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</table>
COLLEGE CALENDAR

FALL SEMESTER, 2000
August 21 - December 20, 2000

REGISTRATION
See Schedule of Classes.

August 19
Semester-length Saturday classes begin

August 21
First day of instruction.
First day of late registration.

September 1
Last day to add semester-length classes.
Last day to drop a class and apply for enrollment fee, health, and parking refunds. Last day your account is credited if you drop a class. No refunds or credits after this date.

September 2 & 4
Labor Day - legal holiday.

September 15
Last day to drop semester-length classes without a transcript entry.

September 25
Last date to declare Credit/No Credit grading option for semester-length classes.

November 9
Last day to apply for Fall 2000 Associate Degree or Certificate of Achievement.

November 10
Veterans Day - legal holiday.

November 22
Last date to drop semester-length classes with a “W” grade.

November 23-25
Thanksgiving holiday.

December 14-20
Final examinations for Fall semester.

December 20
End of Fall semester.

SPRING SEMESTER, 2001
January 10 - May 16, 2001

REGISTRATION
See Schedule of Classes.

January 10
First day of instruction.
First day of late registration.

January 13, 15
Martin Luther King’s Birthday - Legal Holiday.

January 24
Last day to add semester-length classes.
Last day to drop a class and apply for enrollment fee, health, and parking refunds. Last day your account is credited if you drop a class. No refunds or credits after this date.

February 2
Last date to drop semester-length classes without a transcript entry.

February 16, 17, 19
Presidents’ Days - legal holidays.

February 14
Last date to declare Credit/No Credit grading option for semester-length classes.

April 5
Last day to apply for Spring 2001 Associate Degree or Certificate of Achievement.

April 6
No classes — Staff Flex Day

April 20
Last date to drop semester-length classes with a “W” grade.

April 9-14
Spring Break.

May 10 - 16
Final examinations for Spring semester.

May 16
Graduation. End of Spring semester.

Summer Session, 2001

Please consult the Summer Schedule of Classes for beginning and ending dates of specific classes.
A registration calendar and deadline dates will also be found in the Summer Schedule of Classes.
VISION AND MISSION

Vision Statement
At Moorpark College we encourage quality and believe our strengths have been and will continue to be people - their flexibility, responsiveness, and willingness to meet the needs of students. It is our belief that we must continue to build on these strengths to provide an educational experience that is appropriate to the students' needs and within the college's mission.

Specifically, we believe that:

- We will provide the best services, programs, and opportunities for students.
- We encourage creativity and innovation and we will try new ideas and new things.
- All students attending Moorpark College will receive the support they need to meet their individual educational goals.
- Students who wish to transfer to four-year institutions will receive up-to-date and accurate information to facilitate transfer.
- We will increase our responsiveness to business and industry in changing economic climates.
- We are an integral part of the community.
- Shared governance is an accepted part of our decision-making process.
- We will strive to build greater trust, understanding, and cooperation between the other segments of the Ventura County Community College District and Moorpark College.
- We will provide all staff with support for professional development.

Mission Statement
As a public community college, Moorpark College is devoted to the democratic ideal of making higher education accessible to all. Accordingly, Moorpark College is committed to providing a dynamic learning environment and to achieving student equity by providing a campus climate conducive to student success. Recognizing the diverse backgrounds, needs and goals of its students, Moorpark College is committed to preparing students for citizenship in a free society and for meeting the challenges of technological and socio-economic change.

Moorpark College is committed to providing affordable programs and services to the community. This responsibility is shared by the faculty, staff, administrators, and students as they interact with business, industry, government, and other educational institutions.

Moorpark College is committed to provide:

- An introduction to the broad areas of human knowledge and understanding by providing appropriate learning environments.
- Curriculum and services that support entry into the baccalaureate program of their choice.
- The training needed for entry into career as well as retraining and skills improvement.
- Support services to promote opportunities for success.
- Transitional courses needed before entry into transfer, occupational, or general education programs.
- The skills of critical thinking, writing, speaking, listening, and computing.
- Courses to increase awareness and respect for diversity.
- Extracurricular activities that encourage involvement in the campus community, develop leadership skills, and support special interests.
INTRODUCTION

History

The Governing Board of the Ventura County Community College District legally established Moorpark College in 1963. Soon after, a 134-acre site on Moorpark’s eastern city boundary was secured in a combination donation/purchase from the Stratemeyer, a local ranching family.

In 1965, taxpayers passed an $8 million bond to build the first phase of the district’s second community college. Construction of the Administration, Library, Science, Technology, Campus Center, Gymnasium and Maintenance buildings began in 1966. With the paint barely dry and remnants of construction rubble still evident, Moorpark College opened on September 11, 1967. The college’s first president, Dr. John Collins, greeted nearly 1,400 students and 50 new faculty members on that day.

Enrollment doubled in the first few years as the college added vocational education to its role of preparing students for transfer to four-year schools. Dr. Robert Lombard became the college’s second president in 1971. Dr. Ray Heaon was the longest serving president, from 1974-1989.

The Moorpark College Foundation was formed in 1980 to spearhead construction of an athletic stadium, amphitheater and observatory. In 1985, the 4,000-seat stadium was named for Paul Griffin, Jr., a local developer and major benefactor. In 1985, the Carlsberg Amphitheater and Charles Temple Observatory were dedicated as part of the college’s 20th anniversary celebration. Once again the buildings were named for benefactors, the amphitheater for a development company and the observatory for a private citizen.

During the 1980s, several new buildings went up: Applied Arts, Creative Arts, Humanities/Social Science, Music, and Student Services.

Dr. Stanley Bowers served as president from 1989-1991, followed by Roger Boedecker, who served from 1991-1992. Dr. James Walker became president in 1992, but was called away to serve as interim chancellor in 1995. Dr. Darlene Pacheco served as interim president during Walker’s absence from 1995-96.

Fiscal constraint, brought about by the state’s economic downturn, stalled growth at the college in the early 1990s. Despite hard times, college officials were able to complete a new Communications Building in 1991 and a Performing Arts Center in 1995. Co-curricular programs were strengthened throughout the 1990s. The forensics team maintained national ranking while the athletic teams continued to dominate the Western State Conference.

In 1997, the Child Development Center and Disabled Students Center were expanded. In 1998, two new conference rooms were built in the Campus Center and an acoustic shell was installed on the Main Stage of the Performing Arts Center. In 1999, the 27,000 square foot Fred Kavli Science Center opened for math, science and computer studies students, and to provide access to all students to a 50-station computer lab. The college’s website is being upgraded and students can now access their academic records online. Online registration is slated for Spring 2001.

Transfer statistics boast that virtually no local community college does a better job of preparing students for the university than Moorpark College.

Now serving more than 13,000 students per semester, Moorpark College has become one of the top community colleges in the nation. Moorpark College graduates are making meaningful contributions to both the public and private sectors in Ventura County, the state and the nation.

Student Profile

Fall 1999 Enrollment

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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</thead>
<tbody>
<tr>
<td>Day Students</td>
<td>4,959</td>
</tr>
<tr>
<td>Evening Students</td>
<td>3,432</td>
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<tr>
<td>Both (Day &amp; Evening)</td>
<td>4,685</td>
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<tr>
<td>Female</td>
<td>7156 (54.7%)</td>
</tr>
<tr>
<td>Male</td>
<td>5920 (45.3%)</td>
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<tr>
<td>TOTAL</td>
<td>13,076</td>
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Age:

<table>
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<th>Percentage</th>
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<tr>
<td>Under 17</td>
<td>2.4%</td>
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<tr>
<td>18-23</td>
<td>58.5%</td>
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<tr>
<td>24-29</td>
<td>13.0%</td>
</tr>
<tr>
<td>30-39</td>
<td>12.6%</td>
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<tr>
<td>40-49</td>
<td>8.7%</td>
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<tr>
<td>50-59</td>
<td>3.7%</td>
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<tr>
<td>Over 60</td>
<td>1.2%</td>
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Ethnicity:

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian</td>
<td>7.2%</td>
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<tr>
<td>Black</td>
<td>1.5%</td>
</tr>
<tr>
<td>Filipino</td>
<td>1.7%</td>
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<tr>
<td>Hispanic</td>
<td>12.7%</td>
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<tr>
<td>Native American</td>
<td>1.1%</td>
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<tr>
<td>Other</td>
<td>1.5%</td>
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<tr>
<td>Pacific Island</td>
<td>0.4%</td>
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<tr>
<td>White</td>
<td>65.4%</td>
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<tr>
<td>Unreported</td>
<td>10.5%</td>
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</table>

Fall 1999 International Students

<table>
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<tr>
<th>Countries Represented:</th>
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<tbody>
<tr>
<td>Albania, Argentina, Austria, Brazil, Bulgaria, Cambodia, Canada, Chile, China, Colombia, Denmark, Ecuador, England, Fiji, Finland, France, Germany, Holland, Honduras, Hong Kong, Hungary, India, Indonesia, Iran, Iraq, Japan, Korea, Lebanon, Malaysia, Mexico, Myanmar, New Caledonia, Pakistan, Panama, Peru, Philippines, Poland, Russia, South Africa, South Korea, Spain, Sri Lanka, Sweden, Taiwan, Tanzania, Thailand, Turkey, Uganda, United Kingdom, Venezuela, Vietnam, Yugoslavia.</td>
</tr>
</tbody>
</table>

For information phone (805) 378-1414.

1998/1999 Associate Degrees

| Awarded | 897 |

1998/1999 Certificates

| Awarded | 89 |

1998/1999 Transfer Data

| University of California | 230 |
| California State University | 625 |

1998/1999 Financial Aid

| Total financial aid awarded | $2,569,395.00 |
| Total scholarships awarded | $48,035.78 |
1999 - THE YEAR IN REVIEW

JANUARY
- The Instructional Biotechnology program opened an 8,000-square-foot bio-manufacturing facility on the Cal State Channel campus to be used by second-year students.
- Music professor James Stemen was honored as the 1998-99 Distinguished Faculty Chair.
- A new customer service campaign, “I Can Help” debuted during registration. Faculty and staff “I Can Help” ambassadors were on hand to answer student registration and policy questions.

FEBRUARY
- Moorpark College took the lead in Ventura County as an official Groundhog Day Shadow site, matching more than 100 high school and community college students with 75 employers for one day.
- The Fall 1998 transfer statistics published by the University of California system revealed that Moorpark College is eighth in the state out of 107 community colleges for transfers to UC schools.

MARCH
- The Center for Learning Assistance celebrated its 10th anniversary. The center provides tutoring, essential skills classes, academic coaching and a computer lab for self-paced instruction.
- The State Commission on Athletics announced that MC’s Men’s Cross-Country and Women’s Track and Field teams qualified for Scholar status. Only one state community college team from each sport can earn the honor, which is given to the team with the highest GPA.

APRIL
- Student journalists for the Moorpark College Reporter captured five awards at the Journalism Association of Community Colleges conference April 9-11.
- Associated Students named Dance Professor Daniel Berney as the 1998-99 Teacher of the Year.

MAY
- The Counseling Department hosted Parent’s Night May 20. More than 300 parents of prospective students came to hear about the benefits of attending Moorpark College.
- The MC Forensics team placed third in the state and seventh in the nation this spring.
- The Industrial Biotechnology program received a $339,500 National Science Foundation Grant.

JUNE
- The Moorpark College financial aid office reported it processed $2.9 million for students during the 1998-99 academic year.
- The Moorpark Review a student creative arts journal, debuted this month. It contains poetry, fiction, essay and photography.

JULY
- The Performing Arts Department produced the second annual Summer Arts Festival featuring musical theater, Shakespeare, Moliere, dance and orchestral pops.
- The Career Services/CalWORKs Center moved into spacious new offices in the Campus Center. Services include internship placement, career exploration and special services for those receiving CalWORKs assistance.

AUGUST
- Cyber Summer, a two-week computer and communications workshop for high school students took place with 50 students participating.
- The 27,000-square-foot Fred Kavli Science Center opened for classes. The center was named for Fred Kavli who established a $150,000 endowment to benefit student scholarships in the areas of math, science, and engineering and computer studies.
- The Career Services/CalWORKs Center moved into spacious new offices in the Campus Center. Services include internship placement, career exploration and special services for those receiving CalWORKs assistance.

SEPTEMBER
- Fall enrollment topped 13,000.
- Moorpark college welcomed five new full-time faculty Anitra Evans (counseling), Sherry Ruter (physical education), Sunni Piquet (AutoCAD/drafting), Roberta Harm (geography), Nenagh Brown (history).

OCTOBER
- The third annual Moorpark College Foundation Community Ball netted $60,000 to benefit student scholarships.
- An open house for the 50-station Open Access Computer Lab in the Kavli Science Center was held.

NOVEMBER
- The Matriculation office received a $141,000 grant to develop a student success course. The course is called College Strategies.

DECEMBER
- The California Commission on Teacher Credentialing selected the Moorpark College Child Development Center as one of their statewide Child Development Permit training sites.
- A new building opened at the Exotic Animal Training and Management program's zoo compound, housing a 100-seat classroom, faculty offices, and student lounge.
Eligibility
Admission to Moorpark College is open to any high school graduate, anyone possessing a high school proficiency certificate, or any adult eighteen years of age or older and capable of profiting from instruction.

Moorpark College offers specialized programs in Exotic Animal Training/Management, Nursing, Health Information Technology and Radiologic Technology, which require special admissions procedures. For further information refer to the Announcement of Courses.

A student is eligible to attend Moorpark College if his/her legal residence is within California. Students entering any of the public community colleges of California are subject to the residency requirements as determined by the State of California.

Students whose legal residence is in another state or in a foreign country may be admitted under conditions stipulated by the Governing Board and on payment of tuition fees, a schedule of which appears in Appendix IX.

Additional information regarding residence requirements may be found below or by contacting Admissions and Records at (805) 378-1429.

Residency Requirements
The right of a student to attend any public community college in California is conditioned by certain residence qualifications as set forth in the California Education Code as follows:

1. To qualify as a state resident, a student must have legally resided in California continuously for one year and one day prior to the beginning of the semester he/she is planning to begin. (Students who have resided in California for more than one year but less than two years, see item 6 below.) Students who meet residence requirements are not subject to nonresident fees.

2. A nonresident is a student who has not legally resided in California for one year and one day prior to the beginning of the semester in which he/she plans to enroll. Students classified as nonresidents shall be required to pay nonresident tuition fees in addition to the mandatory enrollment and health fees. A schedule of nonresident tuition fees is shown in Appendix IX.

3. Military personnel and/or their dependents are advised to check with the Office of Admissions and Records for additional information pertaining to the determination of their legal residence.

4. International students (F-1 visa) and holders of nonimmigrant visas (B, C, D, E, F, H, J, M, O, P, Q) are classified as nonresidents and shall be required to pay nonresident tuition fees in addition to the mandatory enrollment and health fees for each semester of attendance.

5. Persons residing in the United States on Department of Immigration & Naturalization approved visas may be eligible for admission, as well as residence classification. Such eligibility is determined by the type and validity of the visa issued. Proof of current visa status must be submitted to the Office of Admissions and Records in order to determine eligibility.

6. Students who have lived in California for more than one year but less than two years will be asked to show proof of California legal residence. The burden of proving eligibility for residence status lies with the student. Failure to present such proof will result in a nonresident classification. A complete listing of acceptable proofs of residence is available from the Office of Admissions and Records.

Admission Procedures
A student who is enrolling for the first time must complete an application for admission. Former students who attended prior to 1986 must also complete the admission application. Students who attended between 1986 and the present may update their enrollment status by contacting the Office of Admissions and Records at (805) 378-1429.

An application for admission is included in the back of this catalog. Additional copies can be obtained at the Office of Admissions or by writing to Moorpark College Public Relations, 7075 Campus Road, Moorpark, CA 93021. The application for admission is also in the Schedule of Classes and on our web site at (www.moorpark.cc.ca.us).

Completed application forms should be submitted to the Office of Admissions and Records as early as possible. Applications may be filed at any time. Admissions is located in the Administration Building.

Registration Procedures
Detailed registration instructions and procedures for all methods of registration are printed in the Schedule of Classes which is available approximately one to two months prior to the beginning of each semester. The Schedule of Classes also contains the calendar of registration dates. Late registration is permitted into open classes during the first week of the semester. Adds into full classes require the written consent of the instructor. Beginning with the second week of the semester, class adds and registration require written approval of the instructor.

Students receive credit for classes attended only if officially enrolled.

Transcripts
Students who have attended any accredited college or university or military service school and who wish to enroll in Moorpark College must have official transcripts of all previous college or university work or military service school on file at the college if they fall into any of the following categories:

1. Plan to work for a degree or certificate;
2. Plan to participate in intercollegiate athletics;
3. Plan to apply for veteran’s benefits (see “special note” below);
4. Were placed on academic probation or dismissed from the last institution of attendance; or
5. Are a veteran claiming benefits or a veteran planning to apply for veteran’s benefits (see “special note” below).

These transcripts must be sent directly from the institution(s) previously attended to Moorpark College.

Special Note: To comply with Veterans Administration regulations, veterans claiming benefits must have all previous college, university, or military service school transcripts on file before subsistence benefits can begin. This requires that all units, not just those acquired under previous VA benefits, be claimed.
SPECIAL STUDENT ADMISSIONS

High School Student Admission
In accordance with the California Education Code, high school juniors and seniors are permitted to enroll in college courses as Special High School Admission students. Enrollment fees are waived for Special High School Admission students. All other fees apply.

In order to qualify and register for Special High School Admission, students must have the written permission of a parent (or guardian) and their high school principal or counselor.

Moorpark College grants college credit only.

International Student Admission
An international student is anyone enrolled for courses in the United States who is neither a permanent resident nor a citizen of the United States. Most international students who intend to study full time in the United States will have an F-1 visa. Persons holding immigration visas should report to the International Students Office to determine their eligibility for enrollment to the college. Call: (805) 378-1414.

Admission Requirements (F-1 visa student only)
Prior to admission, international students must submit the following documents for evaluation to the International Student Specialist:

1. International Student Application form for Moorpark College
2. Personal letter (in English) describing your education, special interests, and reason for applying to Moorpark College
3. Proof of TOEFL with a score of 450 or higher, or other satisfactory evidence of English level.
4. Official transcripts translated into English indicating graduation from a secondary school equivalent to graduation from an American high school.
5. A $50 non-refundable Application Processing fee. Check or money order payable in US dollars and made out to Moorpark College.
6. An official bank statement or affidavit of support from a government agency. To show proof that you have sufficient financial support to pay tuition, fees, and living expenses for one year. We estimate this cost at $16,000.
7. A personal letter of reference from a school instructor, administrator or employer.
8. Transfer form (only if student is transferring from another school in the U.S.)

Prior to enrollment in classes, international students must complete or provide the following items to the International Student Specialist:

1. Completed Health Statement, immunization record, and negative Tuberculosis skin test (Mantoux). If skin test is positive, student will be required to obtain a clear follow-up chest x-ray.
2. Proof of major medical insurance coverage (insurance may be purchased through the International Student Office on campus)
3. Interview with International Student Specialist.
4. Attend orientation for new international students.
5. Take appropriate assessment tests at Moorpark College.
6. Provide passport, visa, I-94 card and any previous I20s issued by other schools to the International Student Specialist so copies can be made.

Limitations on Enrollments
In order to foster cultural exchange, the District encourages ethnic and national diversity among the student body. Due to the District's space limitations and to the special educational needs of international students, the Ventura County Community College District reserves the right to limit the number admitted each year.

Veterans
The programs of Moorpark College are approved for veterans educational benefits. Please contact the Veterans Benefit Specialist located in the Administration Building or at (805) 378-1400, ext. 1852.
Student Fees

Enrollment Fee (mandatory) ........................................ $11 per unit
Nonresident Tuition (In addition to enrollment fee)
   Out of State .................................................................. $130 per unit
   International Students .............................................. $130 per unit
   (International Student Capital Outlay Surcharges ... $14 per unit)
Health Fee (mandatory) ........................................... $11 per Sem./$8 per Sum.
Student Center Fee (mandatory) ................................ $1 per unit
   (maximum payment of $10 per year)

In the Spring 2000 semester the students of Moorpark College overwhelmingly voted to establish the Student Center Fee to remodel and operate the existing Campus Center per California Education Code section 76375.

Parking Fee
A daily or long-term parking permit is required in all lots on campus. “One-Day Use Permits” are $1.00. These permits must be displayed on the dash of the vehicle and parking is then permitted in all student lots. One-Day Permits can be obtained from machines located on the main driveways of the campus.

Semester Fee, Automobile ........................................... $30.00
Semester Fee, Motorcycle ............................................. 21.00
Classes meeting 6-11 weeks, Auto .............................. 21.00
Classes meeting 6-11 weeks, Motorcycle ..................... 12.00
Classes meeting 1-5 weeks, Auto .............................. 9.00
Classes meeting 1-5 weeks, Motorcycle ..................... 6.00
Second Vehicle Permit (requires presentation of vehicle registration) ......................................................... 6.00
Replacement Permit (requires proof that original permit was purchased) ........................................... 5.00
Combination of two permits (not less than) ................. 36.00
Carpool permit ......................................................... 25.00 per Sem./$10 per Summer

Students who receive financial assistance pursuant to any of the programs described in subsection (g) of Education Code Section 72252 shall be exempt from parking fees in excess of $20 per semester. CITATIONS WILL BE ISSUED FOR VEHICLES WITHOUT A VALID PERMIT.

Instructional Materials Fee
Some courses require an instructional materials or lab fee. These fees are listed in the Schedule of Classes.

Enrollment Verification Fee
Verifications of enrollment for insurance and other purposes are provided for $3.00 per verification. Verifications are completed within five to seven working days of the signed student request. Rush (next day) service is available for $5.00 per verification.

Transcript Fee
Two official transcripts are furnished to each student free of charge. A $3.00 fee is charged for each additional transcript. Normal processing time is 7-10 working days but may be longer at the end of the semester. All requests for transcripts must be in writing and include the student's signature. Rush transcripts are provided 24 hours after submission of a signed student request. A $5.00 per transcript rush processing fee is charged.

Transcripts cannot be released if the student has any outstanding fees and/or obligations due the District.

Payment of Fees
All mandatory fees are due at registration. Students are not dropped from classes for nonpayment of fees. Nonpayment of fees will prevent access to services the student may require, such as transcripts or verification of enrollment. Financial aid may be available to students who need help paying their fees. Contact the Financial Aid Office for details.

Outstanding Obligations
Registration, transcript, and enrollment verification services are denied to students who have outstanding obligations, such as returned checks, library fines, overdue financial aid loans or unreturned athletic equipment. Students who have received a Federal Family Education Loan are obligated to an exit interview.

