict, the power of oil, the preoccupation with authoritarian rule, challenges to social and economic development, the rise of Islamic political movements, and the role of outside powers in shaping the region.

## **HIST 8.1 HISTORY OF LATIN AMERICA FROM PRE-COLUMBIAN TO 1830**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** An introductory survey of Latin American history from pre-Columbian times to the 1830s. This course will examine the history of Indigenous societies, the development of the European colonial system, and subsequent independence movements.

## **HIST 8.2 HISTORY OF LATIN AMERICA FROM 1830 TO PRESENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** An introductory survey of Latin American history from the early 19th century to the present. This course will analyze the convergence of different ethnic groups and their contributions to the new socio-political systems that developed after independence, the intervention of the United States in these countries, neo-colonialism, and specific revolutionary movements in Mexico, Cuba, Chile, Nicaragua and El Salvador.

## **HIST 17.1 HISTORY OF THE UNITED STATES TO 1877**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** HIST 130

**GE:** AA/AS areas D,F;CSU areas C,C2,D,X1;IGETC areas 4,XA

**Description:** History of the United States through Reconstruction.

## **HIST 17.2 UNITED STATES HISTORY FROM 1877**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** HIST 140

**GE:** AA/AS areas D,F;CSU areas D,X1;IGETC areas 4,XA

**Description:** A survey of United States history from 1877 to the present. This course will focus on social, political, economic, and cultural events that have helped shape the history of the United States.

## **HIST 18.1 HISTORY OF WOMEN IN THE UNITED STATES TO 1877**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,F;CSU areas C2,D,X1;IGETC areas 4,XA



**Description:** An in-depth historical study of the political, economic, cultural, and social developments of women in the United States to 1877.

## **HIST 18.2 HISTORY OF WOMEN IN THE UNITED STATES SINCE 1877**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,F;CSU areas C2,D,X1;IGETC areas 4,XA

**Description:** An in-depth historical study of the political, economic, cultural, and social developments of women in the United States since 1877.

## **HIST 20 HISTORY OF THE US SINCE 1945**

*(Formerly HIST 17.3) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** This course will explore the political, economic, and social history of America from 1945 to the present including the United States' role in the Cold War and post-Cold War eras. Domestic trends examined will include the expanding consumer society, the rise of social movements, and the response of neo-conservatism. Additionally, the course will focus on America's relationship to the larger world including battling post 9-11 terrorism, participation in the Middle East conflict, globalization and dealing with climate change.

## **HIST 21 RACE, ETHNICITY AND GENDER IN AMERICAN CULTURE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,F,G;CSU areas D,X1;IGETC areas 4,XA

**Description:** An examination of the interrelated roles of race, ethnicity and gender in shaping political and cultural institutions in the United States. From pre-Columbian times to the present, the course will explore and analyze the experiences, contributions, and interconnectedness of African, Asian, European, Latino and Native American peoples.

## **HIST 22 HISTORY OF CALIFORNIA**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** Students will undertake a broad survey of California history from the precolonial period to the present. The course will examine the distinct contributions and interactions of diverse peoples and environments. Special attention is given to how political power is shaped by race, gender, class, and ethnicity in different periods of the state's history.

## **HIST 26 HISTORY OF CHICANX AND LATINX FROM 1848 TO PRESENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area F;CSU area D;IGETC area 4

**Description:** Chicana and Latina history in the U.S. This course will examine Mexican, Chicana, and Latina experiences in the U.S. and their political, economic, social and cultural contributions and adaptations to the U.S. from 1848 to present

## **HIST 30 AFRICAN AMERICAN HISTORY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area F;CSU area D;IGETC area 4

**Description:** A critical examination of African American history and historiography covering the colonial period through the opening of the 21st century. We will trace the African American experience from its West African roots, through the trauma of the Atlantic slave trade, and the struggle of a people to create culture and community under the brutal conditions of American slavery. Following an overview of the Civil War and Reconstruction, students will analyze the rise of "Jim Crow," black migration, and urbanization over the course to two world wars and the continuing influence of African Americans on the politics and culture of the United States.

## **HIST 33 HISTORY OF MEXICO**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Study of Mexican social, political and economic history from the Pre-Columbian era to the present.

## **HORTICULTURE (HORT)**

### **HORT 8 LANDSCAPE PLANTS: SUMMER/FALL**

*(Formerly HORT 54) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU;UC.

**C-ID:** AG - EH 112L

**Description:** Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to California climates. Includes an introduction to plant taxonomic system and botanical nomenclature. Emphasis on plants listed in the current California Association of Nurserymen and Garden Centers (CANGC) and National Association of Landscape Professionals (NALP) Certification Tests Plant Lists. Presentation of those plants best observed and studied in the summer and fall of the year through field lectures on SRJC grounds and at other locations.

## HORT 12 LANDSCAPE PLANTS: WINTER/SPRING

*(Formerly HORT 55) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU;UC.

**C-ID:** AG - EH 112L

**Description:** Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to California climates. Includes an introduction to plant taxonomic system and botanical nomenclature. Emphasis on plants listed in the current California Association of Nurserymen (CAN) and Associated Landscape Contractors of America (ALCA) Certification Tests Plant Lists. Presentation of those plants best observed and studied in the winter and spring of the year through field lectures on SRJC grounds and at other locations.

## HORT 51 INTRODUCTION TO HORTICULTURE

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**Description:** An introduction to environmental horticulture with an emphasis on nursery operations, landscaping, turf management, and floral industries. Topics include: basic botany; plant identification and classification; cultural practices; propagation; structures and layout; pest management; planting; container gardening and houseplants; landscape design; floral design; turfgrass installation and care, and survey of career opportunities in the industry.

## HORT 56 HORTICULTURAL ENTERPRISE PROJECT

*2-4 Units/Up to 1 hour lecture, 9 hours by arrangement. P/NP Only. Prerequisite: Completion or concurrent enrollment in HORT 70 OR HORT 71 OR HORT 72 OR HORT 91 OR HORT 93. Recommended: Eligibility for ENGL 100 or ESL 100.*

*Limits on enrollment: Instructor consent needed for approval of use of District resources.*

**Transferability:** CSU.

**Description:** In consultation with instructor, student will select a specific agricultural/horticultural crop, commodity, or product and develop an enterprise project, using resources at District or other locations (with instructor's consent). Projects involve field experience in production and management techniques, marketing methods, and eventual sale of the chosen agricultural/horticultural crop, commodity, or product.

## HORT 70 PLANT PROPAGATION

*(Formerly AG 92.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**C-ID:** AG - EH 116L

**Description:** Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control; structures and site layout; preparation and use of propagating and planting mediums; use and maintenance of common tools and equipment; regulations pertaining to plant production.

## HORT 71 NURSERY PRODUCTION

*(Formerly AG 92.2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**Description:** Course covers study of production techniques, growing media, watering, fertilization, marketing and sales, as well as nursery site selection and development.

## HORT 72 GREENHOUSE PRODUCTION

*(Formerly AG 92.3) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**Description:** Analysis, description, and operation of greenhouses and other structures and facilities as they relate to a variety of ornamental and agricultural crops. Included are: relationships of light, temperature, moisture, aeration, humidity, and fertility; identification and investigation of major greenhouse grown crops including foliage plants, flowering potted plants, bedding plants, cut flowers, color and specialty crops; creating and implementing several cropping plans for greenhouse plants and products.

## HORT 80 LANDSCAPE MAINTENANCE

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 5 ( or CIS 5 or BDP 5 or BDP 51).*

**Transferability:** CSU.

**Description:** This course prepares students to evaluate and improve the function and aesthetic value of public and private landscapes by applying appropriate sustainable industry maintenance techniques. Topics include planting, pruning, watering, soil fertility, pest management, weed control, proper use and care of hand tools, and basic landscape maintenance business practices.

## HORT 91 LANDSCAPE CONSTRUCTION/ESTIMATION

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**Description:** Introduction to the field of landscape contracting, including cost estimating and bidding procedures. Course includes hands-on experience with tools, materials, and methods used in the construction of wood and simple concrete and masonry landscape features. This course also prepares students for the C-27 landscape contractor's licensing exam and national industry certification. This course requires students to: walk, stand, crouch for long periods of time and carry out strenuous physical tasks; work with hand tools, power tools, and landscape materials; work outdoors in various conditions including heat, humidity, rain, dust, noise, and cold; and lift up to 50 pounds repeatedly within a 3 hour period.

## HORT 93 LANDSCAPE DRAFTING AND DESIGN

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Transferability:** CSU.

**Description:** Introduction to landscape drafting and design techniques for producing scaled plan-view and elevation drawings, construction details, and landscape plans. Includes steps and sequence in the design process; design themes, principles, and elements; general plant selection and usage; and client-designer relations. Drafting equipment required.

## HORT 133 CURRENT TOPICS IN HORTICULTURE

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course encompasses an exploration of selected horticultural issues. The intent is to broaden student perspective beyond textbooks for understanding the most current horticultural industry practices that are related to new technology, products or management procedures.

## HORT 144 LANDSCAPE IRRIGATION

*(Formerly HORT 92.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Description:** Prepares students to design, install, maintain, and audit a water efficient landscape irrigation system. Topics include basic water supply, basic hydraulics, component identification and terminology, system layout, pipe sizing, and types of valves, heads, and controllers, and practices related to appropriate horticulture for California. Students who complete the course with a grade of "C" or better will be recognized as having completed an EPA (Environmental Protection Agency) approved WaterSense Training Program.

## HORT 184 INTRODUCTION TO ARBORICULTURE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software; AND Course Completion of HORT 51.*

**Description:** Principles of urban forestry, arboriculture careers, and tree care; including tree biology, tree identification, plant health care, soils, nutrition, planting, worker safety, climbing, pruning, tree risk assessment, tree care tools and equipment. This course provides the knowledge necessary to be successful in the tree care profession. This course also prepares students for the International Society of Arboriculture's (ISA) Arborist Certification examination. Field lectures on the SRJC campus and other locations may be required.

## HORT 195 CAD: LANDSCAPE SITE PLANS

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of HORT 93. Recommended: Course Completion of APTECH 46 and eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Description:** Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting)

software to produce professional quality landscape site plans for residential and small commercial sites. Particular attention given to drafting base plans, building footprints, and other simple hardscape features, planting bed lines, plant symbolization and irrigation plan layout.

## **HORT 196 CAD: ADVANCED LANDSCAPE DESIGN**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of HORT 195. Recommended: Course Completion of APTECH 46 and eligibility for CS 5 or proficiency in basic productivity software including word processing, spreadsheet, and presentation software.*

**Description:** Intermediate to advanced application of Computer-Aided Drafting (CAD) software towards production of professional quality landscape site plans for residential and small commercial sites. Particular attention is given to drafting construction documents such as planting plans and legends, irrigation plans, lighting plans, and construction detail drawings. This course builds upon skills learned in HORT 195.

## **HOSPITALITY (HOSP)**

### **HOSP 50 INTRODUCTION TO TOURISM IN SONOMA COUNTY**

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Students will receive an overview of the tourism industry in Sonoma County and its critical role in the economy. Students acquire information, resources, and experiences to enhance visitors' experiences and increase tourism activity for the county, a private business, or an employer. Students learn the elements of tourism value, Sonoma County history, customer service, and Sonoma County resources.

### **HOSP 53 CUSTOMER SERVICE**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course is an introduction to principles and techniques for delivering outstanding customer service. It also covers the attributes of customer service-oriented businesses and development of appropriate customer service skills.

### **HOSP 54 CUSTOMER RELATIONS FOR THE HOSPITALITY INDUSTRY**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates; and Course Completion or Concurrent Enrollment in HOSP 53.*

**Transferability:** CSU.

**Description:** This course covers the concepts and skills for providing outstanding customer relations including problem solving, effective communications, dealing with challenging customers, and cultural components of customer interactions service excellence. It also discusses customer relations goals, the importance of customer relations to business success, and current trends and practices.

## HOSP 58 MEETING AND EVENT PLANNING

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU.

**Description:** This course covers the basics of event planning and management, including research, design, event coordination documentation, venue evaluation, catering, and marketing for all types of events. The students will be introduced to the logistical know-how and theoretical understanding needed to enter the field of meeting planning with the essential knowledge needed to excel in this rapidly growing sector of the hospitality industry.

## HOSP 63 INTRODUCTION TO THE HOTEL INDUSTRY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** HOSP 140

**Description:** This course will provide you with an introduction to the hotel industry. Topics include industry history, types of accommodations, an overview of hotel operations, department functions, as well as legal issues, human resources, and safety. Students will learn about the impact of the internet and explore the local hotel industry. Industry software and real world skills will be included.

## HOSP 68 HOSPITALITY LAW

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** HOSP 150

**Description:** This course is designed to cover basic principles of contracts, liability, and labor as they apply specifically to the hospitality industry. Lecture and discussions are enhanced by industry guest speakers and industry visits.

## HOSP 80 INTRODUCTION TO HOSPITALITY

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**C-ID:** HOSP 100

**Description:** Students learn about the scope of the Hospitality and Tourism Industry. This course is designed to prepare students for careers in hospitality management. Overview of structure and financial performances of hospitality industry; food and lodging, resorts, tourism enterprises, attractions and related operations. Focus on orientation to customer service, cultural/economic trends and career opportunities.

## HUMAN RESOURCES (HR).

## HR 60 HUMAN RESOURCE MANAGEMENT

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Overview of the Human Resources profession and the role it plays in contributing to the success of the organization. Emphasis is on Human Resource responsibilities, procedures and administration, such as employment law, staffing, compensation, ethics, employee relations, training, performance management, benefits, metrics, and labor relations. Best practices, current trends, and the role of Human Resources in strategic planning are consistently highlighted.

## HR 61 HUMAN RESOURCE EMPLOYMENT LAW

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Overview of the application of California and Federal employment law. Interpretation of employment law in today's work environment through research and analysis of court decisions. Topics include employment at will, legal investigations, ethics, discrimination, ergonomics, substance abuse, workplace violence, terminations, and laws as they apply to employer size. Emphasis is on research, analysis, and prevention of litigation through policy development and application.

## HR 62 HUMAN RESOURCE RECORDS

*(Formerly HR 65.3) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Fundamentals of labor and employment records administration in compliance with California and Federal laws. Topics include creating a legally compliant record keeping system which addresses issues of technological options, confidentiality, correct filing, record retention, and document posting. Regulations regarding recordkeeping are discussed in-depth, including regulations on confidentiality, privacy, leaves of absence, wage and hour, safety, medical information, benefits, and identity theft. Includes hands-on use of a functioning Human Resource Information System (HRIS) database.

## HR 63 HUMAN RESOURCE HIRING PROCESS

*(Formerly HR 65.1) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course covers the fundamental role of Human Resources (HR) in the hiring process in California. Content covers techniques for attracting and identifying qualified applicants and interviewing and selecting the best candidate to meet organizational needs. Emphasis is on legal compliance and best practices in the hiring process.



## HR 64 HUMAN RESOURCE COMPENSATION ADMINISTRATION

*(Formerly HR 65.2) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Fundamentals of compensation administration at the Local, State and Federal levels, including the impact of salaries, hourly wages, benefits and other rewards on recruitment and retention of employees. Emphasis is on determining the market rate for pay, utilizing salary surveys, differentiating between types of salary programs, wage and hour calculations, benefits packages, and determining exempt or non-exempt status according to California and Federal regulations.

## HR 65 HUMAN RESOURCE BENEFITS ADMINISTRATION

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Fundamentals of employee benefit programs and leaves of absence requirements. Content covers interpretation of California and Federal law to correctly administer employee benefits and leaves of absence. Topics emphasize the administration of group benefits including health and survivor insurance, government mandated insurance, defined benefit & defined contribution retirement benefits, as well as family, medical, and pregnancy leaves of absence.

## HR 66 HUMAN RESOURCE ADMINISTRATION CURRENT APPLICATIONS

*1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Completion or concurrent enrollment in HR 60 AND HR 61 AND HR 62 AND HR 63 AND HR 64 AND HR 65 AND BAD 52 AND BMG 53 AND CS 61.11A and CS 61.11B. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** Overview of Human Resource developments and recent changes in California and Federal law, recent employment related court cases, and current issues and trends affecting Human Resource administration. Utilization of resources to successfully solve problems, create a professionally written document, and a correctly prepared spreadsheet on employee benefits. Demonstration of mastery of all information learned through the Human Resource Program.

## HR 991 HUMAN RESOURCES INTERNSHIP

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Student must secure a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study in Human Resources. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position.

Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

16 Units Total (WrxE only)

## HUMANITIES (HUMAN)

### **HUMAN 4.1 WESTERN HUMANITIES: ARTS, IDEAS, AND VALUES**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An interdisciplinary approach to the study of the arts, ideas and values of the West. Emphasis will be placed on the visual arts, drama, music, literature, philosophy and religion within a cultural context. The course will cover prehistory, ancient Mesopotamia, Egypt, Greece, Rome, and the Middle Ages to the Renaissance.

### **HUMAN 5 WORLD HUMANITIES: ARTS, IDEAS, VALUES**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** An interdisciplinary approach to the study of the arts, ideas, and values of selected world cultures. The course will focus on the visual arts, drama, music, literature, philosophy, and religion--identifying both their interconnectedness and inherent diversity. The course may be taught chronologically or thematically.

### **HUMAN 6 HUMANITIES IN THE UNITED STATES**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** An interdisciplinary pluralistic exploration of Humanities in the United States. The course will explore the cultural contributions of at least three cultural groups, focusing on the visual arts, music, drama, film, literature and philosophical/religious thought in the United States. In this multidisciplinary course, students will examine possible answers to the question "How is American identity expressed?" This course will explore the cultural expressions, contributions and traditions of different cultural groups in the United States. This course may be presented either chronologically, thematically, or with exclusive focus on a specific humanistic cultural form or tradition such as Cinema, Fine Arts, Literature, Music, Performing Arts and Technology in the United States.

## HUMAN 7 INTRODUCTION TO THE HUMANITIES

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An introduction to the humanities focusing on the visual arts, drama, film, music, dance, literature, philosophy and religion as forms of human expression. Emphasis will be on understanding and appreciating a variety of cultural expressions within their cultural context. The course may be taught thematically or may focus on a specific period of time.

## HUMAN 8 COMPARATIVE MYTHOLOGY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course investigates myths representing diverse global cultures; introduces scholarly theories and methods of interpretation; compares and contrasts plot structures, themes and character types within and across cultures; analyzes the creation of modern myths; and traces myth's relationship with language, history, politics, religion and the arts.

## HUMAN 14 POPULAR CULTURE IN THE UNITED STATES

*(Formerly INTDIS 2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** This class examines the relationship between individual identity and large-scale historical forces for the creation of popular culture.

## HUMAN 23 CULTURE AND VALUES IN LATIN AMERICA AND THE CARIBBEAN

*(Formerly INTDIS 4) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** An interdisciplinary exploration of the history, cultures, intellectual endeavors and societies in both Latin America and the Caribbean.

## HUMAN 24 CALIFORNIA CULTURE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course examines California's cultural mystique through ideas, products and cultural movements that originated in, or are closely associated with, California. Rather than a history of California, this course is a multidisciplinary examination of the distinct contributions that California has made in the spheres of art, consumer

products, cultural movements, ideology and technological innovations. In so doing, the course analyzes California's contributions to, and influence on, American and global cultures and its enduring appeal for people throughout the United States and the world.

## HUMAN 25 MONSTERS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** This course examines monsters, real and imagined, to understand their cultural function and purpose. This includes monsters from specific cultures or time periods, such as the Japanese Yokai to the menagerie of creatures in *Monsters, Inc.* as well as real-life monsters, from serial killers to genocidal fascist dictators. Representations of monsters in folklore, ancient texts, sacred manuscripts, literature, movies, graphic novels and video games are examined. Through this multidisciplinary course, monsters are intertwined with questions about racial purity, authority, power, violence, genetic manipulation, transspecies relationships and civilizational demise to act as harbingers and citizens of our imminent future.

## HUMAN 26 FRIENDSHIP

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** This multidisciplinary course is a cultural exploration of friendship. Friendship is examined as a unique social arrangement unto itself and in relation to other forms of social relations such as marriage, civil partnerships or adoption. Other purposes of friendship- from forging alliances for a common defense, for strengthening community ties, and for enriching one's life- are also examined. Material examples of "friendship" are examined from across the globe and through different historical regimes such as the network of aboriginal "Friendship Centers" in Canada and the Tagalog "bayanihan". How is friendship related to concepts such as amor patriae or love and allegiance to one's country? With an emphasis on the central role of friendship in democracy, this course examines the individual and cultural potency in the idea and practice of friendship in ever widening national and global scales of amity.

## HUMAN 49 INDEPENDENT STUDY IN HUMANITIES

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars and individual conferences by arrangement to provide for independent study and an enriched academic experience in the Humanities. UC determines credit AFTER transfer; not counted for admissions. (See a counselor for details)

## **INTERDISCIPLINARY STUDIES (INTDIS)**

### **INTDIS 90 STUDY ABROAD LIFE AND CULTURE**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Admission to Program*

**Transferability:** CSU.

**Description:** This course is designed to introduce students to the culture of a foreign country as part of the Study Abroad Program. Through a combination of academic lectures by experts, organized activities like field trips and interactions with locals, students will acquire an understanding of local cultures. Students must be accepted into the Semester Abroad Program.

## **INTERIOR DESIGN (INDE)**

### **INDE 20 INTRODUCTION TO INTERIOR DESIGN**

*(Formerly INDE 61.1) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** In this course students will be introduced to interior design principles, elements, and color. Students will study influences of historical, cultural, and functional design factors as well as the selection and arrangement of interior furnishings and materials. Career options and sustainability in interior design will be included.

### **INDE 50 DRAFTING AND DRAWING FOR INTERIORS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** In this course students will be introduced to basic design drawing techniques used for interior design. Students will learn to manually draft interior floor plans, elevations, and sections in scale; including drawing furniture to scale. This course will also introduce students to the principles and techniques used in interior illustration. Emphasis will be placed on drawing and linear perspective using light, and shadow, and pencil rendering of furniture, interior finishes and accessories.

### **INDE 52 INTERIOR ENVIRONMENT AND SPACE PLANNING**

*(Formerly INDE 80.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20 and INDE 50.*

**Transferability:** CSU.

**Description:** Analysis and application of design concepts, space planning techniques and resources necessary to creatively solve problems related to the function and quality of our human environment. The integration of barrier-free design, resource management and environmental psychology into a functional design is explored.

## INDE 62 HISTORY OF INTERIOR DESIGN

*(Formerly INDE 62.1) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**GE:** AA/AS area E;CSU area C1

**Description:** An examination of the history of interior design around the world from ancient times to the present. Economic, social, political, cultural, and artistic influences will be interwoven throughout.

## INDE 63 INTERIOR PRODUCTS, MATERIALS, AND LIGHTING

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Introduction to products and materials used in interior design, including flooring, wall coverings, furniture, window treatments, accessories and interior lighting for residential and commercial interiors. The life cycle of products and materials used in interiors, their impact on building occupants, and Indoor Environmental Quality (IEQ) indicators will be discussed.

## INDE 64 PROFESSIONAL PRACTICES FOR INTERIOR DESIGN

*(Formerly INDE 64.1) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Business aspects of the interior design profession, including: ethics, contracts, licensing, ordering, client-designer relationships, costs, billing, and fee schedules. Students will gain experience measuring, estimating, and budgeting for a design project.

## INDE 67 INTERIOR ILLUSTRATION AND RENDERING

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20 and INDE 50.*

**Transferability:** CSU.

**Description:** Introduction to the principles and techniques used in interior illustration. Emphasis on drawing in perspective using light, shade and shadow, and pencil rendering of furniture, interior finishes and accessories.

## INDE 71 INTERIOR DESIGN STUDIO

*(Formerly INDE 136) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 52 and INDE 63.*

**Transferability:** CSU.

**Description:** This course covers the complete design process in planning space that is consistent with project and program requirements, applicable codes, and professional standards. A variety of team and individual design assignments selected to develop proficiency in the design process will be utilized.

## INDE 73 PORTFOLIO DEVELOPMENT

*(Formerly INDE 140) 2 Units/1.25 hours lecture, 2.25 hours laboratory. Grade Only. Recommended: Concurrent or prior enrollment in ARCH 60 or CS70.11A or CS72.11A for computer skills. Concurrent or prior enrollment in ARCH 12 or INDE 52 for utilization of completed student projects..*

**Transferability:** CSU.

**Description:** In this course, student will learn to create professional portfolios for submittal to higher education institutions and career placement within Interior Design, Planning, Landscape Architecture, Architecture, Engineering, and Construction (AEC) professions.

## **INDE 122 KITCHEN AND BATH DESIGN**

*(Formerly INDE 66.1) 3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20. Recommended: Course Completion of INDE 50.*

**Description:** Principles and elements of interior design for creating efficient and aesthetically pleasing kitchens and baths. Topics include space planning, equipment, appropriate materials, and building codes. Application of National Kitchen and Bath Standards for interior design. Students must provide their own drafting supplies.

## **ITALIAN (ITAL)**

### **ITAL 1 ELEMENTARY ITALIAN-PART 1**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Beginning elementary speaking, listening, reading, and writing in Italian. Introduction to Italy and its cultures, including contributions to western civilization.

### **ITAL 2 ELEMENTARY ITALIAN-PART 2**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: ITAL 1 or two years of high school Italian or equivalent.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Continuation of the introduction to Italian language and culture, with the increasing development of all language skills in a cultural context. Emphasis is on communication in the Italian language.

### **ITAL 3 INTERMEDIATE ITALIAN-PART 1**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: ITAL 2 or three years of high school Italian or equivalent.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in Italian with discussions and essays to develop linguistic skill and cultural knowledge. Review of first-year linguistic and cultural content.

## ITAL 4 INTERMEDIATE ITALIAN-PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ITAL 3. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in Italian with discussions and essays to further develop linguistic skill and cultural knowledge at the intermediate level. Review and expansion of Italian 1 through 3.

## ITAL 50A ITALIAN CONVERSATION FOR BEGINNERS - PART 1

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU.

**Description:** A beginning conversational Italian course designed to develop those listening and speaking skills needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to the core grammatical structures and vocabulary required for communication.

## ITAL 50B ITALIAN CONVERSATION FOR BEGINNERS - PART 2

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ITAL 50A or ITAL 1 or equivalent.

Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU.

**Description:** A continuation of Beginning Conversational Italian course designed to improve those listening and speaking proficiencies needed at school, on the job, in the community, and in the Italian-speaking world. Students participate in a variety of pronunciation, listening, and conversational activities. An introduction to and development of the core grammatical structures and vocabulary required for communication.

## JAPANESE (JAPAN)

### JAPAN 1 ELEMENTARY JAPANESE - PART 1

4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Introduction to elementary Japanese grammar and development of all language skills (listening, speaking, reading, and writing) needed to effectively communicate using Japanese cultural patterns and conventions.



## JAPAN 2 ELEMENTARY JAPANESE - PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of JAPAN 1 ( or JAPAN 51). Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** A high-beginning/low intermediate communication course designed to improve those listening, speaking, and writing skills needed for cross-cultural understanding in social, academic and work-related situations.

## JOURNALISM (JOUR)

### JOUR 1 INTRODUCTION TO JOURNALISM

3 Units/3 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in JOUR 1L. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** JOUR 110;JOUR 110

**Description:** Introduction to journalism, news reporting and writing with an emphasis on journalistic standards, media ethics and the changing nature of the news industry. Students will learn fundamental reporting skills and write news and feature articles for possible publishing in the Oak Leaf college news media.

### JOUR 1L INTRODUCTION TO JOURNALISM LAB

0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in JOUR 1. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** JOUR 110 Series

**Description:** A lab course in which students practice Journalism 1 skills involving reporting, news gathering, news and feature writing, editing, and applying Associated Press style.

### JOUR 2 NEWS GATHERING AND NEWS WRITING

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Concurrent Enrollment in JOUR 2L. Recommended: Course Completion of JOUR 1 ( or JOUR 1A) and Course Completion of JOUR 1 ( or JOUR 1A) and Course Eligibility for ENGL 1A Course Eligibility for ENGL 1A.

**Transferability:** CSU;UC.

**C-ID:** JOUR 210

**Description:** Advanced writing class for print and online media. Students will build skills in deadline news writing and learn to report, write, and use multimedia for a variety of story types, including news, opinion, social issues, entertainment reviews and feature/investigative pieces.

## JOUR 2L NEWS GATHERING AND NEWS WRITING LAB

0.5 Unit/1.5 hours by arrangement. Grade or P/NP. Prerequisite: Concurrent Enrollment in JOUR 2. Recommended: Course Completion of JOUR 1 and Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**Description:** A lab course in which students practice Journalism 2 skills involved in learning to develop ideas, report, write or use multimedia for a variety of story types, including news, opinion, entertainment reviews and a feature/investigative project on a social issue.

## JOUR 5 NON-FICTION DIGITAL STORYTELLING

(Formerly JOUR 55) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion or Concurrent Enrollment in CS 74.22 or JOUR 1 or JOUR 2 or MEDIA 18.

**Transferability:** CSU;UC.

**C-ID:** JOUR 120

**Description:** Students will employ hands-on training to create and edit text, audio, video and photos to produce and promote multimedia non-fiction stories for journalism, digital, social, and mobile media.

## JOUR 52A NEWS MEDIA PRACTICE 1

3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in JOUR 1.

**Transferability:** CSU.

**C-ID:** JOUR 130

**Description:** A lecture/laboratory course that produces The Oak Leaf, the Santa Rosa Junior College news media that includes a website, a magazine and social media sites. Students learn journalistic standards, media ethics, writing, editing, design, multimedia, social media and other skills required in modern news production.

## JOUR 52B NEWS MEDIA PRACTICE 2

5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: JOUR 52A with a grade of "C" or better.

**Transferability:** CSU.

**C-ID:** JOUR 130

**Description:** A lecture/laboratory course that produces The Oak Leaf, the college news media that includes a website, magazine, and social media sites. Students learn journalistic standards, media ethics, writing, editing, design, photojournalism, multimedia, social media, and other skills required in modern news production.

## JOUR 52C NEWS MEDIA PRACTICE 3

5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: JOUR 52B with a grade of "C" or better.

**Transferability:** CSU.

**C-ID:** JOUR 131

**Description:** A lecture/laboratory course that produces The Oak Leaf, the college news media that includes a website, magazine, and social media sites. Students learn journalistic standards, media ethics, writing, editing, design, photojournalism, multimedia, social media, and other skills required in modern news production.

## **JOUR 52D NEWS MEDIA PRACTICE 4**

*5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of JOUR 52C.*

**Transferability:** CSU.

**C-ID:** JOUR 131

**Description:** A lecture and laboratory capstone course that produces The Oak Leaf, the college news media that includes a website, magazine and social media sites. Students apply journalistic standards, media ethics, writing, editing, design, photojournalism, multimedia, social media and other skills to produce print and web versions of The Oak Leaf. Journalism 52D students assume leadership positions in running The Oak Leaf and teach specialized workshops to other staff members.

## **JOUR 54A MAGAZINE JOURNALISM: WRITING AND PRODUCTION 1**

*(Formerly JOUR 54) 3 Units/2.5 hours lecture, 2.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion or Concurrent Enrollment in JOUR 1.*

**Transferability:** CSU.

**Description:** Introduction to the magazine industry and to writing and producing articles for publication. Students will learn to develop story ideas, submit query letters, conduct research and interviews, write and edit articles. Students can publish and market finished pieces in an online SRJC magazine or submit queries to outside publications.

## **JOUR 54B MAGAZINE JOURNALISM: WRITING AND PRODUCTION 2**

*3 Units/2.5 hours lecture, 2.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of JOUR 54A.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** Advanced studies in magazine article writing and production in which students will publish and market an online and/or print magazine from story idea to completed product. Students will develop stories and themed content for the online SRJC magazine, or submit queries and content to outside publications.

## **JOUR 56 EDITING FOR NEWS MEDIA**

*(Formerly JOUR 106) 3 Units/3 hours lecture, 1 hour laboratory. Grade or P/NP. Recommended: Course Completion of JOUR 1 or JOUR 2; and eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course will introduce students to editing for the news media. Students will learn how to edit for text, audio, video, digital and multimedia content for print, online, broadcast and social media publication.

## **JOUR 59 PHOTOJOURNALISM**

*3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of JOUR 1 OR JOUR 52A.*

**Transferability:** CSU.

**Description:** Introduction to contemporary photojournalism skills and techniques for newspapers, magazines and online media. Students may provide photographic or video coverage of events for campus news media. Requires access to a Digital Single-Lens Reflex (DSLR) or mirrorless camera with manual option.

# **KINESIOLOGY AQUATICS (KAQUA)**

## **KAQUA 1 INTRODUCTION TO SWIMMING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is an introduction to water for non-swimmers and students will learn basic swim techniques, and water safety protocol.

## **KAQUA 1.1 BEGINNING SWIMMING**

*(Formerly PHYED 12.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will learn basic swim strokes that include the front crawl, back crawl, and elementary backstroke. In addition to swimming, students learn basic water safety skills and knowledge leading to safe practices while in, on, or about the water.

## **KAQUA 1.2 INTERMEDIATE SWIMMING**

*(Formerly PHYED 12.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.1.*

**Transferability:** CSU;UC.

**Description:** This class consists of intermediate swim strokes that include the front crawl, back crawl, side stroke, breaststroke, butterfly, and elementary backstroke. In addition to swimming, this class also includes basic water safety skills and knowledge leading to safe practices while in, on, or about the water.

## **KAQUA 1.3 ADVANCED SWIMMING**

*(Formerly PHYED 12.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.2.*

**Transferability:** CSU;UC.

**Description:** This class consists of advanced swim strokes that include the front crawl, back crawl, breaststroke and butterfly. In addition to swimming, this class also includes basic water safety skills and knowledge of advanced swimming skills to work toward a higher level of cardiovascular fitness.

## **KAQUA 1.4 TRAINING FOR THE COMPETITIVE SWIMMER**

*(Formerly ATHL 6) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 2.3. Limits on enrollment: By tryout first day of class*

**Transferability:** CSU;UC.

**Description:** Training program designed to develop skills and physical fitness needed for competitive swimming.

## **KAQUA 2.1 AQUATIC FITNESS**

*(Formerly PHYED 13.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.2.*

**Transferability:** CSU;UC.

**Description:** This class consists of aquatic fitness exercises, and advanced swim strokes that include the freestyle,

backstroke, breaststroke, and butterfly. This class will introduce how to develop a training and conditioning program through the use of advanced swim strokes and dryland conditioning.

## **KAQUA 2.3 ADVANCED AQUATIC FITNESS**

*(Formerly PHYED 13.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 2.1.*

**Transferability:** CSU;UC.

**Description:** This class consists of aquatic fitness exercises, and advanced swim strokes that include the freestyle, backstroke, breaststroke, and butterfly. This class will continue to develop a training and conditioning program at an advanced level through the use of advanced swim strokes and dryland conditioning.

## **KAQUA 3.1 BEGINNING AQUATIC CALISTHENICS**

*(Formerly PHYED 16) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This water aerobics course will include beginning level aquatic calisthenic exercise. This class will include a variety of beginning water exercises.

## **KAQUA 3.2 INTERMEDIATE AQUATIC CALISTHENICS**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This water aerobics course will include intermediate level aquatic calisthenic exercise. This course also covers aquatic calisthenic program design and hydrodynamic principles, and will prepare students to apply intermediate level aquatic calisthenic skills and techniques to a fitness program.

## **KAQUA 4.1 DEEP WATER RUNNING**

*(Formerly PHYED 17) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.1.*

**Transferability:** CSU;UC.

**Description:** Deep water running and other aquatic exercises for improving fitness, cross training, water safety, and rehabilitation. Workout composition, proper body mechanics, aquatics rehabilitation skills, and water safety skills will be presented.

## **KAQUA 10.1 BEGINNING SPRINGBOARD DIVING**

*(Formerly PHYED 18) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Beginning springboard diving skills using one and three meter diving boards.

## **KAQUA 10.2 INTERMEDIATE SPRINGBOARD DIVING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Instruction in intermediate diving skills with a focus on competitive dives and flexibility and strength for performance.

## KAQUA 12.1 BEGINNING WATER POLO

*(Formerly PHYED 19.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.2.*

**Transferability:** CSU;UC.

**Description:** This class consists of basic water polo skills and techniques that include ball handling, dribbling, passing, shooting, and blocking. This class also includes an introduction to the rules of the game as well as basic tactical strategies for offense and defense.

## KAQUA 12.3 TRAINING FOR COMPETITIVE WATER POLO

*(Formerly KAQUA 11.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 12.2.*

*Limits on enrollment: By tryout*

**Transferability:** CSU;UC.

**Description:** This course provides a training program to enhance performance in water polo. This course is intended for students with water polo experience who may be interested in trying out for the water polo team as well as those who are already playing on the team.

## KAQUA 21 LIFEGUARD TRAINING

*(Formerly KINES 21) 0.5 Unit/0.25 hour lecture, 1 hour laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.3.*

**Transferability:** CSU;UC.

**Description:** Students will learn the skills and knowledge needed to prevent and respond to aquatic emergencies to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until more advanced medical help can arrive. This course adheres to American Red Cross (ARC) standards. Also meets the first aid, cardiopulmonary resuscitation (CPR) and aquatic training requirements as specified by state code to be a lifeguard in California.

## KAQUA 61 LAP SWIMMING FUNDAMENTALS

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP.*

**Description:** Students will learn fundamental lap swimming guidelines and principles to improve personal fitness. This course offers flexibility to complete the participation requirement during any open lap swim hours at the Santa Rosa Campus. A required orientation will be completed as part of the course.

## KAQUA 62 LAP SWIMMING TECHNICAL TRAINING

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Students will learn technical training for lap swimming to improve personal fitness. This course offers flexibility to complete the participation requirement during any open lap swim hours at the Santa Rosa Campus.

## KAQUA 63 LAP SWIMMING PROGRAM DESIGN

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Students will learn how to develop their own personal swim training program based on their personal

fitness goals. This course offers flexibility to complete the participation requirement during any open lap swim hours at the Santa Rosa Campus.

## **KAQUA 64 LAP SWIMMING COMPETITION PREPARATION**

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU.

**Description:** Students will learn how to prepare for swimming competition. This course offers flexibility to complete the participation requirement during any open lap swim hours at the Santa Rosa Campus.

## **KINESIOLOGY COMBATIVE (KCOMB)**

### **KCOMB 1.1 TAI CHI - CHEN STYLE**

*(Formerly KCOMB 1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Chen Style Tai Chi. Applications of Tai Chi principles and Qigong breathing techniques will be covered. Students will be introduced to Chen Style Tai Chi form, a series of flowing movements developed for personal cultivation, health improvement, and self defense.

### **KCOMB 1.2 TAI CHI - YANG STYLE**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Yang Tai Chi. Applications of Yang Tai Chi principles and Qigong breathing techniques will be covered. Students will be introduced to Yang Style Tai Chi Chuan, a series of flowing movements developed for personal cultivation, health improvement, and self defense.

### **KCOMB 1.3 TAI CHI - WUDANG STYLE**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Wudang Tai Chi form. Applications of Wudang Tai Chi principles and Qigong breathing techniques will be covered. Students will be introduced to Wudang Style Tai Chi, a series of flowing movements developed at Wudang Mountain for personal cultivation, health improvement, and self defense.

## KCOMB 1.4 TAI CHI - SWORD

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Tai Chi Sword form. Applications of Tai Chi Sword principles and Qigong breathing techniques will be covered. Students will be introduced to Tai Chi Sword forms training, a series of flowing movements developed primarily from Martial arts techniques and then adjusted based on observation of nature.

## KCOMB 2.1 BEGINNING JUDO

*(Formerly PHYED 70.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** An introductory judo course that emphasizes judo history, vocabulary, rules and methods of competition, fundamental throwing, falling, and grappling techniques.

## KCOMB 2.2 INTERMEDIATE JUDO

*(Formerly PHYED 70.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 2.1.*

**Transferability:** CSU;UC.

**Description:** A progressive course designed for the continuing judo student with emphasis on intermediate level judo throws, locks, pins, and grips. Students will learn increasing levels of judo fitness, as well as history of judo in America.

## KCOMB 2.3 ADVANCED JUDO

*(Formerly PHYED 70.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 2.2.*

**Transferability:** CSU;UC.

**Description:** A progressive course designed for the experienced judo student with an emphasis on learning advanced judo techniques including combinations and Katas. Students will learn increasing levels of judo fitness as well as the history, vocabulary, and developmental aspects of competitive judo.

## KCOMB 4 INTRODUCTION TO BOXING

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This introductory class is for first- time boxing students and will include an introduction to basic boxing training techniques, fitness principles and nutrition for high impact exercise.

## KCOMB 4.1 BEGINNING BOXING

*(Formerly PHYED 72.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course is designed to introduce students to beginning boxing fundamentals, as well as challenge and build cardiovascular efficiency, muscular strength and flexibility with respect to boxing.



## KCOMB 4.2 INTERMEDIATE BOXING

*1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 4.1.*

**Transferability:** CSU;UC.

**Description:** This course advances students from basic boxing fundamentals and techniques to an intermediate level, while enhancing fitness, balance, flexibility and strength.

## KCOMB 10 PERSONAL SAFETY & SELF DEFENSE

*(Formerly PHYED 66) 1.5 Units/0.5 hour lecture, 2.5 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will learn about personal safety and assault prevention with an emphasis on physical and psychological aspects of personal defense. Students will be taught basic physical defensive tactics and techniques

## KINESIOLOGY FITNESS (KFIT)

### KFIT 1.1 BEGINNING AEROBIC DANCE

*(Formerly PHYED 27.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The focus of this course is beginning level aerobic dance, a physical activity designed to increase cardiovascular/respiratory fitness, improve muscular strength and endurance, increase flexibility, and enhance body awareness. Movement patterns to music will be presented. Activities may include other forms of aerobic exercise and resistance training.

### KFIT 1.2 INTERMEDIATE AEROBIC DANCE

*(Formerly PHYED 27.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KFIT 1.1.*

**Transferability:** CSU;UC.

**Description:** The focus of this course is intermediate aerobic dance, a physical activity designed to increase cardiovascular/respiratory fitness, improve muscular strength and endurance, increase flexibility, and enhance body awareness. Movement patterns to music will be presented. Activities may include other forms of aerobic exercise and resistance training. Students are to perform exercises at an intermediate level with greater intensity and complexity than beginning aerobic dance.

### KFIT 2.1 BEGINNING STEP AEROBICS

*(Formerly PHYED 28.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The focus of this course is beginning level step training, an aerobic activity incorporating a platform, sometimes accompanied by risers, designed to increase cardiovascular/respiratory fitness and improve muscular

strength and endurance. Basic step patterns and movement combinations choreographed to music will be presented. Activities may include other forms of aerobic exercise, muscular endurance, core work, and flexibility training.

## **KFIT 2.2 INTERMEDIATE STEP AEROBICS**

*(Formerly PHYED 28.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KFIT 2.1.*

**Transferability:** CSU;UC.

**Description:** The focus of this course is intermediate level step training, an aerobic activity incorporating a platform and sometimes with risers, designed to increase cardiovascular/respiratory fitness and improve muscular strength and endurance. Intermediate step patterns and movement combinations choreographed to music will be presented. Activities may include other forms of aerobic exercise, muscular endurance, core work, and flexibility training.

## **KFIT 3.1 BEGINNING BODY CONDITIONING**

*(Formerly PHYED 31.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide students with an exercise program designed to develop the key components of health-related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition.

## **KFIT 3.2 INTERMEDIATE BODY CONDITIONING**

*(Formerly PHYED 31.2) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide students with an intermediate level exercise program designed to further develop the key components of health-related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition.

## **KFIT 3.3 ADVANCED BODY CONDITIONING**

*(Formerly PHYED 31.3) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide students with an advanced level exercise program designed to further develop the key components of health-related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition.

## **KFIT 4.1 BODY MECHANICS**

*(Formerly PHYED 32) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Exercises for fitness with an emphasis on core strength, flexibility, posture, and muscle tone. Activities may include forms of aerobic exercise, resistance training, yoga, and Pilates movements.

## KFIT 5 INTRODUCTION TO PILATES MAT

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals with no previous Pilates experience and will include basic Pilates training techniques, fitness principles and nutrition information for a healthy lifestyle.

## KFIT 5.1 BEGINNING PILATES MAT

*(Formerly PHYED 33) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This beginning level class is designed for individuals with no previous Pilates experience. Students will improve overall movement efficiency, correct muscle imbalances, increase core strength, and develop the mind/body connection during movement based on the original techniques developed by Joseph H. Pilates. Students will be introduced to principles of proper alignment, strength, endurance, flexibility, balance and coordination using beginning level mat exercises.

## KFIT 5.2 INTERMEDIATE PILATES MAT

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This intermediate level class is designed for individuals with previous Pilates experience. Students will improve overall movement fluidity, breathing techniques, kinesthetic awareness, proprioception, core strength and endurance while integrating the mind/body connection during movement based on the original techniques developed by Joseph H. Pilates. Students will learn principles of proper alignment, strength, endurance, flexibility, balance and coordination using intermediate level mat exercises.

## KFIT 5.3 ADVANCED PILATES MAT

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed for individuals of advanced fitness levels who want to increase overall movement efficiency, correct muscle imbalances, increase core strength and develop the mind/body connection during movement based on the original techniques developed by fitness pioneer, Joseph H. Pilates. Students will practice principles of proper alignment, strength, endurance, flexibility, balance and coordination through advanced level mat exercises. Breathing techniques will be learned to facilitate smooth and efficient movement, promote sufficient oxygen circulation and enhance kinesthetic awareness.

## KFIT 6 INTRODUCTION TO YOGA

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This introductory level class is designed for individuals with no previous yoga experience. Using Hatha yoga asanas (postures), students will practice introductory level flexibility, strength, balance, and coordination. Yoga techniques for mind-body connection and centering will include breathing and relaxation methods.

## **KFIT 6.1 BEGINNING YOGA**

*(Formerly PHYED 35) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This beginning level class is designed for individuals with no previous yoga experience, Using Hatha yoga asanas (postures), students will emphasize beginning level flexibility, strength, balance, and coordination. Yoga techniques for mind-body connection and centering will include breathing and relaxation methods.

## **KFIT 6.2 INTERMEDIATE YOGA**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This intermediate level class is designed for individuals with previous yoga experience. Using Hatha yoga asanas (postures), students will emphasize intermediate level flexibility, strength, balance, and coordination. Course covers the history of yoga, chakras, meditation, and the eight limbs of yoga.

## **KFIT 6.3 ADVANCED YOGA**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course, using Hatha Yoga asanas (postures), will emphasize advanced level flexibility, strength, balance, and coordination. Yoga techniques for mind-body connection and centering will include breathing and relaxation methods.

## **KFIT 7.1 BEGINNING CIRCUIT TRAINING**

*(Formerly PHYED 37) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Beginning circuit training for the purpose of establishing muscular strength and fitness. In addition to various circuit training techniques, this class may also include cardiovascular and core workouts.

## **KFIT 7.2 CIRCUIT TRAINING INTERMEDIATE**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Intermediate circuit training for the purpose of improving muscular strength and fitness. In addition to various circuit training techniques, this class may also include cardiovascular and core workouts.

## **KFIT 8 INTRODUCTION TO WEIGHT LIFTING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This introductory class is for first- time weight training students and will include an introduction to basic weight training techniques, fitness principles and nutrition.

## **KFIT 8.1 BEGINNING WEIGHT LIFTING**

*(Formerly PHYED 38) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will perform weight lifting exercises to improve muscular strength and endurance. In addition to various weight lifting techniques, students will participate in other components of fitness.

## **KFIT 8.2 INTERMEDIATE WEIGHT TRAINING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Intermediate weight training for the purpose of establishing and building muscular strength and fitness. In addition to various weight training techniques, this class may also include cardiovascular and core strengthening workouts.

## **KFIT 10.1 RESISTANCE TRAINING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course utilizes muscular strength and endurance training using a variety of modalities and equipment including but not limited to: machines, free weights, bars, exercise tubes, medicine balls, body weight, stability balls, and cables.

## **KFIT 11.1 PERIODIZED WEIGHT TRAINING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Periodization is a systematic, progressive weight training program that involves cycling through different phases of training in a planned time frame for optimal levels of adaptation and to prevent overtraining. Programs are designed based on intensity, volume, exercise order, rest periods, and workout frequency. Fitness assessments along with short term and long term goals will be developed to create and implement an appropriate training plan.

## **KFIT 12.1 POWER LIFTING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is designed to provide an opportunity to power train. Students will develop an understanding of power lifting and how to implement it into a fitness plan. Power lifting is a system of heavy resistance and low repetition exercise that builds power in large muscle groups.

## **KFIT 15.1 PERSONAL FITNESS ACTIVITIES**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide students with an experience in personal program

development and practice in all components of physical fitness including cardiovascular conditioning, muscular strength and endurance, flexibility, and body conditioning. Student must provide a Fitbit activity for course participation.

## **KFIT 16.1 PLYOMETRICS, SPEED AND AGILITY**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course will introduce students to equipment and drills used to improve strength, power, speed, agility, and jumping ability while developing coordination and balance.

## **KFIT 17.1 INTERVAL TRAINING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Interval training is a discontinuous style of training where different intensities and/or types of exercises are alternated along with rest periods. Course will include various methods of interval training including a warm-up, cool-down, cardiovascular conditioning, muscular endurance, core training, and flexibility.

## **KFIT 20.1 ZUMBA**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course focuses on Zumba dance fitness. Zumba uses Latin-inspired music and dance moves for cardiovascular conditioning. The course combines dance aerobics with interval training known as intermittent training. Activities may include other forms of cardiovascular exercise and resistance training.

## **KFIT 21.1 CARDIO KICKBOXING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course emphasizes a total body workout through cardio kickboxing. Cardio kickboxing incorporates punches and kicks in a choreographed routine to music to improve cardiovascular conditioning, muscular endurance, and body composition. Course will also include resistance training, core exercise, and stretching.

## **KFIT 25.1 VINYASA FLOW YOGA**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Vinyasa flow is a style of yoga where asanas/poses are performed in a sequence and synchronized with the breath. This style of yoga flows smoothly from one pose to the next, creating continuous movement that promotes cardiovascular and muscular conditioning. Flexibility, strength, balance, and coordination are also emphasized. This course covers the history and philosophy of yoga, breathing techniques and meditation.

## KFIT 26.1 GENTLE YOGA

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Gentle yoga is based on hatha style yoga yet is less strenuous than other forms. This class benefits students that may have physical challenges, limited flexibility or those looking for a more relaxed, stress reducing yoga experience. The course progresses at a slower pace and focuses on stretching all areas of the body, while releasing stress and tension from joints and muscles. Yoga techniques for stress reduction, including breathing, meditation, and relaxation methods will be emphasized.

## KFIT 30.1 STABILITY BALL TRAINING

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The focus of this course is core training exercise using a stability ball. Stability ball training emphasizes balance, proprioception, stability, and muscular endurance. Class may also include cardiovascular conditioning and flexibility training.

## KFIT 31.1 PILATES YOGA FUSION

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class blends concepts of yoga and Pilates into one class for a comprehensive mind/body workout. Class will include exercises for improving core strength, muscular endurance, coordination, stability and flexibility. Focus will be on proper breathing techniques, form, alignment and integration of both Pilates and yoga principles into the workout.

## KFIT 32 INTRODUCTION TO BARRE FITNESS

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This introductory-level for students with no barre fitness experience combines ballet barre work, core conditioning, yoga, and therapeutic exercises with a focus on controlled movements and proper body alignment.

## KFIT 32.1 BEGINNING BARRE FITNESS

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This beginning-level course for students with minimal barre fitness experience combines ballet barre work, core conditioning, yoga, and orthopedic exercises with a focus on controlled movements and proper body alignment.

## KFIT 32.2 INTERMEDIATE BARRE FITNESS

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This intermediate-level course for students with previous barre fitness experience combines ballet

barre work, core conditioning, yoga, and orthopedic exercises with a focus on controlled movements and proper body alignment.

## **KFIT 32.3 ADVANCED BARRE FITNESS**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This advanced-level course for experienced barre fitness students combines ballet barre work, core conditioning, yoga, and orthopedic exercises with a focus on controlled movements and proper body alignment.

## **KFIT 35.1 WALKING FOR FITNESS**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course is designed to teach and apply the principles of lifetime physical fitness: cardio-respiratory endurance, muscular strength, muscular endurance, flexibility and body composition. A variety of health and wellness issues will be addressed. The components of fitness will be met through structured individually paced fitness, walking techniques and strength conditioning exercises.

## **KFIT 36.1 JOGGING FOR FITNESS**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The emphasis of this course is on life-long exercise principles combined with the immediate benefit of a strength and aerobic workout. Using jogging as the aerobic exercise of choice, this course examines cardio-respiratory fitness, exercise principles, and how to design and evaluate fitness programs/workouts. This course will emphasize target Heart Rate: how to find it and how to use it when establishing and evaluating goals. The student will experiment with different types of workout and be encouraged to apply the information to their own body and level of conditioning.

## **KFIT 37 INTRODUCTION TO BOOT CAMP TRAINING**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The course is an introduction to boot camp-style training through intense and vigorous cardiovascular and muscle strengthening exercises.

## **KFIT 37.1 BOOT CAMP**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The course emphasizes a whole body workout through boot camp-style training. Boot camp incorporates calisthenics, cardiovascular and muscular conditioning, agility, drills, and interval training.



## KFIT 50 TEACHING AIDE

*(Formerly PHYED 50) 1-2 Units/Up to 6 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Students enrolling in this class must have prior approval from the supervising faculty member.*

**Transferability:** CSU.

**Description:** Teaching techniques for teacher's assistants in Kinesiology and Athletics. Student will assist faculty in a classroom environment for a semester. Students enrolling in this class must have prior approval from the supervising faculty member.

## KFIT 61 PERSONAL FITNESS TRAINING

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP.*

**Transferability:** CSU.

**Description:** This course is designed to provide students with fundamental exercise training guidelines and principles to improve personal fitness. This course offers flexibility to complete the participation requirement during any open gym hours at the assigned campus. A required orientation and fitness assessments will be completed as part of the course.

## KFIT 62 PERSONAL FITNESS TECHNIQUE

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KFIT 61.*

**Transferability:** CSU.

**Description:** This course is designed to provide fitness training instruction and experience using proper form and technique based on principles of biomechanics and personal fitness level. This course offers flexibility to complete the participation requirement during any open gym hours at the assigned campus. Fitness assessments will be completed as part of the course.

## KFIT 63 PERSONAL FITNESS HEALTH AND WELLNESS

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KFIT 61.*

**Transferability:** CSU.

**Description:** This course is designed to provide students with health and wellness principles and behavior modification strategies to enhance their personal fitness program. This course offers flexibility to complete the participation requirement during any open gym hours at the assigned campus. Fitness assessments will be completed as part of the course.

## KFIT 64 PERSONAL FITNESS PROGRAM DESIGN

*0.5-1.5 Units/Up to 3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KFIT 61.*

**Transferability:** CSU.

**Description:** This course is designed to provide instruction and experience in exercise program design based on personal fitness goals and assessments using proper protocols and exercise training guidelines. This course offers flexibility to complete participation requirement during any open gym hours at the assigned campus. Fitness assessments will be completed as part of this course.

# **KINESIOLOGY INDIVIDUAL SPORTS (KINDV)**

## **KINDV 2.1 BEGINNING BADMINTON**

*(Formerly PHYED 77.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Introduction to badminton with emphasis on fundamental skills, strategies, and court etiquette.

## **KINDV 2.2 INTERMEDIATE BADMINTON**

*(Formerly PHYED 77.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 2.1.*

**Transferability:** CSU;UC.

**Description:** Presentation of intermediate level badminton skills, participation in match play, and a review of the rules of the game. Improvement of individual skills, team techniques, and game strategies will be emphasized. Students will be required to attend one high school badminton match outside of the scheduled class time.

## **KINDV 2.3 ADVANCED BADMINTON**

*(Formerly PHYED 77.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 2.2.*

**Transferability:** CSU;UC.

**Description:** Theory and practice of advanced badminton that includes advanced techniques and tactics of tournament competition. This class will include drills, practice, and intensive review of rules and tournament play. Students will be required to attend one high school badminton match outside of the scheduled class time.

## **KINDV 3.1 BEGINNING GOLF**

*(Formerly PHYED 78.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide students with an understanding of the game of golf, along with fundamentals, techniques, rules, and etiquette. Through this course students will learn the correct mechanics needed for the basics of beginning golf.

## **KINDV 3.2 INTERMEDIATE GOLF**

*(Formerly PHYED 78.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 3.1.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide intermediate students with an understanding of the game of golf, along with strong fundamentals, rules, and etiquette. This course will enable every student to approach each situation with the knowledge and confidence needed to create a successful and more enjoyable round of golf.

## **KINDV 3.3 ADVANCED GOLF**

*(Formerly PHYED 78.3) 1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 3.2.*

**Transferability:** CSU;UC.

**Description:** Advanced skills of golf that simulate situations that would occur on a golf course. Driving range work

that will include short game, all clubs, mental aspects of course management, and goal cards.

## **KINDV 4.1 BEGINNING TENNIS**

*(Formerly PHYED 80.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course is designed to provide instruction in the fundamental skills, basic strategies, and the rules of tennis.

## **KINDV 4.2 INTERMEDIATE TENNIS**

*(Formerly PHYED 80.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 4.1.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide instruction for the intermediate tennis player including skill development and competitive strategies.

## **KINDV 4.3 ADVANCED TENNIS**

*(Formerly PHYED 80.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 4.2.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive tennis. Special emphasis placed on drills and competitive play situations.

## **KINDV 79.1 INTRODUCTION TO PICKLEBALL**

*(Formerly PHYED 79) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU.

**Description:** The course will focus on the application of skills, techniques, game strategies and rules that make up the game of Pickleball.

## **KINDV 79.2 INTERMEDIATE PICKLEBALL**

*1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course completion of KINDV 79.1.*

**Transferability:** CSU.

**Description:** The course will focus on the application of skills, techniques, game strategies and rules of intermediate pickleball.

## **KINDV 79.3 ADVANCED PICKLEBALL**

*1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 79.2.*

**Transferability:** CSU.

**Description:** The course will focus on the application of skills, techniques, game strategies and rules of advanced pickleball.

## **KINESIOLOGY LECTURE (KINES)**

## KINES 1 INTRODUCTION TO KINESIOLOGY

*(Formerly PHYED 1) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** KIN 100

**Description:** This course is an introduction to the interdisciplinary approach to the science and study of human movement. This course provides an orientation to various educational pathways, requirements, and career opportunities in Kinesiology in the areas of teaching, coaching, therapeutic exercise, fitness and health, and sport management professions. Basic concepts of the Kinesiology discipline and an overview of the relevance of foundational sub-disciplines will be discussed. Issues, challenges, and current/future trends are also addressed.

## KINES 2 SPORTS OFFICIATING FALL

*(Formerly PHYED 2) 3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU;UC.

**Description:** Rules interpretations, procedures, and necessary mechanics to effectively officiate selected individual and team sports.

## KINES 3 SPORTS OFFICIATING SPRING

*(Formerly PHYED 3) 3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU;UC.

**Description:** Rules interpretations, procedures, and necessary mechanics to effectively officiate selected individual and team sports.

## KINES 4 INTRODUCTION TO SPORTS MEDICINE

*(Formerly PHYED 4) 3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**Description:** This course will introduce the student to the field of sports medicine. Injury recognition, injury management, professional ethics, legal issues, interpersonal communication skills in an allied health setting, medical documentation, universal precautions, professionalism, psychosocial intervention, basic first aid concepts, tissue healing, therapeutic modalities, therapeutic rehabilitation exercises, and organization and administration of a sports medicine facility will also be included. This course is an elective for the Fitness, Nutrition and Health Certificate and Major.

## KINES 5 SPORT AND SOCIETY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Sports and athletes have often been agents of social change, many times challenging norms and assumptions concerning race, ethnicity, social class and gender. This course studies sport and society, highlighting how their interplay can provide social mobility and integration, yet produce stereotypes and foundations of inequality.

## **KINES 6 STANDARD FIRST AID, CPR, AND AED**

*(Formerly HLE 6) 1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**Description:** This course teaches CPR, Automatic External Defibrillation (AED) and First Aid emergency response skills which enable participants to give immediate care to a person who has been injured or is experiencing a sudden illness. Upon completion of the course, participants will perform and demonstrate knowledge of adult, child and infant CPR, foreign body obstructed airway, AED, comprehensive victim assessment, treatment for severe bleeding, wound care, shock, burns, bone, joint and muscle injuries, heat and cold exposure, and sudden illness. Satisfies first-time and renewal certifications.

## **KINES 49 INDEPENDENT STUDY IN KINESIOLOGY, ATHLETICS AND/OR DANCE**

*(Formerly PHYED 49) 0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Students will attend seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. University of California (UC) determines credit AFTER transfer; units are not counted for admission. (See a counselor for details.)

## **KINES 50.1 FITNESS TEACHING PRACTICUM**

*1 Unit/0.25 hour lecture, 2.75 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** Students seeking to complete the Fitness, Nutrition, and Health Certificate/Major will gain experience through practical application and supervised practice of lead fitness instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

## **KINES 50.2 YOGA TEACHING PRACTICUM**

*1 Unit/0.25 hour lecture, 2.75 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** Students seeking to complete the Yoga 200-hour Teacher Training Certificate will gain experience through practical application and supervised practice of lead yoga instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

## **KINES 50.3 PILATES MAT TEACHING PRACTICUM**

*1 Unit/0.25 hour lecture, 2.75 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** Students seeking to complete the Pilates Mat Instructor Certificate will gain experience through practical application and supervised practice of lead instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

## KINES 50.4 PILATES REFORMER TEACHING PRACTICUM

*1 Unit/0.25 hour lecture, 2.75 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** Students seeking to complete the Pilates Reformer Instructor Certificate will gain experience through practical application and supervised practice of lead instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

## KINES 50.5 PILATES APPARATUS TEACHING PRACTICUM

*1 Unit/0.25 hour lecture, 2.75 hours by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** Students seeking to complete the Pilates Apparatus Instructor Certificate will gain experience through practical application and supervised practice of lead instructional techniques. Students will assist faculty in areas of administration, classroom management, teaching techniques, and instruction.

## KINES 53 PRINCIPLES OF HEALTH AND WELLNESS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ENGL 100 OR ESL 100 or equivalent.*

**Transferability:** CSU.

**GE:** CSU area E

**Description:** This course focuses on health and wellness concepts important in making informed choices about one's physical, mental, and emotional well-being. A personal approach to health and wellness will be explored through personal reflection, critical thinking, and practical application of behavior change strategies to improve personal health. Accurate, reliable, and current information will be provided on key topics such as fitness, weight management, nutrition, stress management, sleep, substance use and abuse, prevention of diseases, sexual health, relationships, personal safety, and environmental concerns while also addressing issues related to mind-body health, research, diversity, and consumer health.

## KINES 55 COACHING SPORTS

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** Coaching Sports focuses on the components and characteristics of coaches and sport programs. Students will examine and develop coaching techniques, styles and philosophies pertaining to the planning, management and competition in sports.

## KINES 59 PSYCHOLOGICAL ASPECTS OF SPORT PERFORMANCE

*(Formerly PHYED 59) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Introduction to the physical, psychological, and motivational factors involved with sports performance. Content will examine the link between physical performance and the psychological aspects involved in sports competition. It will also cover a comparison of contemporary motivation techniques. Concentration, motivation and goal setting techniques will be covered.

## KINES 62A SPORTS MEDICINE EXPERIENCE A

*2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in KINES 4.*

*Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will provide the student with the opportunity to observe and learn the principles and protocols of sports medicine and athletic training in a supervised clinical setting. This course starts the student with general sports medicine facility and athletic event observation. The practical experience gained in this course will help the student prepare for a variety of professions within sports medicine and kinesiology and prepares pre-athletic training students for success in Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training programs.

## KINES 62B SPORTS MEDICINE EXPERIENCE B

*2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62A. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised clinical setting. This course continues the sports medicine student experience with the addition of basic practical application of sports medicine and athletic training skills. This course will help the student prepare for a variety of professions within sports medicine and kinesiology and prepares pre-athletic training students for success in Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training programs.

## KINES 62C SPORTS MEDICINE EXPERIENCE C

*2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62B. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised clinical setting. This course continues the sports medicine student experience with the addition of intermediate level practical application of sports medicine and athletic training skills. The practical experience gained in this course will help the student prepare for a variety of professions within sports medicine and kinesiology and prepares students for success in Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training programs.

## KINES 62D SPORTS MEDICINE EXPERIENCE D

*2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62C. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised clinical setting. The D level of this course continues the sports medicine student experience with the addition of advanced level practical application of sports medicine and athletic training skills. The practical experience gained in this course will help the student

prepare for a variety of professions within sports medicine and kinesiology and prepares pre-athletic training students for success in Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training programs.

## **KINES 63 SPORTS MEDICINE: LOWER BODY INJURIES**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers the evaluation, treatment and rehabilitation of lower body injuries. This course will help the student prepare for a variety of professions within sports medicine and kinesiology.

## **KINES 64 SPORTS MEDICINE: UPPER BODY INJURIES**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers the evaluation, treatment and rehabilitation of upper body injuries. This course will help the student prepare for a variety of professions within sports medicine and kinesiology.

## **KINES 70 YOGA TECHNIQUES, TRAINING, AND PRACTICE I**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers beginning-level asanas (postures), pranayamas (breathing practices), meditation and other traditional yoga techniques. Techniques are presented through analytical training and guided practice in how to teach and practice the techniques.