Enrollment and Parking Refunds/Credits
Applications for refund of fees may be made through the end of the class adjustment period as stated in the Schedule of Classes. Enrollment fees will be refunded minus a $10.00 administrative fee (classes cancelled by the institution are not assessed the $10 fee). Applications for refunds are available in the Records Office or Business Office and must be made by the refund deadline. Refund checks are mailed within four to six weeks. No cash refunds. Students who officially drop a class or withdraw from school by the refund deadline will have their account credited. Students who do not request a refund may use the credit toward a future fee. A credit balance may not be used to buy books or supplies.

Students unable to come to campus to file a refund application may write a letter stating which class or classes are to be dropped. It must be postmarked by the refund deadline date. Only these official actions will make the student eligible for a refund or credit.

Nonresident Tuition and International Student Refunds
Eligibility and amount of these refunds are determined by the date the student officially applies for a refund through the Office of Admissions and Records.

No refunds shall be authorized beyond the third week of summer session or beyond the fourth week of the regular semester.

Refunds are based on the table of refunds which appears in Appendix IX. The refund will be made by check from the District Administrative Services within a reasonable time following official notification.

The following schedule of refunds will be in effect for nonresident students who withdraw from college:

Fall or Spring Semester
1st and 2nd week .................................................. 100% of Tuition
3rd and 4th week .................................................. 50% of Tuition

Summer Session
10% of class sessions .............................................. 100% of Tuition
20% of class sessions .............................................. 50% of Tuition
International students please see Appendix X.
# Student Services

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation</td>
<td>12</td>
</tr>
<tr>
<td>Counseling and Guidance</td>
<td>13</td>
</tr>
<tr>
<td>Financial Aid/EOPS</td>
<td>14</td>
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<tr>
<td>Disabled Students Services</td>
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<td>Health Services</td>
<td>15</td>
</tr>
<tr>
<td>Learning Resources Center/International Students</td>
<td>16</td>
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<tr>
<td>Other Services A to Z</td>
<td>17</td>
</tr>
<tr>
<td>Student Activities / Life</td>
<td>18-19</td>
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<tr>
<td>Educational Options</td>
<td>20</td>
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</tbody>
</table>
MATRICULATION

The primary goal of Matriculation is to help each student achieve academic success. To accomplish this goal, the college and the student must work together to generate a Student Educational Plan and to define the various processes and activities that will lead to academic success. This basic agreement includes responsibilities for both the college and the individual student.

**College Responsibilities Include:**

1. Providing an admissions and records process that will enable the college to collect state required information on students. This information will be used as a basis for providing services to students. See page 8.

2. Providing an assessment process using multiple measures to determine academic readiness in English, Reading, and Math. These assessment results will be used by the college to assist students in the selection of academic courses. Additional assessments are available in areas of study/learning skills. See page 16, Center for Learning Assistance.

3. Providing an orientation process designed to acquaint students with college programs, services, facilities and grounds, academic expectations, and college policies and procedures. See orientation information below.

4. Providing counseling services to assist students in course selection, development of an individual student educational plan, and use of campus support services. Additional advisement and counseling assistance will be provided for students who have not declared an educational goal, are enrolled in basic skills courses, are on academic probation/dismissal, or have been identified as high-risk students. See page 13.

5. Establishing a process to monitor a student's progress and provide necessary assistance toward meeting educational goals. See Early Alert on this page and Probation Policies on page 204.

6. Providing students with or directing them to written district procedures for challenging matriculation regulatory provisions. See Matriculation Exemption Policy below.

**Student Responsibilities:**

1. Submitting official transcripts from high schools and colleges attended.

2. Acquiring and reading the college catalog, class schedules, handouts, and other student materials which detail college policies and procedures.

3. Indicating at least a broad educational goal upon admission.

4. Declaring a specific educational goal after completing a minimum of 15 units.

5. Participating in assessment, orientation, counseling/advisement services and other follow-up support services deemed necessary by the college in order for students to complete their stated educational goals.

6. Attending all classes and completing all course assignments.

7. Completing courses and maintaining progress toward stated educational goals.

**Matriculation Exemption Policy**

The Ventura County Community College District (VCCCD) encourages all students who apply to fully participate in each college's matriculation program. At a minimum, each student must participate in the admissions and the follow-up components of matriculation. A student, however, may be exempt from the assessment, orientation, and/or counseling/advisement component of matriculation if one or more exemption criteria are met.

**Exemption Criteria for Assessment, Orientation & Counseling/Advisement:**

1. A student who holds an associate (or higher) degree from a regionally accredited institution.

2. A student who has completed fewer than 15 units and whose educational goal is either:
   a) To advance in current job/career (update job skills)
   b) To maintain a certificate or license (e.g., nursing or real estate)
   c) To pursue educational development (intellectual or cultural)

3. A student who is concurrently enrolled at two or more of the VCCCD campuses only needs to receive the matriculation services at one of the colleges; to be exempt from the testing portion of assessment, appropriate scores from a recently taken VCCCD-approved assessment instrument must be provided.

**Filing Exemption Status:**

A student who wants to decline or postpone one of the matriculation components must complete a Matriculation Verification Form. These forms can be found in the Counseling Office (Administration Building). Questions regarding matriculation, student education plans and exemption criteria can be answered by any counselor or matriculation specialist on campus.

**Orientation**

Orientation provides basic information regarding Moorpark College's services and programs as well as students' rights and responsibilities. Students also learn about transfer and degree requirements, vocational programs and student services. Other topics include:

- Placement advice
- Academic expectations
- Moorpark College's facilities
- Investigation and resolution of student complaints/problems
- Tips on achieving academic success

**Early Alert**

Early in each semester students who are having academic difficulty are notified so the students may confer with their instructor and receive additional assistance or direction.

Other services inform and direct students who may be on academic probation to appropriate services and assistance programs.
COUNSELING AND GUIDANCE

A variety of counseling services is available on a day and evening basis to Moorpark College students. Through a coordinated guidance program, counselors assist students with their academic planning and also in career and personal matters. An outgrowth of these services is the group of counselor-taught Personal Growth courses.

Counselors representing major areas of study perform four principal functions: (1) assistance in planning academic programs for transfer; (2) assistance in ensuring progress toward the A.A./A.S. Degree; (3) assistance in the selection of courses which meet the requirements of a specific major; and (4) assistance in interpreting assessment tests related to career development.

The Personal Growth classes conducted by members of the counseling staff are designed to fulfill two primary purposes: (1) to aid students in academic, personal and social adjustment; (2) to provide guidance in the matter of career development. Call: (805) 378-1428.

Academic Counseling
Accurate information about program requirements and course prerequisites is essential for planning courses of study. Counselors serve as valuable resource people in helping select appropriate classes. It is their concern to keep abreast of any changes that may affect completion of majors, general education and/or transfer requirements.

If a student has not selected a major field of study, the student is encouraged to meet with a counselor to develop an educational plan and to identify a major.

Students interested in transferring to four-year colleges and universities are assisted in selecting appropriate courses and majors that fulfill lower-division transfer requirements.

Students may arrange for academic advising through the Counseling Center in the Administration Building. It is advisable to call for a counseling appointment. For students who may drop by for help with an academic problem, there is usually a counselor available at the counter in the Counseling Center. Please call (805) 378-1428 for the drop-by schedule.

Career Counseling
The Career Development program offers a variety of services and resources designed to aid students in the process of choosing, changing or confirming career goals.

A series of occupational interest and personality assessments are available at a nominal cost through the PG M02 courses.

Students are encouraged to use the career resources in the college library in researching chosen or tentative career goals. These materials, written as well as audio visual, represent the local, state and national job markets and are constantly updated in order to provide current and relevant planning aids. Additional career information is available in the Career Transfer Center.

Personal Counseling
Moorpark College, consistent with its stated philosophy of providing a comprehensive education, and backed by supportive services, offers its students a unique opportunity to explore concerns and life situations which affect learning and personal growth with a professional counsel-
lor. A pleasant, confidential, and unhurried environment is provided.

Getting the maximum benefit out of going to college sometimes involves complications that influence direction. Students are encouraged to come to the counseling area where a concerned, professional counselor will be there to assist with non-academic concerns. The services of a licensed psychologist are available to students on a limited basis. Contact the Health Center for further information at (805) 378-1413.

CalWORKs Services
Special services, including registration and course and career planning, are provided for those students receiving CalWORKs assistance. Students who are single or married parents but working less than 100 hours a month and meeting county income limits can be eligible to receive book awards, cash aid, and childcare aid while going to college. If you are receiving aid or think you might be eligible, visit the CalWORKs office in the Career Services Center (see hours listed below), or call (805) 378-1536 for more information.

Career Services Center
Career Services (CS), located in the Campus Center, provides computerized career exploration and assessments, help with resumes and cover letters, and posted job and internship opportunities. See us to find out the best careers for your interests and skills, and how to achieve your career goals. Center hours are Monday through Thursday 8:00 am - 5:00 pm, Friday 8:00 am - 2:00 pm, and Wednesday evening until 7:00 pm or by appointment. Call (805) 378-1536 for more information.

Transfer Center
Moorpark College offers assistance to those students who wish to transfer to four-year colleges and universities, or who need to identify a major.

The Transfer Center sponsors tours to four-year universities such as UCLA, UC San Diego, San Diego State, UCSB, Cal Poly San Luis Obispo, and CSUN. An annual spring tour is taken to northern California to visit UC Berkeley, UC Davis, San Francisco State, and San Jose State. The tours are little to no cost to students.

Activities of the Center include:

- Workshops offered throughout the year on a variety of topics related to transfer, careers, and college success.
- Publication of a monthly calendar, distributed throughout the campus, indicating Center activities, university representative visits, and important deadlines.
- Assistance with reference materials including catalogs, articulation agreements, campus videos, and computerized career information.
- Assistance with university admissions and financial aid.

Scheduling and coordination of all four-year representatives' visits including Transfer Days. Call: (805) 378-1551.

If an advanced degree is in your future, the Moorpark College Transfer Center can assist you in a smooth and successful transition to a four-year college or university.
Financial Aid
Financial assistance is based on the student’s need for help in successfully pursuing an educational program. Eligibility is determined by a Department of Education-approved system which calculates the difference between the ability of students and their families to provide for their financial needs and the amount required to meet educational expenses while attending college.

The policy of the Ventura County Community College District is in compliance with the provisions of the Civil Rights Act of 1964 in Title IX of the Educational Amendments of 1998 in that no financial aid applicant will be discriminated against on the basis of race, religion, color, national origin, marital status, age, sex, or physical impairment.

Financial Aid eligibility in some programs requires a minimum of six (6) units of enrollment each semester. Continued eligibility requires successful completion of contracted units with a cumulative grade point average of 2.0 or above. Please refer to the Financial Aid Satisfactory Academic Progress Standard located in the Financial Aid Office.

Types of aid available include grants, loans, and work study.

Grants
Grants are awarded to students who meet specific eligibility requirements. Grants are available in varying amounts of assistance and do not call for repayment. The grant programs are the Pell Grant, the Supplemental Education Opportunity Grant (SEOG), and the Cal-Grant which is funded and awarded by the State.

Loans
Students may qualify for loans through Moorpark College, where loans are incorporated as part of the regular financial aid package. The loans bear a variable interest capped at 8.25 percent on the unpaid balance. Interest is not charged nor payment required on some loans until six months after the borrower ceases to be at least a half-time student. Repayment of loans may be scheduled over a 10-year period.

Work Study Program
A limited number of part-time jobs on and off campus are available to students who qualify on the basis of need. Under this program students are assigned work which is often in the nature of on-the-job training; the pay for the work is a portion of the students’ financial aid packages.

Students interested in applying for financial aid should visit or write the Financial Aid Office to obtain an application and detailed instructions.

Phone: (805) 378-1462.

Scholarships
Student Activities Office (805) 378-1434 provides applications for a variety of scholarships that are available to Moorpark College students throughout the year. The scholarships are advertised on a specified bulletin board inside the Campus Center. Eligibility for scholarships depends on a number of things, including but not limited to scholastic achievement, financial need, and field of study. All students are encouraged to check scholarship opportunities.

Extended Opportunity Program and Services (EOPS)
Moorpark College conducts an EOPS program that offers two basic types of assistance to students from low-income families: (1) financial assistance in the form of grants and loans, including summer grants and short-term emergency loans, and (2) educational support services. The support services include the following:

- Academic advisement and assessment
- Counseling
- Educational Plans
- Early registration
- Book vouchers
- Photo ID’s
- Tutoring
- Job placement
- Health services
- Transfer assistance
- EOPS scholarship
- Open computer lab
- Calculators, and recorders

The EOPS program is staffed with a coordinator, a counselor, a secretary, a recruiter, and peer advisors, all of whom are dedicated to the program’s goals of providing services.

The goals of the EOPS Program are to motivate economically and socially disadvantaged students to pursue higher education at Moorpark College and to assist them in transferring to a four-year college or university.

There are four steps to the application procedure:

Step 1: Apply for a Board of Governor’s Fee Waiver (BOGW) and/or apply for Federal Student Aid (FAFSA). Apply early (see the section on financial aid for additional information), assistance in filling out these forms is available in the EOPS Center.

Step 2: Apply for the EOPS program (by filling out the EOPS application and student mutual contract).

Step 3: Make an appointment to see an EOPS counselor.

Step 4: Provide proof of family income. A copy of Federal Income Tax return is required in order to document parents’ taxable income. If any income is derived from non-taxable income, a verification, form or statement is required.

In order to qualify and be eligible for EOPS a student must meet the following conditions:

1. Be a California resident.
2. Be a full-time student.
3. Have completed no more than 70 units.
4. Meet EOPS income criteria in one of the following ways:
   a. If unemployed: be eligible to receive a Board of Governor’s Fee Waiver (BOGW “A”)
      To be eligible to receive a BOGW “A” waiver: a student, at the time of enrollment, must be a recipient of TANF/CALWORKS (Temporary Assistance to Needy Families) or SSI/SSP (Supplemental Security Income/State Supplementary Program or General Assistance). Or have a certificate from the California Department of Veteran Affairs stating that you are eligible for Deceased/Disabled Veteran’s Department Fee Waiver.
b. If employed, be eligible to receive a Board of Governor’s Fee Waiver (BOGW “B”)
To be eligible to receive BOGW “B”: a student’s total family income for last year, including taxable and nontaxable income, cannot exceed $12,360 for a family of 1; $16,590 for a family of 2; $20,820 for a family of 3; or $25,050 for a family of 4. (for families larger than 4 in the family add $4,230 for each additional dependent)

5. Meet only one of the following EOPS educational criteria:
a. Non high school graduate.
b. High School G.P.A. below 2.50
c. Been previously enrolled in remedial courses
d. Not eligible to enroll in Math 3
e. Not eligible to enroll in English 2
f. First generation college student
g. Member of an underrepresented group
   In order to remain eligible for the EOPS program, each EOPS student must be making normal progress towards a goal, certificate, or degree as determined by the college, with a satisfactory average of “C” or better for each semester. Each EOPS student is required to meet three times per semester with his or her EOPS counselor for academic advisement and planning.

For further information about the EOPS program or other services that it offers, such as the CARE academic support services program, or about EOPS sponsored campus tours, call (805) 378-1464.

Disabled Students Program & Services

Moorpark College offers special programs and services for students who have permanent physical or learning disabilities. The purpose of these programs is to provide equal opportunity in the educational process and to help students with disabilities become integrated into the total student body.

The college is free of architectural barriers. Elevators have been installed in all two-story buildings. Special ramps, handrails and automatic doors have been installed. Additionally, every effort has been made to remove educational barriers and provide open access to students with disabilities to all educational programs. The following special services are offered:

- Interpreter serv. for hearing impaired
- Note taking services
- Adapative Computer Technology
- Reader services
- Transcribing services
- Special equipment including:
  - Tape recorders
  - Print magnifiers
  - Closed circuit television
- Specialized tutoring
- Registration assistance
- Test proctoring
- Special parking areas
- Academic career guidance
- Calculators
- Adapted computers
- Large print materials

The Disabled Student Support Center
The Center is located next to the Campus Center. Phone: (805) 378-1461; TDD (805) 378-1461; Fax: (805) 378-1594.

Learning Diagnostic Center
The Learning Diagnostic Center assists learning-disabled students with essential tools needed for success in their classes. The students’ problems are diagnosed and accommodations and strategies are recommended.

Accommodations for academic classes can be provided by making arrangements with instructors. The center provides personalized tutorial assistance, educational advisement and program planning. The center is located next to the Campus Center. Phone: (805) 378-1461.

High Tech Center for the Disabled
The High Tech Center uses assistive computer technology to give disabled students access to IBM personal computers. Special hardware and software provide computer access for physically disabled, blind, and deaf students. Among the assistive devices in the Center are a voice recognition dictation system, screen enlarger, screen reader, and print magnification system. There is also a special headset designed for students who cannot use a mouse manually.

Special skill development computer programs are available for students with acquired brain injuries and learning disabilities. The center provides individualized computer instruction in keyboarding, memory, critical thinking, reading, vocabulary, English, spelling, and mathematics. Word processing, multimedia reference materials, and access to the Internet are also available.

Computer courses offered include: Windows 95, Word for Windows, and a self-paced keyboarding course. The High Tech Center is located in A132. Phone: (805) 378-1547.

Health Services

The Student Health Center (SHC), located in the Administration Building, is dedicated to helping each student realize and maintain the highest degree of physical, social, and emotional health possible. A registered nurse is available daily and during evening hours for Emergency and First Aid Treatment, Health Counseling and Referral, various Health Screening, and Immunizations. Our Self Care Center provides over the counter medication and self care information for your immediate needs.

Specialty Services provided include: General Practitioner, Women’s Clinic, Psychotherapists and Dermatologist. Appointments are necessary for these services. Phone: (805) 378-1413.

Student Accidents, college-related, need to be reported within 72 hours of occurrence. It is the student’s responsibility to report the accident to an instructor, college trainer, or SHC. All student accident reports and insurance claims are processed through the Health Center. A Health Office Assistant will help you with your accident report and insurance claims and will answer any questions.

Optional Health Insurance and Optional Dental Insurance applications are available in the Health Center.

Drug Free Campus Policy - see appendix VIII. (Confidential and non-punitive help is available through the Student Health Center.)
Learning Resources Center

The Learning Resources Center, the focal point of the campus for instructional support, combines the services of the College Library, the Audio-Visual Services, and the Center for Learning Assistance Services (CLAS).

Library

The Moorpark College Library occupies the first floor of the centrally located library building. The collection and facilities are designed to meet the curriculum needs of the college community.

The library collection includes approximately 65,000 books, more than 350 periodical subscriptions, and 249 periodical titles on microfilm. Also available are audio cassettes, video tapes, phonograph records, and compact discs.

The library reference collection includes traditional research materials and also includes such resources as pamphlet files, college catalogs, an extensive collection of career and scholarship information, several computerized subject indexes to periodical articles and numerous other computer-driven resources available on workstations in the reference area. Interlibrary loan service is available to borrow materials owned by other libraries. Professional librarians are on duty to assist students with research projects and to provide instruction in the use of library resources.

Individual study carrels, a group-study room, and an Internet Lab are provided for student use. The library has coin-operated photocopy machines and microfilm reader/printers.

Library materials may be checked out to registered Moorpark College students, faculty, and staff. The loan period for most materials is two weeks. Items on reserve for courses are available at the library circulation desk and may be requested by instructor’s last name.

The library hours are Monday through Thursday, 8:00 a.m. – 8:30 p.m.; Friday, 8:00 a.m. – 4:30 p.m. and Saturday, 9:00 a.m. – 2:00 p.m.

Summer hours differ. Phone: (805) 378-1450.

Center for Learning Assistance Services (CLAS)

The Center for Learning Assistance Services provides a comprehensive program of academic support services for Moorpark College students. The Center is located on the second floor of the Library room L-222.

There are four main service areas: Essential Skills, Academic Skills Materials, Tutorials, and the Computer Lab. Phone: (805) 378-1556.

ESSENTIAL SKILLS

Small group and individualized instruction are provided through Essential Skills (ES) courses provided by the Essential Skills instructors. Diagnostic assessment, advisement, and specialized assistance are provided and multimedia and computer-aided instructional techniques and materials are used. Courses are offered in reading, writing, math, study skills, and American-English pronunciation.

Enrollment in Essential Skills courses is on an easy entrance/easy exit credit/no credit basis any time during the semester. The descriptions of these classes are presented in the Essential Skills course descriptions appearing in the Class Listing section of the catalog.

ACADEMIC SKILLS MATERIALS

Course-related materials for supplemental use are available in multimedia format including videos, tapes and computers.

TUTORIALS/SUPPLEMENTAL INSTRUCTION

This service offers one-on-one, small group, and course-related tutoring by qualified, instructor-referred tutors at no charge. The tutors are well-qualified student peers who have been referred by instructors from the specific disciplines.

COMPUTER LAB

The computer lab is used for instructional lessons in reading, writing, math, study skills, speed reading, and vocabulary development. Students must be enrolled in a related course to use the facility.

International Student Support Services

Moorpark College is authorized by the Immigration and Naturalization Service to admit international students. The purpose of the International Student Office is to assist our international students while they are in the United States. International students are encouraged to visit or telephone the office if they have any questions and concerns. The International Student Office provides a range of services such as:

- Admission & registration assistance
- Immigration regulation & documentation
- Employment
- Housing assistance
- Liaison between student & faculty
- Campus activities
- Community activities
- Personal concerns
- Health insurance
- Orientations

The International Student Office is located in the Administration Building. Phone: (805) 378-1414.

OAL

Computer Open Access Lab

LMC Building
Hours:
8:00 am to 9:00 pm
Monday - Friday
9:00 am to 4:00 pm - Saturday
(When classes are in session)

The OAL is available at no cost to students for research on the Internet, e-mail, and classroom assignments. A minimal fee is charged for printing.

Call (805) 378-1400, ext. 1735 for more information.
OTHER SERVICES A to Z

Bookstore
The Raider Bookstore carries in stock the textbooks and supplies needed in all the classes offered each semester. Used texts can be purchased at considerable savings. Students may return books for refunds, provided they follow a clearly specified policy which is well publicized. There are book buy-back periods each semester when books in usable condition may be sold back by students. The bookstore also stocks a variety of goods and sundries most used by college students. Phone: (805) 378-1436.

Business Office
This is the place where you may pay fees, report any problems you may have with vending or game machines, buy postage stamps, get change and, in general, handle your cash transactions, pay parking tickets and purchase and pick up parking permits. Phone: (805) 378-1437.