## **KINES 71 YOGA TECHNIQUES, TRAINING, AND PRACTICE II**

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of KINES 70. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers intermediate-level yoga asanas (postures), pranayamas (breathing practices), meditation and other traditional yoga techniques. Techniques are presented through analytical training and guided practice in how to teach and practice the techniques.

## **KINES 72 YOGA TEACHING METHODOLOGY**

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers yoga teaching methods and styles, effective class management, communication skills, and addresses multi-level needs and special populations within a group setting.

## **KINES 73 ANATOMY AND PHYSIOLOGY FOR YOGA TEACHERS**

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course covers principles of human anatomy, physiology and energy anatomy as they relate to yoga practices.



## **KINES 74 YOGA PHILOSOPHY, LIFESTYLE, AND ETHICS**

*1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course introduces students to yoga philosophies and traditional texts, the history of yoga, yoga lifestyle, yoga's relationship with Ayurveda, and ethics for yoga practitioners and teachers, such as those involving teacher-student relationships and community.

## **KINES 80 INTRODUCTION TO APPLIED KINESIOLOGY AND ANATOMY**

*3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** Students learn applied Kinesiology and anatomy by examining the anatomical structure and function of the musculoskeletal system as it relates to human movement and exercise. Muscular analysis and practical application, including strengthening and flexibility exercises for each muscle will be emphasized. Students will also study physiological and biomechanical principles.

## **KINES 81 INTRODUCTION TO EXERCISE PHYSIOLOGY**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course examines the human physiological responses and adaptations to the acute stress of exercise and the chronic stress of physical training.

## **KINES 82 EXERCISE ASSESSMENT AND PRESCRIPTION**

*3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Transferability:** CSU.

**Description:** This course will cover assessment of physical fitness components and prescription of exercise programs for sport and fitness participants.

## **KINES 83 TECHNIQUES OF FITNESS INSTRUCTION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course addresses methods of instruction for individual and group exercise in various formats, utilizing a variety of training equipment. Course focuses on knowledge and skills associated with planning, implementing, leading, and managing learners and environment using safe and effective exercises for a variety of fitness levels, including special populations. Exercise guidelines, techniques, safety, liability issues, employment, client retention, and business management will also be discussed.

## KINES 90 PILATES TEACHING METHODOLOGY AND PRINCIPLES

*2 Units/2 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** In this course students will focus on the methods, principles, and industry standards of teaching and developing Pilates training programs. Students will also learn the history, benefits, assessment tools, and goals of Pilates training.

## KINES 91 PILATES MAT INSTRUCTOR TRAINING

*3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** Students will learn to safely and effectively instruct Pilates Mat exercises using Pilates principles for all skill levels and accommodations for various health conditions.

## KINES 92 PILATES REFORMER INSTRUCTOR TRAINING

*3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** Students will learn to safely and effectively instruct Pilates Reformer exercises using Pilates principles for all skill levels and accommodations for various health conditions.

## KINES 93 PILATES APPARATUS INSTRUCTOR TRAINING

*2 Units/2 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** Students will learn to safely and effectively instruct Pilates Apparatus exercises using the Pilates principles, including Trapeze Table, Chair, and Barrels, for all skill levels and accommodations for various health conditions.

## KINES 300 STUDENT-ATHLETE SUCCESS I

*0.5-1 Unit/Up to 3 hours laboratory. P/NP Only. Limits on enrollment: In order to take the KINES 300 class, each student must be listed as a student athlete, by the head coach, on the official team roster. Student should contact instructor for process and required forms. Once enrolled, the student must demonstrate intercollegiate athletic level skills as determined by the coaching staff to remain enrolled in this course.*

**Description:** This lab course is an open-entry/open-exit course designed to assist student-athletes in acquiring basic study skills and work habits to gain success in the classroom. In addition, the student-athlete will learn and apply time and stress management techniques, note taking techniques, and test taking techniques. Students must complete 26.25 hours of work to earn 0.5 unit of credit per semester. Grades are Pass/No Pass.

## KINES 301 STUDENT-ATHLETE SUCCESS II

*0.5-1 Unit/Up to 3 hours laboratory. P/NP Only. Limits on enrollment: In order to take the KINES 301 class, each student must be listed as a student athlete, by the head coach, on the official team roster. Student should contact instructor for process and required forms. Once enrolled, the student must demonstrate intercollegiate athletic level skills as determined by the coaching staff to remain enrolled in this course.*

**Description:** This lab course is being offered as an open-entry/open-exit course designed to assist the student-

athlete in acquiring basic study skills and work habits to gain success in the classroom. Memory and visualization techniques, and earning styles will be included. Students must complete 26.25 hours of work to earn 0.5 unit of credit per semester. Grades are Pass/No Pass.

## **KINES 302 STUDENT-ATHLETE SUCCESS III**

*0.5-1 Unit/Up to 3 hours laboratory. P/NP Only. Limits on enrollment: In order to take the KINES 302 class, each student must be listed as a student athlete, by the head coach, on the official team roster. Student should contact instructor for process and required forms. Once enrolled, the student must demonstrate intercollegiate athletic level skills as determined by the coaching staff to remain enrolled in this course.*

**Description:** This lab course is being offered as an open-entry/open-exit course designed to assist student-athletes in acquiring basic study skills and work habits to gain success in the classroom. In addition, the student-athlete will learn about the rules and regulations for the local governing conference, California Community College Athletic Association (CCCAA), National Collegiate Athletic Association (NCAA), and National Association of Intercollegiate Athletics (NAIA). Academic and athletic requirements at each organizational level will be presented. Issues that affect athletics will also be discussed such as performance enhancement drugs (PEDs), substance abuse, violence, athletes with disabilities, and diversity. Students must complete 26.25 hours of work to earn 0.5 unit of credit per semester. Grades are Pass/No Pass.

## **KINES 303 STUDENT-ATHLETE SUCCESS IV**

*0.5-1 Unit/Up to 3 hours laboratory. P/NP Only. Limits on enrollment: In order to take the KINES 303 class, each student must be listed as a student athlete, by the head coach, on the official team roster. Student should contact instructor for process and required forms. Once enrolled, the student must demonstrate intercollegiate athletic level skills as determined by the coaching staff to remain enrolled in this course.*

**Description:** This lab course is being offered as an open-entry/open-exit course designed to assist the student-athletes in acquiring basic study skills and work habits to gain success in the classroom. Learning from your mistakes and using your critical thinking skills will be presented. Students must complete 26.25 hours of work to earn 0.5 unit of credit per semester. Grades are Pass/No Pass.

## **KINESIOLOGY TEAM SPORTS (KTEAM)**

### **KTEAM 1.1 FOOTBALL PASSING GAME**

*1 Unit/2 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** In this football course, students will learn the passing game from both an offensive and defensive perspective. It will include a variety of offensive and defensive skills, strategies, techniques, and related football concepts.

## **KTEAM 2.1 TOUCH FOOTBALL**

*(Formerly PHYED 88) 1 Unit/2 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Touch football with an emphasis on skills, techniques, and strategies of team play. Students will demonstrate overall offensive and defensive strategies. The strategies will include offensive passing and run game utilizing all skilled positions with emphasis on formation variety and routes concept application. Defensive concepts students will understand and apply will include zone and man schemes.

## **KTEAM 4 INTRODUCTION TO BASKETBALL**

*1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This class is for first-time basketball players and will include an introduction to basic shooting, dribbling, passing, and defensive basketball techniques.

## **KTEAM 4.1 BEGINNING BASKETBALL**

*(Formerly PHYED 87.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis is placed on drills and competitive play situation.

## **KTEAM 4.2 INTERMEDIATE BASKETBALL**

*(Formerly PHYED 87.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 4.1.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide intermediate instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis placed on drills and competitive play situation.

## **KTEAM 4.3 ADVANCED BASKETBALL**

*(Formerly PHYED 87.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 4.2.*

**Transferability:** CSU;UC.

**Description:** Students will learn advanced instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis will be placed on drills and competitive play situation.

## **KTEAM 6.1 BEGINNING SOCCER**

*(Formerly PHYED 92.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive soccer. Special emphasis is placed on drills and competitive play situations.

## **KTEAM 6.2 INTERMEDIATE SOCCER**

*(Formerly PHYED 92.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 6.1.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide intermediate instruction in the techniques, tactics and

strategies associated with competitive soccer. Special emphasis placed on drills and competitive play situation.

## **KTEAM 6.3 ADVANCED SOCCER**

*(Formerly PHYED 92.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 6.2.*

**Transferability:** CSU;UC.

**Description:** The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive soccer. Special emphasis placed on drills and competitive play situation.

## **KTEAM 7.1 INDOOR SOCCER**

*(Formerly PHYED 93) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will learn basic indoor soccer fundamentals and rules of the game.

## **KTEAM 8.1 BEGINNING VOLLEYBALL**

*(Formerly PHYED 96.1) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This course will introduce students to fundamentals, team concepts, and rules of the game of volleyball. Students will participate in two-person, three-person, four-person, and six-person competition.

## **KTEAM 8.2 INTERMEDIATE VOLLEYBALL**

*(Formerly PHYED 96.2) 1.5 Units/3 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** Students will learn intermediate-level volleyball skills, participate in match play, and review the rules of the game. Student improvement of individual skills, team techniques, and game strategies will be emphasized.

## **KTEAM 8.3 ADVANCED VOLLEYBALL**

*(Formerly PHYED 96.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 8.2.*

**Transferability:** CSU;UC.

**Description:** Theory and practice of advanced volleyball. Advanced techniques and tactics of tournament competition. This class will include drills, practice, and intensive review of rules and tournament play.

## **KTEAM 9.1 BEGINNING OUTDOOR VOLLEYBALL**

*(Formerly PHYED 97.1) 1 Unit/2 hours laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** This activity course is designed to teach basic outdoor volleyball fundamentals and rules of the game. Practice and participation in match play and tournament play will be emphasized.

## **LIBRARY AND INFORMATION RESOURCES (LIR)**

## LIR 10 INTRODUCTION TO INFORMATION LITERACY

1 Unit/1 hour lecture. Grade or P/NP. Recommended: Course Eligibility for ENGL 1A or equivalent; and Course Completion of CS 101A.

**Transferability:** CSU;UC.

**GE:** AA/AS area I

**Description:** An introductory course to learn and apply the skills needed to conduct research efficiently and effectively.

## LIR 770 LIBRARY RESEARCH SKILLS LAB

0 Unit/10 hours by arrangement. Non-Credit Course.

**Description:** An open-entry/open-exit class for students who seek supplementary research instruction intended to strengthen skills and reinforce mastery of concepts taught in a referring course or courses. Instruction directly supports research learning objectives and assignments from multiple courses required in the GE and CE patterns including but not limited to AGRI 10, ANTHRO 1, ART 1.1, ART 1.2, ART 2.3, ASL 3, BIO 10, CHEM 1A, CHEM 1B, CHILD 10, COMM 1, COMM 7, COUN 10, CS 5, EMC 133B, ENGL 50, ENGL 1A, ENGL 5, ENVS 12, ESL 100, ESL 10, FDNT 10, HIST 17.1, HIST 18.1, MICRO 5, NR 75C-D, PHIL 3, PHIL 5, POLS 1, PSYCH 1A, PSYCH 1B, PSYCH 3, PSYCH 30, SOC 2, and SOC 5.

*Exempt From Repeat Provisions*

## MATHEMATICS (MATH)

### MATH 1A CALCULUS, FIRST COURSE

5 Units/5 hours lecture. Grade Only. Prerequisite: Completion of MATH 27 or higher (MATH); OR Course Completion of MATH 25 and MATH 58; OR AB705 placement into **Math Tier 4** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**C-ID:** MATH 900S Series

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Limits and continuity, differentiation, applications of the derivative, integration, applications of the integral.

### MATH 1B CALCULUS, SECOND COURSE

5 Units/5 hours lecture. Grade Only. Prerequisite: Completion of MATH 1A or higher (MATH).

**Transferability:** CSU;UC.

**C-ID:** MATH 900S Series;MATH 230 Series

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Topics include methods of integration, conic sections, polar coordinates, infinite sequences and series, parametric equations, solid analytic geometry, and vectors.

## MATH 1C CALCULUS, THIRD COURSE

4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of MATH 1B.

**Transferability:** CSU;UC.

**C-ID:** MATH 230 Series

**GE:** AA/AS areas B,MC

**Description:** Multivariable calculus including partial differentiation and multiple integration, vector analysis including vector fields, line integrals, surface integrals, and the theorems of Green, Gauss and Stokes.

## MATH 2 CALCULUS, FOURTH COURSE-DIFFERENTIAL EQUATIONS

(Formerly MATH 2B) 4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of MATH 1C.

**Transferability:** CSU;UC.

**C-ID:** MATH 240

**GE:** AA/AS areas B,MC

**Description:** Students will learn to recognize, solve, and model applications using first, second, and higher order differential equations. Topics studied will include series solutions, numerical methods, introduction to Laplace transforms, and systems of differential equations with applications.

## MATH 4 DISCRETE MATHEMATICS

4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of MATH 27 or higher (MATH); OR Course Completion of MATH 25 and MATH 58; OR AB705 placement into **Math Tier 4** (<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Course Completion of MATH 1A.

**Transferability:** CSU;UC.

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Introductory discrete mathematics course including formal logic, Boolean logic and logic circuits, mathematical induction, introduction to number theory, set theory, principles of combinatorics, functions, relations, recursion, algorithm efficiency and graph theory.

## MATH 5 INTRODUCTION TO LINEAR ALGEBRA

4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of MATH 1B or higher (MATH). Recommended: Concurrent enrollment in MATH 1C or MATH 2.

**Transferability:** CSU;UC.

**C-ID:** MATH 250

**Description:** An introduction to linear algebra including the theory of matrices, determinants, vector spaces, linear transformations, eigenvectors, eigenvalues and applications.

## MATH 6 AN INTRODUCTION TO HIGHER MATHEMATICS

4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of MATH 1B.

**Transferability:** CSU;UC.

**Description:** A lower division course introducing topics in higher mathematics including introductory set theory and formal logic, proof techniques, mathematical induction, equivalence relations, functions and cardinalities of sets as applied to number theory, calculus and modern algebra.

## MATH 7 INTRODUCTION TO STEM CAREERS

1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of BIO 10 OR CHEM 42 OR ENGR 10 OR MATH 25 OR MATH 58 OR MATH 27 or higher (MATH); or AB705 placement into **Math Tier 4** (<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**Description:** This course covers the methods for development of career pathways in fields such as science, technology, engineering, and mathematics (STEM). Students will learn to use STEM related job-search tools, identify key job skills, develop a plan for acquiring those skills, and how to use science communication skills related to a particular career or area of research in which the student has an interest.

## MATH 9 FINITE MATHEMATICS

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 154 or MATH 155 or MATH 156 or AB705 placement into **Math Tier 3 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**C-ID:** MATH 130

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Sets, matrices, systems of equations and inequalities, linear programming, combinatorial techniques and probability, mathematics of finance, Markov chains, game theory.

## MATH 10 NATURE OF MATHEMATICS

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 161 or MATH 154 or MATH 156 or MATH 155 or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** A survey course in mathematical concepts and mathematics in culture. Topics to include mathematical reasoning and four additional topics selected from number theory, probability, statistics, mathematical modeling, contemporary applications, geometry, and the history of mathematics. Recommended for liberal arts students.

## MATH 15 ELEMENTARY STATISTICS

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 161 OR MATH 156 OR MATH 154 OR MATH 155 or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**C-ID:** MATH 110

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Exploration of concepts in statistics, descriptive statistics, probability theory, Central Limit Theorem, estimation of population parameters from a sample, hypothesis testing, correlation and linear regression, introduction to analysis of variance, and computer simulations.



## MATH 16 INTRODUCTION TO MATHEMATICAL ANALYSIS

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 154 or MATH 156 or MATH 155 or AB705 placement into **Math Tier 3 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**C-ID:** MATH 140

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** Presents techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

## MATH 25 PRECALCULUS ALGEBRA

4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of MATH 156 or MATH 154 or MATH 155 or AB705 placement into **Math Tier 3 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** College algebra topics, including equations, expressions, functions, inverse functions, graphs, applications, complex numbers, sequences and series.

## MATH 27 PRECALCULUS ALGEBRA AND TRIGONOMETRY

6 Units/6 hours lecture. Grade Only. Prerequisite: Completion of MATH 156 or MATH 154 or MATH 155 or AB705 placement into **Math Tier 3 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU;UC.

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** In this course, students will study topics from college algebra and trigonometry, including equations, expressions, functions, inverse functions, and graphs. Topics will also include polar coordinates, parametric equations, complex numbers, vectors, and sequences and series. Taking this course is the equivalent to taking the combination of MATH 25 and MATH 58.

## MATH 49 INDEPENDENT STUDY IN MATHEMATICS

1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of MATH 154 or Course Completion of MATH 155 or higher; OR AB705 placement into **Math Tier 3 or higher**

(<https://assessment.santarosa.edu/understanding-your-math-placement>). Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Math. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## MATH 58 PRECALCULUS TRIGONOMETRY

3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MATH 25.

**Transferability:** CSU.

**GE:** AA/AS areas B,MC;CSU area B4

**Description:** Trigonometry topics, including trigonometric identities, equations, functions, inverse functions, graphs, polar coordinates, parametric equations, complex numbers, vectors, and applications.

## **MATH 74 MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS - NUMBER SYSTEMS**

4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of MATH 161 or MATH 154 or MATH 156 or AB705 placement into **Math Tier 2 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Transferability:** CSU.

**GE:** AA/AS areas B,MC

**Description:** Students will learn mathematical concepts needed for teaching elementary school mathematics including quantitative reasoning, number systems and subsystems, basic number theory, logical thinking, and applications. Content is relevant to national curriculum standards and Common Core State Standards.

## **MATH 101 MATHEMATICS FOR THE ASSOCIATE DEGREE**

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 151 OR Completion of MATH 150B or higher (MATH).

**GE:** AA/AS areas B,MC

**Description:** Students will learn four mathematics topics selected from functions, financial math, geometry, linear programming, probability and statistics, reasoning, and trigonometry. This course fulfills the mathematics competency requirement for an associate degree from SRJC. It is not recommended for students intending to transfer.

## **MATH 150 ELEMENTARY ALGEBRA**

4 Units/4 hours lecture. Grade Only. Prerequisite: CSKLS 373 or CSKLS 372 or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**Description:** Beginning algebra topics, including equations and inequalities in one variable, integer exponents, polynomials, equations and inequalities in two variables, rational expressions, radicals and rational exponents, and quadratic equations.

## **MATH 154 ELEMENTARY AND INTERMEDIATE ALGEBRA FOR BUSINESS AND STEM**

8 Units/8 hours lecture. Grade or P/NP. Prerequisite: Completion of CSKLS 373 or CSKLS 372 or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).

**GE:** AA/AS areas B,MC

**Description:** A combined elementary and intermediate algebra course that incorporates the use of graphing technology. Topics include functions, equations and inequalities in one variable, systems of linear equations in two and three variables, exponential and logarithmic functions and equations, and conic sections.

## **MATH 156 INTERMEDIATE ALGEBRA FOR BUSINESS AND STEM MAJORS**

5 Units/5 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 150 or MATH 150B or MATH 151 or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/math-placement-calculations>).

**GE:** AA/AS areas B,MC

**Description:** An intermediate algebra course that incorporates the use of graphing technology. Topics include functions and their graphs, equations and inequalities in one variable, systems of equations in two and three variables, exponential and logarithmic functions and equations, and conic sections.

## **MATH 161 MATHEMATICS PREPARATION FOR STATISTICS AND LIBERAL ARTS**

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 150 or MATH 151 or MATH 150B or AB705 placement into **Math Tier 1 or higher** (<https://assessment.santarosa.edu/understanding-your-math-placement>).*

**GE:** AA/AS areas B,MC

**Description:** Survey of fundamental algebra topics, probability and exploratory data analysis needed to prepare students for transfer-level statistics and liberal arts mathematics courses. Advisory: This course is NOT intended for math, science, computer science, business, or engineering majors.

## **MATH 200 B-STEM CONCURRENT SUPPORT**

*2 Units/2 hours lecture. P/NP Only. Prerequisite: Concurrent Enrollment in MATH 25 OR MATH 27 OR MATH 9 OR MATH 16.*

**Description:** A review of the prerequisite skills and competencies for MATH 25, MATH 27, MATH 9 and MATH 16. Intended for students concurrently enrolled in one of these four courses who need a review of the necessary algebra skills. Topics include effective learning strategies and a review of concepts from intermediate algebra.

## **MATH 215 ELEMENTARY STATISTICS CONCURRENT SUPPORT**

*2 Units/2 hours lecture. P/NP Only. Prerequisite: Concurrent Enrollment in MATH 15.*

**Description:** A review of the core prerequisite skills, competencies, and concepts needed in statistics. Intended for students who are concurrently enrolled in (MATH 15) Elementary Statistics. Topics include concepts from arithmetic, pre-algebra, elementary and intermediate algebra, and descriptive statistics that are needed to understand the basics of college-level statistics. Additional emphasis is placed on solving and graphing linear equations and modeling with linear functions.

## **MATH 225 PRECALCULUS ALGEBRA CONCURRENT SUPPORT**

*4 Units/4 hours lecture. P/NP Only. Prerequisite: Concurrent Enrollment in MATH 25. Recommended: Course Completion of CSKLS 372 ( or CSKL 372) and CSKLS 373.*

**Description:** In this course, students will review the core prerequisite skills, competencies, and concepts needed to succeed in precalculus algebra. Intended for students who are concurrently enrolled in Precalculus Algebra (MATH 25). Topics include concepts from elementary and intermediate algebra that are needed to understand the basics of precalculus algebra.

## **MATH 770 SUPPLEMENTAL INSTRUCTION: MATH AND SCIENCE**

*0 Unit/10 hours by arrangement. Non-Credit Course.*

**Description:** An open-entry, open-exit class for students who seek, through supplemental instruction and use of computers, to strengthen and reinforce mastery of skills developed in a referring course(s) including the following:

Math 1A through Math 215, Physics 1 through Physics 43, Chemistry 3A through Chemistry 303, Engineering 6 through Engineering 103.

*Exempt From Repeat Provisions*

## **MEDIA STUDIES (MEDIA)**

### **MEDIA 4 INTRODUCTION TO MASS COMMUNICATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A.*

**Transferability:** CSU;UC.

**C-ID:** JOUR 100

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** Overview of the history, structure, function and influence of print, electronic, and digital media and their support industries.

### **MEDIA 6 MEDIA, CULTURE, AND IDENTITY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU areas C2,D;IGETC areas 3B,4

**Description:** This course examines the impact media has on perceptions of race, class, gender, and sexuality in America. Students will investigate the origins of cultural stereotypes as well as the complexities of representing various American cultures in the media. Particular attention will be paid to women and minority mediamakers.

### **MEDIA 10 FILM APPRECIATION**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** Students will be introduced to the language and technology of filmmaking through the examination of great films and filmmakers. The course features a broad range of domestic and international cinema and investigates the culture, politics, and social histories of the periods in which the films were produced. The students become more aware of the complexity of film art, more sensitive to its nuances, textures, and rhythms, and more perceptive in reading its multilayered blend of image, sound, and motion.

### **MEDIA 14 EARLY FILM HISTORY**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of MEDIA 10.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** A survey of international film history from pre-cinema machines to the 1950s with emphasis upon

D.W. Griffith, German Expressionism, Soviet Montage, film genres, and the Hollywood Studio System. The course will also cover the historical evolution of the narrative form, as well as the development of formal devices such as the shot, mise-en-scène, editing, and sound design.

## **MEDIA 15 MODERN FILM HISTORY**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of MEDIA 10 and MEDIA 14.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** A survey of international film history from the 1950s to the present with emphasis on the New Waves and the New Hollywood. The course will also cover the historical evolution of the narrative form, as well as development of formal devices such as shot, mise-en-scene, editing, and sound design.

## **MEDIA 17 CONTEMPORARY WORLD CINEMA**

*4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU areas C1,C2;IGETC areas 3A,3B

**Description:** A survey of contemporary world cinema as art, business, technology, and cultural artifact. Students will utilize various critical methodologies for analyzing and interpreting the work of notable film artists, current international film movements and genres, and transnational and globalized media developments.

## **MEDIA 18 AUDIO FOR FILM PRODUCTION**

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** An introductory course for visual storytellers examining the art and science of audio for digital film & video production. Students will learn the basic concepts of recording audio for visual media, including: microphone placement, recording standards, and mixing. Students will study and have access to a variety of audio production equipment, including a range of microphones, audio recorders and post-production applications, including Adobe Premiere. The successful student will be able to execute proper audio production techniques for a variety of film & video production applications and technologies.

## **MEDIA 19 MULTI-CAMERA STUDIO PRODUCTION**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in MEDIA 18 ( or MEDIA 51).*

**Transferability:** CSU;UC.

**Description:** This course introduces students to the studio production environment. Live multi-camera formats will be studied in theory and in practice as participants create original content.

## **MEDIA 20 INTRODUCTION TO DIGITAL FILMMAKING**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Concurrent Enrollment in CS 74.21A and MEDIA 10 and MEDIA 51.*

**Transferability:** CSU;UC.

**Description:** An intensive introduction to the fundamentals of digital filmmaking, including: writing and structuring a story, developing a shooting script, basic camera, sound and lighting techniques, editing, and post-production processes. Students will develop the basic skills to work as a member of a production crew.

## **MEDIA 21 INTERMEDIATE DIGITAL FILMMAKING**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MEDIA 20.*

**Transferability:** CSU;UC.

**Description:** An examination of the science and art of digital pre-production, production and post-production. Students will write short film scripts, plan and execute shoots using single camera production techniques, edit picture and sound, and learn how to package and market films for festivals and distribution. Students will develop more advanced skills in digital filmmaking such as directing actors and genre lighting.

## **MEDIA 22 SCREENWRITING**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 100 or ESL 100 or higher (V8).*

*Recommended: Course Completion of MEDIA 10.*

**Transferability:** CSU;UC.

**Description:** An introduction to the fundamentals of screenwriting, including story structure, character development, dialogue, plotting, and formatting as they are used in creating scripts for film and television.

## **MEDIA 44 MEDIA CRITICISM**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas D,E;CSU areas C1,D;IGETC areas 3A,4

**Description:** An introduction to the critical analysis of mediated texts with an emphasis on film, television, music, advertising, social media, video games, and new media. Students will explore and apply the core concepts of media theory and methods in an attempt to better understand the relationship between media, culture, and society.

## **MEDIA 123 INTERMEDIATE SCREENWRITING**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MEDIA 22.*

**Description:** An intermediate screenwriting course that focuses on longer form writing, expanding a first act into a complete feature length script. Emphasis will be not just on writing content (story plot, writing style, etc.), but also on marketing one's work and choosing concepts that are marketable.

## **MEDICAL ASSISTING (MA)**

### **MA 98 INDEPENDENT STUDY IN MEDICAL ASSISTING**

*1-4 Units/Up to 13 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in Medical Assisting.

## **MA 160 INTRODUCTION TO MEDICAL OFFICE PRACTICE**

*(Formerly MA 60) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of ANAT 140, HLC 140, HLC 160, LIR 10, and PSYCH 1A; AND Concurrent Enrollment in MA 161, MA 162, MA 163, MA 167. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Students will learn the multiple functions performed by the Medical Assistant: appointment scheduling; communication skills and record management, including confidentiality. Focus is on professionalism in the development of organizational, decision-making and computer skills.

## **MA 161 LAW AND ETHICS FOR MEDICAL ASSISTANTS**

*(Formerly MA 61) 1 Unit/1 hour lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of ANAT 140, HLC 140, HLC 160, LIR 10, and PSYCH 1A; AND Concurrent Enrollment in MA 160, MA 162, MA 163, MA 167.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Survey of medical law and ethics related to work in medical settings. Emphasis on implications and decision making for patients, providers, medical assistants, and other health professionals. Special attention is given to patient privacy laws. Assignments and discussions will allow students to examine their own personal and cultural values and decision making processes and compare those to the value systems, laws, and decision making processes described in the text.

## **MA 162 DISEASE PROCESSES**

*(Formerly MA 62) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of ANAT 140, HLC 140, HLC 160, LIR 10, and PSYCH 1A; AND Concurrent Enrollment in MA 160, MA 161, MA 163, MA 167. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** In this course, students will learn about diseases of body systems and terminology of medical specialties with development, analysis, interpretation, and application of advanced medical terminology used in a variety of medical settings. This includes advanced terminology related to body systems and medical specialties and associated with anatomic terms, pathophysiology, diagnoses, symptoms, conditions, medical and surgical procedures, clinical and diagnostic laboratory, and medications.

## **MA 163 BEGINNING CLINICAL SKILLS FOR MEDICAL ASSISTING**

*(Formerly MA 163A) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of HLC 160, LIR 10, PSYCH 1A, ANAT 140, HLC 140; AND Concurrent Enrollment in MA 160, MA 161, MA 162, MA 167.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Course focuses on beginning clinical medical assisting skills and responsibilities for the clinical area of a medical office or other appropriate medical facility. Covers proper handwashing; use of personal protective equipment; medical and surgical aseptic procedures; vital signs determination; assisting with physical examinations/rooming, including safe transfers, positioning and draping, height, weight, obtaining patient history; disinfection and sterilization techniques; assisting with minor office procedures; application of physical agents to promote tissue healing; patient teaching on ambulatory aids and cast care.

## MA 163L BEGINNING EXTERNSHIP

*(Formerly MA 163AL) 1.5 Units/5.25 hours by arrangement. Grade Only. Prerequisite: Course Completion of ANAT 58; OR ANAT 140 AND HLC 140; AND Course Completion of MA 160, MA 161, MA 162, MA 168; AND Concurrent Enrollment in MA 163, MA 165, MA 169. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: The healthcare facilities in which students are placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR card.*

**Description:** Beginning practical experience at the novice level in outpatient clinics or other medical facilities to develop entry level administrative and clinical medical assisting skills related to fundamental principles and techniques learned in theory and skills courses. This course is the first of two semesters in which the student attends the externship.

## MA 164 THEORIES OF THE CLINICAL LABORATORY

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of MA 160, MA 161, MA 162, MA 163, MA 167; AND Concurrent Enrollment in MA 165, MA 168, MA 169, and MA 174. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Introduction to the clinical laboratory. Urinalysis, hematology, blood chemistry, serology testing, and normal ranges are studied. Students will learn about low complexity tests and how general microscopic slide testing is performed.

## MA 165 PHARMACOLOGY AND ADMINISTRATION OF MEDICATIONS

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 160, MA 161, MA 162, MA 163, MA 167; AND Concurrent Enrollment in MA 164, MA 168, MA 169, and MA 174. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Course covers basic pharmacology, including principles of safe preparation, administration, and documentation of medications and vaccinations by oral, parenteral, and topical/transdermal routes. Students review basic math calculations and conversions for preparation and administration of medication and vaccinations. Medications are identified by their clinical use, mechanism of action, side effects, and adverse reactions. Risk factors for drug and alcohol abuse are presented, along with drug addiction and withdrawal symptoms.

## MA 167 BASIC DIAGNOSTIC CODING

*(Formerly MA 167A) 2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of HLC 160, LIR 10, PSYCH 1A, ANAT 140, and HLC 140; AND Concurrent Enrollment in MA 160, MA 161, MA 162, and MA 163. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** In this course, students will be introduced to basic International Classification of Diseases, 10th Edition, Clinical Modification (ICD-10-CM) coding. Students will utilize their knowledge of medical terminology, disease process, and human anatomy and physiology to convert diagnostic statements into alpha-numerical codes. As each body system is studied, basic coding guidelines and logic will be presented as alpha-numeric diagnoses.



## MA 168 BASIC MEDICAL OFFICE INSURANCE BILLING

*(Formerly MA 68.1) 2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of MA 160, MA 161, MA 162, MA 163, MA 167; AND Concurrent Enrollment in MA 164, MA 165, MA 169, and MA 174. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** In this course, students will develop basic knowledge and skills for understanding major health insurance plans as related to medical office billing.

## MA 169 PROCEDURAL CODING

*(Formerly MA 68.4) 2.5 Units/2.5 hours lecture. Grade Only. Prerequisite: Course Completion of MA 160, MA 161, MA 162, MA 163 and MA 167; AND Concurrent Enrollment in MA 164, MA 165, MA 168, and MA 174. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** In this course, students will learn to apply their knowledge of human anatomy, physiology, medical terminology, and disease processes in order to correctly identify and code services and procedures that are provided in a variety of health care settings, this is known as the Current Procedural Terminology (CPT) medical coding system. Students will assign codes to services and procedures according to coding guidelines to allow for accurate statistics, claims processing, and reimbursement.

## MA 174 INTERMEDIATE CLINICAL SKILLS FOR MEDICAL ASSISTING

*(Formerly MA 163B) 4 Units/2 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 160, MA 161, MA 162, MA 163, MA 167; AND Concurrent Enrollment in MA 164, MA 165, MA 168, and MA 169. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** Course focuses on intermediate medical assisting skills and responsibilities for the clinical area of a medical office or other appropriate medical facility. Covers general medical office procedures including, but not limited to eye and ear assessment and procedures such as visual and auditory acuity testing; gynecological and prenatal care; pediatric examination; cardiopulmonary assessment and procedures including electrocardiograms (EKGs) and oxygen therapy; radiologic and diagnostic imaging; medical office emergencies; and medication administration.