Cafeteria / The Food Court
Meet your friends here for breakfast, a hot lunch, refreshment breaks, and good times. The inviting, relaxed atmosphere provides a favorite gathering place between classes. At times when the Food Court is closed, vending machine items are available. Phone: (805) 378-1439.

Child Development Center
The Moorpark College Child Development Center is a Nationally Accredited developmentally appropriate program with a curriculum designed for children from the ages of 2 years 9 months to 5 years old. This facility is located on campus in the Applied Arts Building, Office: room AA-142 and is available for children of registered students, staff/faculty and community.

For a fee, schedules may be arranged for a MINIMUM of 2 half-day sessions to a maximum of 5 half-day sessions. Arrangements can be made for extended care in the early morning, lunch time and the early afternoon. Because space is very limited, students need to complete the application well in advance of the current semester. Phone: (805) 378-1401 for more information.

Computer Labs (open access)
Enrolled students have access to computers for internet research and word processing. Research, word processing, database and spreadsheet projects can be completed in the computer labs located in the Technology Building when classes are not in session and a technician is present. The new Life Science/Math/Computer Studies (LMC) building houses a 48-station lab, dedicated to open access, such as the internet and word processing. It is open Monday-Saturday. Printing is available for a small fee. Call (805) 378-1400, ext. 1735.

Copiers
Coin operated copy machines are available for student use in the Campus Center and the Library.

Grades By Phone or Internet
Grades are available by phone four weeks after the end of each semester. Phone: (805) 384-8200. Internet: www.moorpark.cc.ca.us/webstar.

Lost and Found
Students who lose belongings on campus should check for possible recovery of missing items. The switchboard in the Administration Building serves as a collection point for lost and found items. Phone: (805) 378-1400.

On-Line Registration/Records
Log on to: www.moorpark.cc.ca.us/webstar.

Public Transportation
The VISTA bus service operates throughout the Conejo Valley with daily stops at Moorpark College. This is an affordable, convenient and comfortable way to travel to and from the campus. You may purchase a discounted student bus pass at the Business Office, phone: (805) 378-1437. Bus schedules are available inside the Campus Center student lounge. For VISTA, phone: (800) 438-1112.

Women’s Center
The Mary Baird Women’s Center, located upstairs in the Library Building (L-241), is a place for students, women and men, to meet people and take advantage of the services and support available. Comfortable chairs and a library of books, magazines, and pamphlets on a wide variety of women’s issues are available.

The Center sponsors various activities throughout the semester, such as noontime lectures and discussions as well as special evening presentations. In addition, staff is available for referrals to other campus and community services. A Family Law Clinic and a general law clinic are also offered. Phone: (805) 378-1492 for more information.

Website
The Moorpark College website posts every schedule and catalog, as well as many faculty and department home pages.

Log on at www.moorpark.cc.ca.us.
Student Activities

The Student Activities Office provides a collection of student services that are supportive in enhancing the quality of student life at Moorpark College. We provide local student housing information, as well as employment opportunities for students, both on and off campus. We advise the Associated Students. We provide a diverse student activities program and organize events such as blood drives, club days, job fairs, speakers programs, and the annual commencement ceremonies. Please stop by and see us at the Campus Center. Phone: (805) 378-1434.

Scholarships

The Student Activities Office is located inside the Campus Center and provides applications for a variety of scholarships available to Moorpark College students. Announcements of scholarships are posted on a special bulletin board in the Campus Center. Eligibility for scholarships depends on a number of things, including, but no limited to, scholastic achievement, financial aid, and field of study. All students are encouraged to check scholarship opportunities.

Housing

The Student Activities Office maintains a housing bulletin board in the Campus Center lobby, with listings of rooms and houses for rent in the surrounding communities. If you would like to place an ad on the housing board, please create an ad on a 3"x5" index card and mail it to the Student Activities Office, 7075 Campus Road, Moorpark CA 93021, Attn: Housing Board. We will place it on the housing bulletin board for 30 days at no charge.

Student Employment

Students may now access job opportunity information off the World Wide Web from the Internet. Internet address is: http://www.jobtrak.com:80/. The user name and password prompt for Moorpark College listings is the word “Raiders.” If you do not have access to the Internet, the same job listings are posted on bulletin boards inside the MC Campus Center. Additional job announcements are available on the “Career Center” bulletin board, located inside the Student Lounge at the Campus Center. If you would like to place an ad on the employment opportunity board, please call (800) 999-8725. The ad will be posted on the Internet and at Moorpark College.

Associated Students

Every registered student at Moorpark College is a member of the Associated Students. Each spring semester, the Associated Students elects a Board of Directors. The elected ten-member student Board of Directors represent Moorpark College students on campus, district and state-wide committees. The Associated Students objectives are to support the diversity of needs and views of students, and to provide for the expression of student opinion on issues affecting student life. The Associated Students funds campus events that are sponsored by student organizations such as speakers, seminars, cultural shows and live entertainment. The Associated Students Office is located inside the Campus Center. Phone: (805) 378-1400, ext. 1635.

Associated Student College Photo I.D. ($10/semester or $15/year)

The college photo I.D. card may be purchased at the campus Business Office for $10/semester or $15/year. Once you have paid at the Business Office, please bring the receipt to the Associated Students office in the Campus Center and have your picture taken. A photo I.D. card will be made for your use to receive discounts at local movie theaters, college athletic events, and college theatrical performances, in addition to using the card for campus services. Phone the Associated Students at (805) 378-1400, ext. 1635.

Student Representation Fee (optional)- $1.00

This fee provides support for students or representatives who state positions and viewpoints before city, county and district governments, and before offices and agencies of the state and federal governments. Authorized by Education Code, Section 76060.5, this fee may be waived for religious, political, financial, or moral reasons. Waiver forms are available at the campus Business Office and the Associated Students Office. Phone the Associated Students Office at (805) 378-1400, ext. 1635.

Student Organizations

There are a number of student organizations at Moorpark College, including the Accounting Society, Alpha Gamma Sigma Honor Society, Alpha Mu Gamma (Foreign Language Honor Society), Black Student Union, MEChA, International Students, and MESA (Science). If you would like information about existing organizations, or are interested in starting a new organization, phone the Associated Students Office at (805) 378-1400, ext. 1635.
Opportunities

Intercollegiate Athletics
Moorpark College offers a wide variety of sports programs to men and women who are interested in competing on an intercollegiate athletic level.

The college fields teams in volleyball, tennis, basketball, soccer, softball, track, and cross country for women and in football, soccer, basketball, wrestling, cross country, track, and baseball for men. The Raider athletic teams compete in the Western State Conference, one of the finest conferences in California.

It is significant to note that every sport — minor as well as major — enjoys equal status at Moorpark College. This philosophy is clearly demonstrated by the college’s success in the Western State Conference Athletic Supremacy race, which awards the conference’s best overall athletic program. Moorpark has been a consistent winner in this competition, with outstanding records of performance in all sports.

To compete in intercollegiate athletics, students must meet the eligibility requirements of the Western State Conference, which includes enrollment and attendance in 12 units of study and a 2.0 grade point average. Varsity sports are competitive and require an advanced degree of skill. Students must be willing to devote extra time to traveling to matches and practicing.

The intercollegiate sports teams are all under the supervision of the college Athletic Coordinator. Phone: (805) 378-1457.

Forensics Team (Speech and Debate)
The Moorpark College Forensics team is the number one ranked community college team in the nation finishing in the top three nationally, 22 of the past 29 years. No experience is necessary to join the team. Students who are interested in participating should contact Dr. James Wyman, Char Arnold, Rolland Petrello, or Jill McCall at (805) 378-1471.

Performing Arts (Dance, Music & Theatre)
Opportunities at Moorpark College include nine different instrumental and vocal performance organizations which invite student and community participation. They are the Concert Choir, Moorpark Symphony Orchestra, Opera Theatre, Jazz Ensemble, Chamber Ensembles, Wind Ensemble, Piano Ensemble, In-Motion Dancers, and Los Robles Master Chorale. All the organizations are offered during the academic school year with the exception of the Piano Ensemble which is offered only in the spring semester, and the Summer Music Theatre. In addition, the Moorpark Symphony Orchestra continues to meet during the summer. These performance organizations offer a wealth and variety of musical performance possibilities which take place both on and off campus. For correct scheduling information check your current Schedule of Classes.

Students interested in the various aspects of Theatre Arts are offered a wide variety of classes, performance opportunities, and tech experience in our two state-of-the-art theatres. Our ambitious performance schedule embraces drama, comedy, musical theatre, and includes three showcases of student written plays. Moorpark College also boasts a fully equipped sound stage and television studio which offers additional classes and production opportunities for students interested in acting, directing and the technical aspect of television and radio production.

Entertainment

Athletics
Watch Moorpark College’s Raider teams in action. For game schedules phone: (805) 378-1457 or www.moorpark.cc.ca.us/athletics.

Charles Temple Observatory
Moorpark College’s on-campus observatory is situated in an area with minimal light pollution! For information on public astronomy programs contact the Ventura County Astronomical Society at (805) 529-7813 or www.serve.net/vcas.

Exotic Animal Training Program
AMERICA’S TEACHING ZOO is one of only two collegiate animal training programs in the United States. The zoo is open for shows and tours on weekends. For information contact the zoo at (805) 378-1441 or www.ucnet/uwhiz.

Performing Arts
THE PERFORMING ARTS CENTER, completed in 1996, provides a year-round state-of-the-art setting for choral, dance, opera, instrumental and orchestral events, as well as theatre arts and speech productions. For more information and reservations call: (805) 378-1485.
EducatiOnal Options

Whether your educational goal is to obtain a college degree or vocational certificate, transfer to a university, update your workplace skills or take a class for the joy of learning, Moorpark College is a great place to start.

Course Selection
Moorpark College offers more than 1,500 classes in 100 programs during the fall and spring semesters, and hundreds over the summer session.

Scheduling Options
Classes are held days, evenings and weekends, on campus and at four local high schools. Choose from full-semester or short-term classes, one-day seminars, or Fast Track (accelerated) classes.

Distance Education
Some Moorpark College courses are offered on-line, by television or via distance learning (students meet in small groups at mutually convenient times and locations).

For specific information on all of the above educational opportunities consult the schedule of classes.

Instructional Options

Honors Program
The Honors Program is a series of courses in different disciplines that invite students to explore topics in depth, working in a seminar-type class with other motivated students. You can begin by taking an honors course or two in your favorite disciplines, or you can graduate from the Honors Program after completing 15 units of honors courses in at least three different disciplines and fulfilling the other exit requirements.

Honors students enjoy: challenging courses that foster independent learning and an in-depth exploration of subject matter; close academic and social interaction with other highly motivated students; honors designation on transcripts and the Associate Degree and acknowledgment at the awards celebration.

Additional opportunities include: special lectures, field trips and/or cultural events and the opportunity to apply for scholarships designated for new and continuing honors students.

For more information contact Professor Gretthe Wygant at (805) 378-1400 ext. 1631.

Interdisciplinary Courses
Interdisciplinary courses are designed to provide the student with credit meeting general education requirements in more than one area of study. These courses are team-taught by two or more teachers and present the student with ideas from different points of view by individuals who have studied and been trained in the particular disciplines included in the course. Different combinations of courses are available for varying units of credit. Consult the class schedule for particulars.

The Internship Program
Students have the opportunity to earn graded college credit by working in a volunteer or paid position that is related to their career goal and/or major. Students receive one unit of credit for each 60 hours of unpaid or 75 hours of paid work, and may enroll in up to 4 units a semester, with a maximum of 16 units total. The student must also attend an orientation, develop three learning objectives, complete a project or report related to the internship, and maintain signed verification of internship hours. The student meets with a faculty advisor who supervises the internship and awards the grade.

Some internships are available through the Internship Office, or the student can apply to receive credit for an existing position if it involves new or expanded learning.

The Internship Office is located in the Campus Center next to the bookstore. Please call (805) 378-1400, ext. 1668 for more information.

Learning Community Institutes
The Learning Community Institutes connect solid learning experiences to real-life opportunities in the fields of Health Sciences, Media Arts or Liberal Studies (teaching). Courses are linked by each institute's common theme. Students earn transferable credit and may be able to earn an associate's degree as well.

Students move together as a group in a two-year learning direction, providing an atmosphere of collaboration and exchange.

See more information in the Schedule of Classes or consult the following: Health Science Institute: Denise Byrne (805) 378-1400, ext. 1830; Media Arts: John Gray (805) 378-1400, ext. 1875; Liberal Studies: Linda McDill (805) 378-1400, ext. 1659.

Study Abroad Program
In 1988 Moorpark College began to offer students the option of taking regularly scheduled classes at either the Moorpark Campus or at a site in a foreign country. Two main types of programs are available, one lasting an entire semester, and the other, shorter term, covering a six-week summer session or winter/spring breaks.

All courses are taught by two instructors, selected each year from among the Moorpark College faculty. The content of these classes is identical to the same courses taught on the Moorpark Campus. The classes taught abroad meet State of California requirements concerning transferability, General Education, and History and Institutions. Financial assistance is available to qualified students.

Company Specific Education and Training Program
Moorpark College offers customized education in eastern Ventura County designed to the direct specifications of business and industry needs. Most of the courses offered provide elective college credit. Employees of the companies taking these courses are also encouraged to enroll in the regular college programs to earn certificates and degrees. Call: (805) 378-1405.

Air Force ROTC (AFROTC) Program
Air Force ROTC is a college-level program designed to select and train highly-qualified men and women to become commissioned Air Force officers. AFROTC offers two different programs, a four-year and a two-year program. To enter AFROTC, an individual must have at least two years of college remaining, which may include graduate study. In addition, the individual must be a United States citizen prior to entering the last two years of the program, be able to pass an Air Force medical exam, be of high moral character, and be in good academic standing in school.

Students can attend any accredited college and still take ROTC at one of the program locations through extension. For more information, call a ROTC unit listed below.

UCLA .................................................. (310) 825-1742
USC .................................................. (213) 740-2670
Loyola Marymount .................................. (310) 338-2770
ASSOCIATE DEGREE REQUIREMENTS

Graduation Requirements

As authorized by the Education Code and Title 5 of the Administrative Code of the State of California, Moorpark College and the Ventura County Community College District Governing Board confer the Associate in Arts Degree, the Associate in Science Degree, and Certificates of Achievement on students who provide the required transcripts, meet the respective requirements as shown below; and file with the appropriate college official a notice of intent to graduate or receive a certificate.

The graduation requirements shown below became effective on July 1, 1983, and will apply to all new students and to returning students who have not maintained continuous enrollment.

A student remaining in continuous enrollment in regular sessions (Fall and Spring semesters; Summer session not counted), at one or more of the colleges of the Ventura County Community College District (VCCCD) or at any other regionally accredited college or university, may meet the VCCCD graduation requirements in effect at the time of his or her entering or at any time thereafter. This applies only to graduation requirements and to the remedial course work.

Continuous enrollment is defined as attendance in at least one semester each calendar year. Any academic record symbol entered on a transcript (A through F, CR, NC, I, RD, W) shall constitute enrollment or attendance.

A student who has not maintained continuous enrollment is considered to be under new requirements unless the student is granted a petition/ waiver for extenuating circumstances. This petition must be initiated by the student through a college counselor and approved by the appropriate dean or designee.

Students must be aware that other governing agencies impose more restrictive limitations concerning the definitions of continuous enrollment or continuous attendance. Some agencies define continuous enrollment as remaining in attendance both Fall and Spring semesters. Some will not accept selected academic record symbols (such as Ws’s). Those affected by more restrictive guidelines include: students receiving financial aid and international students.

Associate Degrees

A. BASIC REQUIREMENTS

I. Completion of at least 60 semester units of college level course work with a cumulative Grade Point Average (GPA) of not less than 2.00.

II. Completion of all courses (at least 18 semester units) required for a major in a specified field of study (curriculum pattern) as described in the catalog.

III. Completion of the last 12 semester units in residence at the college granting the degree, selected from courses required for graduation, if in attendance at the time of qualifying for graduation. If the student designates a specific major, then at least 5 of the 12 units must be selected from major courses.

If not in attendance at the time of qualifying for graduation, completion of 24 units in residence at the colleges of the Ventura County Community College District to include at least 12 semester units in residence at the college granting the degree, selected from courses required for graduation. If the student designates a specific major, then at least 6 of the 12 units must be selected from major courses.

The Governing Board may make exceptions to the residency requirements in any instance in which it is determined that an injustice or hardship would otherwise be placed upon an individual student.

IV. Demonstrated competency in reading, written expression, and mathematics:

a. **Reading** - minimum competency in reading is satisfied by completion of the requirements for the Associate Degree, including 6 units from Area D: Language and Rationality.

b. **Written expression** - minimum competency in writing is satisfied by completion of the requirements for the Associate Degree, including 3 units from Area D1: English Composition.

c. **Mathematics** - minimum competency in mathematics is satisfied by successful completion (A, B, C, or credit) of a mathematics course in elementary algebra (or a higher mathematics course) which includes demonstrated ability to:
   - Perform operations with real numbers
   - Solve linear equations and inequalities of one variable
   - Perform operations and polynomials
   - Solve rational equations or quadratic equations
   - Solve problems containing ratios
   - Solve equations containing proportions
   - Graph linear equations

Please visit a counselor for information on options for meeting the mathematics requirement.

I. GENERAL EDUCATION REQUIREMENTS

**Specific Major (AA or AS Degrees)**

A. **Natural Sciences** - a minimum of 6 units
   - (1) One course in a Biological Science
   - (2) One course in a Physical Science

B. **Social Sciences** - a minimum of 6 units
   - (1) One course in American History or Institutions
   - (2) One course in Social and Behavioral Sciences

C. **Humanities** - a minimum of 6 units
   - (1) One course in Fine or Performing Arts
   - (2) One course in Humanities

D. **Language and Rationality** - a minimum of 6 units
   - (1) One course in English Composition
   - (2) One course in Communication or Analytical Thinking

E. **Health/Physical Education** - a minimum of 3.5 units
   - (1) One or more courses in the area of health (a minimum of 2 units)
   - (2) One or more courses in Physical Education activity or Dance Activity classes (a minimum of 1.5 units)

II. MAJOR

Completion of all courses (at least 18 semester units) required in a curriculum specified in the college catalog.
General Liberal Arts and Sciences A.A. Degree

In addition to the General Education requirements listed above, completion of at least 12 additional units selected as follows: 9 units from the natural sciences and/or social and behavioral sciences and/or humanities and/or language and rationality areas and 3 units from the designated ethnic/women's studies course list (cannot be "double counted"). Completion of the degree requires a total of at least 36 units in the four areas as well as a minimum of 3.5 units from the physical education/health area.

Transfer Students - General Liberal Arts and Sciences (A.A.) Degree Options

All transfer students may earn a General Liberal Arts and Sciences degree by doing one of the following:

I. Completing the college's General Liberal Arts and Science A.A. degree pattern above, or

II. Completing at least 36 units of course work selected from the General Education/Breadth pattern of a transfer institution, and/or from transfer courses required in preparation for the student's selected major.

At a minimum, the 36 units must include General Education courses:

A. Natural Sciences - a minimum of 3 units

B. Social and Behavioral Sciences - a minimum of 3 units

C. Humanities - a minimum of 3 units

D. Language and Rationality - a minimum of 6 units
   1. English Composition - one course
   2. Communication or Analytical Thinking - one course

E. Health/Physical Education - a minimum of two courses
   1. Health Education - one or more courses - a minimum of two units
   2. Physical Education - one or more courses - a minimum of 1.5 units

F. Ethnic/Women's Studies - one of the designated courses which cannot be "double counted" to satisfy other General Education requirements above.

Courses Designated to Meet Associate Degree Requirements

A. Natural Sciences

(1) Biological Science: ANTH M01, M01L; BIOL M01, M02A, M03, M05, M16, M17; BPT M01; ENSC M02; PSY M02; ZOO M01.

(2) Physical Science: AST M01, M01L, M02; CHEM M01A, M12, M13; ENSC M01/L, M03, M20; GEOG M01, M05; GEOL M01, M02, M02L, M03, M05, M21, M41, M61; PHSC M01, M01L; PHYS M01, M01L, M05L, M10A, M10AL, M20A, M20AL.

B. Social Sciences

(1) American History or Institutions: CHST M04; HIST M02, M03, M04, M05, M05H, M06, M07A, M07B, M12, M14; HUM M01; POLS M01, M03; URBN M01A.

(2) Social and Behavioral Sciences: ANTH M02, M03, M04, M06, M07, M09, M11; BUS M30, M42, CO M30; CHST M01, M02, M03, M04; ECON M01, M02, M50; ECON M04; GEOG M02, M03, M04, M07, M10; HIST M01A, M01B, M02, M03, M04, M05, M05H, M06, M07A, M07B, M08, M09, M12, M14, M15, M16, M20A, M20B; HUM M19, M22; POLS M01, M02, M03, M04; PSY M01, M01H, M03, M04, M05, M06, M07, M08, M09, M10, M11, M12, M13, M14, M15, M16, M17, M18, M30; SOC M01, M02, M04, M05, M06, M07, M08, M15, M16, M95; URBN M01A, M01B.

C. Humanities

(1) Fine or Performing Arts: ART M01A, M01B, M01C, M02, M04A, M08A, M12A, M14A, M15A, M19; DANC M01A, M03; ENGL M10A; HUM M02, M03, M04, M05, M06, M18; MUS M01, M04, M04L, M06, M08, M09A, M09B, M10, M12, M15; PHOT M01A, M02; RT M09; SPCH M05; THA M01, M02A, M04, M09.

(2) Humanities: ART M01A, M01B, M01C, M02; BUS M42; DANC M01A; ENGL M01B, M01B0, M13A, M13B, M14, M15A, M15B, M17, M18, M19, M20, M21, M29A, M29B, M30, M31, M33, M44, M45, M46, M95; FREN M01, M02, M03, M04; GERM M01, M02, M03, M04; HIS M17; JEB M01, M02; HUM M01, M02, M03, M04, M05, M06, M10A, M10B, M12, M18, M19, M42; ITAL M01, M02, M03; JPN M01, M02, M03; JOUR M01; MUS M06, M08, M09A, M09B; PHIL M01, M02, M03, M04, M06, M16, M11, M12, M13, M14; PHOT M01A, M02; RT M01; SL M01, M02; SPAN M01A & M01B, M02A & M02B, M03, M04, M05, M06, M12, M41; SPCH M01; THA M01.

D. Language and Rationality

(1) English Composition: BUS M28; ENGL M01A, M02; ESL M35; HUM M01, M02; JOUR M02.

(2) Communication or Analytical Thinking: CIS M16, M42; CS M01A, M01B, M18A, M18L; ENGL M01B, M01H, M01C, M01CH; HUM M01, M02; JOUR M02; MATH M03, M04A, M05, M06, M07, M10, M13, M14, M15, M15H, M16A, M21, M25A; PHIL M05, M07, M08; SPCH M01, M07, M25.