## MA 176 EXTERNSHIP

*(Formerly MA 166.4) 4.5 Units/13.75 hours by arrangement. Grade Only. Prerequisite: Course Completion of MA 164, MA 165, MA 168, MA 169, and MA 174. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: The healthcare facilities in which students are placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card. Recency requirement: Students must have successfully completed MA 160, MA 161, MA 162, MA 163, MA 164, MA 165, MA 167, MA 168, MA 169, and MA 174 within 3 years of enrolling in MA 176.*

**Description:** This course offers a total of 240 hours of practical externship experience in outpatient clinics or other medical facilities to apply and develop entry level administrative and clinical medical assisting skills related to fundamental principles and techniques learned previously in theory and skills courses. This course is taken at the end of the program, after all of the didactic (lecture and skills lab) classes are completed successfully.

## METEOROLOGY (METRO)

### **METRO 10 INTRODUCTION TO WEATHER AND CLIMATE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU area B1;IGETC area 5A

**Description:** In this course, students will be given a descriptive introduction to the science of the atmosphere. Topics include relationships between Earth and Sun, temperature, moisture and stability, atmospheric pressure and wind, clouds and precipitation, weather systems, hurricanes and tornadoes, weather forecasting, climate patterns and climate change, air pollution, and atmospheric optics.

### **METRO 10L WEATHER AND CLIMATE LAB**

*1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in METRO 10.*

**Transferability:** CSU;UC.

**GE:** CSU area B3;IGETC area 5C

**Description:** Hands-on lab activities exploring weather and climate phenomena. This class is the lab component for Introduction to Weather and Climate (METRO 10). Emphasis is placed on analysis and interpretation of weather reports, forecasts, surface weather maps, upper level air charts, satellite and radar imagery, and other remotely sensed data. Climate classification and climate data will also be included.

## MICROBIOLOGY (MICRO)

### **MICRO 5 GENERAL MICROBIOLOGY**

*5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course completion of ENGL 1A (OR ESL 10); AND Completion of BIO 10 or higher (V7); AND Completion of CHEM 60, CHEM 3A (OR CHEM 1A), or higher (V6).*

**Transferability:** CSU;UC.

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Course covers the morphology, growth, metabolism, genetics, and control of microorganisms, with emphasis on bacteria and viruses. Includes principles of microbial pathogenicity, and the human immune response. Emphasis on laboratory techniques. Intended for allied health majors considering transfer to CSU or UC.

### **MICRO 60 FUNDAMENTALS OF MICROBIOLOGY**

*4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course completion of BIO 10 or higher (V7); AND Completion of CHEM 60, CHEM 3A (OR CHEM 1A), or higher (V6). Recommended: Course Completion of ENGL 1A.*

**Transferability:** CSU.

**GE:** AA/AS area C;CSU areas B2,B3

**Description:** Survey of the major concepts of microbiology with emphasis on those related to infectious disease. Basic techniques for cultivation and identification of microorganisms.

## **MUSIC (MUSC)**

### **MUSC 1 MUSIC FUNDAMENTALS**

*(Formerly MUS 1) 3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU;UC.

**C-ID:** MUS 110

**Description:** This course is designed for students with little or no formal musical training. Students are introduced to basic musical concepts, terminology, and music reading through exercises in rhythm, singing, and on the piano keyboard. Topics include notation, rhythm, scales, intervals, chords, key signatures, and the circle of fifths. Recommended for prospective Music majors who lack the music reading skills for MUSC 2A/3A.

### **MUSC 2A MUSIC THEORY 1**

*(Formerly MUS 2A) 3 Units/3 hours lecture. Grade Only. Recommended: Concurrent enrollment in MUSC 3A AND concurrent enrollment in MUSCP 11A or another appropriate piano course.*

**Transferability:** CSU;UC.

**C-ID:** MUS 120

**Description:** This course introduces students to music theory and its application in various musical styles. Topics include properties of sound, rhythm and meter, scales and modes, key signatures and the Circle of Fifths, intervals and transposition, chords and progressions, figured bass and Roman numeral analysis, phrases and cadences, and formal structure. The historical and social context of the above concepts will be discussed with musical examples drawn from history and global culture. Development of skill in handwritten notation is expected.

### **MUSC 2B MUSIC THEORY 2**

*(Formerly MUS 2B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 2A ( or MUS 2A). Recommended: Concurrent Enrollment in MUSC 3B ( or MUS 3B) and Concurrent Enrollment in MUSCP 11B OR .*

**Transferability:** CSU;UC.

**C-ID:** MUS 130

**Description:** A study of common-practice diatonic harmony and part writing. Topics include: progressions with triads and dominant seventh chords, an introduction to species counterpoint, principles of four-part SATB (soprano/alto/tenor/bass) arranging, non-harmonic tones, melody writing, bass line construction, the use of notation software, and a historical survey of the development of harmony and texture in Western music.

## MUSC 2C MUSIC THEORY 3

*(Formerly MUS 2C) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 2B. Recommended: Concurrent enrollment in MUSC 3C AND concurrent enrollment in MUSCP 11C or another appropriate piano course.*

**Transferability:** CSU;UC.

**C-ID:** MUS 140

**Description:** An introduction to chromatic harmony through writing and analysis. Topics include: dominant and non-dominant seventh chords, secondary (applied) dominant and leading-tone chords, tonicization, modulation, binary and ternary forms, and an overview of larger forms.

## MUSC 2D MUSIC THEORY 4

*(Formerly MUS 2D) 3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MUSC 2C. Recommended: Concurrent enrollment in MUSC 3D AND concurrent enrollment in MUSCP 11D or another appropriate piano course.*

**Transferability:** CSU;UC.

**C-ID:** MUS 150

**Description:** A study of advanced chromaticism in common-practice harmony with an introduction to Impressionist, Post-Romantic, Modern (Post-Tonal), and Postmodern musical techniques. Topics include: borrowed chords and mode mixture; chromatic mediants; Neapolitan and augmented-sixth chords; enharmonic reinterpretation and modulation; ninth, eleventh, and thirteenth chords; pandiatonicism and polytonality; set theory; 12-tone serialism; and advanced concepts of meter and rhythm.

## MUSC 3A MUSICIANSHIP 1

*(Formerly MUS 3A) 2 Units/2 hours lecture, 1 hour by arrangement. Grade Only. Recommended: Concurrent enrollment in MUSC 2A.*

**Transferability:** CSU;UC.

**C-ID:** MUS 125

**Description:** Application and development of the materials of Music Theory 1 through sight singing, ear training, and dictation. Topics include rhythm, major and minor scales, intervals, triads, and diatonic melodies.

## MUSC 3B MUSICIANSHIP 2

*(Formerly MUS 3B) 2 Units/2 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3A. Recommended: Concurrent enrollment in MUSC 2B.*

**Transferability:** CSU;UC.

**C-ID:** MUS 135

**Description:** Application and development of the materials of Music Theory 2 through sight singing, ear training, and dictation. Topics include: rhythmic subdivision, melodies in major and minor keys (simple and compound meter), fluency in alto and tenor clefs, and 2- and 4-part dictation of diatonic chord progressions with triads and dominant seventh chords.

## MUSC 3C MUSICIANSHIP 3

*(Formerly MUS 3C) 2 Units/2 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3B. Recommended: Concurrent enrollment in MUSC 2C.*

**Transferability:** CSU;UC.

**C-ID:** MUS 145

**Description:** Application and development of the materials of Music Theory 3 through sight singing, ear training, and dictation. Topics include: syncopation, non-dominant seventh chords, secondary dominant and leading-tone chords, tonicization, and modulation to closely related keys.

## **MUSC 3D MUSICIANSHIP 4**

*(Formerly MUS 3D) 2 Units/2 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3C. Recommended: Concurrent enrollment in MUSC 2D.*

**Transferability:** CSU;UC.

**C-ID:** MUS 155

**Description:** Application and development of the materials of Music Theory 4 through sight singing, ear training, and dictation. Topics include: diatonic modes; borrowed chords and mode mixture; the Neapolitan and augmented sixth chords; modulations to distantly related keys; and other musical techniques of the Renaissance, Late Romantic era, and twentieth century.

## **MUSC 4A JAZZ, ROCK, AND POP THEORY 1**

*(Formerly MUS 4A) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of MUSC 2A.*

**Transferability:** CSU;UC.

**Description:** The study of music theory as it pertains to jazz, rock, and popular music. Topics include analysis and construction of chord progressions, analysis of rhythmic elements, transposing for wind instruments, and rhythm section writing. Students complete two arranging projects.

## **MUSC 4B JAZZ, ROCK, AND POP THEORY 2**

*(Formerly MUS 4B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 4A.*

**Transferability:** CSU;UC.

**Description:** Continued study of music theory relative to contemporary musical styles. Emphasis is on four-part harmonization of a melodic line and its applications in small and large ensembles. Study also includes accompaniment practices and counterpoint.

## **MUSC 5A JAZZ IMPROVISATION 1**

*(Formerly MUS 5.1A) 3 Units/3 hours lecture. Grade Only. Recommended: Ability to play all major scales on a musical instrument.*

**Transferability:** CSU;UC.

**Description:** This course provides instrumental students with the tools and techniques for jazz improvisation at a beginning level. Topics include scales, arpeggios, the elements of jazz harmony, the blues, and characteristic chord progressions.

## **MUSC 5B JAZZ IMPROVISATION 2**

*(Formerly MUS 5.1B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MUSC 5A.*

**Transferability:** CSU;UC.

**Description:** This course provides instrumental students with the tools and techniques for jazz improvisation that

enable them to progress toward an intermediate level. Analysis of harmonic and melodic materials, extensive listening, and performance exercises will assist the student in his/her development as an improviser.

## MUSC 5C JAZZ IMPROVISATION 3

*3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MUSC 5B.*

**Transferability:** CSU;UC.

**Description:** This course provides instrumental students with the tools and techniques for jazz improvisation at an intermediate level. Analysis of harmonic and melodic materials, extensive listening, and performance exercises will assist the student in his/her development as an improviser.

## MUSC 5D JAZZ IMPROVISATION 4

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 5C.*

**Transferability:** CSU;UC.

**Description:** This course provides instrumental students with the tools and techniques for jazz improvisation at an advanced level. Analysis of harmonic and melodic materials, extensive listening, and performance exercises will assist the student in his/her development as an improviser.

## MUSC 6.1 MUSIC HISTORY AND LITERATURE: ANTIQUITY TO 1750

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** An in-depth historical study of music in Western civilization from Antiquity (c. 500 BCE) through the Baroque era (1600-1750) through stylistic analysis of music, listening in and out of class, and assigned reading.

## MUSC 6.2 MUSIC HISTORY AND LITERATURE: 1750 TO PRESENT

*3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** An in-depth historical study of music in Western civilization from the Enlightenment (c. 1750) to the present through stylistic analysis of music, listening in and out of class, and assigned reading.

## MUSC 7 MUSIC APPRECIATION

*(Formerly MUS 7) 3 Units/3 hours lecture. Grade or P/NP.*

**Transferability:** CSU;UC.

**C-ID:** MUS 100

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** A survey of music literature in the Western world from the Middle Ages to the present. Students will gain an understanding of music as an art form through listening and discussion of choral, orchestral, solo, opera, chamber, and electronic works. Concert attendance is required. Open to all students, but designed for non-music majors.

## MUSC 8 WORLD MUSIC APPRECIATION

*(Formerly MUS 7.4) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C1;IGETC area 3A

**Description:** An introduction to the musics of Africa, Asia, the Americas, Europe, Oceania, the Caribbean, and the Middle East, focusing on the interconnectedness and cross-fertilization among cultures.

## MUSC 9 JAZZ APPRECIATION

*(Formerly MUS 9) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C1;IGETC area 3A

**Description:** A lecture survey of jazz focusing on its essential musical elements, its origins and evolution as an African-American art form, and the contributions of other American racial/cultural/ethnic groups. Special attention is given to the study of standard jazz forms, stylistic differences, and analysis of live and recorded performances.

## MUSC 10 SURVEY OF AMERICAN MUSIC

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU areas C,C1;IGETC area 3A

**Description:** An introductory survey of music in the United States; what makes it unique, and how it became influential worldwide. Students will explore America's diverse cultures, their historical roots, and how they influenced the development of American music. Musical genres will include Native American, folk styles, jazz, rock & roll, country, Latin, classical, hip-hop, and scores for film and television.

## MUSC 15 STANDARDS REPERTOIRE FOR THE JAZZ MUSICIAN

*3 Units/3 hours lecture. Grade Only. Recommended: Ability to read music and to perform competently on a musical instrument or voice.*

**Transferability:** CSU;UC.

**Description:** Study and performance of compositions that are essential to the repertoire of the jazz musician. A large number of compositions are studied, in various styles from different stylistic periods. These compositions are performed in class by soloists accompanied by a rhythm section.

## MUSC 18.1 DICTION AND REPERTOIRE: ITALIAN

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in MUSCP 17B; OR Course Completion or Current Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in Italian. Students can challenge the course prerequisite by audition. See the Auditions page on the Music Department website for more information

## MUSC 18.2 DICTION AND REPERTOIRE: ENGLISH

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B; OR Course Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition.*

*Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Study of the phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in English. Students can challenge the course prerequisite by audition. See the Auditions page on the Music Department website for more information

## MUSC 18.3 DICTION AND REPERTOIRE: GERMAN

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B; OR Course Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in German. Students can challenge the course prerequisite by audition. See the Auditions page on the Music Department website for more information

## MUSC 18.4 DICTION AND REPERTOIRE: FRENCH

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B; OR Course Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in French. Students can challenge the course prerequisite by audition. See the Auditions page on the Music Department website for more information

## MUSC 49 INDEPENDENT STUDY IN MUSIC

*(Formerly MUS 49) 0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair, and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## MUSC 50 INTRODUCTION TO MUSIC TECHNOLOGY

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only.*

**Transferability:** CSU.

**C-ID:** CMUS 100X

**Description:** This introductory course examines the concepts, terminology, techniques, and equipment related to music technology. Students will receive a solid foundation in the principles of sound, MIDI, synthesis, digital



recording, and computer-based music notation, as well as hands-on experience with state-of-the-art industry hardware and software. Designed for students with an interest in composition, songwriting, digital audio, and/or multimedia.

## MUSC 51 ELECTRONIC MUSIC

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only.*

**Transferability:** CSU.

**Description:** In this course students are introduced to the techniques and elements of electronic music production. They will produce compositions utilizing MIDI sequencing, synthesis, sampling, and effects processing in a Digital Audio Workstation (DAW).

## MUSC 51A DIGITAL AUDIO 1: FUNDAMENTALS

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in MUSC 50.*

**Transferability:** CSU.

**Description:** This course covers the fundamentals of digital audio through a hands-on workshop in production and editing with a digital audio workstation (DAW). Topics include the principles of audio and digital recording, digital editing, the integration of digital audio and MIDI tracks, and digital signal processing.

## MUSC 51B DIGITAL AUDIO 2: MULTIMEDIA

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 51A.*

**Transferability:** CSU.

**Description:** An intermediate- to advanced-level hands-on workshop in digital audio focusing on the production of master audio tracks for multimedia applications. Topics include: audio for video and film; audio for spoken word; non-linear audio for interactive media and video gaming; podcasting and digital broadcasting; postproduction techniques; and mastering to compact disc and DVD.

## MUSC 52 AUDIO FOR MULTIMEDIA

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 50.*

**Transferability:** CSU.

**Description:** An intermediate- to advanced-level hands-on workshop in digital audio focusing on the production of master audio tracks for multimedia applications. Students will explore audio for video and film, audio for spoken word, non-linear audio for interactive media and video gaming, podcasting, postproduction techniques, and mastering.

## MUSC 55 SONGWRITING

*(Formerly MUS 55) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A, Eligibility for ENGL 100 or ESL 100..*

**Transferability:** CSU.

**Description:** This course is a popular songwriting workshop designed for aspiring and semi-professional

songwriters. Students will create songs in several styles by analyzing and applying the lyrical, rhythmic, melodic, and harmonic strategies used in classic and contemporary songwriting. The subjects of copyrights, publishing, and distribution will also be presented.

## **MUSC 60A AUDIO RECORDING 1**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in MUSC 50.*

**Transferability:** CSU.

**Description:** This course is a comprehensive introduction to studio recording with Pro Tools. Topics include basic audio theory, the fundamentals of recording, signal flow, microphone selection and placement, mixers, patchbays, monitors, and a hands-on introduction to the Pro Tools system.

## **MUSC 60B AUDIO RECORDING 2**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 60A.*

**Transferability:** CSU.

**Description:** This course covers intermediate- to advanced-level applications in studio recording with Pro Tools and an introduction to art and skill of live sound and live recording. Topics include signal processing, mixing techniques, use of plug-ins, and preparation of the final mixdown. Students will learn how to operate a recording studio independently.

## **MUSC 70A MUSIC INDUSTRY 1: FUNDAMENTALS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of MUSC 50.*

**Transferability:** CSU.

**Description:** This course offers a broad look at the music industry in a real-world setting through collaborative learning. Students will work in teams called "base groups" to accomplish various duties associated with the operation of an independent record label. Topics include the history of the music industry, record label business models and practices, copyrights, contracts, and ethics as they pertain to creating a recorded music product.

## **MUSC 70B MUSIC INDUSTRY 2: MARKETING & DISTRIBUTION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MUSC 70A.*

**Transferability:** CSU.

**Description:** This course offers a broad look at the music industry in a real-world setting through collaborative learning. Students will work in teams called "base groups" to accomplish various duties associated with the operation of an independent record label. Topics include music publishing, distribution, music marketing, live shows, and data analysis as they pertain to creating and selling a recorded music product.

## **MUSIC PRACTICUM AND PERFORMANCE (MUSCP)**

## MUSCP 11A CLASS PIANO 1

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Recommended: Course Completion of MUSC 1 OR the ability to read music and some prior keyboard experience. Concurrent enrollment in MUSC 2A and MUSC 3A.*

**Transferability:** CSU;UC.

**Description:** This course develops keyboard technique by emphasizing music-reading fluency, functional skills, technical facility, and performance of beginning-level piano literature. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSCP 11A corresponds to the materials of MUSC 2A.)

## MUSCP 11B CLASS PIANO 2

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSCP 11A or by department placement exam. Recommended: Concurrent enrollment in MUSC 2B and MUSC 3B.*

**Transferability:** CSU;UC.

**Description:** This course develops keyboard musicianship through the study of major and minor scales, arpeggios, diatonic chord progressions, sight reading, and performance of beginning- to intermediate-level piano repertoire. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSCP 11B corresponds to the materials of MUSC 2B.)

## MUSCP 11C CLASS PIANO 3

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSCP 11B or by department placement exam. Recommended: Concurrent Enrollment in MUSC 2C and MUSC 3C.*

**Transferability:** CSU;UC.

**Description:** This course continues the development of keyboard musicianship through the study of major and minor scales, arpeggios, diatonic chord progressions, harmonizing melodies, transposition, accompanying, sight reading, and performance of intermediate-level piano repertoire. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSCP 11C corresponds to the materials of MUSC 2C.)

## MUSCP 11D CLASS PIANO 4

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSCP 11C or by department placement exam. Recommended: Concurrent Enrollment in MUSC 2D and MUSC 3D.*

**Transferability:** CSU;UC.

**Description:** This course continues the systematic development of keyboard musicianship and functional harmony skills through a graded sequence of materials. The repertoire level is intermediate to early advanced, covering exemplars of keyboard literature from the Baroque to the Contemporary era. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSCP 11D corresponds to the materials of MUSC 2D.)

## MUSCP 17A ELEMENTARY VOICE

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Recommended: Ability to read music, prior singing experience.*

**Transferability:** CSU;UC.

**Description:** Students will study basic vocal techniques for the performance of standard and popular songs. Topics include tone production, breath control, diction, and interpreting music notation. Open to all students.

*Total 2 Times*

## MUSCP 17B INTERMEDIATE VOICE

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSCP 17A, OR a previous semester of MUSCP 17B, OR by Audition. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A and MUSC 3A; AND Concurrent Enrollment in MUSCP 21A, B, C, or D.*

**Transferability:** CSU;UC.

**Description:** This course is devoted to the study and practice of intermediate-level vocal techniques and their practical application to the preparation and performance of standard vocal repertoire. Topics include interpretation, tone production, breath control, and diction. Students can challenge the course prerequisite by audition. See the Auditions page on the Music Department website for more information.

*Total 2 Times*

## MUSCP 19.1A CLASSICAL GUITAR 1

*2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP.*

**Transferability:** CSU;UC.

**Description:** In this course, students learn fundamental classical guitar technique for the performance of beginning-level solo pieces, duets, and ensemble works. Reading music in the first position is emphasized. Students must provide their own acoustic guitar.

## MUSCP 19.1B CLASSICAL GUITAR 2

*2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of MUSCP 19.1A or by audition.*

**Transferability:** CSU;UC.

**Description:** This course continues the development of classical guitar technique and music reading skills through exercises, studies, solos, and ensemble playing (duets, trios, and quartets). Students will explore diverse literature from different style periods in a variety of keys.

## MUSCP 21A CONCERT CHOIR 1

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. The emphasis for 21A is on the development of music reading skills and accurate vocal production. The Concert Choir performs at least two on-campus concerts each year and tours annually.

*Total 2 Times*

## MUSCP 21B CONCERT CHOIR 2

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 21A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. The emphasis for 21B is on effective management of the singing voice to achieve proper tone quality and phrasing. The Concert Choir performs at least two on-campus concerts each year and tours annually.

*Total 2 Times*

## MUSCP 21C CONCERT CHOIR 3

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 21B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. Students in 21C will have opportunities for solos and/or section leader positions. The Concert Choir performs at least two on-campus concerts each year and tours annually.

*Total 2 Times*

## MUSCP 21D CONCERT CHOIR 4

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 21C. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. Students in 21D will have opportunities for vocal solos and/or to assume mentor/leadership roles within the choir. The Concert Choir performs at least two on-campus concerts each year and tours annually.

*Total 2 Times*

## MUSCP 23A CHAMBER SINGERS 1

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers with the emphasis on the development of musicianship and

performance skills to an advanced level. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester.

*Total 2 Times*

## **MUSCP 23B CHAMBER SINGERS 2**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 23A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. The emphasis for 23B is on developing each singer's vocal independence to an advanced level, and cultivating self-sufficiency in learning their individual parts. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester.

*Total 2 Times*

## **MUSCP 23C CHAMBER SINGERS 3**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 23B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. Students in 23C will have opportunities for vocal solos and/or section leader positions, as well as increased opportunities for outreach performance in smaller (pull-out) ensembles including quartets and caroling groups. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester.

*Total 2 Times*

## **MUSCP 23D CHAMBER SINGERS 4**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 23C. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. Students in 23D will have increased opportunities for vocal solos, outreach performance in smaller groups, and/or to assume mentor/leadership roles within the ensemble. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester.

*Total 2 Times*

## MUSCP 30A SYMPHONIC BAND 1

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only.*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. This course is designed for experienced musicians who demonstrate the potential to perform at college level on a wind or percussion instrument.

*Total 2 Times*

## MUSCP 30B SYMPHONIC BAND 2

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. This course is designed for experienced musicians who are able to perform at college level on a wind or percussion instrument.

*Total 2 Times*

## MUSCP 30C SYMPHONIC BAND 3

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. The emphasis on MUSCP 30C is on achieving a higher artistic standard. This course is designed for experienced musicians who are able to perform at college level on a wind or percussion instrument and have control of characteristic tone, intonation, and dynamic range.

*Total 2 Times*

## MUSCP 30D SYMPHONIC BAND 4

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30C. Limits on enrollment: By audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. This course is designed for experienced musicians who are able to perform at college level on a wind or percussion instrument. MUSCP 30D is designed for the most advanced players. Students in this course have more accountability within the Symphonic Band and may be called upon to play solos and/or assist in the troubleshooting of problems specific to their instrument.

*Total 2 Times*

## MUSCP 32A JAZZ BAND 1

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Jazz Band is dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. Designed for musicians who demonstrate the potential to perform at the college level. The emphasis is on the development of jazz interpretation, ensemble skills and sight-reading. The band performs at least two major public concerts per semester, which may include an off-campus festival performance.

*Total 2 Times*

## MUSCP 32B JAZZ BAND 2

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Jazz Band is dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. Designed for musicians who are able to perform at the college level. The emphasis is on the further development of jazz interpretation, ensemble skills, and sight-reading, particularly in musical styles outside of the swing genre. The band performs at least two major public concerts per semester, which may include an off-campus festival performance.

*Total 2 Times*

## MUSCP 32C JAZZ BAND 3

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Jazz Band is dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. Designed for experienced musicians who are able to perform at the college level. The emphasis is on the incorporation of stylistically and harmonically appropriate improvisation within the big band medium. The band performs at least two major public concerts per semester, which may include an off-campus festival performance.

*Total 2 Times*

## MUSCP 32D JAZZ BAND 4

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32C. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Jazz Band is dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. Designed for experienced musicians who are able to perform at the college level and is intended for the most advanced players. Students in this course will have more accountability within the



ensemble, and may be called upon to assist in the troubleshooting of problems specific to their instrument and/or to lead sectional rehearsals. Emphasis is on the achievement of a professional-quality artistic standard. The band performs at least two major public concerts per semester, which may include an off-campus festival performance.

*Total 2 Times*

## **MUSCP 33A ORCHESTRA 1**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33A is designed for musicians who demonstrate the potential to perform at college level on an orchestral instrument. The Orchestra performs at least two concerts each semester.

*Total 2 Times*

## **MUSCP 33B ORCHESTRA 2**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33B is designed for musicians who are able to perform at the college level on an orchestral instrument. The Orchestra performs at least two concerts each semester.

*Total 2 Times*

## **MUSCP 33C ORCHESTRA 3**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. Designed for musicians who are able to perform at the college level on an orchestral instrument with proper characteristic tone and control of dynamic range and intonation. The emphasis of MUSCP 33C is on achieving a higher artistic standard. The Orchestra performs at least two concerts each semester.

*Total 2 Times*

## **MUSCP 33D ORCHESTRA 4**

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33C. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33D is designed for the most advanced players. Students in this course have more accountability within the Orchestra and may be called upon to play solos and/or assist in the troubleshooting of problems specific to their instrument. The Orchestra performs at least two concerts each semester.

*Total 2 Times*

## **MUSCP 40.1 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): PIANO**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent enrollment in Symphonic Band (MUSCP 30A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D); OR Concert Choir (MUSCP 21A, B, C, or D).. Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D) AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in piano for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam.

Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## **MUSCP 40.2 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): VOICE**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent enrollment in Diction and Repertoire (MUSC 18.1, 18.2, 18.3, or 18.4); AND Concert Choir (MUSCP 21A, B, C, or D). Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D) AND Musicianship (MUSC 3A, B, C, or D). Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in voice for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and sing a juried performance for a faculty committee as a final exam.

Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## **MUSCP 40.3 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): STRINGS**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in Orchestra (MUSCP 33A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D).. Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D) AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in violin, viola, cello, or contrabass for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice.

Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## **MUSCP 40.4 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): WOODWIND**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in Symphonic Band (MUSCP 30A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D)..*

*Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D) AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in flute, oboe, clarinet, bassoon, or saxophone for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## **MUSCP 40.5 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): BRASS**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in Symphonic Band (MUSCP 30A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D)..*

*Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D); AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in trumpet, French horn, trombone, baritone, euphonium, or tuba for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## **MUSCP 40.6 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): PERCUSSION**

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in Symphonic Band (MUSCP 30A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D)..*

*Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D); AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in percussion for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester, students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## MUSCP 40.7 APPLIED MUSIC (INDIVIDUAL INSTRUCTION): GUITAR

*2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in Concert Choir (MUSCP 21A, B, C, or D); OR Symphonic Band (MUSCP 30A, B, C, or D); OR Jazz Band (MUSCP 32A, B, C, or D); OR Jazz Combos (MUSCP 42A, B, C, or D).. Recommended: Completion of or Concurrent Enrollment in Music Theory (MUSC 2A, B, C, or D); AND Musicianship (MUSC 3A, B, C, or D).. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 160

**Description:** Individual studio instruction in guitar for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level.

*4 Times in any Comb of Levels*

## MUSCP 42A JAZZ COMBO ENSEMBLE 1

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Recommended: Course Completion of MUSC 5A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The study and performance of classic and contemporary works for jazz combo. Emphasis is on the development of improvisational and performance skills. Students are divided into three combos of four to eight musicians, each focusing on 4-5 jazz compositions. The combos give 3-5 public performances per semester.

*Total 2 Times*

## MUSCP 42B JAZZ COMBO ENSEMBLE 2

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42A. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The study and performance of classic and contemporary works for jazz combo. Emphasis is on the development of a rhythmic and melodic vocabulary consistent with mainstream jazz practice. Students are divided into three combos of four to eight musicians each. The combos give 3-5 public performances per semester.

## MUSCP 42C JAZZ COMBO ENSEMBLE 3

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42B. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The study and performance of classic and contemporary works for jazz combo. Emphasis is on development of improvisatory fluency in the styles of Bop, Cool, and Hard Bop. Students are divided into three combos of four to eight musicians each. The combos give 3-5 public performances per semester.

*Total 2 Times*

## MUSCP 42D JAZZ COMBO ENSEMBLE 4

*2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42C. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**C-ID:** MUS 180

**Description:** The study and performance of classic and contemporary works for jazz combo. Emphasis is on the understanding of chord/scale relationships and the introduction of odd and compound meters. Students are divided into three combos of four to eight musicians each. The combos give 3-5 public performances per semester.

*Total 2 Times*

## MUSCP 81A OPERA AND RELATED FORMS IN PERFORMANCE 1

*2-5 Units/Up to 15 hours by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU.

**Description:** Preparation and presentation of a role in an opera or related work (such as Broadway opera, light opera, pocket operas, and concert presentations) in production for public performance.

*4 Enrollments Total*

## NATURAL RESOURCES (NRM)

### NRM 12 INTRODUCTION TO ENVIRONMENTAL CONSERVATION

*(Formerly NRM 10) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas C,H;CSU areas B2,E

**Description:** An introduction to principles and techniques for the management, conservation, and sustainable use of natural resources. Includes an examination of the causes, consequences, and solutions of contemporary issues affecting environmental conservation.

### NRM 51 WILDLAND TREES AND SHRUBS

*3 Units/2.5 hours lecture, 2 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**GE:** AA/AS area C;CSU areas B2,B3

**Description:** A study of the taxonomy, physiology, community and ecological relationships of trees and shrubs of the United States, with particular emphasis on California species. Analysis of the botanical and anatomical characteristics of these plants. Includes mandatory field trips.

## NRM 60 INTRODUCTION TO OUTDOOR RECREATION

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A study of historic, social, political, economic, and environmental factors influencing outdoor recreation at federal, state, and local levels. This course includes park practices relating to the operations of public and private recreation facilities. Includes skills and procedures for evaluating and re-designing recreational facilities. Course activities require the ability to walk five miles with a 25-pound pack.

## NRM 63 ENVIRONMENTAL EDUCATION

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Introductory course designed to prepare students to implement environmental education curricula in formal and informal educational settings. Topics include history and principles of environmental education, guidelines for K-12 environmental education, curriculum development, and applied teaching techniques for both formal and informal settings. This course includes site visits to K-12 classrooms implementing environmental education curricula.

## NRM 66 WILDERNESS SKILLS

*3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety: Students who enroll should be able to hike/snowshoe at least 5 miles in the snow with 30-pound pack.*

**Transferability:** CSU.

**Description:** Beginning principles and techniques of wilderness camping skills and leadership. Students will develop beginning skills required for planning, organizing, and conducting safe group trips in the wilderness. Course targeted for students pursuing careers in park management and outdoor recreation. Students who enroll should be able to hike/snowshoe at least 5 miles in the snow with 30-pound pack.

## NRM 67 RECREATION FACILITY MANAGEMENT

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Students learn to evaluate public and private recreational facilities. Applied park practices relating to the operations of campgrounds and other types of recreational facilities. Through participation in recreational activities, students identify facilities needing repair or redesign or removal. Includes skills and procedures for designing and evaluating low impact camping, day-use facilities, and visitor centers. Recommended physical ability to walk five miles with a 25-pound pack.

## NRM 70 FOREST MANAGEMENT AND ASSESSMENT

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Applied forestry as related to forest stand improvement, harvest methods, fire control, disease,

damage, insects, manufacturing and management of forested lands. Quantity, and quality, and other forest resources, including water, range, wildlife, and outdoor recreation, carbon storage and fuel loading. Field trips are mandatory.

## **NRM 72 FOREST FIRE CONTROL AND ITS USE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Principles of fire behavior, control and prevention for natural resource managers and first responders. Also covers the prescribed use of fire in natural resource management applications (fuel reduction, invasive species control, etc.).