E. Health/Physical Education

(1) HED M01 or M07, M02, M05, M10A-Z; HN M21; NTS M01, M04; REC M01.

(2) Any PE course or Dance course numbered M10A-M55, for minimum of 1.5 units; THA M17.

F. Ethnic/Women's Studies

(1) ANTH M02, M04, M06, M09; CD M36; CHST M01, M02, M03, M4; ENGL M45, M46; FREN M01, M02, M03, M04; GER M01, M02, M03; HEB M01, M02; HIST M02, M03, M04, M06, M08, M12, M14, M15, M16; HUM M12, M18, M19; ITAL M01, M02, M03; JPN M01, M02, M03; MUS M04, M04H; PSY M14; SL M01, M02; SOC M02, M06, M07, M08; SPAN M01A & M01B, M02A & M02B, M03, M03H, M04H, M05, M06, M12, M41, M95.

NOTE: Double Counting: When a course(s) required for a specific major is also on the list of approved general education courses, the course(s) may be used to satisfy both major and general education requirements, after the student satisfies the minimum 18-unit requirement for the major.

Moorpark College offers designated Associate in Arts degrees in the following program areas:
Degree Requirements and Transfer Information


Moorpark College offers designated Associate in Science degrees in the following program areas:


Major Requirements Under Which a Student Graduates

A student remaining in continuous attendance and pursuing the same major at Moorpark College may elect to meet the major in effect either at the time of his or her entering the major, or at the time of his or her graduation from Moorpark College. This policy applies only to the requirements for courses in a major (Certificates of Achievement and designated Associate degrees) and does not apply to General Education requirements.

Variance in Major Requirements

Occasionally a student may have difficulty in completing exact major requirements as specified in the Moorpark College catalog due to circumstances beyond control of the student. Under exceptional circumstances, a student may file a Petition for Substitution or Waiver to seek approval from the appropriate college officials to substitute courses in designated major or in general education. The petition forms are available in the Counseling Center.

Guidelines for Additional Degrees

Any college in the Ventura County Community College District will award an additional associate degree under the following conditions:

A. A student who has earned an associate degree at any accredited institution may earn an additional associate degree.

B. A student who holds a higher degree may earn an additional associate degree in a specific major.

C. General Education requirements earned for one degree may be applied toward another degree; any deficiencies in the current general education must be completed.

D. A candidate for an additional degree must complete twelve or more units of credit, in residence, concurrent with or after completion of requirements for the first associate degree. In addition, a candidate must be in attendance in the semester during which graduation requirements for the additional degree are completed.

E. A student must complete all the required courses listed in the catalog for the specific majors. In the event that unmet requirements for a specific major do not total 12 units, a student must complete the remaining units from electives listed under the major or courses as approved by the appropriate division.

All general education courses required for the specific degree must be completed.

F. In the case of degrees offering two or more options, a student may earn an additional degree within the same field by completing the requirements for that option (the additional degree) and all other requirements specified herein.

Appeals to the above policy may be submitted on a petition available in the Counseling Office for approval by the Executive Vice President of Student Learning. Waivers may be granted under extenuating circumstances or when there has not been sufficient opportunity to enroll in required courses.

Certificates of Achievement

A Certificate of Achievement will be granted in specific vocational areas to any student who meets the following requirements:

1. SCHOLARSHIP - A cumulative grade point average of not less than 2.0 in all college and university work attempted.

2. MAJOR - Completion of all courses required in a curriculum specified in the college catalog.

3. RESIDENCY - Completion of at least 12 semester units in residence at the college granting the certificate.

Moorpark College offers Certificates of Achievement in the following program areas:


Certificates of Completion

Instructional divisions may award Certificates of Completion to students who have satisfactorily completed a course or a sequence of courses designed to lead them to specific types of employment, or upgrading of their skills.

Moorpark College offers Certificates of Completion in the following program areas:

TRANSFER INFORMATION

Preparation to Transfer to Four-Year Colleges and Universities

One of the missions of Moorpark College is to prepare students for advanced standing at four-year colleges and universities of their choice. The College has written agreements with public and private California universities which identify courses of equivalent content that meet lower-division course requirements in the areas of general education/breadth and preparation for the major. Students are encouraged to identify their transfer institution as early in their college careers as possible, so that they may complete courses at Moorpark College which match the freshman and sophomore requirements at that specific campus. For assistance in finding information about transferring, students are encouraged to visit Moorpark College’s Career and Transfer Center to review catalogs and computerized college resources from across the country. Students are also encouraged to make an appointment with a Moorpark College counselor who can assist in developing an individualized Student Education Plan. Phone (805) 378-1428 to make a counseling appointment.

Transfer Guarantee Programs

Moorpark College has transfer guarantee programs with several colleges and universities. The most recent is with California State University Channel Islands/California State University Northridge. Check with the Counseling Office or Transfer Center for more information regarding these guaranteed admissions programs.

Transfer Admission Requirements to the University of California

The following information refers to minimum eligibility requirements. It is important that students try to make themselves competitive to the UC system to have the best chance at being admitted to the campus and major of their choice. Meeting minimum eligibility does not guarantee admission.

1. Students who were eligible for the University of California from high school are eligible if they have a college grade point average of at least a 2.0 in transferable college courses.

2. Students who met the Scholarship Requirement but who did not complete all the Subject Requirements must take appropriate college courses in the missing subjects and earn a C or better in each course as well as an overall C average (2.0) in transferable courses.

3. Students who met the Scholarship Requirement but not the Examination Requirement must complete a minimum of 12 semester units of transferable work and earn an overall C average (2.0) in all transferable college coursework completed.

4. Students who were not eligible for the University of California from high school because they did not meet the Scholarship Requirement must:
   (a) Complete 60 transferable units with a grade point average of at least 2.4, and
   (b) Complete the following course pattern, earning at least a C (2.0) or better in each course:
      - two transferable college courses in English Composition;
      - one transferable college course in mathematical concepts and quantitative reasoning; and
      - four transferable college courses (3 semester units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and biological sciences.

   Students who satisfy the Intersegmental General Education Transfer Curriculum prior to transferring to UC will automatically satisfy option 4B above.


Transfer Admission Requirements to the California State University

1. Students who have completed fewer than 56 transferable semester units must have a grade point average of 2.0 (C) or better in all transferable units attempted, be in good standing at the last college attended and meet any of the following eligibility standards:
   A. Transfer based on current admission criteria: Applicant meets the freshman admission requirements in effect for the term for which the application is being made; or
   B. Transfer based on high school eligibility: Applicant was eligible as freshman at the time of high school graduation and has been in continuous attendance in an accredited college since high school graduation; or
   C. Transfer based on making up missing subjects - The applicant had a qualifiable eligibility index at the time of high school graduation and has made up any of the missing college preparatory subjects with a grade of C or better, and has been in continuous attendance in an accredited college since high school graduation.

2. Transfer applicants with 56 or more transferable semester units must have an overall grade point average of 2.0 or better (2.4 for nonresidents) in transferable units attempted, be in good standing at the last college or university attended and meet any of the following standards:
   A. Complete all subject requirements in effect at the time of high school graduation (both high school and college course work may be used to meet the college preparatory course requirements), or
   B. Complete with a grade of C or better in each course a minimum of 30 semester units selected from courses in English, arts and humanities, social science, science and mathematics or at least equivalent level to courses that meet CSU General Education-Breadth or Intersegmental General Education Transfer Curricu-
Degree Requirements and Transfer Information

Iuem (IGETC) requirements. All CSU general education requirements in communication in the English language (at least 9 semester units) and in mathematics (usually 3 semester units) must be completed as part of the 30-semester unit requirement. The remainder of the units can be selected from any of the designated areas.

(Source: CSU Admission Handbook, 2000)

Transfer Admission Requirements to California Independent and Out-Of-State Colleges and Universities

Private and out-of-state colleges and universities each have their own admission requirements which ordinarily differ from those of California's public institutions. Students who plan to transfer to any school whether public or private, in-state or out-of-state, should refer to the catalog of that particular school and consult with a Moorpark College counselor.

General Education

General education requirements for a few of the four-year colleges and universities are shown on the immediately succeeding pages of this catalog. The requirements are shown for those institutions to which a majority of Moorpark College students ultimately transfer. Consequently, the patterns of courses selected are those which satisfy the schools of the California State University system and the campuses of the University of California along with nearby California Luther University at Thousand Oaks, the University of Southern California, Pepperdine University at Malibu and other independent colleges in California.

Students are cautioned to refer to the catalogs of the colleges or universities to which they intend to transfer and to consult with a counselor, particularly for schools in California's public systems not shown here and for private and out-of-state institutions.

(IGETC) Intersegmental General Education Transfer Curriculum

The IGETC is a series of courses that community college students can use to satisfy lower-division general education requirements at any CSU or UC campus. Completion of the Intersegmental General Education Transfer Curriculum will permit a student to transfer from a community college to a campus in either the California State University or the University of California without the need, after transfer, to take additional lower-division general education courses to satisfy campus specific General Education requirements.

The IGETC is not an admission requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division, general education requirements of the CSU or UC prior to transfer. Students may find it advantageous to take courses fulfilling CSU's (campus specific) general education requirements or those of a particular UC campus. See your counselor for advice on your particular educational goal.

If you are approaching readiness for transfer and, for good cause, are unable to complete one or two IGETC courses, you may be eligible to complete IGETC after transferring. You must describe the good cause in the space provided on the petition (available in the counseling office). Typical situations which constitute good causes for not completing one or two IGETC courses are illness, unavailable or canceled courses, military service, and unexpected hardships, such as family or employment problems, experienced in the final term before transfer.

If your petition for partial certification of IGETC is approved, you may be able to complete IGETC in one of the following ways:

1. Take a certified IGETC course, in the area to be completed, at any California Community College, when you are not enrolled at a California State University or a University of California, such as during summer session.

2. Complete the requirement at a California Community College while concurrently enrolled at UC or CSU. You will be subject to the UC or CSU campus rule regarding concurrent enrollment, so this option may not be available at your University campus.

3. Take a comparable course at the UC or CSU campus to which you will be transferring. This option is at the discretion of each campus, so it may not be a choice available to you.

You will be expected to complete IGETC before the beginning of the second full year of enrollment at your UC or CSU campus. Check with your campus advisor after you transfer for more information, including which options are available and which UC or CSU courses may be comparable to the IGETC courses remaining to be completed.

Area 1: English Communication

CSU: 3 courses required, one from each group below.

UC: 2 courses required, one from each from Group A and B.

   Group A: English Composition, 1 course, 3 sem. units. ENGL M01A.
   Group B: Critical Thinking Composition — 1 course, 3 semester units. ENGL M01B; ENGL M01C; PHIL M05; SPCH M25.
   Group C: Oral Communication (CSU requirement only), 1 course, 3 semester units. SPCH M01.

Area 2: Mathematical Concepts & Quantitative Reasoning


Area 3: Arts and Humanities

At least 3 courses, with at least one from the Arts and one from the Humanities. 9 semester units.

Arts: ART M01A, M01B, M01C, M02; DANC M01A, M03; HUM M03, M04, M05, M06**, M18; MUS M01**, M06, M07, M08, M09A, M09B, PHOTO M02; THEA M01, M04.

Humanities: ENGL M01B, M13A, M13B, M14, M15A, M15B, M17, M18, M19, M20, M21, M29A, M29B, M30, M31, M33, M45, M46, M95; FREN M03, M04; GERM M03, M04; HIST M01A, M01B, M20A, M20B; HUM M10A, M10B; JAPN M03; PHIL M01, M02, M03, M04, M05, M10, M11, M12, M13, M14, M15, SPAN M03, M03H, M04, M04H, M95.

Area 4: Social and Behavioral Sciences

At least 3 courses from at least 2 disciplines or an interdisciplinary sequence. 9 semester units.

ANTH M02, M03, M04, M05, M06, M07, M09, M11; CD M30; CHEM M01, M02, M03, M04, M08; ECON M01, M02; GEOG M02, M03, M04, M07, M10; HIST M01A, M01B*, M02, M03, M04, M05**, M05H**, M06, M07A**, M07B**, M08, M09, M10, M12, M14, M15, M16, M20A, M20B; HUM M10; JOUR M01; POLS M01, M02, M03, M04, M08, M11; PSY M01A, M04, M05, M07, M08, M09, M10, M13, M14; RT M01; SOC M01, M02, M04, M05, M07, M08, M95; URBAN M01A.
Area 5: Physical and Biological Sciences
At least 2 courses, one Physical Science course and one Biological Science course; at least one must include a laboratory (indicated by "L" in parentheses). 7-9 semester units.

Physical Sciences:  AST M01, M01(L), M02;  CHEM M01A(L), M01B(L), M07A(L), M07B(L), M08(L), M12(L)**, M13(L)**;  ENSC M01, M01L(L);  GEOG M01(L), M05(L);  GEOG M01(L), M02(L), M03, M05, M21;  PHYS M01(L)**, M10A(L)**, M10B(L)**, M20A(L)**, M20B(L);  PSCH M01(L)**.

Biological Sciences:  ANAT M01(L)**;  ANPH M01(L);  ANTH M01, M01L(L);  BIOL M01(L)**, M02A(M), M02B(L), M03, M05, M16, M17;  BOT M01(L);  ENSC M02(L);  MIRC M01(L);  PHSO M01(L)**;  PSY M02;  ZOO M01(L).

Language other than English (UC requirement only)
Complete 2 years of the same foreign language at high school level or work with a grade of "C" or better OR earn a score of 3 or higher on the Foreign Language Advanced Placement Test in Foreign Language OR complete 3-5 units from the courses below:

FREN M01, M02, M03, M04;  GERM M01, M02, M03, M04;  ITAL M01, M02, M03, HEB M01, M02;  JPN M01, M02, M03;  SPAN M01**, M01A and M01B, M02, M02A and M02B, M03, M04, M05.  
*Courses designated with an asterisk may be counted in one area only.  
**Indicates that transfer credit may be limited by either UC or CSU or both. Please consult with a counselor for additional information.  
(L) Designates courses with a laboratory.

CSU General Education Requirements

Area A: Communication in the English Language
9 units: One course from each group.
A1 - Oral Communication  SPCH M01  
A2 - Written Communication  ENGL M01A  
A3 - Critical Thinking  ENGL M01B, M01C, PHIL M05, M07, M09;  SPCH M07, M25.

Area B: Physical Universe and Its Life Forms
9-12 units: One course from each group, including one laboratory course. (Note: (L) following a course number indicates the course includes a laboratory and meets the lab requirement.)

B1 - Physical Science:  AST M01, M01L(L), M02;  CHEM M01A(L), M01B(L), M12(L), M13(L);  ENSC M01, M01L(L), M03;  GEOG M01(L), M05(L);  GEOG M01(L), M02(L), M03, M05, M21, M41, M61;  PHYS M01(L);  MIRC M01(L), M05(L), M10A(L), M10B(L), M20A(L), M20B(L).

B2 - Life Science:  ANAT O1(L);  ANTH M01, M01L(L);  ANPH M01(L);  BIOL M01(L), M02A(L), M02B(L), M05(L), M05(L), M16, M17;  BOT M01(L);  ENVL M02(L);  MIRC M01(L);  PHYS M01(L);  PSY M02;  ZOO M01(L).


Area C: Arts, Literature, Philosophy, and Foreign Languages
9 units: With at least one course in the Arts and one in the Humanities.

C1 - Arts:  ART M01A, M01B, M01C, M02, M08A, M12A;  DANC M01A, M03, M10A, M11A, M12A, M14A;  HUM M02, M03, M04, M05, M06;  MUS M01, M04, M04H, M06, M07, M08, M09A, M09B, M10, M12;  PHOTO M01A, M02;  SPCH M05;  THA M01, M02A, M04.

C2 - Humanities:  ENGL M01B, M10A, M13A, M13B, M14, M15A, M15B, M17, M18, M19, M20, M21, M29A, M29B, M30, M31, M33, M44, M45, M46, M95;  FIEN M01, M02, M03, M04;  GERM M01, M02, M03, M04;  HEB M02;  HIST M01A, M01B, M20A, M20B;  HUM M10A, M10B, M18;  ITAL M01, M02, M03;  JAPN M01, M02, M03;  PHIL M01, M02, M03, M04;  M06, M10, M11, M12, M13, M14, M95;  SL M02;  SPAN M01A and M01B, M02, M02A and M02B, M03, M03H, M04, M04H, M05, M06, M41, M95.

Area D: Human Social, Political and Economic Institutions and Behavior; Historical Background
9 units: With courses taken in at least two disciplines.

D1 - Anthropology and Archaeology:  ANTH M02, M03, M04, M06, M07, M09, M11.

D2 - Economics:  ECON M01, M02.

D3 - Ethnic Studies:  CHST M01, M02, M03, M04;  HIST M03, M04, M14;  PSY M14.

D4 - Gender Studies:  HIST M12, M14;  HUM M18, M19;  SOC M07.

D5 - Geography:  GEOG M02, M03, M04, M07, M10.

D6 - History:  CHST M04;  HIST M01A, M01B, M02, M03, M04, M05, M05H, M06, M07A, M07B, M08, M09, M10, M12, M14, M15, M16, M20A, M20B.

D7 - Interdisciplinary Social or Behavioral Science:  BUS M42;  HUM M42;  JOUR M01;  PHIL M03;  RT M01.

D8 - Political Science, Government and Legal Institutions:  POLS M01, M02, M03, M04, M11;  URBN M01A, M01B.

D9 - Psychology:  PSY M01A, M03, M04, M05, M07, M09, M10, M11, M13, M14, M16, M17, M18, M30;  SOC M05.

D10 - Sociology and Criminology:  PSY M15;  SOC M01, M02, M04, M05, M06, M07, M08, M15, M16, M17, M95.

Area E: Self Understanding/Development
3 units. (No more than 1.5 units can be met by a PE activity course)

CD M30;  HED M01, M02, M05, M07;  HUM M01;  RTS M01, M4;  PG M02;  PE M01A, M02A, M02B, M03, M04, M05, M06A, M07, M08, M09, M11A, M13, M20A, M21, M26, M27, M28, M30A, M30A, M38;  PSY M01, M03, M04, M05, M07, M08, M09, M10, M11, M13, M30;  SOC M05, M08;  SPCH M04.

Satisfaction of Title V, Section 40904, requirements in United States History, Constitution and American Ideals. (One course is to be taken from the area of History and one course from the area of Government.)

History:  CHST M04;  HIST M02, M03, M04, M05, M05H, M06, M07A, M07B, M12, M14.

Government:  POLS M01, M05;  URBN M01A.

2/
Advanced Placement Examinations in CSU General Education-Breadth Certification

The following Advanced Placement examinations may be incorporated into certification of completion of CSU General Education-Breadth requirements. Students must have scored 3, 4, or 5 on an Advanced Placement examination listed below to receive the credit indicated. All CSU campuses will accept the minimum units shown below toward fulfillment of the designated General Education-Breadth area if the examination is included in a full or subject-area certification; individual CSU campuses may choose to accept more units than those specified below towards completion of General Education-Breadth requirements. The CSU campus to which the student is transferring determines the total number of units awarded for successful completion of an Advanced Placement examination to the graduation requirements.

<table>
<thead>
<tr>
<th>AP Subject</th>
<th>Number of Units Applicable to General Education-Breadth Requirements for Students Obtaining Full or Subject-Area Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art: History of Art</td>
<td>3 semester units toward Area C1</td>
</tr>
<tr>
<td>Biology</td>
<td>3 semester units toward Area B2</td>
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<tr>
<td>Chemistry</td>
<td>6 semester units toward Areas B1 and B3</td>
</tr>
<tr>
<td>Economics: Macroeconomics</td>
<td>3 semester units toward Area D2</td>
</tr>
<tr>
<td>Economics: Microeconomics</td>
<td>3 semester units toward Area D2</td>
</tr>
<tr>
<td>English: English Language &amp; Composition</td>
<td>3 semester units toward Area A2</td>
</tr>
<tr>
<td>French: French Language</td>
<td>6 semester units toward Areas A2 and C2</td>
</tr>
<tr>
<td>French: French Literature</td>
<td>6 semester units toward Area C2</td>
</tr>
<tr>
<td>German Language</td>
<td>6 semester units toward Area C2</td>
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<tr>
<td>Government and Politics: United States</td>
<td>3 semester units toward Area D8</td>
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<tr>
<td>Government and Politics: Comparative</td>
<td>3 semester units toward Area D6</td>
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<tr>
<td>History: European History</td>
<td>3 semester units toward Area D6</td>
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<tr>
<td>History: United States History</td>
<td>3 semester units toward Area D6</td>
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<tr>
<td>Latin: Vergil</td>
<td>3 semester units toward Area C2</td>
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<tr>
<td>Latin: Latin Literature</td>
<td>3 semester units toward Area C2</td>
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<tr>
<td>Mathematics: Calculus AB</td>
<td>3 semester units toward Area B4</td>
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<tr>
<td>Mathematics: Calculus BC</td>
<td>3 semester units toward Area B4</td>
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<tr>
<td>Music Theory</td>
<td>3 semester units toward Area C1</td>
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<tr>
<td>Physics B</td>
<td>6 semester units toward Areas B1 &amp; B3</td>
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<tr>
<td>Physics C (mechanics)</td>
<td>3 semester units toward Areas B1 &amp; B3</td>
</tr>
<tr>
<td>Physics (Electricity &amp; magnetism)</td>
<td>3 semester units toward Areas B1 &amp; B3</td>
</tr>
<tr>
<td>Psychology</td>
<td>3 semester units toward Area D9</td>
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<tr>
<td>Spanish: Spanish Language</td>
<td>6 semester units toward Area C2</td>
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<tr>
<td>Spanish: Spanish Literature</td>
<td>6 semester units toward Area C2</td>
</tr>
<tr>
<td>Statistics</td>
<td>3 semester units toward Area B4</td>
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</tbody>
</table>

California Articulation Number (CAN)

The California Articulation Number (CAN) System identifies many transferable, lower division, major preparation courses commonly taught on California college and university campuses. The system assures students that CAN courses on one participating campus will be accepted "in lieu of" the comparable CAN courses on another participating campus. For example: CAN ECON 2 on one campus will be accepted for CAN ECON 2 on every other participating campus that has also qualified CAN ECON 2. Each campus retains its own numbering system, but adds the CAN designation parenthetically in its publication.