## **NRM 80 ENVIRONMENTAL POLICY FOR RESOURCE MANAGERS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** A study of major state and federal environmental policies and how they affect natural resource managers. Students will examine the making and implementation of laws and regulations that help frame natural resource management decisions on the local level.

## **NRM 84 INTRODUCTION TO FISH AND WILDLIFE CONSERVATION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Introduction to the study of fish and wildlife conservation management principles, techniques, and issues, including habitat management and population estimation. Students will become familiar with local and regional wildlife species, as well as develop expertise in wildlife identification and common field techniques used by wildlife managers.

## **NRM 86 WATERSHED RESOURCE MANAGEMENT**

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Introduction to the methods and techniques used in measuring, monitoring, and assessing watershed health in North Coast streams. Topics of study include identification of the specific factors limiting ecosystem productivity (vegetation, fish, etc.) identification of the critical habitat needs (plants, macroinvertebrates, water quality, etc.) and methods for assessing and monitoring watershed resources.

## **NRM 87 GEOGRAPHIC INFO. SYSTEMS APPLICATIONS IN NATURAL RESOURCES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for GIS 40.*

**Transferability:** CSU.

**Description:** An introduction to the use of Geographic Information Systems (GIS) to analyze and interpret natural resources data, and to solve common conservation problems. Includes a basic introduction to ArcView GIS, analysis of habitat loss for endangered species, evaluation of mineral development impacts, watershed analysis, assessing data quality, and environmental analysis associated with timber management.

## **NRM 88 WATERSHED ECOLOGY AND RESTORATION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** An introduction to watershed restoration ecology methods, techniques, and tools used to restore and enhance watershed health.

## **NRM 91 RANGELAND MANAGEMENT**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Basic principles of range management as they apply to various regions and vegetative types. Relationship of range management practices to livestock production, wildlife management, forestry, hydrology and other land uses. Field trip participation required.

## **NRM 98 INDEPENDENT STUDY IN NATURAL RESOURCE MANAGEMENT**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in natural resource management.

## **NRM 99I NATURAL RESOURCES MANAGEMENT INTERNSHIP**

*1-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Students must have secured a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internships are an opportunity for students to receive college credit for working in a position related to their field of study related to Natural Resource Management. Students will set learning goals, receive job coaching, and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are responsible for securing a position before they enroll in the course.



Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## **NRM 104 ECOLOGICAL RESTORATION**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course students will learn hands-on techniques for planning, planting, monitoring, and maintaining local restoration projects. Students will explore native plant communities as models for restoration. Students will apply various restoration techniques by conducting field work at Shone Farm and other Sonoma County locations.

## **NRM 111 ORIENTATION TO ENVIRONMENTAL RESOURCE MANAGEMENT**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Orientation to principles and practices of environmental resource management in wildland areas. Each lecture is supported by a field experience. Field trips are mandatory.

## **NRM 132 CHAINSAW SAFE OPERATION AND CARE**

*(Formerly NRM 204) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** The proper operation, maintenance, and care of chainsaws.

## **NRM 141 INTRODUCTION TO ROCK CLIMBING AND RESCUE TECHNIQUES**

*1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP.*

**Description:** An introduction to the equipment, methods, and techniques used in contemporary outdoor rock climbing. Instruction includes all aspects of rock climbing, safety and an introduction to rescue techniques. Climbing occurs during field trips at a variety of popular beginning-level outdoor climbing locations in Sonoma County. Recommended for students pursuing a career as a Park Ranger.

## **NRM 142 ORIENTEERING FOR WILDERNESS USERS**

*1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Compass orienteering, GPS (Global Positioning Systems), topographic map reading and smartphone applications for orienteering for backpackers and wilderness recreation users.

## **NURSING - AIDE (NRA)**

## **NRA 150A CERTIFIED NURSE ASSISTANT**

*6 Units/3.25 hours lecture, 3.5 hours laboratory, 6 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course the student will learn the requirements for becoming a Certified Nurse Assistant (CNA), including basic patient care skills, psychosocial/cultural understanding, and communication techniques necessary to help meet the needs of the patient. All aspects of care are designed to allow the student to utilize these skills in a health care facility. Students learn theory and basic patient care skills necessary for certification as a CNA. This course meets all of the CA Department of Public Health requirements for a Nursing Assistant Training and Assessment Program (NATAP).

## **NURSING - RN (NR)**

### **NR 75.1B INTRODUCTION TO MEDICAL SURGICAL NURSING**

*5 Units/5 hours lecture, 15 hours by arrangement for 9 weeks. Grade Only. Prerequisite: Course Completion of NR 75.2A OR NR 75.1A. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** This course presents concepts in nursing practice with an emphasis on the beginning level of care for the adult medical-surgical patient. Nursing process, professionalism, basic physiological, psychosocial, and developmental needs and basic medical-surgical nursing skills are included in this course. Application of theoretical knowledge is guided by the Readiness for Practice Model. A number of teaching/learning strategies are incorporated in a variety of settings: classroom, skills laboratory and patient-care settings providing students an opportunity to apply the nursing process at the beginner level.

*One Repeat if Grade was D, F, NC, or NP*

### **NR 75.1C INTERMEDIATE MEDICAL SURGICAL NURSING**

*4.5 Units/4.5 hours lecture, 13.5 hours by arrangement for 9 weeks. Grade Only. Prerequisite: Course Completion of NR 75.1B AND NR 75.2B; OR Course Completion of NR 75B. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** Concepts applicable to intermediate level acute care of adult medical-surgical patients, with focus on

the Staff RN as a team member, advance intravenous therapy practice, health care informatics, and evidence based practice.

*One Repeat if Grade was D, F, NC, or NP*

## **NR 75.1D ADVANCED MEDICAL SURGICAL NURSING**

*(Formerly NR 75D) 9 Units/4.5 hours lecture, 13.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of NR 75.1C AND NR 75.2C; OR Course Completion of NR 75C. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** Advanced concepts related to providing safe care and meeting the complex needs of the acutely ill adult medical-surgical patient. Concepts related to professionalism, a preceptorship experience, and advanced nursing skill practice in a variety of clinical settings gives students an opportunity to make the transition from student to professional nurse.

*One Repeat if Grade was D, F, NC, or NP*

## **NR 75.2A FUNDAMENTALS OF PROFESSIONAL NURSING**

*10 Units/5 hours lecture, 16 hours by arrangement. Grade Only. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** This course presents concepts fundamental to professional nursing with an emphasis on the geriatric patient: nursing process, professionalism, basic physiological, psychosocial, and developmental needs and basic nursing skills are included in this course. Application of theoretical knowledge is guided by the Readiness for Practice Model. A number of teaching/learning strategies are incorporated in a variety of settings: classroom, skills laboratory and patient-care settings providing students an opportunity to use the nursing process.

*One Repeat if Grade was D, F, NC, or NP*

## **NR 75.2B PSYCHIATRIC NURSING**

*4.5 Units/4.5 hours lecture, 13.5 hours by arrangement for 9 weeks. Grade Only. Prerequisite: Course Completion of NR 75.2A OR NR 75.1A. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possession of a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** Concepts and nursing practice in the care of psychiatric, trauma-affected, and substance use disordered patients. The emphasis is on the care of patients in both the inpatient and outpatient settings for management of chronic illnesses relevant to both adolescents and adults. Knowledge and skills acquired in lecture

& discussion and in simulation and skills laboratories are applied in psychiatric inpatient and outpatient care settings.

*One Repeat if Grade was D, F, NC, or NP*

## **NR 75.2C MATERNAL CHILD NURSING**

*5 Units/5 hours lecture, 15 hours by arrangement for 9 weeks. Grade Only. Prerequisite: Course Completion of NR 75.1B AND NR 75.2B; OR Course Completion of NR 75B. Limits on enrollment: Admission to Program. The healthcare facilities in which students are clinically placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR/BLS card.*

**Transferability:** CSU.

**Description:** Concepts applicable to care of perinatal, postpartum, newborn and pediatric patients are included with a focus on the family as a whole system of care.

*One Repeat if Grade was D, F, NC, or NP*

## **NR 98 INDEPENDENT STUDY IN NURSING**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator*

**Transferability:** CSU.

**Description:** Independent study in nursing through literature research, clinical investigation, or a combination of the two.

## **OLDER ADULTS PROGRAM (OA)**

### **OA 501 CREATIVE ARTS FOR OLDER ADULTS**

*(Formerly SE 501) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This course is designed to enrich the quality of life of older adults through art. A variety of media such as painting, drawing, crafts and collage encourage creativity and self-expression. Course activities promote or maintain physical, mental, social and emotional well-being and accommodate varying skill levels. This course is offered at numerous locations in Sonoma County.

*Exempt From Repeat Provisions*

### **OA 502 AUTOBIOGRAPHICAL WRITING FOR OLDER ADULTS**

*(Formerly SE 502) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This course is designed to teach older adults the skills necessary to write personal accounts of their life stories. A supportive learning environment allows students to read their stories and receive feedback in order

to bring interest and clarity to their life experiences. Course activities promote or maintain mental, social and emotional well-being and accommodate varying skill levels.

*Exempt From Repeat Provisions*

## **OA 505 DISCUSSION GROUP**

*(Formerly SE 505) 0 Unit/3 hours laboratory. Non-Credit Course.*

**Description:** This course is designed to engage older adults in lively discussions such as consumer issues, current events, healthy aging and literature. A supportive learning community encourages expression of thoughts and feelings, deepening of understanding and openness to new ideas and divergent perspectives. The course develops effective communication skills and enhances the quality of life.

*Exempt From Repeat Provisions*

## **OA 507 FITNESS FOR OLDER ADULTS**

*(Formerly SE 507) 0 Unit/5 hours laboratory. Non-Credit Course.*

**Description:** This course is designed to enrich the quality of life of older adults through exercise. Course activities promote or maintain physical, mental, social and emotional well-being and accommodate varying skill levels. A variety of activities, including strength training, stretching, brain aerobics, interactive games, and relaxation are incorporated to encourage a healthier and more active life. This course is offered at numerous locations in Sonoma County in partnership with senior service providers.

*Exempt From Repeat Provisions*

## **OA 581 MUSICAL EXPERIENCE**

*(Formerly SE 581) 0 Unit/1.5 hours laboratory. Non-Credit Course.*

**Description:** This course is designed to enrich the quality of life of older adults through music. The course activities promote or maintain physical, mental, social and emotional well-being and accommodate varied skill levels. A variety of stimulating and uplifting activities are incorporated, including movement to music, remembering old favorites, group sing-along and exposure to new music. This course is offered at numerous locations throughout Sonoma County in partnership with senior service providers.

*Exempt From Repeat Provisions*

## **PARALEGAL STUDIES (PLS)**

### **PLS 50 INTRODUCTION TO PARALEGAL STUDIES**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This is the required initial course for students in the Paralegal program. Students will receive an introduction to the legal field, the role of the paralegal, an overview of the legal system, ethics, a survey of procedural law, and a survey of selected substantive areas of the law including contracts, torts, property, and business.

## PLS 51 LEGAL RESEARCH

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course will acquaint students with procedural and substantive law; statutes, cases, codes and regulations; and how to find the law through legal encyclopedias, digests, and other resource materials. Citation format, basic case analysis, and Shepardizing are emphasized. Once experience is developed in locating information, students will analyze material, brief cases, and prepare research memoranda. Assignments and activities require extensive online or in person law library time.

## PLS 52 LEGAL WRITING

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50, PLS 51 and BGN 71.*

**Transferability:** CSU.

**Description:** Students use legal research skills to draft legal correspondence, case briefs, legal memoranda, pleadings, motions, and other documents. The course emphasizes construction of clear, concise, and well-organized legal instruments.

## PLS 53 CIVIL PROCEDURE: PLEADINGS

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in PLS 50 and PLS 51. Recommended: Course Completion of BGN 71.*

**Transferability:** CSU.

**Description:** An in-depth examination of all phases of civil procedure, from the initial stages of planning and preparing the civil lawsuit to the trial, is presented in this course. Students draft typical pleadings, including complaints, motions, demurrers, answers and cross-complaints from factual situations presented in class. Common means of terminating a suit without trial, such as summary judgments, defaults, dismissals and settlement are also discussed.

## PLS 54 CIVIL PROCEDURE: DISCOVERY

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 51 and PLS 50.*

**Transferability:** CSU.

**Description:** This course addresses pre-trial discovery and evidence considerations in civil litigation. Students learn procedures and tactics for initiating, managing, and compelling discovery and drafting major discovery documents in current use from sample problems. Evidence questions that commonly occur during trial preparation are examined.

## PLS 55 LEGAL ETHICS

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion or current enrollment in PLS 50 and PLS 51.*

**Transferability:** CSU.

**Description:** This course emphasizes development of ethical judgment in the context of the modern law office

team. The course covers the examination of the Rules of Professional Conduct, ethical guidelines for paralegals, and their application to special problems of both civil and criminal practice. Ethical standards for direct providers of legal services are also discussed.

## **PLS 56 CIVIL LITIGATION AND DISCOVERY PRACTICES AND PROCEDURES**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 60.11A.*

**Transferability:** CSU.

**Description:** This course is intended for students interested in becoming legal secretaries or paralegals, as well as individuals interested in learning the practices and procedures for commencing a civil lawsuit and preparing civil discovery (the most important component of a lawsuit). The students will learn law office secretarial procedures and preparation of legal documents, including, without limitation: a complaint; summons; answer; and proof of service. Different discovery methods will also be explored, including using interrogatories, production of documents, subpoenas, depositions, preparation, processing, and production of discovery documents and responses. Legal calendaring requirements and time frames, trial court delay reduction requirements, local rules of court, service of process, and dismissal of a lawsuit will also be covered.

## **PLS 57 LEGAL PROFESSIONS**

*(Formerly PLS 85.1) 1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** A survey course that will introduce students to the field of law and its various occupations. Topics include: overview of legal professions; professional organizations; legal terminology; duties and responsibilities of personnel; review of the legal system; and the court structure.

## **PLS 60 LEGAL CALENDARING**

*1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50.*

**Transferability:** CSU.

**Description:** This course will provide students with a comprehensive overview of calendaring for the law office. State and local rules are emphasized. Risk management, statutes of limitation, guidelines and techniques for effective calendaring are also discussed. Students will resolve calendaring situations triggered by various events common in law firms.

## **PLS 62 TORTS**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 51.*

**Transferability:** CSU.

**Description:** An in-depth examination of all phases of tort litigation from the initial stages of planning and preparing the civil lawsuit to trial. Elements of tort causes of action are discussed in depth. Negligence, a common element, is explained and applied to case fact patterns. Common torts such as product liability, wrongful death, invasion of privacy and defenses to torts are presented for analysis.

## PLS 63 CONTRACTS

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 51.*

**Transferability:** CSU.

**Description:** This course is designed to acquaint the paralegal with the formal requirements and legal principles involved in contract law and drafting documents. In addition to lectures on the underlying legal theory, students gain experience in drafting and analyzing a broad range of contracts and agreements.

## PLS 64 THE AMERICAN JURY SYSTEM

*1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in PLS 50.*

**Transferability:** CSU.

**Description:** This course will provide an overview of the evolution and current functions of the adversarial system that has evolved in the U.S. as a means of settling disputes. The grand jury, the criminal petit jury, and the civil petit jury will be explored.

## PLS 65 TECHNOLOGY IN THE LAW OFFICE: PRACTICE, PROCEDURES & ETHICS

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course completion or current enrollment in PLS 50 and PLS 51.*

**Transferability:** CSU.

**Description:** This course acquaints students with the various types of legal technology used in a modern-day law office, including software and applications for word processing, spreadsheet and database creation, case management, billing and time-keeping, and trial preparation.

## PLS 66 WILLS, TRUSTS AND ESTATE PLANNING

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course completion or current enrollment of PLS 50 and PLS 51.*

**Transferability:** CSU.

**Description:** This course is designed to acquaint the paralegal with the formal requirements and legal principles involved in will, trust and estate law, including drafting techniques. In addition to lectures on the underlying legal theory, students gain experience in drafting and analyzing a broad range of succession and distribution documents.

## PLS 67 FAMILY LAW

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50 and Course Completion or Current Enrollment in PLS 51.*

**Transferability:** CSU.

**Description:** This course presents fundamental common law and statutory concepts of family law with emphasis on the paralegal's role in this area. Topics include formal and informal marriages, separation, divorce, annulment, marital property, the parent-child relationship, child custody and support, adoption, guardianship, domestic relations court procedures, public records research, and the paralegal's role in alternative dispute resolution/mediation processes. Ethical obligations, family law terminology and emerging computer applications in domestic relations practice are also presented.



## PHARMACY TECHNICIAN (PHARM)

### PHARM 102 PHARMACEUTICAL CALCULATIONS FOR THE PHARMACY TECHNICIAN

*2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course will prepare students for success in therapeutic calculations through pharmaceutical skills development (dosage, volume, concentration) of computations with absorption rate, admixtures, medicinal compounding, and applied measurement systems. Students will learn to identify and distinguish the bioavailability and bioequivalence alliteration and accurately recognize pharmaceutical units as required by the California State Board of Pharmacy.

### PHARM 103 CRITICAL THINKING AND MANAGEMENT SKILLS FOR THE PHARM TECH

*2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Students will learn how to apply theory to pharmacy settings. The student will learn to develop the necessary discernment, reason, and proficiencies regarding pharmaceutical critical thinking and solutions. The student will perform at an advanced level of pharmaceutical care and service by identifying and understanding the application of systems, theorems, principles, postulates, and provisions.

### PHARM 150 INTRODUCTION TO PHARMACY TECHNICIAN

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Students will be introduced to the role and work environment of the pharmacy technician in a retail, hospital, and other healthcare settings. The student will learn about legal responsibilities, technical activities and common medications used. The pharmacy technician student will also learn how to interpret common prescriptions and conduct simple pharmaceutical mathematic calculations.

### PHARM 152 AMBULATORY PHARMACY PRACTICE

*2 Units/1.5 hours lecture, 2.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 150. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** An overview of the skills needed to operate effectively in an ambulatory setting, with emphasis on receiving and controlling inventory, computerized prescription processing, medical insurance billing, and customer relations.

### PHARM 154A RETAIL CLINICAL 1

*1 Unit/3.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 150.*

*Limits on enrollment: The student must pass a background check and drug screening.*

**Description:** The practice, in an outpatient environment, of pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a supervising licensed pharmacist.

## PHARM 154B RETAIL CLINICAL 2

*2 Units/6 hours by arrangement. Grade Only. Prerequisite: Course Completion of PHARM 154A and Course Completion of PHARM 102. Limits on enrollment: The student must pass a background check and drug screening.*

**Description:** The practice, in an outpatient environment, of advanced pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a supervising licensed pharmacist or pharmacy technician.

## PHARM 155 PHARMACOLOGY

*4 Units/4 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course introduces the Pharmacy Technician student to the historical development of the use of medicinal drugs, the basic mechanism of drug action, pharmacokinetics and basic concepts related to the administration of pharmacologic agents. Therapeutic effects of identified groups of drugs, their side effects, interactions and potential error sites are integrated throughout the course. Focus is on selected drug classes.

## PHARM 156 DISPENSING AND COMPOUNDING

*2.5 Units/2 hours lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of PHARM 150.*

**Description:** General preparation of topical, transdermal, rectal, ophthalmic, nasal, oral and otic pharmaceutical dosage forms. Practical experience in the manipulative and record keeping functions associated with the compounding and dispensing of prescriptions. Study of dosage forms, advantages and disadvantages, uses, storage and packing of pharmaceutical products.

## PHARM 157 HOSPITAL PHARMACY PRACTICE FOR THE PHARMACY TECHNICIAN

*0.5 Unit/0.5 hour lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of PHARM 102, PHARM 152 and PHARM 154A. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** This course is designed to prepare the Pharmacy Technician for employment in an inpatient hospital setting including employment as a fill technician and/or IV compounding technician.

## PHARM 157L HOSPITAL PHARMACY CLINICAL EXPERIENCE

*0.5 Unit/2.25 hours by arrangement. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in PHARM 157. Limits on enrollment: The student must pass a background check and drug screening and be current on immunizations.*

**Description:** The practice in a hospital pharmacy environment of advanced pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a preceptor.

## PHILOSOPHY (PHIL)

## PHIL 3 CRITICAL THINKING

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.

**Transferability:** CSU;UC.

**GE:** AA/AS area B;CSU area A3

**Description:** This course is a study of practical reasoning, argumentation, and the analysis of language as useful tools for making reasonable decisions about what to do and believe.

## PHIL 4 INTRODUCTION TO SYMBOLIC LOGIC

3 Units/3 hours lecture. Grade or P/NP. Recommended: Concurrent enrollment or completion of ENGL 100 or ESL 100; AND Concurrent enrollment or completion of MATH 150A or MATH 150..

**Transferability:** CSU;UC.

**C-ID:** PHIL 210

**GE:** AA/AS area B

**Description:** This class focuses on the development of modern symbolic logic through first-order predicate logic plus identity, with an emphasis on translation and proof techniques. It provides a basis for understanding recent analytic trends.

## PHIL 5 CRITICAL THINKING/WRITING

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A (OR ESL 10) or higher (V8) or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>).

**Transferability:** CSU;UC.

**GE:** AA/AS area B;CSU area A3;IGETC area 1B

**Description:** In this course, students will learn to use critical thinking principles in the reading, writing, and analysis of extended argumentative essays.

## PHIL 6 INTRODUCTION TO PHILOSOPHY

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** PHIL 100

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An inquiry into truth and value through studies of the philosophers. Stresses philosophical issues, themes, and problems, as well as methods of philosophical inquiry. Examines how philosophy has tried to answer the perennial questions about reality, truth, and value. Explores philosophy's role in personal and social life.

## PHIL 7 CONTEMPORARY MORAL ISSUES

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** PHIL 120

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An introduction to modern and classical moral theories and their application to selected contemporary moral issues such as euthanasia, abortion, animal rights, and privacy.

## **PHIL 9 POLITICAL PHILOSOPHY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** A philosophical examination of political concepts such as liberty, equality, rights, justice, and democracy. Typical approaches will use these concepts to address the nature of government and citizenship, then apply these concepts to contemporary issues such as civil rights, the welfare state, and civil disobedience.

## **PHIL 10 PHILOSOPHY OF PEACE AND NONVIOLENT ACTION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An inquiry into peace and nonviolence through study of the philosophers and historical movements of nonviolent practice. Stresses philosophical problems or philosophical themes and issues or methods of philosophical inquiry as they pertain to the concepts and practices of peace and nonviolence.

## **PHIL 11 INTRODUCTION TO ASIAN PHILOSOPHY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** Students will examine major ideas in Indian, Chinese, Japanese, and possibly other Asian philosophies. The course compares these views with basic tenets of Western philosophy, exploring perspectives on the nature of existence, human destiny, ethics, and socio-political obligation.

## **PHIL 12 ENVIRONMENTAL PHILOSOPHY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** An exploration of philosophical views about what makes the natural environment valuable and how these philosophies apply to selected environmental issues.

## **PHIL 20 HISTORY OF WESTERN PHILOSOPHY: ANCIENT AND MEDIEVAL**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PHIL 130

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** History of Western philosophy from classical Greek through the Middle Ages, concentrating on Socrates, Plato and Aristotle.

## PHIL 21 HISTORY OF WESTERN PHILOSOPHY: MODERN

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** PHIL 140

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** History of Western philosophy from the late Renaissance through the Enlightenment (16th-18th Centuries).

## PHIL 49 INDEPENDENT STUDY IN PHILOSOPHY

1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.

**Transferability:** CSU;UC.

**Description:** Independent study program designed to expand upon previous classroom knowledge or cover material not covered in another Philosophy course. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## PHIL 108 PHILOSOPHY OF BUDDHISM

1 Unit/1 hour lecture. Grade or P/NP.

**Description:** Introduction to the philosophy of Buddhism as taught by the historical Buddha, including major doctrines found in the Buddha's suttas; introduction to Buddhist mindfulness and loving-kindness meditation practices.

## PHYSICAL SCIENCE (PHYSC)

### PHYSC 21 INTRODUCTION TO EARTH SCIENCE

4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** GEOL 121

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** A survey course providing an introduction to the Earth sciences, including geology, oceanography, meteorology, and astronomy. This course focuses on the interactions between various Earth systems such as plate tectonics, the hydrologic cycle, the rock cycle, weather and climate, and Earth's place in the universe. This course is primarily designed for those intending to pursue an elementary teacher education program.

## PHYSICS (PHYS)

## PHYS 1 INTRODUCTION TO PHYSICS PROBLEM SOLVING

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 154 OR MATH 155 OR MATH 156 OR higher (MATH) or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>).

Transferability: CSU;UC.

GE: AA/AS area B;CSU area B1

**Description:** An introduction to basic concepts in physics with an emphasis on the development of problem solving skills. This course helps prepare students for success in Physics 20 or Physics 40.

## PHYS 7 INTRODUCTION TO STEM CAREERS

1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of BIO 10 OR CHEM 42 OR ENGR 10 OR MATH 25 OR MATH 58 OR MATH 27 or higher (MATH); or AB705 placement into **Math Tier 4** (<https://assessment.santarosa.edu/understanding-your-math-placement>). Recommended: Eligibility for ENGL 1A or equivalent.

Transferability: CSU;UC.

**Description:** This course covers the methods for development of career pathways in fields such as science, technology, engineering, and mathematics (STEM). Students will learn to use STEM related job-search tools, identify key job skills, develop a plan for acquiring those skills, and how to use science communication skills related to a particular career or area of research in which the student has an interest.

## PHYS 11 CONCEPTUAL PHYSICS

4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MATH 150 OR MATH 150B OR MATH 151 OR higher (MATH) or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>). Recommended: Eligibility for ENGL 1A or equivalent.

Transferability: CSU;UC.

GE: AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** Introduction to the principles of classical and modern physics emphasizing basic concepts and topics such as mechanics, light, sound, quantum physics, electricity and magnetism, optics, and particle physics.

## PHYS 20A GENERAL PHYSICS PART I

4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 27 or higher (MATH) OR Course Completion of MATH 25 and MATH 58 or appropriate placement based on AB 705 mandates (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>). Recommended: One year of high school physics; OR Course Completion of PHYS 1.

Transferability: CSU;UC.

C-ID: PHYS 100S Series;PHYS 105

GE: AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** This course uses vectors and algebra to investigate translational and rotational motion, Newton's laws, conservation of momentum and energy, oscillations, mechanical waves (including sound), fluid mechanics, and thermodynamics.

## PHYS 20B GENERAL PHYSICS PART II

4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of PHYS 20 and PHYS 20L; or Course Completion of PHYS 20A.

**Transferability:** CSU;UC.

**C-ID:** PHYS 100S Series;PHYS 110

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** This is a continuation of Phys 20A. This course covers electricity and magnetism, light, and modern physics.

## PHYS 40 CLASSICAL MECHANICS FOR SCIENTISTS AND ENGINEERS

(Formerly PHYS 4A) 5 Units/4 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of MATH 1A or higher (MATH). Recommended: One year of high school physics or PHYS 1.

**Transferability:** CSU;UC.

**C-ID:** PHYS 200S Series;PHYS 205

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** This course employs vectors and calculus to investigate translational and rotational motion, work and energy, conservation of energy and momentum, static equilibrium and universal gravitation. Intended for science and engineering students.

## PHYS 41 WAVES, OPTICS, AND THERMODYNAMICS FOR SCIENTISTS & ENGINEERS

4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of PHYS 40. Recommended: Course Completion or Concurrent Enrollment in MATH 1B.

**Transferability:** CSU;UC.

**C-ID:** PHYS 200S Series

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** In this course, students will use calculus, algebra, and trigonometry to apply physics laws and principles to solve problems involving oscillations, waves, sound, heat, kinetic theory, thermodynamics, geometrical optics, interference, diffraction, and polarization of light.

## PHYS 42 ELECTRICITY AND MAGNETISM FOR SCIENTISTS AND ENGINEERS

4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of PHYS 40 or higher (V5) and Course Completion or Current Enrollment in MATH 1C.

**Transferability:** CSU;UC.

**C-ID:** PHYS 200S Series;PHYS 210

**GE:** AA/AS area C;CSU areas B1,B3;IGETC areas 5A,5C

**Description:** In this course, students will be introduced to electromagnetic phenomena; they will use calculus, algebra, and trigonometry to apply physics laws and principles into solving problems involving electromagnetism and circuits.

## PHYS 43 MODERN PHYSICS FOR SCIENTISTS AND ENGINEERS

3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PHYS 42 AND Course Completion or Concurrent Enrollment in PHYS 41 AND Course Completion or Concurrent Enrollment in MATH 2.

**Transferability:** CSU;UC.

**C-ID:** PHYS 200S Series

**GE:** CSU area B1

**Description:** In this course, students will be introduced to special relativity, atomic theory, quantum physics, and nuclear processes. Students will use calculus, algebra, and trigonometry to apply the laws and principles of physics to solve problems.

## PHYS 49 INDEPENDENT STUDY IN PHYSICS

1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.

**Transferability:** CSU;UC.

**Description:** Independent research project in physics to provide for an enriched academic experience. UC determines credit after transfer; not counted for admission. (See a counselor for details.)

## PHYSIOLOGY (PHYSIO)

### PHYSIO 1 HUMAN PHYSIOLOGY

5 Units/4 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course completion of ENGL 1A (OR ESL 10); AND Completion of BIO 10 or higher (V7); AND Completion of CHEM 60, CHEM 3A, or CHEM 1A, or higher (V6).

**Transferability:** CSU;UC.

**C-ID:** BIOL 120B

**GE:** AA/AS area C;CSU areas B2,B3;IGETC areas 5B,5C

**Description:** Study of the function of the human body with a focus on mechanisms of homeostasis at the biochemical, cellular, and systemic levels. Laboratory experiments are conducted to illustrate major principles associated with these systems. (Intended for pre-nursing and pre-dental hygiene students.)

### PHYSIO 58 INTRODUCTION TO HUMAN PHYSIOLOGY

3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of CHEM 60 and Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU.

**GE:** AA/AS area C

**Description:** This is an introductory course in human physiology, organized around body systems and the theme of homeostasis. The course is designed for the beginning student preparing for these health-related fields: vocational nursing, radiologic technology; or those with a general interest in the function of the human body. This course will



minimize bio-chemical and quantitative details taught in a general physiology course (e.g., PHYSIO 1), focusing on the fundamental concepts of physiology. (Not intended for nursing (RN), dental hygiene, or physical therapy majors.)

## **POLITICAL SCIENCE (POLS)**

### **POLS 1 INTRODUCTION TO UNITED STATES GOVERNMENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**C-ID:** POLS 110

**GE:** AA/AS areas D,F;CSU areas D,X2;IGETC areas 4,XB

**Description:** Principles and problems of government with emphasis on national, state and local governments in the United States.

### **POLS 2 INTRODUCTION TO COMPARATIVE GOVERNMENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** POLS 130

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course addresses the basic processes and challenges that all political systems face and examines their expression in industrialized democracies, former and current communist states, and newly-industrialized and developing states.

### **POLS 12 ENVIRONMENTAL POLICY AND POLITICS**

*(Formerly SOCS 12) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** In this course, students will be introduced to environmental studies focusing on the political processes and institutions involved in formulating and implementing public policy to address environmental problems. Students will examine the role of public policy in addressing environmental issues at the local, state, national, and global levels.

### **POLS 18 POLITICAL THEORY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** POLS 120

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** An introduction to the history of Western political thought from Plato to the present. A survey of

political writings from ancient, medieval and modern sources. Course topics include the evolution of Western political thought over the last 2,500 years; an examination of modern political ideologies (such as liberalism, conservatism, Marxism, and feminism); and an examination of the nature of justice and the relationship between the individual and the state.

## **POLS 25 INTRODUCTION TO INTERNATIONAL RELATIONS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** POLS 140

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Students will be introduced to politics, theory, and institutions of international relations, with an emphasis on contemporary global issues.

## **PSYCHOLOGY (PSYCH)**

### **PSYCH 1A GENERAL PSYCHOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PSY 110

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Scientific study of human behavior; emotions, thinking, heredity, environment, learning, intelligence, and human diversity.

### **PSYCH 1B INTRODUCTION TO PSYCHOLOGICAL RESEARCH METHODS**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PSYCH 1A; AND Course Completion of MATH 15 OR PSYCH 9. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PSY 200

**Description:** This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the subdisciplines of psychology and applications in classroom experiments, surveys, and systematic and naturalistic observations.

### **PSYCH 3 HUMAN SEXUALITY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PSY 130

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** This course examines the biological, psychological, and social science of human sexuality. Major areas of examination will include the history and science of sexology; male and female anatomy and physiology; sexual arousal and response; relationships, intimacy and communication; conception and contraception; sexually transmitted infections; and coercive sexuality and exploitation.

## PSYCH 4 CHILD AND ADOLESCENT PSYCHOLOGY

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Development of the child from prenatal life to the adolescent years with emphasis on emotional, intellectual, social, and personal growth and development.

## PSYCH 5 ABNORMAL PSYCHOLOGY

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course examines the biological, psychological, and social science of abnormal psychology. Major areas of examination will include theoretical orientations, important psychotherapeutic methods, current issues in abnormal psychology and selected disorders such as depression, schizophrenia, and psychosomatic disorders.

## PSYCH 7 THEORIES OF PERSONALITY

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** An examination of basic concepts, principles, and development of major theories of personality and their practical applications to social interactions, psychopathology, and treatment.

## PSYCH 8 INTRODUCTION TO LIFESPAN PSYCHOLOGY

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** PSY 180

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** This course provides an overview, from a psychological perspective, of human development from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality, and social development are examined, as well as attention to developmental problems.

## PSYCH 9 INTRODUCTION TO BEHAVIORAL SCIENCES STATISTICS

3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MATH 154 OR MATH 155 OR MATH 156 OR higher **or appropriate placement based on AB 705 mandates** (<https://assessment.santarosa.edu/what-appropriate-placement-based-ab-705-mandates>); AND Course Completion of PSYCH 1A OR ANTHRO 1 OR SOC 1. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** SOCI 125;MATH 110

**GE:** AA/AS areas B,MC;CSU area B4;IGETC area 2A

**Description:** The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from a broad range of disciplines.

## **PSYCH 10 INTRODUCTION TO BIOLOGICAL PSYCHOLOGY**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PSYCH 1A. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PSY 150

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course introduces the scientific study of the biological basis of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes.

## **PSYCH 11 INTRODUCTION TO COGNITIVE PSYCHOLOGY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course provides an introduction to the basic concepts of cognitive psychology. Topics include perception, attention, memory, language, and thought. The relation of cognitive psychology to cognitive science and to neuropsychology is also covered.

## **PSYCH 14 INTRODUCTION TO POSITIVE PSYCHOLOGY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D

**Description:** Positive psychology is the scientific study of positive human functioning and flourishing on multiple levels that include the biological, personal, cultural, relational, institutional, and global dimensions of life. This course reviews the history of positive psychology and the contributions this field of study has made to several traditional research areas in psychology, and offers the opportunity to learn ways to increase levels of positive human functioning.

## **PSYCH 15 INTRODUCTION TO PSYCHOLOGY OF CONSCIOUSNESS**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course examines how subjective experiences arise from objective brain processes, the basic neuroscience and neuropathology of consciousness, altered states of consciousness, mystical experiences and dreams, and the effects of drugs and meditation. It also explores the nature of self, the possibility of artificial consciousness in machines, and the question of whether animals are conscious.

## **PSYCH 30 SOCIAL PSYCHOLOGY**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** PSY 170

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course examines the mental processes, situational factors, individual differences, and group phenomena that influence the way people interact with other people, with emphasis on interpersonal attraction, attitudes and attitudinal change, prejudice and discrimination, and aggression.

## **PSYCH 34 THE PSYCHOLOGY OF PREJUDICE AND DISCRIMINATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SOCI 150

**GE:** AA/AS areas D,G;CSU area E;IGETC area 4

**Description:** This course examines systems of privilege, oppression, and institutionalized discrimination that influence and help maintain perceptions of race, gender, sexual orientation, class, and their psychological consequences. Racism, sexism, heterosexism, and classism are the major areas addressed with an emphasis on Native, African, Mexican/Latino, and Asian/Pacific Island American populations. Social movements organized within and among racial and ethnic groups that address institutional inequalities in U.S. society will also be analyzed.

## **PSYCH 35 PSYCHOLOGY OF PERSONAL AND SOCIAL ADJUSTMENT**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** CSU area E;IGETC area 4

**Description:** This course examines the psychological principles, concepts, and processes that underlie the formation and development of human identity. Major emphases of study will be on human relations, personal adjustment, and identity development.

## **PSYCH 40 INTRODUCTION TO PSYCHOLOGY OF GENDER**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SOCI 140

**GE:** CSU area E;IGETC area 4

**Description:** An examination of the research and theory from psychology and related fields in order to evaluate

the behavioral, biological, social, and cultural foundations in which women and men function. This course will explore classical and contemporary views of gender roles and the effects on individual development and relationships. The impact of economic and political change on gender expectations and practices will be analyzed.

## **PSYCH 52 INTERPERSONAL COMMUNICATION**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**GE:** CSU area E

**Description:** This psychology course examines interpersonal communication theory, principles, and skills that lead to effective interpersonal relations. Major emphases of study will be on the understanding of self and others in interpersonal communication.

## **PSYCH 56 AGING, DYING AND DEATH**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**GE:** CSU area E

**Description:** Examination of aging, dying, death, and bereavement process in contemporary society.

## **PSYCH 57 INTRODUCTION TO SPORTS PSYCHOLOGY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**GE:** AA/AS area D; CSU areas D,E

**Description:** This course will examine the major psychological theories utilized in current sport psychology research. The practical application of these theoretical constructs will be emphasized through discussion of techniques used to maximize participation and healthy behavior in sport.

## **RADIOLOGIC TECHNOLOGY (RADT)**

### **RADT 60 INTRODUCTION TO RADIOLOGIC TECHNOLOGY**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 100 and Concurrent Enrollment in RADT 61A, RADT 71A (or formerly RADT 61.1AL), RADT 64 and RADT 64L. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Introduction to the field of radiologic technology, equipment, digital technologies, radiologic and health care practices, and regulatory requirements.

### **RADT 61A RADIOGRAPHIC POSITIONING 1**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60, RADT 64, RADT 64L, and RADT 71A. Limits on enrollment: Acceptance into the Radiologic Technology Program*

**Transferability:** CSU.

**Description:** Radiographic anatomy, positioning, and image analysis. Instruction includes lecture and positioning demonstrations. Radiographic procedures of the chest, abdomen, extremities, hips, and pelvis. Radiographic image analysis for diagnostic quality.

## **RADT 61B RADIOGRAPHIC POSITIONING 2**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 61A; Concurrent Enrollment in RADT 71B and RADT 63A. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Radiographic anatomy, positioning, and image analysis. Instruction includes lecture, positioning demonstrations, and practice. Students learn to perform radiographic procedures of the digestive, urinary, spine, sternum, ribs, mammography, and to evaluate images for diagnostic quality.

## **RADT 61C RADIOGRAPHIC POSITIONING 3**

*1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 61B and Concurrent Enrollment in RADT 71C. Limits on enrollment: Acceptance into program*

**Transferability:** CSU.

**Description:** Radiographic anatomy, positioning, and image analysis. Instruction includes lecture, positioning demonstrations, and practice. Students learn to perform radiographic procedures of the skull, facial bones and orbits, mandible, temporomandibular joints. Evaluation of radiographic images for diagnostic quality.

## **RADT 63A RADIATION PHYSICS AND MEDICAL IMAGING SYSTEMS**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 61A and Concurrent Enrollment in RADT 61B and RADT 71B. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Digital aspects of radiography, principles of radiographic exposure and formulation of radiographic technique. Principles of general and applied physics, electromagnetics, digital imaging, electrostatics, x-ray tube quality control, radiologic equipment and accessories, and imaging equipment and accessories.

## **RADT 63B RADIOBIOLOGY RADIATION PROTECTION, AND QUALITY CONTROL**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 63A; AND Concurrent Enrollment in RADT 65 and RADT 71D. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Principles of radiobiology, the short and long-term effects of radiation, health physics, introduction to fluoroscopy, quality control, and radiation protection procedures and design.

## **RADT 64 PATIENT CARE IN RADIOLOGY**

*3 Units/3 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60, RADT 61A, RADT 71A (or formerly RADT 61.1AL), and RADT 64L. Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** In this course students will learn the principles of patient care, including consideration for the physical and psychological needs of the patient and family; routine and emergency patient care procedures; infection control; and the role of the radiologic technologist in patient education.

## **RADT 64L PATIENT CARE IN RADIOLOGY LABORATORY**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60, RADT 64, RADT 61A and RADT 71A (or formerly RADT 61.1AL). Limits on enrollment: Acceptance in program*

**Transferability:** CSU.

**Description:** Students will work in a laboratory demonstrating skills in a simulated clinical environment and practice of patient care skills required of the radiologic technologist.

## **RADT 65 PATHOLOGY IN RADIOLOGY**

*3.5 Units/3.5 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 61C; AND Concurrent Enrollment in RADT 63B and RADT 71D.*

**Transferability:** CSU.

**Description:** In this course, students will participate in comprehensive study of cross-sectional anatomy of all body systems, recognition of anatomical landmarks and an understanding of all aspects of radiographic pathology, including normal variations and abnormal changes due to diseases and trauma. Course will introduce etiology of disease and pathophysiologic disorders that compromise health and wellness. Variations in characteristic radiologic appearances as well as correlations of radiographic manifestations using multiple imaging modalities for clinical diagnosis and treatment will be discussed. Students will research pathology as it relates to imaging and present a literature review to medical professionals.

## **RADT 66 SPECIAL MODALITIES**

*4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 63B and Concurrent Enrollment in RADT 71E.*

**Transferability:** CSU.

**Description:** Principles of specialized imaging modalities. Principles of venipuncture, computerized tomography, fluoroscopy and its related equipment. Demonstration and practice of venipuncture.

## **RADT 68 PREPARATION FOR PROFESSIONAL PRACTICE**

*(Formerly RADT 62B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 66 and Concurrent Enrollment in RADT 71F.*

**Transferability:** CSU.

**Description:** Overview of the radiologic technology curriculum, certification regulations, and career development requirements, and development of a professional portfolio.

## **RADT 71A CLINICAL EXPERIENCE 1**

*4.5 Units/13.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60, RADT 61A, RADT 64 and RADT 64L. Limits on enrollment: Acceptance into Program*

**Transferability:** CSU.



**Description:** This is the first clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours.

## **RADT 71B CLINICAL EXPERIENCE 2**

*6 Units/18 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 71A; AND Concurrent Enrollment in RADT 61B and RADT 63A. Limits on enrollment: Acceptance into Program*

**Transferability:** CSU.

**Description:** This is the second clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours.

## **RADT 71C CLINICAL EXPERIENCE 3**

*2.5 Units/7.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61B and RADT 71B; AND Concurrent Enrollment in RADT 61C. Limits on enrollment: Acceptance into Program*

**Transferability:** CSU.

**Description:** This is the third clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours.

## **RADT 71D CLINICAL EXPERIENCE 4**

*8.5 Units/25.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 71C AND Concurrent Enrollment in RADT 63B and RADT 65. Limits on enrollment: Acceptance into program*

**Transferability:** CSU.

**Description:** This is the fourth clinical course in the Radiologic Technology Program. Intermediate/advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours.

## **RADT 71E CLINICAL EXPERIENCE 5**

*8.5 Units/25.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 71D and Concurrent Enrollment in RADT 66. Limits on enrollment: Acceptance into Program*

**Transferability:** CSU.

**Description:** This is the fifth clinical course in the Radiologic Technology Program. Fundamental and advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct and indirect supervision of a registered radiologic technologist for the completion of required clinical hours.

## **RADT 71F CLINICAL EXPERIENCE 6**

*4 Units/12 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 71E; AND Concurrent Enrollment in RADT 68. Limits on enrollment: Acceptance into Program*

**Transferability:** CSU.

**Description:** This is the last clinical course in the Radiologic Technology Program. Advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist.

## **RADT 98 INDEPENDENT STUDY IN RADIOLOGIC TECHNOLOGY**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of enrollment in the course by the Department Director*

**Transferability:** CSU.

**Description:** Specific and in-depth study of selected topics of current interest in medical imaging.

## **RADT 99 COMMUNITY ENGAGEMENT RELATED TO MEDICAL IMAGING**

*(Formerly CI 54) 1 Unit/3.5 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates. Limits on enrollment: Student must complete an informational meeting with instructor, understand requirements for placement, confirm knowledge of work-based learning objectives, and secure volunteer placement prior to enrollment.*

**Transferability:** CSU.

**Description:** A self-directed student volunteer program designed to facilitate experiential learning and service in the medical imaging community. Students job shadow 60 hours for 1 unit of credit at a variety of health care placements including hospitals and outpatient clinics. Volunteer activities may include: observing/ assisting in a health care institution in the field of radiology in an approved volunteer position.

## **RADT 100 SURVEY OF MEDICAL IMAGING**

*2 Units/2 hours lecture. Grade Only. Recommended: Course completion of RADT 99 and Eligibility for ENGL 1A or equivalent.*

**Description:** A survey of careers and programs in medical imaging. Mathematical calculations used in radiology and radiation protection. Discussion of American Registry of Radiologic Technologists (ARRT) code of ethics, licensing eligibility, and impacts of medical imaging on general patient care and trauma care.

## **RADT 102 MAMMOGRAPHY FOR RADIOLOGIC TECHNOLOGY**

*1.25 Units/1.25 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 61B; AND Concurrent Enrollment in RADT 102L.. Limits on enrollment: Current Enrollment in the SRJC Radiologic Technology Program; OR must be in the 2nd year of a JRCERT certified radiologic technology program, and must have a minimum GPA of 2.0, and must have a letter of recommendation from a program director overseeing the radiologic technology program.*

**Description:** This course is intended for 2nd year radiologic technology students desiring California certification in mammography. The didactic course includes anatomy, physiology, pathology, Mammography Quality Standards Act (MQSA), quality assurance, quality control, 2D and 3D digital mammography, and positioning of the human breast.

## **RADT 102L MAMMOGRAPHY FOR RADIOLOGIC TECHNOLOGY LAB**

*0.75 Unit/2.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61B and Concurrent Enrollment in RADT 102. Limits on enrollment: Current enrollment in the SRJC Radiologic Technology Program or must be in the 2nd year of a JRCERT certified radiologic technology program, must have a minimum GPA of 2.0, must have a letter of recommendation from a program director overseeing the radiologic technology program.*

**Description:** This course is intended for 2nd year radiologic technology students desiring California certification in mammography. Students will be assigned a clinical site by the program director of the Radiologic Technology program in which they are enrolled. The clinical site must be affiliated with the Radiologic Technology program and registered with the CA Department of Public Health - Radiologic Health Branch. This course meets the State of California statute section 17 CCR § 30455.1 requirement for the Mammographic Radiologic Technology Certificate.

## **REAL ESTATE (RE)**

### **RE 50 REAL ESTATE PRINCIPLES**

*(Formerly RE 80A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Examination of the basic fundamentals of California real estate law; industry terminology and general principles necessary for sitting for State exam. Required prior to obtaining a state salesperson license; applies toward State's educational requirements for the broker's examination.

### **RE 51 REAL ESTATE PRACTICE**

*(Formerly RE 80C) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 50.*

**Transferability:** CSU.

**Description:** In this course, students will learn the day-to-day operations in real estate roles and brokerage including listing, prospecting, advertising, financing, sales techniques, escrow, and professional ethics. This course applies towards California educational requirements for the salesperson's license and broker's license.

### **RE 52 REAL ESTATE FINANCE**

*(Formerly RE 80E) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Analysis of real estate financing, including lending policies and problems in financing transactions in residential apartments, commercial, and special purpose properties. Methods of financing properties emphasized. Applies toward State's educational requirements for the broker's examination and as a educational elective for the salesperson license.

### **RE 53 RESIDENTIAL REAL ESTATE APPRAISAL**

*(Formerly RE 80F) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 51 and RE 52.*

**Transferability:** CSU.

**Description:** Introduction to principles and techniques required to determine the market value of residential properties and prepare a report. Applies toward the state's educational requirement for the brokers license and educational elective for the salesperson license.

## RE 54 COMMERCIAL REAL ESTATE APPRAISAL

*(Formerly RE 80J) 3 Units/3 hours lecture. Grade Only. Recommended: Course completion of RE 53 and RE 56.*

**Transferability:** CSU.

**Description:** Methods and techniques of estimating the value of properties other than single residences. Application of income approach to commercial, industrial, and multiple residential properties. Applies toward State's educational requirements for the California Real Estate Broker's examination and educational elective for the salesperson license.

## RE 55 LEGAL ASPECTS OF REAL ESTATE

*(Formerly RE 80D) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 50.*

**Transferability:** CSU.

**Description:** Students will learn California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer. Students will examine conveyancing, probate proceedings, trust deeds, foreclosure, and recent legislation governing real estate transactions. This course applies toward educational requirements for the California Real Estate Broker's examination.

## RE 56 REAL ESTATE ECONOMICS

*(Formerly RE 80G) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Trends and factors which affect the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision; economic values and real estate evaluation; real estate cycles, business fluctuations, residential market trends, and special purpose property trends. Applies toward State's educational requirements for the California Real Estate Broker's examination and educational elective for the salesperson license.

## RE 57 PROPERTY MANAGEMENT IN CALIFORNIA

*(Formerly RE 80P) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Includes the principles and practices of managing income properties. Covers nature and types of property management, leases and contracts, collections, rent schedules, tenant selection and supervision, budgets, purchasing. Applies towards educational requirements for the California Real Estate Broker's Examination and salespersons examinations.

## RE 58 REAL ESTATE ESCROW

*(Formerly RE 80H) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Fundamental principles and basic procedures involved in ordinary escrow transactions and title insurance coverage. Designed for real estate licensees and those desiring careers in title insurance and escrow fields. Applies toward educational requirements for the California Real Estate Broker's and salespersons examination.

## RE 59 ADVANCED RESIDENTIAL APPRAISAL

3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RE 53. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.

**Transferability:** CSU.

**Description:** Designed to give a broader understanding of residential appraisal procedures and analysis for one to four units, condominiums, and fractional interest properties. Proper application of Income Capitalization, Income Multipliers, and Adjustment Methods for advanced residential and small income producing properties.

## RE 61 COMPUTER APPLICATIONS IN REAL ESTATE

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

**Transferability:** CSU.

**Description:** In this course, students examine a broad overview of Internet and software applications used in the day-to-day life of real estate and related professions. Computer technology has changed the way this country does business, particularly in the field of real estate. The course identifies hundreds of useful website addresses to help in computer and real estate-related tasks, as well as instruction on how best to access the information that the real estate agent/broker will need in the business. This course applies toward the educational requirements for either a salesperson or broker's license. It also meets the California Department of Real Estate (DRE) education requirements for the Salesperson or Brokers license.

## RE 62 ADVANCED REAL ESTATE FINANCE

3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of RE 52 (or RE 80E).

**Transferability:** CSU.

**Description:** In this course, students will focus on analyzing potential investment properties for buyers, sellers and lenders. Each stage of property analysis will be covered for properties ranging from single family rentals to large commercial. Real estate finance strategies will be applied to real-world situations with a focus on the practical application of these theories that matter the most to investors. This course applies toward the educational requirements for either a salesperson or broker's license. It also meets the California Department of Real Estate (DRE) education requirements for the Salesperson or Brokers license.

## RELIGIOUS STUDIES (RELS)

### RELS 1 INTRODUCTION TO RELIGIOUS STUDIES

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course introduces the study of religion as a critical, academic discipline. It will explore the

meaning, origins and function of religion, and illustrate these by drawing on myths, rituals, symbols, and beliefs from cultures all over the globe and through human history. The course will survey the evolution and content of various theories and methods in the study of religion, as well as career opportunities in the field.

## RELS 2 WORLD RELIGIONS

*(Formerly PHIL 8) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** Comparative study of the doctrines, beliefs, historical development, and practices of the major religions of the world.

## RELS 3 HISTORY OF GOD

*(Formerly HUMAN 10.3) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of RELS 1 and Course Completion of ENGL 1A.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** The origins and evolution of monotheism from ancient Egypt and Canaan, through ancient Israel and its variations in Judaism, Christianity and Islam.

## RELS 6.66 HISTORY OF SATAN

*(Formerly HUMAN10.66) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** This course traces the development of the character Satan or "The Devil" from its beginnings in Biblical literature and analogs in the ancient Near East. It will examine the evolution of the idea of Satan through Jewish, Christian and Islamic texts, influences from neighboring religions, as well as related literary works and social movements of the Medieval and Renaissance and modern periods.

## RELS 7 WISDOM RELIGIONS OF ASIA

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** This course is an introductory survey of the religious traditions, beliefs, and practices of ancient and modern India, ancient and medieval China, and medieval and modern Japan.

## RELS 8 BUDDHISM

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** This course is a historical introduction to the origins of Buddhism, the principal doctrines and teachings of the Buddha, and major themes in the development of Theravada, Mahayana, and Vajrayana lineages through South and Southeast Asia, China, Tibet, Korea, and Japan.

## **RELS 15 ISLAM**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,H;CSU area C2;IGETC area 3B

**Description:** This course will explore the origins, spread, and history of Islam, as well as its diversity and presence in the modern world. It will give the student a thorough introduction to the life of Muhammad, the Qur'an, the Hadith, Sunni/Shiite differences, Sufism, Islamic law, philosophy, politics, art, and will discuss Western perceptions, portrayals and encounters with Islam, past and present.

## **RELS 21 THE JEWISH BIBLE AND THE BIRTH OF GOD**

*(Formerly HUMAN 10.1) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** A study of the emergence of the Bible of Judaism within the context of Egyptian and Mesopotamian religions, the emergence of the Jewish people and religion, and their impact on world cultures.

## **RELS 22 JESUS AND THE INVENTION OF CHRISTIANITY**

*(Formerly HUMAN 10.2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent, or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC area 3B

**Description:** An historical-critical study of the origins and development of early Christian traditions through a range of documents and archaeological artifacts from the first five centuries against the background of Jewish and Greco-Roman cultural contexts-- with attention to their influence on world cultures.

## **RELS 32 RELIGION IN AMERICA**

*(Formerly HUMAN 10.4) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C2;IGETC area 3B

**Description:** This course will explore and analyze the history of and interaction among diverse ethnic and cultural groups in the shaping of American religious discourse and institutions and the encounter between secular and religious forces. It will survey the many multi-cultural personalities, ideas, and movements of the past 400 years.

## **RENEWABLE ENERGY (RENRG)**

## RENRG 101 RENEWABLE ENERGY INDUSTRY CAREERS

*2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** Introduction to the renewable energy industry including solar, wind, geothermal energy and their distribution. Discussion to include careers within the industry, the employment working conditions, social aspects, educational and experience requirements, and potential income opportunities.

## RENRG 102 ELECTRICAL TRADE TOOLS, PARTS, COMPONENTS & OSHA 10

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 OR ESL 100 or equivalent.*

**Description:** Information and skills training for basic hand tools, battery tool kits, and common electrical parts and components used in electrical-related trades. Course will include developing quality customer service skills. Students will receive the Occupational, Safety and Health Administration training instruction, OSHA 10. Students who pass the exam at the end of the course are eligible to receive the OSHA 10-Hour Construction Industry Outreach Department of Labor (DOL) course completion card.

## RENRG 103 BASICS OF GRID TIE RESIDENTIAL SYSTEMS

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 OR ESL 100 and completion of MATH 150 or equivalent.*

**Description:** An introductory level integrated lab-lecture course to provide knowledge and skills needed to understand the relationships between designing, installing, and selling a typical residential grid tie solar photovoltaic (PV) system.

## RENRG 104 GRID TIE RESIDENTIAL SOLAR PV INSTALLATION

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RENRG 102 and RENRG 103.*

**Description:** An intermediate level, integrated lecture-lab class to focus on the installation of residential grid tie solar systems, including technology types, fire codes, permitting, utility interconnection, and ongoing maintenance. This course is intended for students to become solar photovoltaic system installers.

## RENRG 105 GRID TIE RESIDENTIAL SOLAR PV SYSTEM DESIGN & SALES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RENRG 102 and RENRG 103.*

**Description:** An intermediate level, integrated lab-lecture course to provide skills and information on selling and designing residential solar photovoltaic systems. This course is intended for students who plan to enter into the sales, marketing, and design of solar photovoltaic systems.

## RENRG 106 PHOTOVOLTAIC BATTERY STORAGE SYSTEM SPECIALTY

*2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** This course will examine electrical energy storage systems for photovoltaic solar panel systems. Field trips may be included.



## RENRG 156 PHOTOVOLTAIC SYSTEMS DESIGN AND INSTALLATION

*(Formerly ELEC 156) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in ELEC 51A. Recommended: Course Completion of MATH 150A OR MATH 150.*

**Description:** Introduction to photovoltaic technology and its practical application. Focus is on residential and small commercial photovoltaic systems: how they work, the equipment required, and maximizing energy harvest in both utility interactive and off-grid applications. Provides the basic understanding required to size, site, design, and install code-compliant solar energy systems. Course is registered provider of the NABCEP Entry Level Certificate of Knowledge Exam (optional at end of semester).

## RENRG 157 ADVANCED PHOTOVOLTAIC SYSTEMS

*2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of ELEC 156.*

**Description:** Advanced topics in applied photovoltaic technology. Includes applying the National Electrical Code (NEC) and California Electrical Code (CEC) to photovoltaic installations, OSHA safety requirements, commercial applications, off-grid and direct coupled systems, and emerging thin-film technologies.

## SOCIAL SCIENCE (SOCS)

### SOCS 49 INDEPENDENT STUDY IN SOCIAL SCIENCE

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Social Science. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## SOCIAL WORK/HUMAN SERVICES (SWHS)

### SWHS 80 INTRODUCTION TO ADDICTION STUDIES

*(Formerly HUSV 80) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course reviews the field of addiction studies which will include the history of alcohol and other substance abuse and its impact on American society and the family. It will cover an overview of theories of substance abuse and identification of signs and symptoms, as well as treatment resources and myths about abuse.

## SWHS 81 PREVENTION AND EDUCATION ON ADDICTION

*(Formerly HUSV 81) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** This course reviews prevention and education techniques and strategies used in the field of addiction studies. Students will analyze the ways in which education can and does assist in the prevention of addiction and relapse. Students will explore the application of harm reduction strategies to other public health issues.

## SWHS 82 PHARMACOLOGICAL & PHYSIOLOGICAL EFFECTS OF ADDICTION

*(Formerly HUSV 82) 3 Units/3 hours lecture. Grade Only.*

**Transferability:** CSU.

**Description:** This course reviews the medical and pharmacological aspects of alcohol and psychoactive substances. Students will also review theories and research pertaining to chemical dependency, pharmacological actions of drugs, drug classifications, medical and physical effects of alcohol and other drugs. The potential for abuse and dependency, and how psychoactive substances affect the mind and body will also be reviewed.

## SWHS 83 FAMILY SYSTEMS IN ADDICTION STUDIES

*(Formerly HUSV 83) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course offers an overview of theories about addiction and family systems. It focuses on the impact of addiction on family members, family oriented approaches to recovery, and the reintegration of the family into the community. This is a highly experiential course and students will participate in exercises frequently to incorporate new skills and theory.

## SWHS 87 ETHICAL ISSUES IN SOCIAL WORK AND HUMAN SERVICES

*(Formerly HUSV 87) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This is an introductory course focusing on the ethical and legal standards and requirements governing the human service profession. Examines the relationship between personal values and professional behavior. Develops understanding of professional ethics, confidentiality, counselor and client rights and responsibilities, and other ethical issues.

## SWHS 88 INTERNSHIP PRACTICUM

*(Formerly HUSV 88) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Concurrent Enrollment in HUSV 99I; AND Course Completion of HUSV 87 (or COUN 87), HUSV 80 (or AODS 90) and HUSV 90 (or COUN 90). Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course focuses on developing the skills and abilities of students interning at an addiction-studies

related setting. Students will engage in the developmental processes of burnout prevention, treatment planning, and the twelve core functions of a certified addiction counselor.

*Total 2 Times*

## **SWHS 90 INTRODUCTION TO SOCIAL WORK AND HUMAN SERVICES**

*(Formerly HUSV 90) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 verbiage.*

**Transferability:** CSU.

**GE:** CSU area E

**Description:** This course will introduce the human service field and explore the historical, cultural and societal aspects of the human services profession. The course explores societal problems and their causes in the context of the human services, standards and theoretical approaches to human service work and meeting peoples' needs. Students will study multicultural dimensions of helping and current issues in service delivery. Psychological, physiological and social forces influencing the individual both as helper and client are examined.

## **SWHS 91 SKILLS AND TECHNIQUES IN SOCIAL WORK AND HUMAN SERVICES**

*(Formerly HUSV 91) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 and Course Completion of COUN 7 and HUSV 90.*

**Transferability:** CSU.

**Description:** In this course, students will focus on interview and counseling techniques appropriate for paraprofessionals in mental health, corrections, and substance abuse counseling. Theoretical focuses include client-centered approach, family therapy, cultural diversity, and chemical dependency treatment.

## **SWHS 92 INTRODUCTION TO GROUP COUNSELING**

*(Formerly HUSV 92) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates; and Course Completion of HUSV 90 (or COUN 90) and Course Completion of HUSV 80 (or AODS 90).*

**Transferability:** CSU.

**Description:** An introduction to the dynamics of group interaction with emphasis upon the individual's firsthand experience as a group leader and member. The factors involved in problems of communication, effective emotional responses and personal growth will be highlighted. Emphasis will be placed on group process as a means of changing behavior. This course is designed to help students who will function as leaders in a variety of small group situations.

## **SWHS 93 INTRODUCTION TO CASE MANAGEMENT**

*(Formerly HUSV 93) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent; and Course Completion of HUSV 90 (or COUN 90).*

**Transferability:** CSU.

**Description:** The different phases and components of case management as a model of service delivery will be explored. This course will also include experiential skill development relevant to the practice of case management in the human services field.

## SWHS 95 ADVOCATING FOR SOCIAL CHANGE

*(Formerly HUSV 95) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 90 and COUN 74.*

**Transferability:** CSU.

**Description:** This course is designed to prepare students to perform advocacy work at the community, legislative and legal levels. Contemporary social, political and economic issues will be discussed with special emphasis on the examination of social service issues and programs. How to influence social policy will be introduced. Essential skills and knowledge of the advocacy process for effective change will be developed using the Social Change Model of Leadership Development.

## SWHS 96 CO-OCCURRING DISORDERS

*(Formerly HUSV 96) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** This course examines co-occurring disorders, in the context of addiction counseling. It explores the relationship between substance use disorders and mental health conditions, including an introduction to the Diagnostic and Statistical Manual of Mental Disorders (DSM). Emphasis on developing practical strategies and interventions for working with individuals with co-occurring disorders.

## SWHS 99I SOCIAL WORK AND HUMAN SERVICES INTERNSHIP WORK EXPERIENCE

*(Formerly HUSV 99I) 0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of HUSV 90, HUSV 80, and HUSV 87; Co-requisite of HUSV 88.. Limits on enrollment: Student must have verification of employment because intern position must be secured prior to enrollment.*

**Transferability:** CSU.

**Description:** Human Services Internship is an opportunity for students to receive college credit for working in a position related to their field of study. Students will set learning goals, receive job coaching and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid/non-paid position. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

## SOCIOLOGY (SOC)

### SOC 1 INTRODUCTION TO SOCIOLOGY

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SOCI 110

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** An exploration of American society from several levels of analysis including face-to-face social interaction, groups, and institutions. This exploration is accomplished through the use of lectures, small group interaction, multimedia and guest speaker presentations.

## **SOC 2 MODERN SOCIAL PROBLEMS**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SOCI 115

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** Students will engage in the analysis of contemporary social problems. Topics include globalization, environmental issues, poverty, work, health and mental health care, the educational system, criminal justice, the basis of inequalities, and the role of power in defining social problems.

## **SOC 3 SELF AND SOCIETY**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS area D;CSU area D;IGETC area 4

**Description:** This course is an introduction to the sociological study of face-to-face interaction, exploring the social factors that influence how we see ourselves and how we manage our presentations of self to others.

## **SOC 5 SOCIOLOGICAL RESEARCH METHODS**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of SOC 1. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** This course serves as an introduction to research methods in Sociology, including principles of research design and critical analysis. Students will acquire skills for both designing and conducting a Sociological research project.

## **SOC 10 CLOSE RELATIONSHIPS AND FAMILY LIFE**

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SOCI 130

**GE:** AA/AS area D;CSU areas D,E;IGETC area 4

**Description:** An examination of current trends related to forming and sustaining relationships as well as issues of family life. Emphasis is placed on the influence of society and the challenges that contemporary couples and families face over their lifespans.

## SOC 15 INTRODUCTION TO SOCIOLOGY OF GENDER

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** SOCI 140

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** This course offers a sociological analysis of the social construction of gender and sexuality, historically and cross-culturally. It critically examines masculinities, femininities, the non-binary spectrum, and intersectionality. It analyzes the macro-level of how institutions shape gender as well as the micro-level of how individuals are socialized into gender and how they “do” gender. It examines gender inequalities in institutions such as the family, education system, workplace, religion, mass media, health care, and politics.

## SOC 30 RACE AND ETHNIC RELATIONS

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** SOCI 150

**GE:** AA/AS areas D,G;CSU area D;IGETC area 4

**Description:** The sociological study of race and ethnicity in the United States. The course takes a comparative approach in analyzing group interaction, prejudice, privilege, and discrimination. Students will explore the history of immigration, the process of assimilation, and dominant-minority relations over time.