Courses Qualified

California Articulation Number (CAN) | Moorpark College Course
--------------------------------------|--------------------------------------------------
CAN AJ 2                              | CJ M01, Intro to Criminal Justice
CAN AJ 4                              | CJ M02, Concepts of Criminal Law
CAN AJ 6                              | CJ M04, Legal Aspects of Evidence
CAN ANTH 2                            | ANTH M01, Physical Anthropology
CAN ANTH 4                            | ANTH M02, Cultural Anthropology
CAN ANTH 6                            | ANTH M03, Archaeology
CAN ART 2                             | ART M01A, Art History
CAN ART 4                             | ART M01B, Art History
CAN ART 6                             | ART M08A, Beginning Ceramics
CAN ART 8                             | ART M12A, Drawing and Composition
CAN ART 10                            | ART M16A, Painting
CAN ART 14                            | ART M04A, Color and Design
CAN ART 16                            | ART M04B, Three-Dimensional Design
CAN ART 18                            | PHOT M01A, Beginning Photography
CAN ART 20                            | ART M15A, Beginning Printmaking
CAN ART 24                            | ART M15A, Life Drawing
CAN ART SEQ A                         | ART M01A + M01B, Art History
CAN BIOL 2                            | BIOL M02A, General Biology I
CAN BIOL 4                            | ZOO M01, General Zoology
CAN BIOL 6                            | BOT M01, General Botany
CAN BIOL 10                           | ANAT M01, General Human Anatomy
CAN BIOL 12                           | PHYS M01, Human Physiology
CAN BIOL 14                           | MIRC M01, Principles of Microbiology
CAN BIOL SEQ A                        | BIOL M02A + M02B, General Biology I & II
CAN BUS 2                             | BUS M02A+M02B, Financial Accounting I & II
CAN BUS 4                             | BUS M02C, Managerial Accounting
CAN BUS 8                             | BUS M33, Business Law
CAN BUS SEQ A                         | BUS M02A+M02B+M02C, Financial Accounting I & II
CAN CHEM 2                            | CHEM M01A, General Chemistry I
CAN CHEM 4                            | CHEM M01B, General Chemistry II
CAN CHEM 6                            | CHEM M12, Introductory Chemistry I
CAN CHEM 8                            | CHEM M13, Introductory Chemistry II
CAN CHEM SEQ A                        | CHEM M01A + CHEM M01B, Gen. Chem. I & II
CAN CSCI 4                             | CS M18+M18L, Comp. Programming-FORTRAN+Lab
CAN CSCI 8                             | CIS M42+M42L, Computer Programming I: COBOL+Lab
CAN CSCI 10                            | CS M30 + M30L, Assembly Language + Lab
CAN CSCI 18                            | CS M10B+M10BL, Object-Oriented Programming Using C++ and Laboratory

CAN DRAM 6                            | SPCH M03/THA M03/RT M08, Voice and Diction
CAN DRAM 8                            | THA M02A, Beginning Acting
CAN DRAM 12                           | THA M20, Stagecrafts
CAN DRAM 18                           | THA M01, Introduction to the Theatre
CAN ECON 2                            | ECON M02, Principles of Macro-Economics
CAN ECON 4                            | ECON M03, Principles of Micro-Economics
CAN ENGL 2                            | ENGL M01A, English Composition
CAN ENGL 4                            | ENGL M01B, Literature: Critical Thinking/Comp
California Articulation

<table>
<thead>
<tr>
<th>Number (CAN)</th>
<th>ENGL M10A, Creative Writing</th>
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<tr>
<td>ENGL 6</td>
<td>ENGL M15A, Survey of English Literature</td>
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<tr>
<td>ENGL 8</td>
<td>ENGL M15B, Survey of English Literature</td>
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<tr>
<td>ENGL 14</td>
<td>ENGL M13A, Major American Writers I</td>
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<tr>
<td>ENGL 16</td>
<td>ENGL M13B, Major American Writers II</td>
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<tr>
<td>ENGL 22</td>
<td>ENGL M20, Study of Drama</td>
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<td>ENGL SEQ B</td>
<td>ENGL M15A+M15B, Survey of English Literature</td>
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<td>ENGR 2</td>
<td>ENGR M04, Engineering &amp; Design/CAD</td>
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<td>ENGR 6</td>
<td>ENGR M20+M20L, Elect. Engineering Fund. + Lab</td>
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<td>ENGR 8</td>
<td>ENGR M16, Engin. Statics &amp; Strength of Materials</td>
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<td>FCS 2</td>
<td>NTS M01, Nutrition</td>
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<td>FCS 12</td>
<td>SOC M04, Intimacy, Relationships and Commitment</td>
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<td>FCS 14</td>
<td>CD M30, Human Development</td>
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<td>FREN 2</td>
<td>FREN M01, Elementary French I</td>
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<td>FREN 4</td>
<td>FREN M02, Elementary French II</td>
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<td>FREN M01+M02, Elem. French I+II</td>
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<td>FREN SEQ B</td>
<td>FREN M03+M04, Intermediate French I+II</td>
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<td>GEOG 2</td>
<td>GEOG M01, Our Physical Environment</td>
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<td>GEOG 6</td>
<td>GEOG M02, Cultural Environment</td>
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<td>GEOG 10</td>
<td>GEOG M02+M02L, Physical Geology + Lab</td>
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<td>GEOL 6</td>
<td>GEOL M02, Physical Geology</td>
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<td>GEOL 8</td>
<td>GEOL M03, Earth History</td>
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<td>GERM 2</td>
<td>GERM M01, Elementary German I</td>
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<td>GERM M02, Elementary German II</td>
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<td>GERM M01+M02, Elementary German I+II</td>
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<td>GERM M03+M04, Intermediate German I+II</td>
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<tr>
<td>GOVT 2</td>
<td>POLS M03, American Government &amp; Politics</td>
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<tr>
<td>HIST 2</td>
<td>HIST M01A, An Intro to Western Civilization</td>
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<td>HIST 4</td>
<td>HIST M01B, An Intro to Western Civilization</td>
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<td>HIST 8</td>
<td>HIST M07A, Social &amp; Political History of the US</td>
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<td>HIST 10</td>
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<td>HIST 14</td>
<td>M20A, World History I</td>
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<td>HIST 16</td>
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<td>HIST SEQ B</td>
<td>HIST M07A+M07B, Social &amp; Political Hist. of US</td>
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<td>HIST SEQ C</td>
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<td>ITAL SEQ A</td>
<td>ITAL M01+M02, Elementary Italian I+II</td>
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<tr>
<td>JOUR 2</td>
<td>JOUR M02, Writing and Reporting for Media</td>
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<tr>
<td>JOUR 4</td>
<td>JOUR M01 or RT M01, Media and Society</td>
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<tr>
<td>MATH 2</td>
<td>MATH M13, Mathematical Ideas</td>
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<tr>
<td>MATH 4</td>
<td>MATH M10, Mathematics for Elementary Teachers</td>
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<tr>
<td>MATH 8</td>
<td>MATH M06, Trigonometry</td>
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<tr>
<td>MATH 10</td>
<td>MATH M05, College Algebra</td>
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<td>MATH 12</td>
<td>MATH M14, Finite Mathematics</td>
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California Articulation

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<tr>
<th>Number (CAN)</th>
<th>MATH M07, College Algebra &amp; Trigonometry</th>
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<tbody>
<tr>
<td>MATH 16</td>
<td>MATH M25A, Calculus w/Analytic Geometry I</td>
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<tr>
<td>MATH 18</td>
<td>MATH M25B, Calculus w/Analytic Geometry II</td>
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<tr>
<td>MATH 20</td>
<td>MATH M25C, Calculus w/Analytic Geometry III</td>
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<tr>
<td>MATH 22</td>
<td>MATH M35, Applied Differential Equations</td>
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<td>MATH 26</td>
<td>MATH M31, Introduction to Linear Algebra</td>
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<td>MATH 30</td>
<td>MATH M16A, Applied Calculus I</td>
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<td>MATH 32</td>
<td>MATH M16B, Applied Calculus II</td>
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<td>MUS 22</td>
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<td>MUS 24</td>
<td>MUS M25A, Class Piano</td>
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<td>PHIL 2</td>
<td>PHIL M01, Introduction to Philosophy</td>
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<td>PHIL 4</td>
<td>PHIL M02, Values and Society</td>
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<td>PHIL 6</td>
<td>PHIL M07, Introduction to Logic</td>
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<td>PHYS 2</td>
<td>PHYS M10A + M10AL, General Physics I + Lab</td>
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<td>PHYS 4</td>
<td>PHYS M10B + M10BL, General Physics II + Lab</td>
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<td>PHYS M20A + M20AL, Mech. of Solids &amp; Fluids + Lab</td>
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<td>PHYS M20B + M20BL, Electricity &amp; Magnetism + Lab</td>
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<td>PSY 2</td>
<td>PSY M01, Introduction to Psychology</td>
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<td>SOC 2</td>
<td>SOC M01, Introduction to Sociology</td>
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<td>SOC M02, Social Problems</td>
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<td>SPAN 2</td>
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<td>SPAN M02, Elementary Spanish II</td>
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<td>SPAN SEQ A</td>
<td>SPAN M01+M02, Elementary Spanish I+II</td>
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<tr>
<td>STAT 2</td>
<td>MATH M15, Introductory Statistics</td>
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</tbody>
</table>

Private or Out-of-State Schools

Students who are planning to enter one of California's many private four-year schools or an out-of-state public or private school should carefully check the general education requirements for that particular school. It is doubtful that either of the requirement patterns outlined for the two California public systems would be completely applicable at other institutions.

California Lutheran University

GENERAL TRANSFER INFORMATION

1. In order to be admitted to the university, a student must have at least a 2.75 cumulative grade point average.
2. A maximum of 70 semester units may be transferred from a community college.
3. Credit/No Credit graded courses may not be used to meet general education or major requirements.
4. A personal, preliminary transfer evaluation may be obtained by contacting the CLU Admissions Office.
5. Students who complete the (IGETC) Intersegmental General Education Transfer Curriculum certification and California Lutheran University's religion, oral communication and foreign language requirements have met CLU's general education curriculum. Students
who do not complete ICETC prior to transferring will follow the CLU
general education pattern.

GENERAL EDUCATION REQUIREMENTS

Area I. Proficiencies
A. Written Communication
1. ENGL M1A or by AP exam.
2. One upper division writing intensive course after transfer.
B. Oral Communication
1. One course or passing score on the Oral Communication Profi-
ciency Test to be taken at CLU (no credit given). SPCH M01, M02,
M05, M07; THA M02A.
C. Foreign Language
1. Two sequential courses in one foreign language or successful
completion of a foreign language course at the second semester
level. FREN M 1-M 4; GER M01-M04; ITAL M01-M03;
JAPN M01-M02; SPAN M01-M04.
D. Mathematical Reasoning
College level math course or qualifying score on the CLU Math Place-
ment Test.
OR
Complete with a C or better at Moorpark: MATH M05, M06, M07, M10,

Area II. Perspectives
A. Humanities
1. History — one course from: Any history course except HIST M22,
HUM M10A, M10B.
2. Literature — one course from: ENGL M01B, M13A, M13B, M14,
M15A, M15B, M17, M19, M20, M21, M29A, M29B, M30, M31, M33,
M45, M46.
3. Philosophy — one course from: PHIL M01, M02, M03, M04, M05,
M06, M07, M09.
4. Religion — two courses: REL 100 at CLU and PHIL M11 (waived
for Junior level transfers).
B. Natural Sciences
1. Two courses from different disciplines. Both courses must have a
lab component: ANAT M01; ANPH M01/L; BIOL M01, M02A,
M02B, M03, M05; EOT M01; CHEM M01A, M01B, M12, M13;
ENSC M01; GEOG M01/L; GEOL M01, M02/L; MICRO M01;
PISC M01/L; PHYS M01; and PHYS with lab except M22;
ZOO M01.
C. Social Sciences
1. Two courses from different disciplines: ANTH M02, M03, M04, M06,
M07; CHST M01, M02, M08; ECON M01, M02, M04, M30;
GEOG M02, M03, M04, M07, M10; POLS M01-M11 (Not California
requirement); PSY M01-M08; SOC M01-M08.
D. Visual and Performing Arts
1. Two courses, one of which must include participation in one of
the visual or performing arts, and only one of which may be
less than two credits: ART M01A, M01B, M01C, M02, M04A-
M13D, M16A-M18D; DANC M01A; DRFT M01; GR M10;
HUM M02, M03, M04, M05, M06; MUS M01-M02D, M03A,
M03B, M07-M09B, M10-M28 (except M22); PHOT M01A,
M02, M03-M08; SPCH M04, M03, THA M01, M02A-
M02D, M03, M04, M09-M15B, M16, M20, M21, M23, M24.
(Courses which are boldface meet the performance require-
ment.)
E. Health and Well-Being
1. NTS M04 or PE M02A.
2. Any other activity course or HIE M01 or M007.
(Note: Any student over the age of 25 at entrance will have the Health
and Well-Being requirement waived.)

Area III. Cultures and Civilizations
A. Global Studies: The World and the West
No Moorpark College equivalent available. However, this requirement
is waived for those students entering with 28 or more units.
B. Gender and Ethnic Studies
1. One course from: ANTH M04, M06, M09; CHST M01, M02,
M04; ENGL M45, M46; HIST M02, M03, M04, M06, M12, M14;
HUM M18, M19; POLS M07; SOC M06, M07, M08.

Area IV. Integrated Studies
A. Freshman Cluster
No Moorpark College equivalent. However, this requirement will be
waived for those students who have completed ENGL M01A before
transferring or who have completed over 28 transferable units.
B. Integrated Studies Capstone
One upper-division course after transfer

University of La Verne

GENERAL STUDIES REQUIREMENTS
1. Written English
ENGL M01A and M01B
2. Spoken English
One course from SPCH M01, M02, M07, M10A, M10B, M10C, M10D
3. Fine Arts
One class in art, music, theater, photography, or creative writing OR
a minimum of two semester hours of voice, music ensemble, music
lessons, modern dance or ballet.
Aesthetic Experience: ART M01A, M01B, M01C, M02, M04A, M04B,
M04C, M08A, M08B, M09A, M09B, M12, M12B, M13A, M13B,
M16B, M16D, M19A, M23, M24; ENGL M10A, M10B;
HUM M03, M04, M18; MUS M08, M09A, M09B; PHOT M01A, M01B,
M02, M03, M04; THA M01, M02A, M02B, M02C, M02D, M04A,
M04B, M09.
Instruction: DANC M01A & M01B or M10C & M10D, M11A & M11B
or M11C & M11D, M12A, M12B, M12C, M12D, M13A, M13B, M14A,
M14B, M14C, M14D, M20A & M20B or M20C & M20D, M40;
MUS M10, M12, M15, M16, M17, M18, M19, M20, M21, M25A &
M25B or M25C & M25D, M26, M32, M60P, M60T.
4. Mathematics
MATH M05, M07, M15, M16A, M16B.
5. Physical Science and Life Science
One course in Physical and one course in Life Science. One of the two
courses must have a lab.
Physical Science: AST M01/M01L, M02; CHEM M01A, M01B, M12,
M13; GEOL M01, M02/M02L, M05, M21, M41; PHSC M01, M01L; PHYS M01/M01L, M10A/M10AL, M10B/M10BL.
Life Science: BIOL M01, M02A, M02B, M16; BOT M01; ZOO M01.

6. Social Science
Any course from each of two different areas:
A. ECON M01, M02; HIST M07A, M07B; POLS M01, M03
B. PSY M01; SOC M01; ANTH M02

7. Humanities (minimum 6 units)
Any course from each of two different areas:
A. Literature: ENGL M13A, M13B, M15A, M15B, M17, M18, M19, M20, M21, M29A, M29B, M30A, M30B, M33, M43, M46, M60W,
B. Philosophy or Religion: PHIL M01, M02, M03, M06, M11, M12
C. Mass Media: JOUR M01
D. Interdisciplinary: HUM M10A, M10B

Courses taken in preparation for the major may be used to satisfy general education requirements. While a course may satisfy more than one general education group and/or area requirement, it shall not be counted more than once and any excess units in one area shall not apply to another area.

University of Southern California

GENERAL TRANSFER INFORMATION
All USC students must complete six general education (GE) courses. In addition, there are requirements in writing, diversity, and (for certain majors) foreign language. Students have different GE and writing requirements depending on when they started college.

For more information, see the booklet “Transferring to USC,” available from the USC Office of Admission or on the Web at: http://www.usc.edu/dept/admissions/undergrad/transfer/index.html

DIVERSITY REQUIREMENT: All students who entered college in Fall 1993 or thereafter (at USC or elsewhere) must meet USC’s diversity requirement.

LOWER DIVISION WRITING REQUIREMENT: Students following the NEW GE pattern should complete one of the courses below (an additional upper division writing course will need to be completed at USC): ENGL M01B, M01C; PHIL M05; SPCH M25

FOREIGN LANGUAGE SKILL LEVEL: Certain USC majors have a language requirement for graduation. This requirement is to complete the third semester of a college-level foreign language with a passing grade (C- or higher), or to pass USC’s placement examination at a level equivalent to third semester competency. Students who do not finish their third semester before transferring to USC must take USC’s placement examination to determine their level of competency. If the test score indicates placement into a level which the student has already completed, the student will be required to repeat the course at USC for no additional credit. Therefore, if your major requires the foreign language skill level and if you have started taking a foreign language, you are advised to complete the requirement before transferring to USC.

GENERAL EDUCATION CATEGORIES:
Category I: Cultures and Civilizations I
ART M01A, M01B; ENGL M30, M31; HIST M01A, M01B; HUM M10A, M10B; PHIL M11; THA M04.
Category II: Cultures and Civilizations II
ANTH M02, M06, M07, M60C, M60I; HIST M06, M10, M15; PHIL M06, M12.
Category III: Scientific Principles
AST M01/L, M02/L; BIOL M01, M02A; BOT M01; CHEM M01A, M12; GEOG M01/L; GEOL M01, M02/L; PHSC M01/L; PHYS M01/L, M10A/L, M20A/L; ZOO M01.
Category V: Studies in Literature, Thought, and Arts
ART M01C, M02; ENGL M13A, M13B, M14, M15A, M15B, M17, M18, M20, M21, M29A, M29B, M33, M43, M46, M60; HUM M03, M04, M05, M06; MUS M06, M08, M09A, M09B; PHOT M02; THA M01, M04.

Courses which meet the Diversity Requirement:
ANTH M04, M06; CHST M01, M02, M03; HIST M02, M03, M12, M14; HUM M19; POLS M07; PSY M14; SOC M01, M02, M06, M07, M08.

POLICIES REGARDING GE COURSES:
No more than four (4) semester units of pass/no pass credit may be applied to GE requirements.
A single course may be used to fulfill both a GE requirement and the diversity requirement.
Once a student following the GE plan enrolls at USC, he or she may no longer take courses elsewhere to fulfill GE or writing requirements.

NOTE: Transfer Information
These courses and requirements are subject to change. Students should consult a counselor regularly throughout the school year to receive the most current transfer information.
COURSES

Reading Course Descriptions ........................................... 33
Course Listing ................................................................... 33-182
**ACCOUNTING**
See courses in Business

**ASSISTIVE COMPUTER TECHNOLOGY**
See courses in Learning Skills

**ANATOMY**
See courses in Biological Sciences

**ANIMAL SCIENCE**

**ANTHROPOLOGY**
Training in anthropology will prepare one for any career that involves working on the interface between two cultures. Specialized preparation in this subject can lead to some of the world's most interesting work -- the study of existing life-ways, archaeological excavation and interpretation, primate behavior, and social research into economics, politics, law, religion, art and music.

**Career Opportunities**
Careers in anthropology are diverse, specialized, and related to the various areas of concentration which are offered at four-year colleges and universities:

ARCHAEOLOGIST-FEDERAL/STATE/PRIVATE, ENVIRONMENTAL IMPACT ANALYST, HEALTH RESEARCHER, URBAN PLANNER ASSISTANT, CULTURAL RESOURCE MANAGEMENT, RECREATION SPECIALIST, EXPEDITION GUIDE, POPULATION ANALYST, TRAVEL CONSULTANT, TOUR GUIDE, MUSEUM CURATOR, EXHIBIT DESIGNER

**Dean**
Floyd Martin,  Phone (805) 378-1459

**Faculty**
**Full-Time**
John Baker, Robert Lopez, Thomas McAdam, Jack Reynolds

**Part-Time**
Diane Brabant, Charles Eastman, Michael Raleigh, Robert Sands, Nadine Mandel-Toren, Paul Mattson, Michele Titus

**Counselors**
Mike Johnson, Ofelia Romo-Motlagh

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**ARCHAEOLOGY DEGREE**

**Associate in Arts Degree**
This is a specialized program designed to award a designated associate degree to those students who have completed a course of specialization in Anthropology. At no time is this program intended to be used as a license for independent unsupervised archaeological research. Rather it is a program designed to introduce students to archaeological research and to give them the opportunity to actively participate in supervised archaeological research. These requirements were also chosen to optimize students' preparation for upper-division course work in Anthropology/Archaeology offered by four-year institutions. Since course work in Anthropology/Archaeology is somewhat sequential at most four-year institutions, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in Anthropology. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards active participation in archaeological research projects.

**Required Courses:**

**AREA A: Core courses in Anthropology, in the order recommended, for a total of 10 units.**

- ANTH M03 .... Archaeology .................................................. 3
- ANTH M02 .... Cultural Anthropology ...................................... 3
- ANTH M01 .... Physical Anthropology ...................................... 3
- ANTH M01L .... Physical Anthropology Lab .............................. 1

**AREA B: Practical courses in Archaeological methodology for a total of 9 units. Courses may be repeated two times in this area.**

- ANTH M05 .... Archaeological Field Methods ............................ 3
- ANTH M10 .... Archaeological Reconnaissance .......................... 3
- ANTH M12 .... Archaeological Laboratory Procedures .................. 3
AREA C. Electives for a total of 18 units selected from the following courses. Those courses indicated below by (2X) may be repeated two times.

ANTH M05 .... Archaeological Field Methods (2X) .................. 3
ANTH M10 .... Archaeological Reconnaissance (2X) .................. 3
ANTH M15 ....... Archaeological Laboratory Procedures (2X) .... 3
ANTH M60C ....... Indians of California ................................. 3
ANTH M60L .... the Chumash and Their Neighbors .................. 3
ANTH M60R .... Anthropological Research Methods (2X) ....... 3
ANTH M60S .... Introductory Archaeological Field
Methods Supervision (2X) ............................................. 3
BIOL M05 ....... Field Biology ............................................ 3
GEOG M06 .... Map Use and Interpretation ......................... 2
GEOL M04 ....... Mineralogy ............................................. 4
GEOL M21 ....... Geology of California ................................. 3
PHOT M01A .... Beginning Photography ................................ 3
TOTAL minimum units required in major area ....................... 37

See Degree Requirements and Transfer Information section for General Education requirements.

Anthropology Courses

ANTH M01 -- 3 Units
Physical Anthropology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Focuses on human evolution and diversity, including genetics, evolution,
primatology, paleontology, human variation and biocultural adaptation.
Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ANTH 2

ANTH M01L -- 1 Unit
Physical Anthropology Lab
Prerequisite: Completion of or concurrent enrollment in ANTH M01
Class Hours: 3 lab
Provides hands-on understanding of principles of evolution and genetics.
Covers comparative vertebrate anatomy, modern and fossil hominids,
primatology, variation in modern human populations, medical genetics and adaptability.
Introduces molecular biological methods. Applies to Associate Degree. Transfer credit: CSU; UC

ANTH M02 -- 3 Units
Cultural Anthropology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Focuses on basic concepts and methods for analyzing cultural systems,
including the structure and evolution of human behavior. Examples
primarily drawn from non-western societies. Applies to Associate Degree.
Transfer credit: CSU; UC. CAN: ANTH 4

ANTH M03 -- 3 Units
Archaeology
Prerequisite: None
Class Hours: 3 lecture
Introduces the history and goals of archaeology, emphasizing methods
of interpreting and dating the prehistoric past through the rise of complex
societies as seen both in the New World and in Ventura County.
Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ANTH 6

ANTH M04 -- 3 Units
Chicano Culture
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Focuses on the social and cultural heritage of the middle American
Chicano civilizations from the Spanish conquest to present-day America,
emphasizing their contributions in the fine arts, literature, and oral
history. (Same course as Chicano Studies M02). Applies to Associate Degree.
Transfer credit: CSU; UC

ANTH M05 -- 3 Units
Archaeological Field Methods
Prerequisite: Completion of or concurrent enrollment in ANTH M03
Class Hours: 1 lecture, 6 lab
Focuses on expanding existing knowledge of archaeological inquiry with
a practical emphasis on actual site excavation and primary sorting of artifacts.
May be taken four (4) times for credit. Applies to Associate Degree.
Transfer credit: CSU; UC

ANTH M06 -- 3 Units
Introduction to Native American Studies
Prerequisite: None
Class Hours: 3 lecture
Surveys the origins, development, and attainments of Native Americans
within the United States. Applies to Associate Degree. Transfer credit:
CSU; UC

ANTH M07 -- 3 Units
Peoples and Cultures of the World
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Surveys various world peoples and cultures, emphasizing different survival
strategies and the resulting effects on social structures, belief systems,
and economic organization. Applies to Associate Degree. Transfer credit:
CSU; UC

ANTH M09 -- 3 Units
Anthropology of Women
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Explores women’s roles, stereotypes and contributions, past and present,
drawing examples from traditional and contemporary world cultures
and from relationships among gender, kinship, economics, politics, myth
and ideology. Applies to Associate Degree. Transfer credit: CSU; UC

ANTH M10 -- 3 Units
Archaeological Reconnaissance
Prerequisite: Completion of or concurrent enrollment in ANTH M03
Class Hours: 1 lecture, 6 lab
Offers practical application of archaeological field research skills (discovery
evaluation, and recording of cultural resources). Introduces use
of a compass; evaluation of soil, terrain formations, plant resources, and
urban disturbance; and practice of various reporting techniques. May be
taken four (4) times for credit. Applies to Associate Degree. Transfer credit:
CSU; UC

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ANTH M11 -- 3 Units
The Anthropology of Magic, Witchcraft and Religion
Prerequisite: None
Class Hours: 3 lecture
Focuses on societies' attempts to deal with the supernatural by exploring religion as a fact in nature, the Shaman as a religious specialist, religious classification across cultures, ethnomedicine, and the relationship between science and religion. Applies to Associate Degree. Transfer credit: CSU; UC

ANTH M12 -- 3 Units
Archaeological Laboratory Procedures
Prerequisite: ANTH M03
Class Hours: 1 lecture, 6 lab
Offers hands-on work with archaeological collections, including the initial processing, sorting, washing, stabilizing and cataloging of artifacts. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

ANTH M22A/B -- 0.5 to 3 Units Each
Independent Studies in Anthropology
Prerequisite: A previous course in Anthropology
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of anthropology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ANTH M60A-Z -- 1 to 3 Units Each
Topics in Anthropology
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:

ANTH M60C -- 3 Units
Indians of California
Prerequisite: None
Class Hours: 3 lecture
Offers a multidimensional look at the aboriginal inhabitants of California before and since European contact. Applies to Associate Degree. Transfer credit: CSU; UC

ANTH M60I -- 3 Units
The Chumash and Their Neighbors
Prerequisite: None
Class Hours: 3 lecture
Offers an in-depth look at the Chumash, Ventura County's major aboriginal population, emphasizing their social, political, and economic structure as well as their relations with aboriginal neighbors and the Spanish Colonial establishment. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ANTH M60J -- 3 Units
Egyptology: Archaeology of the Land of the Pharaohs
Prerequisite: None
Class Hours: 3 lecture
Emphasizes the historical and cultural development of ancient Egypt as seen through archaeological contributions. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ANTH M60R -- 3 Units
Anthropological Research Methods
Prerequisite: A previous course in Anthropology
Class Hours: 2 lecture, 3 lab
Introduces selected aspects of anthropological research strategies and tools through work on actual research projects. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ANTH M60S -- 3 Units
Introductory Archaeological Field Methods Supervision
Prerequisite: 12 units of ANTH M05
Class Hours: 1 lecture, 6 lab
Introduces advanced students to the training and management of an inexperienced “Pit Crew.” May be taken four (4) times for credit. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ANTH M80 -- 1 to 4 Units
Internship in Anthropology
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

ART

The students who elect to major in the field of art have a variety of opportunities open to them. Choices include careers in teaching, art criticism, journalism, historic preservation, or work as practicing artists in ceramics, painting, sculpture, drawing, commercial art, and photography.

Career Opportunities
Painter, Sculptor, Papermaker, Printmaker, Ceramics, Jeweler, Water Color Artist, Mold Maker, Art Dealer, Gallery Owner, Artist's Agent, Museum Worker, Art Researcher, Fashion Designer, Cartoonist, Art Restorer, Illustrator, Advertising Assistant

Dean
Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time
Kirk Alken, Christine Marx, Frank Sardisco

Part-Time
Lynn Greighton, Sheldon Hocking, Gaye Laguire, Gulhis Monezis, Susan Neill, Margaret Phelps, Mary Seko, Gerald Swagger, Bonese Turner, Sueann Valentine-Wheeler

Counselors
Denice Avila, Michael Johnson, Don Henderson
Art

Art Degree

Associate Degree

This program provides students with a curriculum design that is preparatory for transfer to most universities and professional schools of art.

Required Core Courses

Courses: Units
ART M01A Art History ........................................ 3
ART M01B Art History ........................................ 3
ART M04A Color and Design ................................. 3
ART M04B Three-Dimensional Design .................. 3
ART M12A Drawing and Composition .................... 3
ART M13A Life Drawing ........................................ 3
TOTAL Core courses ........................................... 15

Select one of the following options to complete your AS degree:

Studio Art
ART M08A Beginning Ceramics .............................. 3
ART M12B Drawing and Composition ..................... 3
ART M13B Life Drawing ........................................ 3
ART M15A Beginning Printmaking .......................... 3
ART M16A Painting ............................................... 3
or
ART M19A Beginning Sculpture ............................. 3
TOTAL Units + Core Units .................................... 30

Recommended Courses:
ART M01C, Art History; ART M02, Art Appreciation; ART M14A, Silk Screen-Serigraph Printmaking; ART M15B, Beginning Printmaking; ART M16B, Painting; ART M18A, Water Color; GR M20, Macintosh and IBM Operating Systems; GR M26, Computer Assisted Illustration (MAC, Illustrator)

Ceramics
ART M08A Beginning Ceramics .............................. 3
ART M08B Beginning Ceramics .............................. 3
ART M09A Ceramic Design ..................................... 3
ART M09B Ceramic Design ..................................... 3
ART M19 Beginning Sculpture .................................. 3
TOTAL Units + Core Units .................................... 30

Recommended Courses:
ART M01C, Art History; ART M02, Art Appreciation; ART M13B, Life Drawing; ART M15A, Printmaking; ART M16A, Painting; ART M60B, Glaze Chemistry; GR M20, Macintosh and IBM Operating Systems; GR M26, Computer Assisted Illustration (MAC, Illustrator)

See Degree Requirements and Transfer Information section for General Education requirements.

Art Courses

ART M01A -- 3 Units
Art History
Prerequisite: None
Class Hours: 3 lecture
Surveys the history of art of the western world, from prehistoric to the middle ages, ranging from ancient to early Christian and Byzantine art. Examines key historical figures as well as architectural, paint and sculpture techniques. Course required of all art majors. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 2; Art Seq. A (ART M01A + M01B).

ART M01B -- 3 Units
Art History
Prerequisite: None
Class Hours: 3 lecture
Surveys the history of art of the western world from the middle ages to modern times. Emphasizes techniques of art production as well as the importance of key historical figures. Course required of all art majors. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 4 Art Seq. A (ART M01A + ART M01B).

ART M01C -- 3 Units
Art History
Prerequisite: None
Class Hours: 3 lecture
Investigates the theory and practice of the visual arts from 1850 to the present, exploring specific movements and their reflection on social and technological changes. Applies to Associate Degree. Transfer credit: CSU; UC

ART M02 -- 3 Units
Art Appreciation
Prerequisite: None
Class Hours: 3 lecture
Explores major artistic techniques in their historical and cultural contexts, developing understanding through informed perceptions and evaluations. Applies to Associate Degree. Transfer credit: CSU; UC

ART M04A -- 3 Units
Color and Design
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Provides background in the use of design principles, emphasizing color theory and its practical applications through specific weekly projects in line, shape, texture, form, and the principles of abstraction. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 14

ART M04B -- 3 Units
Three-Dimensional Design
Prerequisite: ART M04A
Class Hours: 2 lecture, 3 lab
Explores 3D design through the application of 2D design principles, emphasizing the creation of form via interaction with various materials, techniques and construction methods. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 16

ART M04C -- 3 Units
Advanced Problems in Color and Design
Prerequisite: ART M04A
Class Hours: 2 lecture, 3 lab
Further explores 2D design concepts mastered in ART M04A through advanced problems in line, shape, texture, form, and subject. Emphasizes creativity as well as established standards of excellence through a study of industrial and commercial design principles. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

ART M08A -- 3 Units
Beginning Ceramics
Prerequisites: None
Class Hours 1 lecture, 6 lab
Introduces the potters wheel and provides practice in elementary clay construction methods as well as glazing and firing techniques. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 5

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ART M08B -- 3 Units
Beginning Ceramics
Prerequisite: ART M08A
Class Hours: 1 lecture, 6 lab
Practices the techniques of elementary clay construction through exploration of sculptural forms and the development of glazes, decoration and firing methods. Applies to Associate Degree. Transfer credit: CSU; UC

ART M09A -- 3 Units
Ceramic Design
Prerequisites: ART M08B and ART M04A
Class Hours: 1 lecture, 6 lab
Explores clay bodies, glaze materials and calculations, and firing techniques through independent projects. Develops individual growth and creative expression. Applies to Associate Degree. Transfer credit: CSU; UC

ART M09B -- 3 Units
Ceramic Design
Prerequisite: ART M09A
Class Hours: 1 lecture, 6 lab
Offers in-depth study of ceramics through independent projects designed to enhance artistic mastery. Applies to Associate Degree. Transfer credit: CSU; UC

ART M12A -- 3 Units
Drawing and Composition
Prerequisite: None
Class Hours: 1 lecture, 6 lab
Stresses graphic representation of objects through a variety of media and techniques, emphasizing pictorial composition, depth perception, perspective and rendering. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 8

ART M12B -- 3 Units
Drawing and Composition
Prerequisite: ART M12A
Class Hours: 1 lecture, 6 lab
Expands the exploration of pen and ink and watercolor washes through a study of illustrative drawing, analytic abstraction concepts and advanced problems in rendering. Applies to Associate Degree. Transfer credit: CSU; UC

ART M13A -- 3 Units
Life Drawing
Prerequisite: ART M12A
Class Hours: 1 lecture, 6 lab
Draws the human figure from live models. Emphasizes structure, proportion, form and composition through an introduction of linear and tonal concepts. Different media will be explored, including charcoal, conte crayon, pencil, pen and ink. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 24

ART M13B -- 3 Units
Life Drawing
Prerequisite: ART M13A
Class Hours: 1 lecture, 6 lab
Expands drawing the human figure from a live model. Emphasizes freedom of expression as well as structure, proportion, form and composition. Applies to Associate Degree. Transfer credit: CSU; UC

ART M13C -- 3 Units
Life Drawing
Prerequisite: ART M13B
Class Hours: 1 lecture, 6 lab
Further expands drawing the human figure, beginning with a skeletal structure. Uses many media; emphasizes structure, proportion, form and composition; and continues practice of linear and tonal concepts. Applies to Associate Degree. Transfer credit: CSU; UC

ART M13D -- 3 Units
Life Drawing
Prerequisite: ART M13C
Class Hours: 1 lecture, 6 lab
Further expands drawing the human figure and skeletal structure. Uses many media; emphasizes structure, proportion, form and composition; and increases practice of linear and tonal concepts. Applies to Associate Degree. Transfer credit: CSU; UC

ART M14A -- 2 Units
Silk Screen-Serigraph Printmaking
Prerequisite: ART M04A
Class Hours: 6 lab
Introduces silk screen as a printmaking tool, emphasizing basic techniques through practical work using inks, stopouts and solvents. Provides group and individual critiques. Applies to Associate Degree. Transfer credit: CSU; UC

ART M14B -- 2 Units
Advanced Silk Screen-Serigraph Printmaking
Prerequisite: ART M14A
Class Hours: 6 lab
Emphasizes individual expression through the production of multicolor runs and the development of a personal approach to silk screen. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

ART M15A -- 3 Units
Beginning Printmaking
Prerequisite: ART M04A
Class Hours: 1 lecture, 6 lab
Introduces printmaking media, including intaglio (etching, engraving, etc.) but emphasizing relief, collograph and embossed print. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ART 20

ART M15B -- 3 Units
Beginning Printmaking
Prerequisite: ART M15A
Class Hours: 1 lecture, 6 lab
Fully explores intaglio techniques, including line etching, aquatint, sugar lift, and experimental techniques. Applies to Associate Degree. Transfer credit: CSU; UC

ART M15C -- 3 Units
Advanced Printmaking
Prerequisite: ART M15B
Class Hours: 1 lecture, 6 lab
Expands work in intaglio and relief, emphasizing individual exploration of solutions and experimental techniques. Applies to Associate Degree. Transfer credit: CSU; UC

ART M15D -- 3 Units
Advanced Printmaking
Prerequisite: ART M15C
Class Hours: 1 lecture, 6 lab
Offers advanced work in intaglio with greater exploration of experimental techniques. Applies to Associate Degree. Transfer credit: CSU; UC
**Biological Sciences**

**Biotechnology**

**PHSO M22A/B -- 0.5 to 3 Units Each**

**Independent Studies in Physiology**
Prerequisite: A previous course in Physiology
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of physiology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. **PHSO formerly PHYS. Applies to Associate Degree.**
Transfer credit: CSU.

**Zoology Courses**

**ZOO M01 -- 5 Units**

**General Zoology**
Prerequisite: None
Class Hours: 3 lecture, 6 lab
Introduces cell biology, genetics, evolution, taxonomy, physiology, behavior and ecology of animals. **Applies to Associate Degree. Transfer credit: CSU; UC: CSE: BIOL 4**

**ZOO M22A/B -- 0.5 to 3 Units Each**

**Independent Studies in Zoology**
Prerequisite: A previous course in Zoology
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of zoology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. **Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.**

**BOTANY**

See courses in Biological Sciences

**BIOTECHNOLOGY**

"Biotechnology is a promising young field that is predicted to be one of the pivotal forces of the 21st Century. Today it is saving lives through the development of breakthrough drugs and improving the quality of life with new agricultural and environmental products." - Biotechnology Industry Organization.

**Career Opportunities**

Aseptic Fill Assistants, Aseptic Fill Technicians, Manufacturing Technicians, Purification Technicians, Documentation Clerks, Validation Technicians, Assay Analysts, Instrumentation/Calibration Technician, Cell Culture & Fermentation Assistant, Cell Culture & Fermentation Technician, Quality Control Inspectors

**Dean**

_Floyd Martin, Phone (805) 378-1459_

**Faculty**

**Full-Time**
Maureen Harrigan, Marie Panea

**Counselor**
Danita R. Redd

**Biotechnology Degree/Certificate (Occupational)**

**Associate in Science Degree**

**Certificate of Achievement**

Biotechnology is a rapidly growing industry with projections for continued growth and exciting opportunities for employment. The Biotechnology Training Program at Moorpark College was designed by members of local industry (Baxter Healthcare Corporation and AMGEN) to provide students with unsurpassed technical experiences and training in manufacturing biotechnology. This curriculum focuses on the technologies and processes utilized by the manufacturing component of the biotechnology industry. Through a combination of basic science courses and laboratory instruction, students will acquire the skills and competencies needed for high level performance within this industry. Students have an option to receive a Certificate of Achievement in Biotechnology upon completion of the core courses or an Associate in Science Degree in Biotechnology if general education requirements are also fulfilled.

**Preparation for the major:**
- Mathematics - two years high school algebra or MATH M01 and M03.
- Chemistry - Students choosing CHEM M01A/M01B option need one-year high school chemistry or CHEM M12.
- English - ENGL M01A

Biotechnology students are strongly encouraged to take advantage of summer school class offerings.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM M12/M13</td>
<td>Introductory Chemistry I/II</td>
<td>10</td>
</tr>
<tr>
<td>CHEM M01A/M01B</td>
<td>General Chemistry I/II</td>
<td>12</td>
</tr>
<tr>
<td>GIS M28</td>
<td>Microsoft Office</td>
<td>3</td>
</tr>
<tr>
<td>MATH M15</td>
<td>Introductory Statistics</td>
<td>5</td>
</tr>
<tr>
<td>ENGL M11</td>
<td>Report and Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>BIOL M02A</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>MICR M01</td>
<td>Principles of Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>PHSO M01</td>
<td>Human Physiology</td>
<td>5</td>
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<tr>
<td>BIOT M01</td>
<td>Introduction to Biotechnology</td>
<td>5</td>
</tr>
<tr>
<td>BIOT M02A</td>
<td>Plant Design</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02B</td>
<td>Process Support</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02C</td>
<td>Manufacturing Technology: Cell Culture, Microbial Fermentation</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02D</td>
<td>Manufacturing Technology: Recovery, Purification</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02E</td>
<td>Manufacturing Technology: Formulation, Fillings, Packaging</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02F</td>
<td>Quality Control: Applied Analytical Methods</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02G</td>
<td>Environmental Control</td>
<td>1.5</td>
</tr>
<tr>
<td>BIOT M02H</td>
<td>Validation</td>
<td>1.5</td>
</tr>
</tbody>
</table>

**TOTAL minimum units required in major area** ... 48 or 50

**Recommended Course:** PHYS M01

Students desiring an A.S. Degree in Biotechnology must also complete general education requirements. See Degree Requirements and Transfer Information section for General Education requirements.

CHEM M01A and CHEM M01B should be taken by students planning to transfer.

**First Semester**
CHEM M12 or CHEM M01A .................................................. 5/6
GIS M28 ........................................................................ 3
MATH M15 ....................................................................... 5

**Total** .......................................................................... 13/14
## Biotechnology

**Second Semester**
- CHEM M13 or CHEM M01B .............................................. .5/6
- ENGL M11 ................................................................. 3
- BIOL M2A ........................................................................ 4

**Total** ............................................................................... 12/13

**Third Semester**
- MICR M01 ........................................................................... 5
- BIOT M01 ........................................................................... 5

**Fourth Semester**
- BIOT M02A ................................................................. 1.5
- BIOT M02B ................................................................. 1.5
- BIOT M02C ................................................................. 1.5
- BIOT M02D ................................................................. 1.5
- BIOT M02E ................................................................. 1.5
- BIOT M02F ................................................................. 1.5
- BIOT M02G ................................................................. 1.5
- PHSO M01 ........................................................................ 1.5

**Total** ............................................................................... 12.5

### Biotechnology Courses

**BIOT M01 -- 5 Units**

**Introduction to Biotechnology**
- Prerequisites: CHEM M13 or CHEM M01B, BIOL M02A and MATH M15
- Class Hours: 3 lecture, 6 lab
- Introduces biotechnology, focusing on lab safety, solution preparation, documentation, nucleic acid isolation, recombinant DNA techniques, electrophoresis, immunochemistry, techniques in tissue culture, protein isolation and purification, and the components and operations of an industrial biotechnology plant. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02A -- 1.5 Units**

**Plant Design**
- Prerequisites: BIOT M01 and MICR M01
- Class Hours: 1 lecture, 1.5 lab
- Course one of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering General Building Design, Water Systems, HVAC, Utilities, Instrumentation, Process Control Systems and External Environmental Effects. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02B -- 1.5 Units**

**Process Support**
- Prerequisite: BIOT M02A
- Class Hours: 1 lecture, 1.5 lab
- Course two of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering Small Parts and Labware Preparation, Labware Washing, Theory/ Use of Autoclaves, CIP, SIP, Validation Testing, Preventative Maintenance, Facilities Sanitization, Raw Materials Logistics and Inventory Control. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02C -- 1.5 Units**

**Manufacturing Technology: Cell Culture, Microbial Fermentation**
- Prerequisite: BIOT M02B
- Class Hours: 1 lecture, 1.5 lab
- Course three of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering recombinant proteins and expression Systems, Host Selection, Selection Criteria for Large Scale, Scaleup Process, Mammalian and Microbial Systems, Cell Physiology/Metabolism, Cell Culture Techniques, Bioreactors, Fermentation, Protein Synthesis Induction, media considerations, environmental requirements, testing, monitoring, and control, Fermentor Design and trouble shooting. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02D -- 1.5 Units**

**Manufacturing Technology: Recovery, Purification**
- Prerequisite: BIOT M02C
- Class Hours: 1 lecture, 1.5 lab
- Course four of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering Principles of Protein Separations, Filtration, Tangential Flow Filtration, Clarification, UF/DF, Sterile Filtration, Centrifugation, Cell break, Chromatography, Process Design, Scaleup and Optimization, Contaminants, Validation/Scaledown, Protein Refolding and Buffers. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02E -- 1.5 Units**

**Manufacturing Technology: Formulation, Filling, Packaging**
- Prerequisite: BIOT M02D
- Class Hours: 1 lecture, 1.5 lab
- Course five of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, Topics to be covered include preparation of small parts for aseptic processing, formulation, dilutions, potency targeting, sterile filtration, filtration dynamics, regulatory agency guidelines, personnel monitoring, contamination control, filling, lyophilization, labeling and packaging, batch records, quality parameters, and complaints/recall. **BIOT formerly BIOTECH. Applies to Associate Degree.**

**BIOT M02F -- 1.5 Units**

**Manufacturing Technology: Applied Analytical Methods**
- Prerequisite: BIOT M02E
- Class Hours: 1 lecture, 1.5 lab

**BIOT M02G -- 1.5 Units**

**Environmental Control**
- Prerequisite: BIOT M02F
- Class Hours: 1 lecture, 1.5 lab
- Course seven of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering Open vs. Closed Systems, Tanks and Lines, Gowning, Aseptic Technique, Monitoring Techniques, Monitoring of Utilities, Viable vs. Non-Viable Particulates, Exclusion Investigations, Bacterial Identification, Mycoses/Identiﬁcation and Microbiology Review. **BIOT formerly BIOTECH. Applies to Associate Degree.**
**Biotechnology**

**BIOT M02H -- 1.5 Units**  
**Validation**  
Prerequisite: BIOT M02G  
Class Hours: 1 lecture, 1.5 lab  
Course eight of eight sequential modules. Provides intensive instruction in the manufacturing component of the Biotechnology industry, covering Installation Qualification, Operational Qualification, Performance Qualification, Process Qualification, Computer Validation, Cleaning Validation, Sterilizing Filter Validation, SPC and Continuous Process Validation. BIOT formerly BIOTECH. Applies to Associate Degree.