## SPANISH (SPAN)

### SPAN 1 ELEMENTARY SPANISH-PART 1

4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for English 1A or equivalent. Not recommended for students who have successfully completed 2 years of high school Spanish or equivalent within the past 3 years..

**Transferability:** CSU;UC.

**C-ID:** SPAN 100

**GE:** AA/AS area E;CSU area C2;IGETC area 6A

**Description:** Introduction to Spanish grammar and development of all language skills in a cultural context with special emphasis on interpersonal communication.

### SPAN 2 ELEMENTARY SPANISH-PART 2

4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Two years of high school Spanish or SPAN 1. Recommended: Eligibility for ENGL 1A or equivalent.

**Transferability:** CSU;UC.

**C-ID:** SPAN 110

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Part Two of Elementary Spanish, continued introduction to Spanish grammar and development of language skills in a cultural context with special emphasis on communication.

## SPAN 3 INTERMEDIATE SPANISH-PART ONE

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of SPAN 2 OR SPAN 40. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SPAN 200

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Speaking, reading and writing in Spanish with discussions and essays to develop linguistic skill and cultural knowledge, bridging from beginning linguistic and cultural content to intermediate.

## SPAN 4 INTERMEDIATE SPANISH-PART 2

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of SPAN 3 or SPAN 41. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SPAN 210

**GE:** AA/AS areas E,G;CSU area C2;IGETC areas 3B,6A

**Description:** Development of Spanish language skills in a cultural context at an intermediate level. Emphasis is on communication, with discussion, essays and readings to assure control of linguistic and cultural principles. Includes a review of intermediate linguistic content and cultural topics.

## SPAN 40 INTRODUCTORY SPANISH FOR SPANISH SPEAKERS

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of Spanish 1; or 2 years high school Spanish or equivalent. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** SPAN 110

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** Introductory Spanish for Spanish speakers who have had little or no formal training in the language. Building upon students' existing skills, this course will provide strategies for reading, writing and speaking incorporating usage of standard academic Spanish. Special emphasis will be given to vocabulary expansion, accurate use of grammar, accentuation, punctuation, and orthography. The course will present topics related to Latino culture, literature and history to deepen students' appreciation of their linguistic and cultural heritage.

## SPAN 41 INTERMEDIATE SPANISH FOR SPANISH SPEAKERS

*4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of SPAN 40 OR Course Completion of SPAN 2. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**GE:** AA/AS area E;CSU area C2;IGETC areas 3B,6A

**Description:** This course is a continuation of Spanish 40 and is especially designed for students who are fluent in Spanish and who want to reinforce formal oral and written expression and comprehension. Students will learn strategies for speaking, listening, reading and writing to develop essays and guided compositions with emphasis on grammar and syntax. This course will include the study of Latino and Chicano culture through short stories, poetry, music, movies, and literature to develop an understanding and appreciation for their linguistic and cultural heritage.

## SPAN 49 INDEPENDENT STUDY IN SPANISH

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of SPAN 2. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Individual conferences or small group seminars by arrangement to provide for independent research and enriched academic experience in Spanish culminating in a final written and/or oral product. Course content varies but must not replicate the content of existing courses, and is established according to the independent study application process. Students should have at least a 2.00 (C) grade average in all courses previously taken in Spanish. NOTE: UC determines credit AFTER transfer; not counted for admission. See a counselor for details.

## SPAN 50A CONVERSATION FOR BEGINNERS-PART 1

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** A beginning conversational Spanish course designed to develop listening and speaking skills needed at school, on the job and in Spanish-speaking communities. Provides introduction to the core grammatical structures and vocabulary required for communication. Not recommended for heritage speakers of Spanish or students with two years of high school Spanish or one year of college Spanish with "A" or "B" grade within the past three years.

## SPAN 50B CONVERSATION FOR BEGINNERS-PART 2

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of SPAN 50A or SPAN 1. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** A continuation of beginning conversational Spanish course designed to improve those listening and speaking proficiencies needed at school, on the job, in the community, and in the Spanish-speaking world. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to and development of the core grammatical structures and vocabulary required for communication.

## SPAN 50C INTERMEDIATE CONVERSATION

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of SPAN 50B OR SPAN 2. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU.

**Description:** An intermediate-level Spanish conversation course designed to further advance fluency through active vocabulary development, verb tense use, listening and oral practice.

## SPECIAL EDUCATION (SE).



## SE 580 INVOLVED ELDER

*0 Unit/20 hours laboratory. Non-Credit Course.*

**Description:** In this course, students will participate in a variety of stimulating activities to promote and maintain physical, mental, social and emotional well-being. These activities include arts and crafts, mild exercise, brain aerobics, and music. The course is designed to enrich the quality of life for older adults with limited physical and cognitive functioning. The course accommodates varying skill levels. This course is offered at numerous locations throughout Sonoma County in partnership with senior service providers.

*Exempt From Repeat Provisions*

## SE 712 INDEPENDENT LIVING/WORK SKILLS FOR PERSONS WITH DISABILITIES

*0 Unit/30 hours by arrangement. Non-Credit Course.*

**Description:** In this course, students with substantial disabilities will prepare for remunerative employment and independent living in the community. Each student's learning is directed by an individualized plan. The course is conducted at agency sites, selected industrial/business locations, and community sites. The course is offered in cooperation with non-profit community agencies.

*Exempt From Repeat Provisions*

## SUMMER REPERTORY THEATRE (SRT)

### SRT 47 SUMMER REPERTORY THEATRE - REPERTORY COMPANY

*(Formerly THAR 47) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** In this course, the career-oriented student will engage in a complete and extensive practicum in all aspects of state production; auctioning, singing, dancing, stagecraft, costuming and theatre management, taught through a comprehensive program of rehearsal and public performance.

### SRT 47.1 SUMMER REPERTORY THEATRE - ENSEMBLE ACTING

*(Formerly THAR 47.1) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** Students in this course will prepare for and publicly present ensemble acting roles during the Summer Repertory Theatre (SRT) season.

## **SRT 47.2 SUMMER REPERTORY THEATRE - STAGECRAFT**

*(Formerly THAR 47.2) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** Students will learn preparation, construction, and practical experience in the art of physical stage production, including scenery, properties, lighting, and sound. Students also serve as a member of the technical crew for multiple theatre performances during the Summer Repertory Theatre (SRT) season.

## **SRT 47.3 SUMMER REPERTORY THEATRE - COSTUMES, MAKEUP AND HAIR**

*(Formerly THAR 47.3) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** Students will learn preparation, construction, and practical experience as members of the costume and/or makeup/hair crew for multiple theatre performances during the Summer Repertory Theatre (SRT) season.

## **SRT 47.4 SUMMER REPERTORY THEATRE - THEATRE ORCHESTRA**

*(Formerly THAR 47.4) 6 Units/19.25 hours laboratory. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** Students will participate in the rehearsal and performance of an instrumental part in a musical theatre production for public presentation during the Summer Repertory Theatre (SRT) season. The focus of the course is on learning the show's music and the incorporation of the music into the overall production.

## **SRT 47.5 SUMMER REPERTORY THEATRE - THEATRE MANAGEMENT**

*(Formerly THAR 47.5) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition*

**Transferability:** CSU;UC.

**Description:** Students will gain practical experience in the art of theatre management, including stage management, production management, business management, and promotions. Students will complete management responsibilities during rehearsals and performances for multiple productions during the Summer Repertory Theatre (SRT) season.

## **SURVEYING (SURV)**

### **SURV 53 ROUTE SURVEYING & DESIGN**

*(Formerly CEST 53) 4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 191, CEST 51, and SURV 60.*

**Transferability:** CSU.

**Description:** In this course students will study and perform route surveying and design, geometric design, and construction staking of transportation routes. Students will use electronic surveying equipment, computers, and data collectors. The course will include an introduction to photogrammetry and Global Positioning Systems (GPS).

## **SURV 56 INTRODUCTION TO GPS LAND SURVEYING**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 191, CEST 51, and SURV 60.*

**Transferability:** CSU.

**Description:** In this course students will explore the principles and applications of satellite-based land surveys, coordinate systems, Global Positioning Systems (GPS) and Global Navigation Satellite Systems (GNSS). Topics will also include concepts and practice of precise location, navigation, GNSS signal interpretation, data collection, data processing, statistical adjustment, and reporting.

## **SURV 58 EVIDENCE AND PROCEDURES FOR BOUNDARY DETERMINATION**

*(Formerly CEST 59A) 4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 191, CEST 51, and SURV 60.*

**Transferability:** CSU.

**Description:** In this course students will explore the historical development, current concepts, records research, field methods, and evidence and procedures used in boundary determination. This course is intended for those in the fields of civil engineering, land surveying, real estate, and title insurance. Field trips required.

## **SURV 60 INTRODUCTION TO PLANE SURVEYING**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of APTECH 90A and APTECH 90B; OR Course Completion or Concurrent Enrollment in APTECH 191 OR MATH 27.*

**Transferability:** CSU.

**Description:** Introduction to the principles and practice of plane surveying, including measurements for distance, direction, elevation and position, topographic and planimetric mapping, and use and care of surveying equipment.

## **SURV 62 INTRODUCTION TO AERIAL REMOTE SENSING & PHOTOGRAMMETRY**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in APTECH 191, CEST 51, and SURV 60.*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to the fundamentals of Aerial Remote Sensing and Photogrammetry (ARSP) theory and applications related to civil engineering, land surveying, geospatial technology, and related disciplines. The course content will emphasize remote sensing theory and mechanics, aerial mission planning, high accuracy ground control, Global Positioning System/Global Navigational Satellite System (GPS/GNSS) control, datums and coordinate systems, related fixed-wing and rotary technology, related sensor technology, and basic data capture methods.

# SURV 63 ADVANCED AERIAL REMOTE SENSING AND PHOTOGRAMMETRY

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of SURV 62 and Course Completion/Current Enrollment in CEST 85, GIS 40, and SURV 56.*

**Transferability:** CSU.

**Description:** In this course, students will be introduced to advanced principles of Aerial Remote Sensing and Photogrammetry (ARSP) theory and applications related to Civil Engineering, Surveying, Geospatial Technology (CESGT), and related disciplines. The course content will emphasize advanced remote sensing theory and mechanics, data recovery from aerial sensors and aerial device storage, data storage, data management, data validation, data analysis, model fitting, and data export to Computer-Aided Drafting and Design (CADD) and Geographic Information Systems (GIS) applications.

## SUSTAINABLE AGRICULTURE (SUSAG)

### SUSAG 50 INTRODUCTION TO SUSTAINABLE AGRICULTURE

*(Formerly SUSAG 100) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**GE:** AA/AS area C; CSU area B1

**Description:** Designed to provide an introductory overview of the issue of sustainability in agroecosystems, this course introduces the concepts and principles of agroecology as applied to the design and management of sustainable agricultural systems. Includes an examination of case studies to connect sustainable agriculture principles to actual farming practices. Course includes mandatory field trips to local farms and guest speakers.

### SUSAG 64 WARM SEASON CROP PRODUCTION

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 verbiage.*

**Transferability:** CSU.

**Description:** Class focuses on characteristics and production of major warm season crops in Sonoma County, including vegetables and hemp. Topics include organic production practices, managing pests and diseases, and postharvest handling. Lab activities will include hands-on application of production and postharvest techniques at SRJC's Shone Farm.

### SUSAG 65 COOL SEASON VEGETABLE PRODUCTION

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates.*

**Transferability:** CSU.

**Description:** Class focuses on characteristics and production of major cool season vegetable crops in Sonoma County. Topics include crop planning, organic production practices, soil management, season extension and cover cropping. Lab activities will include hands-on application of production techniques at SRJC's Shone Farm.

## **SUSAG 103 COMPOSTING FOR ORGANIC FARMING AND GARDENING**

*(Formerly AG 125) 1 Unit/1 hour lecture. Grade or P/NP.*

**Description:** Composting is the cornerstone of building healthy soils in all segments of organic agriculture production. Topics will include composting process, the role of microbes in thermophilic composting and a survey of a variety of composting methods. The course is applicable to composting for small commercial fruit, vine and vegetable operations, and the information will be of equal importance for dairy farmers or hay producers, landscapers, as well as for residential settings. This is an introductory course aimed at the professional or serious student of agriculture and horticulture.

## **SUSAG 109 ORGANIC CROP PLANNING AND PRODUCTION**

*4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Current Enrollment in AGRI 20 and AGRI 60.*

**Description:** A hands-on practicum in organic farming, this course covers planning and production practices for market farms. Topics include seasonal crop selection, planting procedures, cultural practices, harvesting and post harvest for organic production of vegetable and grain crops in small commercial operations. Both manual and machine powered management techniques will be discussed. Includes hands-on management of greenhouse starts and farm plots at Shone Farm.

## **SUSAG 116 ORGANIC APPLE PRODUCTION**

*1 Unit/1 hour lecture, 0.75 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course emphasizes organic apple production practices and is intended for current or potential apple producers. Emphasizes available and effective methods in commercial or small-scale organic contexts.

## **SUSAG 117 ORGANIC FRUIT TREE AND BERRY PRODUCTION**

*1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Students will learn about fruit tree and berry vine selection, planting, and care for small-scale orchard or home garden. Includes desirable varieties, site selection and preparation, soil and fertility management, pruning and training methods, harvest techniques and pest management. Emphasis on organic production methods.

## **SUSAG 119 SPECIALTY CROP PRODUCTION**

*2 Units/2 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this introductory course, students will explore the history, uses, cultivation, cultivar selection, propagation techniques, agronomic practices, crop improvement strategies, and pest and disease management for both indoor and outdoor cultivation of industrial hemp (*Cannabis sativa* L.). Students will also discuss post-harvest processing, compliance testing requirements, local and federal regulations for industrial hemp cultivation.

## SUSAG 120 ORGANIC GARDENING AND FOOD PRODUCTION

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 verbiage.*

**Description:** Exploration of organic gardening practices with an emphasis on designing and maintaining gardens. Application of techniques for local and seasonally appropriate production of edible crops including vegetables, fruits, flowers, and herbs. Class focuses on small scale production practices that are applicable for home gardens, as well as urban and community garden settings, including: permaculture design, soil building, watering, biodiversity and hand tools.

## SUSAG 153 COMMUNITY SUPPORTED AGRICULTURE

*2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.*

**Description:** This course will address aspects of crop management, production, and marketing as it relates to the development and operations of a Community Supported Agriculture (CSA) farm model. Students will gain hands-on experience through direct participation in crop production, harvesting, and packing at Shone Farm. This course will also prepare students for the California Food Handlers Exam.

## SUSAG 160 DIRECT FARM MARKETING

*2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP.*

**Description:** This class is an overview and hands-on experience of marketing practices used by farms to provide local food direct to consumer. Includes innovative marketing practices for the small to medium size grower, post harvest handling of produce, food safety, promotion and distribution. Class practicum includes hands-on participation with the SRJC campus produce stand, Shone Farm Community Supported Agriculture (CSA) and fall festival. Class includes mandatory field trips to local direct retail outlets.

## THEATRE ARTS (THAR)

### THAR 1 WORLD THEATRE THROUGH TIME

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**C-ID:** THTR 113

**GE:** AA/AS areas E,H;CSU area C1;IGETC area 3A

**Description:** A study of the major eras and developments in world theatre history from the origins of theatre through the end of the 17th century, focusing on significant works of dramatic literature, as well as the global and cultural influences from which they emerged. Emphasis is placed on the interrelationship between theatre of different times and cultures, and the historical importance of theatre in society. Attendance at two or more SRJC Theatre Arts Department productions is required.

## THAR 2 INTRODUCTION TO THEATRE ARTS

*(Formerly THAR 301) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** THTR 111

**GE:** AA/AS area E;CSU area C1;IGETC area 3A

**Description:** An introduction to theatre as both an art form and social forum, emphasizing the interrelated processes of playwriting, acting, directing, design, technical theatre, theatre criticism, theatre management, and theatre architecture. Students will study theatre from a variety of perspectives through lectures, attending plays, reading scripts, and hands-on experiences. Required attendance at three to four assigned theatre productions (discounted admission; students provide own transportation).

## THAR 6 MULTICULTURAL PERSPECTIVES IN AMERICAN THEATRE

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates.*

**Transferability:** CSU;UC.

**GE:** AA/AS areas E,G;CSU area C1;IGETC area 3A

**Description:** An introduction to influences and trends in theatre of the United States through the study of contemporary African American, Asian American, Latinx, Native American and Arab American drama. The course will focus on script analysis, video presentations, and play productions to gain a deeper understanding of theatrical expression within each cultural heritage.

## THAR 10A INTRODUCTION TO ACTING

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU;UC.

**C-ID:** THTR 151

**Description:** An introduction to fundamental acting techniques and concepts through exercises, theatre games, and improvisation, as well as lecture/demonstration. Designed for both majors and non-majors, this course includes individual and partnered performance assignments. Attendance at one or more SRJC Theatre Arts Department productions is required.

## THAR 10B SCENE STUDY AND CHARACTERIZATION

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10A.*

**Transferability:** CSU;UC.

**C-ID:** THTR 152

**Description:** An intensive acting study of characterization focusing on psychological, physical, and vocal techniques, as exhibited through modern/contemporary scene work. The course focuses on Stanislavski-influenced theoretical methods and script analysis, as well as an introduction to the business of acting. Attendance at one or more SRJC Theatre Arts productions is required.

## **THAR 11.1 PERFORMANCE: NON-MUSICAL**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: By audition only*

**Transferability:** CSU;UC.

**C-ID:** THTR 191

**Description:** Preparation and presentation of an acting role in a non-musical play for public performance.

*4 Enrollments Total*

## **THAR 11.2 PERFORMANCE: MUSICAL**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: By audition only*

**Transferability:** CSU;UC.

**C-ID:** THTR 191

**Description:** Preparation and presentation of an acting role in a musical theatre production for public performance.

*4 Enrollments Total*

## **THAR 11.3 PERFORMANCE: MUSICAL - DANCE**

*1-2 Units/Up to 6 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in THAR 11.2 OR THAR 81A.*

*Limits on enrollment: By audition only*

**Transferability:** CSU;UC.

**Description:** Rehearsal and performance of ensemble dance numbers and other choreographic staging for musical numbers and scenes in the context of musical theatre or opera productions.

*4 Enrollments Total*

## **THAR 11.4 PERFORMANCE: MUSICAL-VOCAL**

*1-2 Units/Up to 6 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in THAR 11.2. Limits on*

*enrollment: By audition only*

**Transferability:** CSU;UC.

**Description:** Preparation and presentation of the vocal components of a role in a musical theatre production for public performance. Focus of the course is on learning the show's songs while incorporating character and theatrical voice techniques.

*4 Enrollments Total*

## **THAR 11.5A PERFORMANCE: MUSICAL-INSTRUMENTAL 1**

*(Formerly THAR 11.5) 0.5-2 Units/Up to 6 hours by arrangement. Grade Only. Limits on enrollment: By audition only*

**Transferability:** CSU;UC.

**Description:** This course involves the rehearsal and performance of an instrumental part in a musical theatre or opera production for public presentation. Designed for experienced musicians, the focus of the course is on learning the musical score and incorporating it into the overall production.



## THAR 11.5B PERFORMANCE: MUSICAL-INSTRUMENTAL 2

*0.5-2 Units/Up to 6 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 11.5A. Limits on enrollment: By audition only*

**Transferability:** CSU;UC.

**Description:** This course involves the rehearsal and performance of an instrumental part in a musical theatre or opera production for public presentation. It is designed for experienced musicians, focusing on learning the musical score and incorporating it into the overall production. The production changes each time the courses are offered.

## THAR 11.8 PERFORMANCE: DANCE CONCERT

*0.5-1 Unit/Up to 3 hours by arrangement. Grade Only. Limits on enrollment: By audition only.*

**Transferability:** CSU;UC.

**Description:** Preparation and presentation of a full theatrical dance concert for public performance.

*4 Enrollments Total*

## THAR 13.1A PERFORMANCE WORKSHOP: STYLES, PERIODS AND SKILLS 1

*(Formerly THAR 13.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10B AND Concurrent Enrollment in THAR13.1AL.*

**Transferability:** CSU;UC.

**Description:** Introduction to three different acting styles, including non-realistic styles and period realism, as well as further study of acting theory and specialized performance skills. Styles to be studied change each time the course is offered. This combination instruction/performance ensemble course requires night rehearsals during the last two weeks of classes and culminates in two performances of a public showcase.

## THAR 13.1AL PERFORMANCE WORKSHOP LAB: STYLES, PERIODS AND SKILLS 1

*0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 10B AND Concurrent Enrollment in THAR 13.1A.*

**Transferability:** CSU;UC.

**Description:** This lab encompasses the extended planning, advanced preparation, and performance of an acting showcase for the public. Meeting the last few weeks of the semester, this is the companion course to a semester-long study of non-realistic acting styles, period realism, and specialized performance skills, which culminates in the showcase. Content for both courses and showcase change each time they are offered.

## THAR 13.1B PERFORMANCE WORKSHOP: STYLES, PERIODS AND SKILLS 2

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 13.1A AND Concurrent Enrollment in THAR 13.1BL.*

**Transferability:** CSU;UC.

**Description:** This course continues an introduction to non-realistic styles and period realism, as well as further study of acting theory and specialized performance skills. Three different styles are introduced over the course of

the semester; styles studied will change each time the course is offered. This combination instruction/performance ensemble course requires night rehearsals during the last two weeks of classes and culminates in two performances of a public showcase.

## **THAR 13.1BL PERFORMANCE WORKSHOP LAB: STYLES, PERIODS AND SKILLS 2**

*0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 13.1AL and Concurrent Enrollment in THAR 13.1B.*

**Transferability:** CSU;UC.

**Description:** This lab encompasses the extended planning, advanced preparation, and performance of an acting showcase for the public. Meeting the last few weeks of the semester, this is the companion course to a semester-long study of non-realistic acting styles, period realism, and specialized performance skills, which culminates in the showcase. Content for both courses and showcase change each time they are offered.

## **THAR 13.2A PERFORMANCE WORKSHOP: SHAKESPEARE 1**

*(Formerly THAR 13.2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10B and Concurrent Enrollment in THAR13.2AL. Recommended: Course Completion of THAR 1 OR ENGL 27.*

**Transferability:** CSU;UC.

**Description:** Introduction to performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.

## **THAR 13.2AL PERFORMANCE WORKSHOP LAB: SHAKESPEARE 1**

*0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 10B AND Concurrent Enrollment in THAR 13.2A. Recommended: Course Completion of THAR 1 OR ENGL 27.*

**Transferability:** CSU;UC.

**Description:** This lab meets the last two weeks of the semester for extended preparation related to performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.

## **THAR 13.2B PERFORMANCE WORKSHOP: SHAKESPEARE 2**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of THAR 13.2A AND Concurrent Enrollment in THAR 13.2BL. Recommended: Course Completion of THAR 1 OR ENGL 27.*

**Transferability:** CSU;UC.

**Description:** Continuing the study of performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.

## **THAR 13.2BL PERFORMANCE WORKSHOP LAB: SHAKESPEARE 2**

*0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR13.2AL and Concurrent Enrollment in THAR 13.2B. Recommended: Course Completion of THAR 1 OR ENGL 27.*

**Transferability:** CSU;UC.

**Description:** This lab meets the last two weeks of the semester for extended preparation related to performing Shakespeare at an intermediate level through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.

## THAR 17 MUSICAL THEATRE TECHNIQUES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 10A OR MUSCP 17A OR DANCE 10.*

**Transferability:** CSU;UC.

**Description:** Introduction to musical theatre performance through the study and practice of musical scenes from the Broadway stage. Emphasis is placed on the application of vocal techniques, dance movement and characterization to create a convincing performance. Audition skills as they relate to musical theatre will be included.

## THAR 19 INTRODUCTION TO MOVEMENT AND MASK

*2 Units/2 hours lecture, 1 hour laboratory. Grade Only.*

**Transferability:** CSU;UC.

**Description:** Fundamental study of movement and masks for the student performer. Emphasis is placed on developing within the actor an understanding of their body as an instrument of expression and communication. The course encompasses exercises and improvisational explorations based on a variety of techniques for developing body and spatial awareness. These include an introduction to mime, the use of Neutral Mask and character masks, and ensemble development exercises.

## THAR 20 INTRODUCTION TO STAGECRAFT

*3 Units/1.5 hours lecture, 3.5 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25 or THAR 25.2 or THAR 25.5.*

**Transferability:** CSU;UC.

**C-ID:** THTR 171

**Description:** Methods, materials and techniques of realizing the physical production on the stage, which include scenery, properties, lighting, and sound.

## THAR 21A INTRODUCTION TO COSTUME TECHNOLOGY

*(Formerly THAR 21) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25 or THAR 25.1 or THAR 25.5. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 174

**Description:** Introduction to practical application of methods, materials, and techniques used in costume construction with additional emphasis on related crafts and design as applied to the creative storytelling process of a public performance.

## THAR 21B COSTUME TECHNOLOGY 2

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course completion of THAR 21A.*

**Transferability:** CSU;UC.

**Description:** This course continues application of methods, materials, and techniques used in costume construction with additional emphasis on related crafts and design as applied to the creative storytelling process of a public performance, at an intermediate level.

## THAR 22 MAKEUP DESIGN FOR STAGE AND SCREEN

*(Formerly THAR 22A) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25.4 or THAR 25 or THAR 25.5. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 175 Series

**Description:** Introduction to the materials and techniques of makeup design for stage, screen, and studio. Covers traditional and contemporary techniques of makeup application in both classroom and production environments.

### THAR 22.1 SPECIAL EFFECTS MAKEUP, WIGS, AND MASKS

*(Formerly THAR 22B) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in THAR 22 or equivalent. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**Description:** Methods, materials, and techniques realized in special effects design as it relates to theatrical makeup, including prosthetics, wig styling, and mask design and construction for stage, screen, and studio applications. (Students with prior theatrical makeup or art experience may petition to waive the prerequisite by submitting a Prerequisite Challenge form with Admissions.)

### THAR 22.2 SPECIAL EFFECTS MAKEUP, WIGS, AND MASKS 2

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 22.1.*

**Transferability:** CSU;UC.

**Description:** Intermediate methods, materials, and techniques realized in special effects design as it relates to theatrical makeup, including prosthetics, wig styling, and mask design and construction for stage, screen, and studio applications.

## THAR 23 INTRODUCTION TO SCENIC DESIGN

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 1 and THAR 20.*

**Transferability:** CSU;UC.

**Description:** An introduction to the means, methods, and materials utilized in designing scenery for the stage.

## THAR 24 INTRODUCTION TO THE DESIGN PROCESS

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 1 OR THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 172

**Description:** An introduction to the collaborative process of theatrical design through hypothetical and/or

actualized team projects in which students focus on one or more design areas (scenery, costume, lighting, sound, props, makeup and hair). The course covers all aspects of the design process, including script analysis, research methodology, conceptualization, and communication skills, as well as careers in theatrical design.

## **THAR 25 PRODUCTION LAB: GENERAL**

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192

**Description:** Practical experience in multiple theatrical production positions for public performances. Students in this course will work in two or more areas as a member of the construction crew, technical crews and/or house staff for one or more Theatre Arts productions during the semester.

*4 Enrollments Total*

## **THAR 25.1 PRODUCTION LAB: COSTUME CREW**

*1.5-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192

**Description:** Practical experience as a member of the costume crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.

*4 Enrollments Total*

## **THAR 25.2 PRODUCTION LAB: RUNNING CREW**

*1.5-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192

**Description:** Practical experience as a member of the running crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.

*4 Enrollments Total*

## **THAR 25.3 PRODUCTION LAB: HOUSE STAFF**

*0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192

**Description:** Practical experience as a member of the house staff for public theatre performances. Students will

complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.

*4 Enrollments Total*

## **THAR 25.4 PRODUCTION LAB: MAKEUP CREW**

*1.5-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in THAR 22 (or THAR 22A). Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192;THTR 175 Series

**Description:** Practical experience as a member of the makeup crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.

*4 Enrollments Total*

## **THAR 25.5 PRODUCTION LAB: CONSTRUCTION**

*0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.*

**Transferability:** CSU;UC.

**C-ID:** THTR 192

**Description:** Practical experience in constructing sets, properties, costumes, makeup/wigs, crafts and/or hanging/focusing lights for one or more theatrical productions for public performances. Area assignments will be made based on student interest and experience level (prior experience not necessary for most areas).

*4 Enrollments Total*

## **THAR 26 INTRODUCTION TO THEATRICAL LIGHTING**

*3 Units/2 hours lecture, 2 hours laboratory, 2 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 1 and THAR 20.*

**Transferability:** CSU;UC.

**C-ID:** THTR 173

**Description:** An introduction to the basic concepts of theatre lighting, including hands-on instruction in the operation of stage lighting, planning, and rigging. Instruction in light sources, the theory of electricity in the theatre, color media and theory, lighting design, light plots, equipment, control systems, and rehearsal/performance procedures and operation.

## **THAR 27 PROPERTIES WORKSHOP**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Completion or concurrent enrollment in THAR 2.*

**Transferability:** CSU;UC.

**Description:** Introduction to the basic materials, techniques and creative process involved in the design and construction of stage properties (commonly called props), as well as historical and conceptual aspects of properties design. Class content will include development of properties for SRJC productions.

## THAR 28 INTRODUCTION TO COSTUME DESIGN

*3 Units/3 hours lecture. Grade Only. Recommended: Completion of THAR 1 and THAR 21A.*

**Transferability:** CSU;UC.

**C-ID:** THTR 174

**Description:** The fundamentals of costume design for the stage, focusing on character interpretation, script analysis, and materials.

## THAR 29 INTRODUCTION TO THEATRE MANAGEMENT

*(Formerly THAR 50) 3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Recommended: Course completion or Concurrent Enrollment in THAR 2 (or THAR 301).*

**Transferability:** CSU;UC.

**Description:** Introduction to the principles of management in the theatre, with an emphasis on practical stage management techniques, responsibilities, methods, tools, ethics and essential skills. Course work includes lectures, hands-on activities, computer-based assignments, and front-of-house management for one or more SRJC Theatre Arts productions.

## THAR 29L THEATRE MANAGEMENT LABORATORY

*(Formerly THAR 50L) 1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 29 ( or THAR 50).*

**Transferability:** CSU;UC.

**Description:** Practical experience in one or more areas of theatre management for public performances. Students apply and develop their managerial skills and knowledge within the context of a full Theatre Arts production.

*4 Enrollments Total*

## THAR 42 DANCE-THEATRE WORKSHOP

*1-2 Units/Up to 3 hours laboratory, 3 hours by arrangement. Grade Only. Limits on enrollment: By audition during the first week of class.*

**Transferability:** CSU;UC.

**Description:** The development of one or more dance-theatre pieces blending dance movement with overt theatrical elements such as spoken text, props, sets and theatrical costumes. The creative process will combine faculty choreography with collaborative work, resulting in a public performance (either a showcase or the annual dance concert). This course is intended for skilled performers in dance and/or theatre genres. May be performed in a non-traditional venue and/or include site-specific or multi-media work.

## THAR 49 INDEPENDENT STUDY IN THEATRE ARTS

*1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.*

**Transferability:** CSU;UC.

**Description:** Advanced, concentrated study in theatre appropriate to a student's own unique focus and circumstances, or in areas not covered by other courses in the curriculum. The course involves seminars or

individual conferences by arrangement to provide for independent study and enriched academic experience. Students will work with a faculty project supervisor who has agreed to oversee the project. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.)

## **THAR 63 ACTING IN FILM, TELEVISION AND VOICE-OVER**

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10A.*

**Transferability:** CSU.

**Description:** A class designed to introduce the actor to the challenges of film, television, and voiceover acting, with additional focus of 21st century tools. Topics include: how to adjust the theatrical acting process for camera and microphone producing a web-ready acting demo reel for casting and self-promotion. Students will need access to a secure digital memory card as well as a smart phone, tablet, or other handheld device for recording and editing video.

## **THAR 81A OPERA AND RELATED FORMS IN PERFORMANCE 1**

*2-5 Units/Up to 15 hours by arrangement. Grade Only. Limits on enrollment: By Audition*

**Transferability:** CSU.

**C-ID:** THTR 191

**Description:** Preparation and presentation of a role in an opera or related work (such as Broadway opera, light opera, pocket operas, and concert presentations) in production for public performance.

*4 Enrollments Total*

## **THAR 121.1 STAGE COSTUMING: INTRODUCTION TO HISTORICAL DRAPING**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of THAR 21A or FASH 70A or equivalent.*

**Description:** Practical application of methods, materials, and techniques used in draping a pattern for historical costume construction, with emphasis on costume construction for a current Theatre Arts production. (Students with prior sewing experience may petition to waive the prerequisite by submitting a Prerequisite Challenge form with Admissions.)

## **THAR 121.2 STAGE COSTUMING: INTRODUCTION TO MILLINERY**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Recommended: Course Completion of THAR 21A or FASH 70A.*

**Description:** Practical application of methods, materials, and techniques used in millinery for theatrical production. Students will learn how to pattern buckram and pull felt hats while participating on millinery projects for a current Theatre Arts production.