**BIOT M80 -- 1 to 4 Units**  
**Internship in Biotechnology**  
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.  
Class Hours: 5 to 20 lab as arranged  
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. BIOT formerly BIOTECH. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

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**Broadcasting**

See courses in Radio/Television

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**Business**

Study in business leads to a wide range of opportunities in a variety of industries such as banking, health care/biotechnology, law, entertainment, defense, computer/electronics, and education, as well as in government and non-profit organizations. Upon completion of the baccalaureate degree, the student will be prepared for a career in specialized areas such as accounting, finance, investments, real estate, marketing, office administration, management, production, operations management, operations research, and statistics. Upon completion of the associate degree, the student will be prepared for various entry-level positions within these same organizations, for promotion from technical and specialty job functions into management positions, and/or for transfer to a baccalaureate program.

**Career Opportunities**

### Associate Degree Level

- **Accounting**  
  Account Clerk, Accounts Payable Clerk, Accounts Receivable Clerk, Bank Teller, Billing Clerk, Bookkeeper, Payroll Clerk  

- **Management**  
  Administrative Assistant, Order Processor, Management Trainee, Production Clerk, Quality Control Clerk, Assistant Manager, Staff Assistant, Human Resources/Personnel Clerk, Small Business Owner  

- **Marketing**  
  Sales Representative, Market Research Assistant, Manufacturers Representative, Sales Trainee, Buyer Trainee/Assistant, Telemarketing Representative

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**Bachelor's Degree Level**

- **Accounting (B.A./B.S. level)**  
  Cost Accountant, Assistant Controller, Controller, Treasurer, Government Accountant, Budget Analyst, Credit Analyst, Appraiser, Staff Accountant, Securities Analyst, Management Accountant, Tax Specialist/Accountant, City or County Auditor, Revenue Agent, Bank Examiner, Credit Counselor, Estimator, Investment Planner, General Accountant, Financial Planner, Stock Broker  

- **Management (B.A./B.S. level)**  
  Administrative Assistant, Office Manager, Administrative Specialist, Human Resource Manager, Small Business Owner, Small Business Manager, Management Trainee, Supervisor Area Manager, Store Manager, Branch Manager, Personnel Assistant  

- **Marketing (B.A./B.S. level)**  
  Product Planner, Advertising Assistant, Account Executive, Manufacturers Representative, Communications Consultant, Advertising Manager, Merchandising Manager, Package Designer, Consumer Research Analyst, Industrial Marketing Manager, Customer Relations Manager, Entrepreneur, Market Specialist, Promotion Manager, Sales Executive, Sales Management, Sales Campaign Planner, Sales Representative, Advertiser, Retail Merchandiser, Product Specialist, Media Analyst

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**Dean**

Floyd Thonnet, Phone (805) 378-1431

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**Faculty**

- **Full-Time**  
  Lori Bennett, Janice Feingold, Gary Izuomo, Thomas Spraggs, James Wyman, Kathleen Young

- **Part-Time**  
  N. Diana Adler, Ronald Boots, Cerstin Breslin, Roberta Burnette, Melvin England, Heidi Fillo, William Furrell, John Handlos, Scott Harris, Richard Hoffs, Paula Hoffman, Thomas Lamantia, Henry Moon, Stephanie Romero, William Sgro, Frances Sheppard, Timothy Weaver, Alex Wijnen, Rob Zand

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**Counselors**

Denise Avila, Michael Johnson, Letishma Mai

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**Business Degree**

**Associate in Science Degree**

This program is designed to provide comprehensive training that will enable students to be employed in entry-level business positions. It is also designed to permit employed persons to gain skills leading to promotions.

**Core Courses**

The core courses are intended to provide students with a multi-disciplinary introduction to business. The student then selects one of three options for specialization. These options are intended to provide students with knowledge and skills for entry-level business positions or advanced study.

**Required Courses:**

- **BUS M02A** Financial Accounting I ........................................................................................................... 3  
- **BUS M02B** Financial Accounting II .......................................................................................................... 3  
- **BUS M30** Intro to Business and Economics ............................................................................................... 3  
- **BUS M31** Introduction to Management ...................................................................................................... 3  
- **BUS M33** Business Law ......................................................................................................................... 3

or

- **BUS M34** Legal Environment of Business ............................................................................................. 3

- **BUS M39** Business Communication Techniques ....................................................................................... 3

- **CIS M16** Intro to Information Systems ..................................................................................................... 3

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Required Additional Courses:

Management Option
Students are required to complete the core curriculum plus select six (6) units from the following courses:

- BUS M32: Small Business Management (3)
- BUS M51: Human Resources Management (3)
- BUS M54: Organizational Behavior (3)

Sales & Marketing Option
Students are required to complete the core curriculum plus select six (6) units from the following courses:

- BUS M35: Sales Techniques (3)
- BUS M37: Marketing (3)
- BUS M38: Advertising (3)

Accounting Option
Students are required to complete the core curriculum plus the following courses:

- CIS M14: 10-Key Mastery on the Computer (1)
- BUS M02C: Managerial Accounting (3)
- BUS M08: Computerized Accounting (2)
- BUS M09A: Spreadsheets in Financial Accounting (2)
- BUS M09B: Spreadsheets in Managerial Accounting (1)

TOTAL minimum units required in major area: 28-31

See Degree Requirements and Transfer Information section for General Education requirements.

Certificate of Achievement

Associate of Arts Degree

- BUS M02A: Financial Accounting I (3)
- BUS M02B: Financial Accounting II (3)
- BUS M02C: Managerial Accounting (3)
- BUS M09: Business Communication Techniques (3)
- CIS M16: Introduction to Information Systems (3)
- BUS M30: Introduction to Business & Economics (3)
- ECON M01: Principles Micro-Economics (3)
- ECON M02: Principles of Macro-Economics (3)
- BUS M33: Business Law (3)
- BUS M34: Legal Environment of Business (3)

TOTAL minimum units required in major area: 25

See Degree Requirements and Transfer Information section for General Education requirements.

Certificate of Completion

Management Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>BUS M30</td>
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<tr>
<td>BUS M31</td>
<td>3</td>
</tr>
<tr>
<td>BUS M32</td>
<td>3</td>
</tr>
<tr>
<td>BUS M34</td>
<td>3</td>
</tr>
<tr>
<td>or BUS M33</td>
<td>3</td>
</tr>
<tr>
<td>BUS M39</td>
<td>3</td>
</tr>
<tr>
<td>BUS M51</td>
<td>3</td>
</tr>
<tr>
<td>BUS M54</td>
<td>3</td>
</tr>
<tr>
<td>CIS M16/M16L</td>
<td>3/1</td>
</tr>
<tr>
<td>or CIS M28</td>
<td>3</td>
</tr>
<tr>
<td>PSY M03</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL minimum units required: 27 or 28

Certificate of Completion

Business Communication Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BUS M28</td>
<td>3</td>
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<tr>
<td>BUS M39</td>
<td>3</td>
</tr>
<tr>
<td>BUS M56</td>
<td>3</td>
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<tr>
<td>or SPCH M01</td>
<td>3</td>
</tr>
<tr>
<td>CIS M28</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL units required: 12

See Degree Requirements and Transfer Information section for General Education requirements.
Marketing / Sales Certificate

Certificate of Achievement
This program offers training in marketing and sales activities that individuals need to become effective Marketing or Sales Managers. Successful program completion will prepare students for entry-level positions in Marketing, Advertising, or Sales.

BUS M30 ..... Intro to Business and Economics ........................................... 3
BUS M31 ..... Introduction to Management .................................................. 3
BUS M33 ..... Business Law ................................................................. 3
or
BUS M34 ..... Legal Environment of Business ........................................... 3
BUS M35 ..... Sales Techniques .............................................................. 3
BUS M31 ..... Introduction to Management .................................................. 3
BUS M37 ..... Marketing ................................................................. 3
BUS M38 ..... Advertising ................................................................. 3
BUS M39 ..... Business Communications .................................................. 3
BUS M54 ..... Organizational Behavior ....................................................... 3
CIS M16/M16L Intro to Information Systems/Lab ...................................... 4
or
CIS M28 ..... Microsoft Office .............................................................. 3

TOTAL units required ........................................................................ 27-28

Marketing Certificate

Certificate of Completion
This certificate of completion in marketing offers the basic skills students need to seek entry-level positions in marketing or advertising.

BUS M30 ..... Intro to Business and Economics ........................................... 3
BUS M31 ..... Introduction to Management .................................................. 3
BUS M37 ..... Marketing ................................................................. 3
BUS M38 ..... Advertising ................................................................. 3

TOTAL units required ........................................................................ 12

Sales Certificate

Certificate of Completion
This certificate of completion in sales offers the basic skills students need to seek entry-level positions.

BUS M30 ..... Intro to Business and Economics ........................................... 3
BUS M35 ..... Sales Techniques .............................................................. 3
BUS M37 ..... Marketing ................................................................. 3
BUS M39 ..... Business Communication Techniques ...................................... 3

TOTAL units required ........................................................................ 12

Small Business Certificate

Certificate of Completion
This certificate of completion in small business offers the basic skills students need to start a business or seek positions in small business.

BUS M31 ..... Introduction to Management .................................................. 3
BUS M32 ..... Small Business Management .................................................. 3
BUS M37 ..... Marketing ................................................................. 3
CIS M28 ..... Microsoft Office Professional .................................................. 3

Total units required ........................................................................ 12

Business Courses

BUS M01A -- 3 Units
Accounting Procedures I
Prerequisite: None
Recommended Preparation: MATH M09 or eligibility for Math M01 or equivalent and BUS M28 or ENGL M02 or equivalent.
Class Hours: 3 lecture
Covers fundamentals of double-entry bookkeeping and the debit/credit method of recording transactions. Includes the full bookkeeping cycle from recording transactions to preparing financial statements. Emphasizes service and merchandising concerns operated as sole proprietorships. Applies to Associate Degree.

BUS M01B -- 3 Units
Accounting Procedures II
Prerequisite: BUS M01A
Class Hours: 3 lecture
Continues the fundamentals of double-entry bookkeeping and the debit/credit method of recording transactions. Emphasizes merchandising enterprises operating as sole proprietorships. Includes purchases and sales of merchandise, inventory adjustments in both periodic and perpetual inventory systems, financial statements, and expenditures for plant and equipment. Applies to Associate Degree.

BUS M02A -- 3 Units
Financial Accounting I
Prerequisite: None
Recommended Preparation: BUS M01A, BUS M30, MATH M09, and BUS M28 or ENGL M02
Class Hours: 3 lecture
Examines financial accounting from both user and preparer perspectives, emphasizing public corporations. Explores accounting cycle, specialized financial statements, information systems, internal control, and ethical issues. Conforms with the California Core Competency Model for the first course in accounting developed by the California Society of Certified Public Accountants' Committee on Accounting Education. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed - one course when combined with BUS M02B.
CAN: BUS 2A + 2B = CAN: BUS 2 (BUS M02A+M02B). CAN: BUS Seq. A (BUS M02A+M02B+M02C)

BUS M02B -- 3 Units
Financial Accounting II
Prerequisite: BUS M02A
Class Hours: 3 lecture
Continues examining financial accounting related primarily to public corporations. Focuses on investing and financing activities. Explores long-term asset acquisition/lease, short and long-term debt, stockholders' equity, intercompany investments, preparation and use of the Statement of Cash Flows, and financial statement analysis. Conforms with the California Core Competency Model for the First Course in Accounting developed by the California Society of Certified Public Accountants' Committee on Accounting Education. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed - one course when combined with BUS M02A.
CAN: BUS 2 (BUS M02A+M02B). CAN: BUS Seq. A (BUS M02A + M02B + M02C)
BUS M02C -- 3 Units
Managerial Accounting
Prerequisite: BUS M02B
Class Hours: 3 lecture
Examines how managers use accounting information in making decisions. Focuses on cost terms and concepts, methods of accounting for manufacturing costs, cost behavior and estimation, cost analysis (including cost-volume-profit analysis), cost control, budgeting, variance analysis, and responsibility accounting. Complies with the California Core Competency Model for the First Course in Accounting developed by the California Society of Certified Public Accountants’ Committee on accounting Education. *Applies to Associate Degree. Transfer credit: CSU; UC. CAN: BUS 4 (BUS M02A+M02B+M02C), CAN: BUS SEQA*

BUS M04 -- 3 Units
Personal Finance
Prerequisite: None
Class Hours: 3 lecture
Covers the personal decision-making tools related to spending, saving, borrowing, and investing decisions that individuals make during their life. The course includes investing in stocks, bonds, real estate, money management, career planning, consumer credit, banking services, housing, insurance, income taxes, retirement, and estate planning. The course provides the information and decision-making tools needed to plan, and implement successful personal financial planning activities. *Applies to Associate Degree. Transfer credit: CSU.*

BUS M07 -- 3 Units
Personal Income Tax Preparation
Prerequisite: None
Class Hours: 3 lecture
Examines federal taxation concepts related to personal income tax preparation and planning. Focuses on income exclusions/inclusions, itemized deductions, other deductions including gains/losses, business income/expenses, passive activities, property basis and capital gains/losses, tax credits and preparation of appropriate forms/schedules. Includes limited coverage of CA State tax regulations. *Applies to Associate Degree. Transfer credit: CSU.*

BUS M08 -- 3 Units
Accounting with QuickBooks
Prerequisite: BUS M01A
Class Hours: 2 lecture, 3 lab
Introduces the use of QuickBooks in a computerized accounting system. Reinforces basic accounting concepts and procedures and their relationship to QuickBooks. Provides extensive hands-on experience including setting up a new company. (Same course as CIS M18). *Applies to Associate Degree. Transfer credit: CSU.*

BUS M22A/B -- 1 to 3 Units Each
Independent Studies in Business
Prerequisite: A previous course in Business
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of business through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. *Applies to Associate Degree. Transfer credit: CSU.*

BUS M28 -- 3 Units
Business English
Prerequisite: None
Class Hours: 3 lecture
Develops fundamentals and mechanics of business English usage, reviewing grammar, sentence structure, punctuation, proofreading and written expression. Provides background for writing business letters and reports. *Applies to Associate Degree. Transfer credit: CSU.*
BUS M35 -- 3 Units  
Sales Techniques  
Prerequisite: None  
Recommended Preparation: BUS M30/ECON M30  
Class Hours: 3 lecture  
Introduces principles of personal selling, including strategies for long-term selling relationships. Focuses on adaptive selling techniques, prospecting, handling objections, gaining commitment, negotiation, and closing the sale. Applies to Associate Degree. Transfer credit: CSU

BUS M37 -- 3 Units  
Marketing  
Prerequisite: None  
Recommended Preparation: BUS M30/ECON M30  
Class Hours: 3 lecture  
Introduces basic concepts and practices of modern marketing, including strategic planning, market research, buyer behavior, target marketing, new product development, pricing, channels of distribution, and advertising. Applies to Associate Degree. Transfer credit: CSU

BUS M38 -- 3 Units  
Advertising  
Prerequisite: None  
Recommended Preparation: BUS M30/ECON M30  
Class Hours: 3 lecture  
Examines the role of advertising in business and introduces an integrated approach to market communications, including print, TV, radio, direct mail and Internet. Explores consumer analysis, ad media, budgeting, market research, layout, copy writing and advertising agencies. Applies to Associate Degree. Transfer credit: CSU

BUS M39 -- 3 Units  
Business Communications  
Prerequisite: ENGL M01A  
Recommended Preparation: Word processing skill  
Class Hours: 3 lecture  
Introduces effective business communication skills by preparing and analyzing business letters, reports and oral presentations. Emphasizes gathering, organizing, analyzing, and presenting information for decision making, interviewing and negotiating in a multicultural arena. Applies to Associate Degree. Transfer credit: CSU

BUS M42 -- 3 Unit  
Business and Society  
Prerequisite: None  
Class Hours: 3 lecture  
Explores issues such as corporate responsibility, career/job satisfaction, workplace ethics, technological change and environmental health concerns through the analysis of modern literature, art and film. (Same course as HUM M42). Applies to Associate Degree. Transfer credit: CSU

BUS M51 -- 3 Units  
Human Resources Management  
Prerequisite: None  
Class Hours: 3 lecture  
Examines how to obtain and develop an efficient workforce. Includes human resource planning, recruitment, selection, placement, training, development, evaluation, termination, benefits and safety. Applies to Associate Degree. Transfer credit: CSU

BUS M54 -- 3 Units  
Organizational Behavior  
Prerequisite: None  
Recommended Preparation: BUS M30/ECON M30 and BUS M31  
Class Hours: 3 lecture  
Examines organizational behavior techniques appropriate for the contemporary workplace environment. Focuses on individual employee behaviors as well as group dynamics. Culminates in managing the entire organizational process and the related dynamics. Applies to Associate Degree. Transfer credit: CSU

BUS M56 -- 3 Units  
Business and Professional Speech  
Prerequisite: None  
Class Hours: 3 lecture  
Focuses on effective speaking skills needed in leadership positions, including an awareness of presentation techniques, group dynamics, argumentation and persuasion strategies, and organizational structure. Builds on individual needs and interests. (Same course as SPCH M56). Applies to Associate Degree. Transfer credit: CSU

BUS M60A-Z -- 1 to 3 Units Each  
Topics in Business  
Prerequisites: To be determined  
Class Hours: To be determined  
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.  
Developed topics include:  
BUS M60B -- 2.5 Units  
VITA (Tax Assistance)  
Prerequisite: None  
Class Hours: 2 lecture, 1.5 lab  
Reviews federal and state income tax returns and provides practical application by preparing returns at a tax assistance center. Does not apply toward a degree.

BUS M60E -- 0.5 Unit  
Sexual Harassment Seminar  
Prerequisite: None  
Class Hours: .5 lecture  
Shows employers how to comply with California sexual harassment laws, recognize conduct that is prohibited, investigate claims that do arise, and train employees to prevent harassment from occurring. Applies to Associate Degree. Transfer credit: CSU

BUS M60F -- 1 Unit  
Quickend  
Prerequisite: None  
Recommended Preparation: CIS M17  
Class Hours: .5 lecture, 1.5 lab  
Introduces financial software package to organize personal finances by setting up electronic checkbook registers for tracking transactions. Includes creating reports and graphs, tracking investments, managing savings and monitoring cash flow. (Same course as CIS M60F). Applies to Associate Degree.
BUS M80 -- 1 to 4 Units
Internship in Business
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1556. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

BUS M89A-Z -- 0.5 to 3 Units Each
Institutes in Business
Prerequisite: None
Class Hours: As arranged
Series of special lectures and discussions on selected topics of interest in business/economics. Provided as needed. Only offered credit/no-credit. Applies to Associate Degree.

BUSINESS INFORMATION SYSTEMS
See courses in Computer Information Systems

CAREER DEVELOPMENT
See courses in Personal Growth

CHEMISTRY
A wide range of opportunities awaits the chemist in business, industry, government, and in the field of education. Approximately three-fourths of all chemists are employed by private industry in such fields as petroleum, primary metals, electrical equipment, aerospace, paper, food, and rubber.

Career Opportunities
Most careers require bachelors or graduate degree.

Dean
Floyd Martin, Phone (805) 378-1455

Faculty
Full-Time
Eugene Berg, Deanna Franke, Robert Kril, Richard Kustik, David Murphy

Part-Time
Maryam Bazargan, Victoria Choi, Joe Escobar, Herbert Falmer, Dennis Gehri, Vahak Harutunian, Marjorie Learabhandh

Counselors
Letiisha Mai, Danita R. Redd

Chemistry Degree
Associate in Arts Degree
This program is designed to award a designated associate degree to those students who have completed a course of specialization in Chemistry. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Arts degrees in Chemistry offered by four-year institutions. Since the course work in chemistry is sequential, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their Junior and Senior years and by giving priority to the requirements for a major in chemistry. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

Preparation for the Major:
- Mathematics + two years high school algebra plus trigonometry or MATH M03 and M07 or equivalent.
- Chemistry + one year high school chemistry or CHEM M12 or equivalent.

Chemistry students are strongly encouraged to take advantage of summer school class offerings.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM M01A</td>
<td>6</td>
</tr>
<tr>
<td>CHEM M01B</td>
<td>6</td>
</tr>
<tr>
<td>CHEM M08</td>
<td>4</td>
</tr>
<tr>
<td>CHEM M08L</td>
<td>2</td>
</tr>
<tr>
<td>MATH M16A</td>
<td>3</td>
</tr>
<tr>
<td>MATH M16B</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M10A/M10L</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M10B/M10BL</td>
<td>5</td>
</tr>
<tr>
<td>TOTAL minimum units required in major area</td>
<td>34</td>
</tr>
</tbody>
</table>

Suggested Course Sequence:

First Semester
CHEM M01A ........................................ 6
Total ........................................ 6

Second Semester
CHEM M01B ........................................ 6
Total ........................................ 6

Third Semester
MATH M16A ....................................... 3
PHYS M10A/M10AL ................................ 5
Total .......................................... 8

Fourth Semester
CHEM M08 ......................................... 4
CHEM M08L ....................................... 2
MATH M16B ....................................... 3
PHYS M10B/M10BL ................................ 5
Total .......................................... 14

See Degree Requirements and Transfer Information section for General Education requirements.
Chemistry Degree

Associate in Science Degree
This program is designed to award a designated associate degree to those students who have completed a course of specialization in Chemistry. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Chemistry offered by four-year institutions. Since the course work in chemistry is sequential, students may spend less time earning an Associate in Science Degree and/or Bachelor of Science Degree by deferring some of the university general education requirements until their Junior and Senior years and by giving priority to the requirements for a major in chemistry. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

Preparation for the Major:
- Mathematics + two years high school algebra plus trigonometry or MATH M03 and M07 or equivalent.
- Chemistry + one year high school chemistry or CHEM M12 or equivalent.
- Physics + one-year high school physics or PHYS M10A or equivalent.