## **THAR 121.3 STAGE COSTUMING: PERIOD CORSET CONSTRUCTION**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of THAR 21A or FASH 70A or equivalent.*

**Description:** Practical application of methods, materials, and techniques used in constructing a period corset for



personal or theatrical use, with emphasis on historical costume construction for a current Theatre Arts production. (Students with prior sewing experience may petition to waive the prerequisite by submitting a Prerequisite Challenge form with Admissions.)

## **THAR 121.4 STAGE COSTUMING: TAILORING TECHNIQUES**

*3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of THAR 21A or FASH 70A or equivalent.*

**Description:** Practical application of methods, materials, and techniques used in tailoring historical men's and women's coats and jackets, with emphasis on tailored costume construction for a current Theatre Arts production. (Students with prior sewing experience may petition to waive the prerequisite by submitting a Prerequisite Challenge form with Admissions.)

## **THAR 127.1 PROPERTIES WORKSHOP: FURNITURE AND UPHOLSTERY**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27.*

**Description:** This course provides intermediate instruction in the skills involved in the design, coordination, and construction of stage properties (commonly called props), with a focus on furniture, upholstery and soft goods construction skills. Students will work on focus-related projects, as well as properties for SRJC productions.

## **THAR 127.2 PROPERTIES WORKSHOP: MOLD MAKING AND CASTING**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27.*

**Description:** This course provides intermediate instruction in the skills involved in the design, coordination, and construction of stage properties (commonly called props), with a focus on theatrical mold making and casting skills. Students will work on focus-related projects, as well as properties for SRJC productions.

## **THAR 127.3 PROPERTIES WORKSHOP: FOAM CARVING AND FOOD PROPERTIES**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27 ( or THAR 77).*

**Description:** This course provides intermediate instruction in the skills involved in the design, coordination, and construction of stage properties (commonly called props), with a focus on foam carving and theatrical food properties preparation and construction skills. Students will work on focus-related projects, as well as properties for SRJC production.

## **THAR 127.4 PROPERTIES WORKSHOP: WEAPONRY AND SPECIALTY ITEMS**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27.*

**Description:** This course provides intermediate instruction in the skills involved in the design, coordination, and construction of stage properties (commonly called props), with a focus on theatrical weaponry and specialty props. Students will work on focus-related projects, as well as properties for SRJC productions.

## **VITICULTURE (VIT)**

## VIT 1 INTRODUCTION TO VITICULTURE, WINEMAKING, WINES OF THE WORLD

*(Formerly VIT 50) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Survey of world viticulture and wine industries. Course includes: history of viticulture; grapevine anatomy; worldwide grape and wine production and consumption; and world wine regions.

## VIT 51 VITICULTURE: FALL PRACTICES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Fall practices for wine grape production in the North Coast region, including budding, grape maturity monitoring, harvesting, pruning, varietal selection and vineyard development.

## VIT 52 VITICULTURE: SPRING PRACTICES

*3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Viticulture practices for spring including vineyard establishment, training, pest control, soils, frost protection, irrigation practices, quality control measures and vineyard equipment use.

## VIT 53 ADVANCED VINEYARD PRACTICES FOR QUALITY PRODUCTION

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of VIT 52, and Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Course presents principles and cultural practices utilized in the vineyard to produce high quality North Coast wines. A thorough look at the practices of fertilization, irrigation, trellis design, and canopy management as they relate to wine quality factors. Includes lectures, guest speakers, and field trips to local vineyards and wineries.

## VIT 54 VITICULTURE: SUMMER PRACTICES

*1 Unit/1 hour lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Viticulture practices for summer including pest and disease monitoring and management, weed control, crop load assessment, canopy assessment, vine water status measurements and fruit quality improvement techniques.

## VIT 55 BASIC WINE GRAPE VITICULTURE

*3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** An introduction to viticulture including history and development of the wine industry, grape growing,

distribution, processes and factors affecting wine quality. Also covers biology, anatomy, propagation, cultivated varieties, rootstocks, climate, vineyard practices, and common diseases and pests. Provides basic information required to establish a wine grape vineyard in Sonoma County.

## VIT 60 VINEYARD MANAGEMENT

*3 Units/3 hours lecture. Grade Only. Recommended: Course Completion or Concurrent Enrollment in VIT 51 and VIT 52 and Course Eligibility for ENGL 100 OR ESL 100.*

**Transferability:** CSU.

**Description:** Responsibilities of vineyard management including diagnosis and correction of vine problems, vineyard development, financial projections and budgeting, labor contracting, supervision of employees, and grape sale contracts.

## VIT 70 VINEYARD PEST AND DISEASE MANAGEMENT

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in VIT 55 AND Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** Examination of vineyard pests, diseases, and vectors; including their identification, life-cycles, specific monitoring and economic thresholds. Topics include: vineyard fungal, bacterial and viral diseases, insects, and other pests. Efficient, current and environmentally sound management strategies will be emphasized.

## VIT 113 ORGANIC VITICULTURE

*1.5 Units/1.5 hours lecture, 0.5 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Examination of commercial organic wine grape production and organic certification requirements. Regional growing conditions will be emphasized. Topics include: assessment of site feasibility for organic production; appropriate choice of planting materials; soil fertility; biodiversity; ecologically sound pest and disease management; cost comparisons of organic production versus other methods.

## VIT 114 SUSTAINABLE VITICULTURE

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Examination of commercial sustainable wine grape production and certification requirements. Regional growing conditions will be emphasized. Topics include: vineyard practices that promote environmental protection and resource conservation, economic viability and continuity, and social equity.

## VIT 120 VINEYARD PRUNING

*0.25 Unit/1 hour lecture, 4 hours laboratory for 2 weeks. Grade or P/NP.*

**Description:** In this course, students will learn the theory and practice of pruning head, cane vines and cordon vines. Course emphasizes the grapevine's response to pruning, training young and mature vines, and introduces terminology and equipment.

## VIT 121 PRUNING TECHNIQUES FOR VINE BALANCE

*0.5 Unit/4.5 hours lecture for 2 weeks. Grade or P/NP.*

**Description:** Concepts and techniques for pruning to promote wine grape vine balance.

## VIT 122 VINEYARD CANOPY MANAGEMENT

*(Formerly AG 281.21) 1 Unit/9 hours lecture for 2 weeks. Grade or P/NP. Recommended: Course completion of VIT 120.*

**Description:** Latest techniques in developing trellising systems for wine grape production. Principles and practices of canopy management are covered, focusing on improving grape and wine quality.

## VIT 123 BUDDING & GRAFTING

*0.25 Unit/1 hour lecture, 4 hours laboratory for 2 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** In this course, students will learn all methods of grapevine budding and grafting. Covers methods used to graft over vines in vineyards.

## VIT 124 VINEYARD IRRIGATION AND FERTILIZATION

*1 Unit/6 hours lecture for 3 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Soil types and irrigation requirements in the vineyard. Covers vineyard water and nutrition needs, water and fertilizer application techniques, and irrigation management for various rootstocks.

## VIT 130 GRAPEVINE PHYSIOLOGY

*1 Unit/4.5 hours lecture for 4 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of VIT 55.*

**Description:** In this advance viticulture theory course, students will learn grapevine physiology and phenology. Topics include vine balance, flowering and fruit set, stages of berry growth, and vine water status.

## VIT 131 WORKING WITH YOUR WINEMAKER - FRUIT QUALITY ASSURANCE

*1 Unit/9 hours lecture for 2 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** The primary aspects of wine grape quality improvement will be covered. The student will write a detailed plan to improve fruit quality in the vineyard, and then assess and evaluate the degree of improvement achieved. This short course also addresses enhanced communication skills between the grower and the winemaker or grape buyer.

## VIT 132 ADVANCES IN VINEYARD INTEGRATED PEST AND DISEASE MANAGEMENT

*0.5 Unit/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** This course encompasses critical evaluation and discussion of current research papers related to viticulture, plant pathology, entomology and pest management. The papers will be selected from peer-reviewed journals.

## VIT 133 ADVANCES IN VITICULTURE

*1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.*

**Description:** This short course encompasses critical evaluation and discussion of selected viticultural research papers. The papers will be recent publications in peer-reviewed journals. The intent is to broaden student

perspective beyond textbooks for understanding the most current vineyard practices that aim for efficiency and fruit quality improvement.

## VOCATIONAL EDUCATION (VE)

### **VE 713 EMPLOYMENT TRANSITIONS**

*0 Unit/30 hours by arrangement. Non-Credit Course.*

**Description:** In this course, students with special needs will be prepared for successful employment. The course emphasizes job readiness, job search fundamentals, and job retention skills. Classes include exploration of values and interests, preparing for a job interview, family support activities, and career advancement strategies. Each student's learning is directed by an individualized plan. The course is offered in partnership with community agencies.

*Exempt From Repeat Provisions*

## WASTE WATER TREATMENT (WWTR)

### **WWTR 112 MATH FOR WATER AND WASTEWATER TECHNOLOGY**

*3 Units/3 hours lecture. Grade or P/NP.*

**Description:** In this course, students will learn the practical application of mathematical calculations for hydraulics, chemicals, and solids used in the design, operation, process control, and maintenance of water and wastewater distribution systems and treatment facilities.

### **WWTR 120 WASTEWATER TREATMENT 1**

*(Formerly ENV 120) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in WWTR 112. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** An introduction to wastewater treatment plant operations and the role of the operator. Topics covered include the origins and characteristics of wastewater, wastewater collection and treatment systems, and associated mathematical computations. Emphasis is given to the skills and knowledge necessary for the students to take the State of California's Wastewater Operator Certification examination Grade 1.

### **WWTR 121 WASTEWATER TREATMENT 2**

*3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of WWTR 120.*

**Description:** Principles and techniques used in advanced/tertiary wastewater treatment including disinfection, chlorination, odor control, wastewater reclamation, advanced sludge treatment and disposal, laboratory control

methods, and the National Pollution Discharge Elimination System (NPDES) discharge requirements, report writing and records. Preparation for State Water Resources Control Board (SWRCB) Wastewater Operator Certification Grade 2 exam.

## **WWTR 122 CHEMISTRY FOR WATER AND WASTEWATER TECHNOLOGY**

*3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WWTR 112 ( or ENVT 112).*

**Description:** In this course students will gain a basic understanding of wastewater laboratory information, including chemical terms and symbols, equipment, sampling, safety, and quality assurance. Students will perform lab tests, including pH, dissolved oxygen, solids (settleable, suspended, total, volatile), sludge volume index, biological and chemical oxygen demand, alkalinity, hardness, turbidity, chlorine residual, and total coliform bacteria.

## **WWTR 123 INSTRUMENTATION AND CONTROLS**

*3 Units/2.67 hours lecture, 1 hour laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in WTR 101.*

**Description:** In this course, students will learn applications and uses of water, wastewater, and industrial control systems including switches, relays, alarms, motors, transformers, test equipment, control systems, telemetering, and System Control and Data Acquisition (SCADA). Field trip(s) may be required.

## **WWTR 124 PUMPS AND MOTORS**

*3 Units/2.75 hours lecture, 0.75 hour laboratory. Grade or P/NP.*

**Description:** Basic theory of hydraulics and pumping systems, including operation, troubleshooting, maintenance and repair of pumps and pumping systems.

## **WWTR 125 INDUSTRIAL WASTE PRETREATMENT FACILITY INSPECTION**

*3 Units/3 hours lecture. Grade or P/NP.*

**Description:** This course covers the roles and responsibilities of a pretreatment facility inspector, including development, application and implementation of regulations, inspection of typical industries, safety, sampling procedures for wastewater, wastewater flow monitoring, industrial wastewater composition, pretreatment and source control technology, industrial inspection procedures, emergency response, and pretreatment administration.

## **WATER TREATMENT (WTR)**

### **WTR 101 INTRODUCTION TO WATER CAREERS**

*(Formerly ENVT 101) 1 Unit/1 hour lecture. Grade Only.*

**Description:** Introduces the water cycle with focus on Sonoma County water resources and water needs. Explores local career opportunities in the fields of water treatment technology, water distribution technology, and waste water treatment technology.

## WTR 110 WATER TREATMENT PLANT OPERATOR

*(Formerly ENVT 110) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in WWTR 112.*

**Description:** In this course, students will learn the knowledge and skills required to safely operate public drinking water treatment facilities and help in the preparation for the State of California Water Treatment Operator exam(s). Field trip required.

## WTR 111 WATER DISTRIBUTION SYSTEM OPERATOR

*3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in WWTR 112.*

**Description:** In this course, students will obtain the knowledge and skills required to safely operate a potable water distribution system. Students will also examine flow in pipes, storage facilities, pumps, instrumentation and control, distribution maintenance, system water quality, safety, recordkeeping and preparation for the State of California Water Distribution System Operator exam(s).

## WELDING (WELD)

### WELD 98 INDEPENDENT STUDY IN WELDING

*1-6 Units/Up to 18 hours by arrangement. Grade Only. Limits on enrollment: Enrollment contingent upon approval of the project by supervising faculty, department chair, and supervisory administrator.*

**Transferability:** CSU.

**Description:** Special projects by arrangement to provide for independent study and enriched academic experience in welding.

### WELD 101 INTRODUCTION TO SHIELDED METAL ARC WELDING (SMAW)

*2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 170 ( or WELD 70 or WELD 70A). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** An introduction to the principles of shielded metal arc welding (SMAW), setup/use of SMAW equipment, and safe use of tools and equipment. Provides instruction in welding carbon steel weld joints in various positions.

### WELD 102 INTRODUCTION TO GAS METAL ARC WELDING (GMAW)

*2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 170 ( or WELD 70 or WELD 70A). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.*

**Description:** An introduction to the principles of gas metal arc welding (GMAW), setup/use of GMAW equipment, and safe use of tools and equipment. Provides instruction in welding carbon steel weld joints in various positions.

## WELD 103 INTRODUCTION TO FLUX CORED ARC WELDING (FCAW)

2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 170 ( or WELD 70 or WELD 70A). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.

**Description:** An introduction to the principles of flux core arc welding (FCAW), setup/use of FCAW equipment, and safe use of tools and equipment. Provides instruction in welding carbon steel weld joints in various positions.

## WELD 104 INTRODUCTION TO GAS TUNGSTEN ARC WELDING (GTAW)

2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 170 ( or WELD 70 or WELD 70A). Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.

**Description:** An introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. Provides instruction in welding carbon steel, stainless steel, and aluminum weld joints in various positions.

## WELD 113 THERMAL CUTTING PROCESSES

2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 170. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Course Completion or Concurrent Enrollment in MACH 161.

**Description:** An introduction to the principles of thermal cutting processes. Covers the setup and safe use of Oxy-fuel Cutting (OFC), Plasma Arc Cutting (PAC) and Air Carbon Arc Cutting (CAC-A) equipment

## WELD 114A INTRODUCTION TO METAL FABRICATION

2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: For students starting Fall 2020: Course Completion of WELD 170 and WELD 113 and MACH 161 AND; Course Completion of WELD 101, WELD 102, WELD 103, OR WELD 104. For students enrolled Spring 2020 or earlier: Course Completion of WELD 170 and Course completion or concurrent enrollment in MACH 161 AND; Course Completion of WELD 171.1, WELD 171.2, WELD 172.3, WELD 175A OR WELD 175B. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent.

**Description:** An introduction to the principles and practices of metal fabrication. Emphasis is placed on safe operation of metal working tools and equipment. Covers common fabrication, manufacturing, and cost estimation methods used in industry.

## WELD 114B ADVANCED METAL FABRICATION

2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WELD 114A and MACH 162 (MACH 52).

**Description:** Advanced work with the principles and practices of metal fabrication. Emphasis is placed on safe operation of metal working tools and equipment. Covers common fabrication, manufacturing, and cost estimation methods used in industry.

## WELD 170 BEGINNING WELDING: FUNDAMENTALS OF ARC AND GAS WELDING

(Formerly WELD 70) 2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

**Description:** This course provides a general overview of the fundamentals of arc and oxy-acetylene welding, and



oxy-acetylene flame cutting. Topics will include safety, shop practices and preparation for AWS (American Welding Society) welding certifications.

## **WINE STUDIES (WINE)**

### **WINE 1 INTRODUCTION TO VITICULTURE, WINEMAKING, WINES OF THE WORLD**

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.*

**Transferability:** CSU;UC.

**Description:** Survey of world viticulture and wine industries. Course includes: history of viticulture; grapevine anatomy; worldwide grape and wine production and consumption; and world wine regions.

### **WINE 3 INTRODUCTION TO ENOLOGY**

*(Formerly WINE 53) 4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older.*

*Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older*

**Transferability:** CSU;UC.

**Description:** An introduction to the process and science of winemaking. Includes basic viticulture, harvest decisions, crushing, fermentation, pressing, basic wine chemistry, aging and processing, bottling, wine additives, sensory evaluation, use of oak, wine defects, winery equipment, filtration and preparation for bottling. Covers red, white and sparkling wines. Transfers to CSU only

### **WINE 42.1 FALL WINERY OPERATIONS**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older*

**Transferability:** CSU;UC.

**Description:** In this course, students will explore the hands-on operations used in a commercial winery for the fall season, including grape maturity monitoring, grape harvesting and crushing, fermentation, and handling and storage of new wines. This course also includes general industry standards for cellar practices.

### **WINE 42.2 SPRING WINERY OPERATIONS**

*2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older*

**Transferability:** CSU;UC.

**Description:** In this course, students will explore the hands-on operations used in a commercial winery for the spring season, including grape maturity monitoring, grape harvesting and crushing, fermentation, and handling and storage of new wines. This course also includes general industry standards for cellar practices.

## WINE 55 LAB ANALYSIS OF WINES

*(Formerly WINE 55A) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A; OR CHEM 8; OR CHEM 42; OR CHEM 60.*

**Transferability:** CSU.

**Description:** In this course, students learn about and practice winery laboratory procedures including basic chemistry principles, laboratory techniques, and commonly used analysis methods for musts and wines.

## WINE 56 INTRODUCTION TO AGRICULTURE BUSINESS AND MANAGEMENT

*3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Transferability:** CSU.

**Description:** This course provides an overview of the business and economic aspects of the agriculture industry. Introduction to the economic aspects of agriculture and the implications for consumers and other sectors of the food system. Principles of management and decision-making in agribusiness.

## WINE 70 BEGINNING WINE SENSORY ANALYSIS

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Course Completion of VIT 1 OR WINE 1; AND Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Age 18 or older*

**Transferability:** CSU.

**Description:** An introductory wine sensory course designed to expose students to a broad range of wine varieties and wine styles and to develop wine tasting expertise useful at all levels of the wine industry. Course includes tasting many Sonoma County wines, learning basic tasting techniques, and an introduction to the fermentation process. Students should bring six matching wine glasses to every class session.

## WINE 101 WINE SALES

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion of WINE 1 OR VIT 1; and WINE 3.*

**Description:** This class examines the business of wine sales and distribution, reviewing the role of brokers and distributors. Topics will include the costs of distribution including margins, mark-ups, freight and taxes. Regional market variation is covered including the differences between retail and restaurant sales. This course covers import and export of wines.

## WINE 102 WINE MARKETING

*(Formerly AG 177) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND Course Completion of WINE 1 (or VIT 1) AND WINE 3.*

**Description:** A practical approach to marketing wine. Includes market analysis, planning, the development of a marketing plan, and strategies for successful product placement and sales.

## WINE 103 WINE DIRECT TO CONSUMER SALES

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of WINE 1 OR VIT 1; and WINE 3.*

**Description:** An introduction to and overview of the sales and marketing of wine and the winery directly to

consumers. The course will include information on special events, creation and management of wine clubs, tourism, building connection with customers and internet marketing. The focus is strictly on the aspects of marketing and selling wine directly to consumers.

## **WINE 109 WINE CLUB CREATION, MAINTENANCE AND PROMOTION**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.*

**Description:** Course covers the essentials of creating and maintaining a wine club, including club infrastructure; traditional and social media communication with members; hosting club events; preparing marketing and public relations plans and materials.

## **WINE 110 ADVANCED WINE SENSORY ANALYSIS**

*(Formerly AG 170) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Course Completion of WINE 70 and Course Completion of WINE 1 OR VIT 1; AND Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older*

**Description:** Professional wine competition organization, methodology, and awards. Critical evaluation of selected varietal wines with regard to wine judging competitions hosted by professional wine judges. An advanced sensory course for wine industry personnel and trade. Students should bring six matching wine glasses to every class session.

## **WINE 111.1 SONOMA AMERICAN VITICULTURE AREAS-NORTH COUNTY**

*(Formerly WINE 111) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Minimum Age 18 or older*

**Description:** This class is an investigation of Northern Sonoma County's winegrowing regions. The most important American Viticulture Areas (AVA) of Northern Sonoma County and the wines they produce will be examined in detail. Sensory evaluation of selected wines from each region will be explored. Northern Sonoma County winery guest presentations and field trips are a major component of this class. Students should bring six matching wine glasses to every class session.

## **WINE 111.2 SONOMA AMERICAN VITICULTURE AREAS-SOUTH COUNTY**

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Minimum Age 18 or older*

**Description:** This class is an investigation of Southern Sonoma County's winegrowing regions. The most important American Viticulture Areas (AVA) of Southern Sonoma County and the wines they produce will be examined in detail. Sensory evaluation of selected wines from each region will be explored. Southern Sonoma County winery guest presentations and field trips are a major component of this class. Students should bring six matching wine glasses to every class session.

## **WINE 112 WINE REGIONS OF CALIFORNIA**

*(Formerly AG 174) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Course Completion of WINE 1 or VIT 1; and Course Completion of WINE 3, WINE 70, and WINE 110. Limits on enrollment: Age 18 or older*

**Description:** This class is an investigation of California winegrowing regions. The grape varieties, growing practices, and wine styles of all significant California wine-producing regions will be covered. Students should bring six matching wine glasses to every class session.

## WINE 116 WINES OF ITALY

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older*

**Description:** An introductory examination of the major wine regions of Italy, grape varieties grown there, and the wines produced. This course will also explore the importance of wine in Italian cuisine and culture and the stature Italian wines have achieved worldwide.

## WINE 117 WINES OF FRANCE

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates. Limits on enrollment: Must be 18 years or older*

**Description:** An introductory examination of wines and wine styles of all major French wine regions. This course also covers the French appellation system and wine sensory characteristics. Students should bring six matching wine glasses to every class session.

## WINE 119 AN EXAMINATION OF PINOT NOIR

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent. Limits on enrollment: Must be 18 years or older*

**Description:** An examination of Pinot Noir--from growing the grape to the wine in the glass. In this intensive course, we will consider and taste the diversity of Pinot Noir wine styles from the most important regions of California, Oregon, Europe and the southern hemisphere. Students should bring six matching wine glasses to every class session.

## WINE 123 CAUSATION AND DETECTION OF WINE FAULTS

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent; and Course Completion of WINE 1 OR VIT 1. Limits on enrollment: Must be 18 years or older*

**Description:** An introductory wine sensory course designed to teach basic analytical wine tasting techniques and expose students to the causes and effects that result in flaws and faults in wine. Curriculum covers sensory physiology, analytical tasting, and the basic chemistry and microbiology of winegrowing and winemaking practices that result in wine defects. The course offers coaching to support mastery of individual sensory thresholds and develops wine sensory expertise that is useful at all levels of the wine industry.

## WINE 124 CABERNET SAUVIGNON

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older*

**Description:** In this course, students will explore Cabernet Sauvignon and the worldwide wines in which it plays a key role. Students will examine and taste Cabernet Sauvignon wine styles from around the world. Students should bring six matching wine glasses to every class session.

## WINE 128 DEVELOPING AND MAINTAINING WINE SOCIAL MEDIA CAMPAIGNS

*1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and CS 57.11 and Course Completion of VIT 1 OR Course Completion of WINE 1.*

**Description:** Learn to build a team to create an effective social media campaign. Learn to use all major social media platforms to promote wine, winery events, and wine brands. Learn basics of wine branding and how to identify target audiences for wine social media campaigns. Learn to develop metrics for measuring effectiveness of wine social media campaigns and how to integrate social media campaigns into existing wine marketing strategies.

## WINE 130 WINE SERVICE AND HOSPITALITY

*1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of WINE 1 or VIT 1. Limits on enrollment: Must be 18 years or older*

**Description:** A comprehensive exploration of wine service and hospitality. Covers selecting, serving, decanting, storing, transporting, handling, selling and displaying wine in restaurants, tasting rooms, and private venues.

## WINE 131 WINE INDUSTRY EVENT PLANNING

*(Formerly AG 178) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Course Completion of WINE 1 OR VIT 1. Limits on enrollment: Minimum Age 18 or older. Students will be tasting wine in this course. Legal Age requirement for the Sip and Spit Law is minimum age of 18.*

**Description:** An introduction to planning, organizing, and managing wine industry events. Students will gain practical as well as classroom experience by participating in the organization and execution of a public wine tasting.

## WINE 132.1 TASTING ROOM OPERATIONS

*2 Units/1.25 hours lecture, 2.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 21 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent AND Course Completion of WINE 1 (or VIT 1), WINE 3 (or WINE 42.1), AND WINE 111.1 (or WINE 111.2). Limits on enrollment: Age 21 or older*

**Description:** Development of skills to work in a wine tasting room. Students rotate through stations in the student-run wine tasting room at Shone Farm, developing skills in customer service (at a tasting bar and at a sit-down table), customer relationship management (CRM), closing sales, giving tours, merchandising, responsible alcohol service, and current operating software systems such as, wine club, CRM and point of sale (POS).

## WINE 132.2 TASTING ROOM MANAGEMENT

*2 Units/1.25 hours lecture, 2.5 hours laboratory. Grade or P/NP. Prerequisite: Course completion of WINE 132.1 or one year experience working in a commercial wine tasting room; AND minimum age 21 or older. Recommended: Eligibility for ENGL 100 or ESL 100 or equivalent AND Course Completion of WINE 1 (or VIT 1), WINE 3 (or WINE 42.1), AND WINE 111.1 (or WINE 111.2). Limits on enrollment: Age 21 or older*

**Description:** Development of skills to manage a wine tasting room including hiring, training and firing, personnel management, budgeting and monitoring fiscal performance.

## WORK EXPERIENCE - GENERAL (WRKEX)

### **WRKEX 97 GENERAL WORK EXPERIENCE**

*0.5-6 Units/Up to 25.75 hours by arrangement. Grade Only. Limits on enrollment: Students must have a job in a licensed business to qualify for General Work Experience. Units earned are based on hours worked during the semester.*

**Transferability:** CSU.

**Description:** General Work Experience is supervised employment intended to assist students in acquiring desirable work habits, attitudes, and career awareness. The student's employment does not need to be related to the student's educational goals. Students will set learning goals, receive job coaching, and resume instruction. Students are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester. 75 paid hours equals one unit.

*16 Units Total (WrEx only)*

## WORK EXPERIENCE - OCCUPATIONAL (WEOC)

### **WEOC 99 OCCUPATIONAL WORK EXPERIENCE**

*0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Limits on enrollment: Students must have a job in a licensed business that is directly related to their educational or occupational goal. Units earned are based on hours worked during the semester.*

**Transferability:** CSU.

**Description:** Occupational Work Experience is supervised employment of students that extends classroom learning to the job site and relates to the student's educational or occupational goal. Students will set learning goals, receive job coaching, and resume instruction. The course is for students who work in a job that is related to their chosen course of study. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrEx only)*

### **WEOC 99I INTERNSHIP OCCUPATIONAL WORK EXPERIENCE**

*0.5-8 Units/Up to 34.5 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must have secured a position prior to enrollment.*

**Transferability:** CSU.

**Description:** Internship Work Experience is an opportunity for students to receive college credit for working in a position related to their field of study. Students will set learning goals, receive job coaching and resume instruction. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students

are responsible for securing a position before they enroll in the course. Credit for work is determined by hours worked within the semester: 75 paid hours or 60 non-paid hours equals one unit.

*16 Units Total (WrxE only)*

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### **BOARD OF TRUSTEES**

Please refer to this link: <https://trustees.santarosa.edu/board> (<https://trustees.santarosa.edu/board>) for the Santa Rosa Junior College Board of Trustees.

### **ADMINISTRATION**

Please refer to the following link for the current list of Santa Rosa Junior College administrators:

<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/administration.pdf>  
(<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/administration.pdf>)

Questions or comments about the staff directory may be sent to: Gina Waggoner, [gwaggoner@santarosa.edu](mailto:gwaggoner@santarosa.edu) (<mailto:gwaggoner@santarosa.edu>).

### **FACULTY**

Please refer to the following link for the current list of Santa Rosa Junior College faculty:

<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/faculty.pdf>  
(<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/faculty.pdf>)

Questions or comments about the staff directory may be sent to: Gina Waggoner, [gwaggoner@santarosa.edu](mailto:gwaggoner@santarosa.edu) (<mailto:gwaggoner@santarosa.edu>).

## **CLASSIFIED STAFF**

Please refer to the following link for the current list of Santa Rosa Junior College classified staff:

<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/classified.pdf>  
(<https://hr.santarosa.edu/sites/hr.santarosa.edu/files/documents/classified.pdf>)

Questions or comments about the staff directory may be sent to: Gina Waggoner, [gwaggoner@santarosa.edu](mailto:gwaggoner@santarosa.edu)

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[Assessment \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/Assessment\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/Assessment)

[Auditing Classes \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/auditing-classes\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/auditing-classes)

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### **Section 3: Rights, Responsibilities, Policies and Regulations**

[Academic Freedom \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/academic-freedom\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/academic-freedom)

[Academic Honors \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/academic-honors\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/academic-honors)

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[Repetition of Courses \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/repetition-courses\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/repetition-courses)

[Student Complaint/Grievance \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-complaintgrievance\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-complaintgrievance)

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[Student Equity \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-equity\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-equity)

[Student Obligations and Responsibilities \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-obligations-and-responsibilities\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-obligations-and-responsibilities)

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[Student Success and Support \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-success-and-support\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-success-and-support)

[Taxpayer Relief Act of 1997 \(Education Tax Credit\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/taxpayer-relief-act-1997-education-tax-credit\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/taxpayer-relief-act-1997-education-tax-credit)

[Title IX: Sexual Misconduct Prevention & Response \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/title-ix-sexual-misconduct-prevention-response\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/title-ix-sexual-misconduct-prevention-response)

[Transcripts \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/transcripts\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/transcripts)

[Unlawful Discrimination and Sexual Harassment \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/unlawful-discrimination-and-sexual-harassment\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/unlawful-discrimination-and-sexual-harassment)

[Verifications \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/verifications\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/verifications)

[Wait Lists \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/wait-lists\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/wait-lists)

## Section 4: College Community

[Intercollegiate Athletics \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/intercollegiate-athletics\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/intercollegiate-athletics)

[Bookstores \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/bookstores\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/bookstores)

[CalWORKs \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/calworks\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/calworks)

[Campus Tours \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/campus-tours\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/campus-tours)

[Career Hub \(https://catalog2023-2024.santarosa.edu/career-hub\)](https://catalog2023-2024.santarosa.edu/career-hub)

[Children's Center \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/childrens-center\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/childrens-center)

[Community Education \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/community-education\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/community-education)

[Community Engagement \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/community-engagement\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/community-engagement)

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[Dental Hygiene Clinic \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/dental-hygiene-clinic\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/dental-hygiene-clinic)

[Disability Resources Department \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/disability-resources-department\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/disability-resources-department)

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[District Police \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/district-police\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/district-police)

[Dream Center \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/dream-center\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/dream-center)

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[Forensics Team \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/forensics-team\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/forensics-team)

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[Gallery and Museum \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/gallery-and-museum\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/gallery-and-museum)

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[High School Equivalency Program \(HEP\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/high-school-equivalency-program-hep\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/high-school-equivalency-program-hep)

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[Our House Intercultural Center \(SRJC Petaluma\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/our-house-intercultural-center-srjc-petaluma\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/our-house-intercultural-center-srjc-petaluma)

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[Piner Early College Magnet Program \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/piner-early-college-magnet-program\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/piner-early-college-magnet-program)

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[Student Support Services \(SSS\) TRiO HOPE \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-support-services-sss-trio-hope\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/student-support-services-sss-trio-hope)

[Study Abroad \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/study-abroad\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/study-abroad)

[Success Team \(SRJC Petaluma\) \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/success-team-srjc-petaluma\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/success-team-srjc-petaluma)

[Transfer Center \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/transfer-center\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/transfer-center)

[Tutorial Center \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/tutorial-center\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/tutorial-center)

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## Section 5: Scholarships

[Santa Rosa Junior College Foundation \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/santa-rosa-junior-college-foundation\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/santa-rosa-junior-college-foundation)

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[Scholarships and Awards \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/scholarships-and-awards\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/scholarships-and-awards)

## Section 6: Degree, Major, and Certificate Programs

[Associate in Arts and Associate in Science Degrees \(https://catalog2023-2024.santarosa.edu/catalog-2023-2024/associate-arts-and-associate-science-degrees\)](https://catalog2023-2024.santarosa.edu/catalog-2023-2024/associate-arts-and-associate-science-degrees)

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