Chemistry students are strongly encouraged to take advantage of summer school class offerings.

Required Courses: Units
CHEM M01A ... General Chemistry I ............................... 6
CHEM M01B ... General Chemistry II .............................. 6
CHEM M08 ... Elementary Organic Chemistry ................ 4
CHEM M08L ... Organic Chemistry Lab .......................... 2
MATH M25A ... Calculus with Analytic Geometry I .............. 5
MATH M25B ... Calculus with Analytic Geometry II ............ 5
MATH M25C ... Calculus with Analytic Geometry III .......... 5
PHYS M20A/M20AL  ... Mechanics of Solids and Fluids/Lab ... 5
PHYS M20B/M20BL ... Electricity and Magnetism/Lab .......... 5
PHYS M20C/M20CL  ... Wave Motion, Heat, Optics & Modern Physics/Lab 5
TOTAL minimum units required in major area ................ 48

Recommended Course: MATH M35

Suggested Course Sequence:

First Semester
CHEM M01A .............................................................. 6
MATH M25A ............................................................ 5
Total ................................................................. 11

Second Semester
CHEM M01B ............................................................ 6
MATH M25B ............................................................ 5
PHYS M20A/M20AL .................................................. 5
Total ................................................................. 16

Third Semester
MATH M25C ............................................................ 5
PHYS M20B/M20BL .................................................. 5
Total ................................................................. 10

Fourth Semester
CHEM M08 ............................................................. 4
CHEM M08L ............................................................ 2
PHYS M20C/M20CL .................................................. 5
Total ................................................................. 11

See Degree Requirements and Transfer Information section for General Education requirements.

Chemistry Courses

CHEM M1A -- 6 Units
General Chemistry I
Prerequisites: CHEM M12 and year of high school chemistry and MATH M03 and eligibility for MATH M05 or higher
Class Hours: 5 lecture, 3 lab
Introduces atomic theory and stoichiometry; thermochemistry; quantum theory and electronic structure of atoms; chemical bonding and molecular structure; physical behavior of gases; states of matter and phase equilibria; solutions; titrations and qualitative analysis. Lab provides use of analytical balance; spectrophotometry; gravimetric and volumetric analysis; stoichiometry; thermochemistry; solutions; titrations; qualitative analysis; colligative properties and distillations. Applies to Associate Degree. Transfer credit: CSU; UC: CAN: CHEM 2, CAN CHEM SEQ A (CHEM M01A+M01B).

CHEM M07A -- 5 Units
General Organic Chemistry I
Prerequisite: CHEM M07A
Class Hours: 3 lecture, 6 lab
Focuses on molecular structure, chemical and physical properties, and the preparation of organic compounds with an emphasis on reaction mechanism, structure determination, synthesis, and applications. Lab introduces appropriate methods, techniques, and instrumentation for the synthesis purification and identification of organic compounds. First semester course for majors requiring full year of organic chemistry. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed N 6 units if combined with CHEM M08 and M08L.

CHEM M07E -- 5 Units
General Organic Chemistry II
Prerequisite: CHEM M07A
Class Hours: 3 lecture, 6 lab
Continues study of functional groups such as carboxylic acids and their derivatives; carbonyls, amines and aromatics, emphasizing reaction mechanism; structure determination using nuclear magnetic resonance and infrared spectroscopy; synthesis and applications. Introduces study of biochemistry. Lab offers practical application of major concepts. Applies to Associate Degree. Transfer credit: CSU; UC.

CHEM M08 -- 4 Units
Elementary Organic Chemistry
Prerequisite: CHEM M01A and CHEM M12
Class Hours: 4 lecture
Introduces properties and reactions of carbon compounds, emphasizing structure and mechanism. Reviews synthesis and characterization of organic compounds, nomenclature, and biochemistry. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed N 6 units if combined with CHEM M7A and M8L.
CHEM M08L -- 2 Units
Organic Chemistry Lab
Prerequisite: Completion of gr enrollment in CHEM M08
Class Hours: 6 lab
Requires the synthesis, characterization and spectroscopic analysis of
organic compounds. Applies to Associate Degree. Transfer credit: CSU;
UC maximum credit allowed + 6 units if combined with CHEM M07A and M08.

CHEM M12 -- 5 Units
Introductory Chemistry I
Prerequisite: MATH M01 gr eligibility for MATH M03 or higher
Class Hours: 4 lecture, 3 laboratory
Introduces basic principles of inorganic chemistry with reference to
measurement, chemical nature of matter and energy, atomic theory, ele-
ments and compounds, periodic table, bonding, molecular structure,
Nomenclature, chemical reactions, equations, and calculations. Course
fulfills prerequisites for CHEM M01A and CHEM M13. Applies to Associ-
ate Degree. Transfer credit: CSU; UC credit limitations -- no credit at
UC if taken after CHEM M01A. CAN: CHEM 6, CHEM SEQ B (CHEM
M12+M13).

CHEM M13 -- 5 Units
Introductory Chemistry II
Prerequisite: CHEM M12 or one year of high school chemistry
Class Hours: 4 lecture, 3 lab
Introduces fundamental concepts of organic and biochemistry, includ-
ing structure, nomenclature and reactions; metabolism of carbohydrates,
lipids, proteins, and nucleic acids; and kinetics, equilibria, electrochem-
istry. Explores applications to agriculture, earth science, nutrition, and
health sciences. Applies to Associate Degree. Transfer credit: CSU; UC
credit limitations -- no credit at UC if taken after CHEM M08, M09.
CAN: CHEM 8, CHEM SEQ B (CHEM M12+M13).

CHEM M22A/B -- 0.5 to 3 Units Each
Independent Studies in Chemistry
Prerequisite: A previous course in Chemistry
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to ex-
pand knowledge of chemistry through research, lab work or field trips.
Includes one-on-one work with instructor. May be taken for a maxi-
mum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC
credit limitations.

CHEM M80 -- 1 to 4 Units
Internship in Chemistry
Prerequisite: Completion of gr concurrent enrollment in one course in the
discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct
supervision of faculty and industry supervisors. Both supervisors pro-
vide feedback and written evaluations. Some meetings and workshops
may be required as part of the course. To take this course, contact the
Internship Office: Call (805) 378-1536. May be taken four (4) times for
credit. Applies to Associate Degree. Transfer credit: CSU, credit limi-
tations.

CHICANO STUDIES

This curriculum examine Chicano ethnic experiences in America from
historical, social, cultural and political perspectives. Study of the Chicano
enables the student to better understand the rich heritage of the Ameri-
can Southwest as well as provides a baseline for further study of other
ethnic groups.

Career Opportunities

Most careers require bachelors or graduate degree.
Diplomat Corps, Foreign Office, Foreign Correspondent, News Analyst,
Writer, Import-Export Trader, Social Worker, Travel Guide, Translator,
Company Representative, Advertising, Community Development

Dean

Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time
Tomas Sanchez

Counselor
Ofelia Romero-Molagh

Chicano Studies Courses

CHST M01 -- 3 Units
The Chicano in Contemporary Society
Prerequisite: None
Class Hours: 3 lecture
Explores the socioeconomic and political problems confronting the
Chicano, emphasizing proposed solutions, similarities with other groups
and the effects of social institutions on ethnic communities. (Same
course as SOC M06). CHST formerly CBST. Applies to Associate Degree.
Transfer credit: CSU; UC

CHST M02 -- 3 Units
Chicano Culture
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number 2081 for 45 contact hours.
Focuses on the social and cultural heritage of middle American Chicano
civilizations from the Spanish conquest to the present, emphasizing con-
tributions in the fine arts, literature, and oral history. (Same course as
ANTH M04). CHST formerly CBST. Applies to Associate Degree. Trans-
fer credit: CSU; UC

CHST M03 -- 3 Units
Chicana Issues / La Mujer
Prerequisite: None
Class Hours: 3 lecture
Explores race, class, and gender issues for Chicana and other Latina
women within a sociological framework. Focuses on class distinctions,
ethnic/racial and gender identities, division of labor in various areas,
and social conditioning regarding education, health, and religion. CHST
formerly CBST. Applies to Associate Degree. Transfer credit: CSU; UC

CHST M04 -- 3 Units
History of the Southwest
Prerequisite: None
Class Hours: 3 lecture
Introduces history of the Chicano (pre-Columbian to present), empha-
sizing the Mexican settlement of the American Southwest as well as the
development and contributions of the Chicano to that area. (Same course
as HIST M04). CHST formerly CBST. Applies to Associate Degree. Trans-
fer credit: CSU; UC

53
CHST M08 -- 3 Units
Political Patterns in the U.S.
Prerequisite: None
Class Hours: 3 lecture
Introduces fundamental principles of U.S. government, focusing on the state and local governments of the Southwest. Emphasizes the legislative process, political parties, pressure groups, local implementation policies and the political participation of Mexican-Americans. (Same course as Political Science M08). CHST formerly C08L. Applies to Associate Degree. Transfer credit: CSU; UC

CHST M22A/B -- 1 to 3 Units each
Independent Studies-The Chicano
Prerequisite: A previous course in Chicano Studies
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of Chicano Studies through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. CHST formerly C08L. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CHST M80 -- 1 to 4 Units
Internship in Chicano Studies
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. CHST formerly C08L. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

CHILD DEVELOPMENT

The Child Development Program prepares students for an A.S. Degree in Child Development or for completion of certificates of achievement in Preschool, Infant/Toddler or School Age Child Care, and the Child Development Permit levels of: Assistant, Associate Teacher, Teacher, Master Teacher, Site Supervisor and Program Director. Students develop knowledge of subject matter and skills needed for success in transferring to a college or university as well as success in a variety of vocational areas. This program will be of interest to students who seek employment in any variety of positions such as: teaching in or administering a preschool, infant/toddler program or working as playground or recreation supervisors in before and after school programs. Students may also want to facilitate programs such as parent educators and other positions involving work with children and their families.

Career Opportunities
Child development program teachers, Child development program directors, Infant caregivers, School-age program personnel, Kindergarten to grade 3 teachers and teaching assistants, Family daycare providers, Bilingual/bicultural program specialists, City/county school child development administrators, Language development specialists, Dance/motor development therapists, Curriculum developers, Child abuse prevention personnel, Children's resource and referral agency personnel, Child/family public policy advocates, Employer sponsored childcare consultants, Parent Educator, Children's book author, Children's television producer, Children's toy designer / marketer

Dean
Judith Gorber, Phone (805) 378-1402

Faculty
Full-Time
Linda Cravens, Jennifer Lynch-Parker
Part-Time
Kristi Almedia-Bowin, Rosalie Bergman, Noreen Barrington,
Renée Conrad, Carol Howell, Janet Koogler, Joanne Miller, Kathleen Reiter,
Cristabel Schadt, Dianne Smith, Kathleen Van Antwerp
Counselors
Anitra Evans, Mike Johnson, Ofelia Romero-Mollagh

Child Development Degree

Associate in Science Degree
This program offers comprehensive training of students who wish to work with young children in Early Childhood settings and to those who wish to transfer to four year universities and colleges. Career opportunities are increasing and are available to both men and women.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M01</td>
<td>Intro to Careers in ECE</td>
<td>1</td>
</tr>
<tr>
<td>CD M02</td>
<td>Human Development</td>
<td>3</td>
</tr>
<tr>
<td>CD M03</td>
<td>Child, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>CD M04</td>
<td>Practicum 1 -- Observation</td>
<td>1.5</td>
</tr>
<tr>
<td>CD M04L</td>
<td>Practicum 1 -- Lab</td>
<td>1</td>
</tr>
<tr>
<td>CD M05</td>
<td>Equity Issues</td>
<td>3</td>
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</tbody>
</table>

Required Additional Courses:
Select six (6) units from the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M07</td>
<td>Music in ECE</td>
<td>3</td>
</tr>
<tr>
<td>CD M08</td>
<td>Art in ECE</td>
<td>3</td>
</tr>
<tr>
<td>CD M09</td>
<td>Science and Math in ECE</td>
<td>3</td>
</tr>
<tr>
<td>CD M10</td>
<td>Language Arts in ECE</td>
<td>3</td>
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</tbody>
</table>

+ One of the following emphases:

Infant/Toddler Emphasis

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M15</td>
<td>Infant Studies</td>
<td>3</td>
</tr>
<tr>
<td>CD M17</td>
<td>Practicum 4 -- Infant/Tod</td>
<td>3</td>
</tr>
<tr>
<td>CD M27</td>
<td>Parent Education</td>
<td>2</td>
</tr>
<tr>
<td>CD M60L</td>
<td>Parent Conferencing</td>
<td>1</td>
</tr>
</tbody>
</table>

Preschool Emphasis

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M11</td>
<td>Programs in ECE</td>
<td>3</td>
</tr>
<tr>
<td>CD M12</td>
<td>Practicum 2 -- Participation</td>
<td>3</td>
</tr>
<tr>
<td>CD M12L</td>
<td>Practicum 2 -- Lab</td>
<td>1</td>
</tr>
<tr>
<td>CD M13</td>
<td>Practicum 3 -- Preschool</td>
<td>3</td>
</tr>
</tbody>
</table>

School Age Emphasis

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M19</td>
<td>School Age Programs</td>
<td>3</td>
</tr>
<tr>
<td>CD M16</td>
<td>Behavior Management</td>
<td>3</td>
</tr>
<tr>
<td>CD M20</td>
<td>Practicum 5 -- School Age</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area 27

See Degree Requirements and Transfer Information sections for General Education requirements.

Courses required by State of California for minimum 12 units for entry-level employment in a Title 22 facility:

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD M02</td>
<td>Human Development</td>
<td>3</td>
</tr>
<tr>
<td>CD M03</td>
<td>Child, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>CD M11</td>
<td>Programs in ECE</td>
<td>3</td>
</tr>
</tbody>
</table>
+ One of the following courses:
CD M07       Music in ECE ........................................... 3
CD M08       Art in ECE ............................................... 3
CD M09       Science and Math in ECE ............................. 3
CD M10       Language Arts in ECE ................................. 3

■ Infant/Toddler Certificate

Certificate of Achievement
This program offers training to students interested in working in settings with infants and toddlers and their parents.

Required Courses:                      Units
CD M01       Intro to Careers in ECE ................................ 1
CD M02       Human Development ..................................... 3
CD M03       Child, Family & Community ............................ 3
CD M04       Practicum 1 – Observation ............................ 1.5
CD M04L      Practicum 1 – Lab ...................................... 5
CD M15       Infant Studies ........................................... 3
CD M17       Practicum 2 – Parent Education .................... 3
CD M18       Parent Conferencing .................................... 3
CD M60L      Parent Conferencing .................................... 1

+ Two of the following courses:
CD M07       Music in ECE ........................................... 3
CD M08       Art in ECE ............................................... 3
CD M09       Science and Math in ECE ............................. 3
CD M10       Language Arts in ECE ................................. 3
TOTAL minimum units required 24

■ Preschool Certificate

Certificate of Achievement
This program offers training to students interested in working with young children in public and private early childhood settings.

Required Courses:                      Units
CD M01       Intro to Careers in ECE ................................ 1
CD M02       Human Development ..................................... 3
CD M03       Child, Family & Community ............................ 3
CD M04       Practicum 1 – Observation ............................ 1.5
CD M04L      Practicum 1 – Lab ...................................... 5
CD M11       Programs in ECE ........................................ 3
CD M12       Practicum 2 – Participation ......................... 2
CD M12L      Practicum 2 – Lab .................................... 1
CD M13       Practicum 3 – Preschool ............................. 3
+ Two of the following courses:
CD M07       Music in ECE ........................................... 3
CD M08       Art in ECE ............................................... 3
CD M09       Science and Math in ECE ............................. 3
CD M10       Language Arts in ECE ................................. 3
TOTAL minimum units required 24

■ School Age Child Care Certificate

Certificate of Achievement
This program offers training to students who are interested in being employed in School Age Child Care settings such as Family Day Care, Recreation Programs, and Before- and After-School Programs. Qualified students may also progress to administrative positions as directors of School Age Programs.

Required Courses:                      Units
CD M01       Intro to Careers in ECE ................................ 1
CD M02       Human Development ..................................... 3
CD M03       Child, Family & Community ............................ 3
CD M04       Practicum 1 – Observation ............................ 1.5
CD M04L      Practicum 1 – Lab ...................................... 5
CD M06       Behavior Management in ECE ......................... 3
CD M19       School Age Programs ................................... 3
CD M20       Practicum 5 – School Age ............................ 3
TOTAL minimum units required 24
+ Two of the following courses:
CD M07       Music in ECE ........................................... 3
CD M08       Art in ECE ............................................... 3
CD M09       Science and Math in ECE ............................. 3
CD M10       Language Arts in ECE ................................. 3
TOTAL minimum units required 24

■ Child Development Permits

The following Certificates of Achievement apply to students who may seek employment in Title 5 or federally funded programs such as Head Start, State Preschool or Migrant Preschool Programs. Students completing the Child Development Permits listed must meet all requirements and apply for the permit through the California Commission on Teacher Credentialing or the C.D.C. office.

The Certificates of Completion or Achievement cover the coursework required at each permit level. Students must complete additional experience requirements before making application to the state for any Child Development permits.

Child Development Assistant Permit

Certificate of Completion
This permit level will authorize the holder to care for and assist in the development and instruction of children in a child care setting under the supervision of a Child Development Associate Teacher level or above.

Requirements for Certificate:             Units
CD M01       Intro to Careers in ECE ................................ 1
CD M02       Human Development ..................................... 3
CD M11       Programs in ECE ........................................ 3
TOTAL minimum units required 6

Child Development Associate Teacher Permit

Certificate of Achievement
This permit will authorize the holder to provide service in the care, development and instruction of children in a child care and development program, and to supervise a Child Development Assistant.

Requirements for Certificate:             Units
CD M01       Intro to Careers in ECE ................................ 1
CD M02       Human Development ..................................... 3
CD M03       Child, Family & Community ............................ 3
CD M04       Practicum 1 – Observation ............................ 1.5
CD M04L      Practicum 1 – Lab ...................................... 5
CD M06       Behavior Management in ECE ......................... 3
CD M19       School Age Programs ................................... 3
CD M20       Practicum 5 – School Age ............................ 3
+ one of the following:
CD M07       Music in ECE ........................................... 3
CD M08       Art in ECE ............................................... 3
CD M09       Science and Math in ECE ............................. 3
CD M10       Language Arts in ECE ................................. 3
TOTAL Units Required 12

Also required before application for Child Development Associate Teacher Permit:
Completion of 50 days of experience in an instructional capacity in a child care and development program, working at least 3 hours per day within the last 2 years. (Experience may include paid and/or volunteer work.)
Certificate of Achievement
This permit level authorizes the holder to provide services in the care, development, and instruction of children in a child development program, and supervise a Child Development Associate Teacher, a Child Development Assistant, and an aide.

Requirements for Certificate:

OPTION 1

Courses

<table>
<thead>
<tr>
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Required Additional Courses:
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<td>Practicum 5 – School Age</td>
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TOTAL units required in Child Development | 24 |

Completion of sixteen diversified semester units in general education (at least one course in each of the following areas: Humanities and/or Fine Arts; Social Sciences; Math and/or Science; and English/Language Arts).

Also required before application for Child Development Teacher Permit: Completion of 175 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last four years. (Experience may include paid and/or volunteer work.)

OPTION 2

Completion of an Associate of Arts degree in early childhood education or child development or a related field, with a three-semester unit supervised field experience in an early childhood educational setting.

Also required before application for Child Development Teacher Permit: Completion of 175 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last four years. (Experience may include paid and/or volunteer work.)

Certificate of Achievement
Requirements for Certificate:

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TOTAL minimum units required | 24 |

Completion of sixteen diversified semester units in general education (at least one course in each of the following areas: Humanities and/or Fine Arts; Social Sciences; Math and/or Science; and English/Language Arts).

Completion of six additional semester units in an area of specialization which may include:

Art: CD M08 – Art in ECE and ART M04A – Color and Design

Behavior of Children: CD M16 – Behavior Management and PSY M04 Child Psychology

Creativity: Any two of the following courses not previously counted: CD M07 – Music in ECE or CD M08 – Art in ECE or CD M09 – Science and Math in ECE or CD M19 – Language Arts in ECE

Exceptional Child: CD M08 – Equity Issues and CD M28 – Exceptional Child

Infant/Toddler: CD M15 – Infant Studies and CD M17 – Practicum 4 – Infant/Tod

Music: CD M07 – Music in ECE and MUS M01 – Fundamentals of Music

Parent Education: CD M27 – Parent Education and CD M60L – Teacher Conferencing and CD M16 – Behavior Management

School age: CD M19 – School Age Programs and CD M20 – Practicum 5 – School age

Science: CD M09 – Science and Math in ECE and PHSC M01 – Principles of Physical Science

Completion of two semester units in CD M26 – Supervision and Mentoring.
Also required before application for 
Child Development Master Teacher 
Permit: Completion of 350 days of 
experience in an instructional ca-

pacity in a child care and development 
program, working at least 3 hours 
per day within the last 4 years. 
(Experience may include paid and/or 
volunteer work.)

**Child Development Site Supervisor Permit**

**Certificate of Achievement**

This level authorizes the holder to 
supervise a child care and 
development program operating at a single site, provide care, development, 
and instruction of children in a child care and development program, 
and serve as a coordinator of curriculum and staff development in a child 
care and development program.

**Requirements for Certificate:**
Completion of an Associate of Arts Degree or 60 semester units with 24 
CD units including core courses plus 6 units administration (CD M24 
and CD M25) and 2 units of adult supervision (CD M26).

Also required before application of Child Development Site 
Supervisor Permit: Completion of 350 days of experience in an 
instructional capacity in a child care and development program, working 
at least three hours per day within the last four years. Experience must 
include at least 100 days of supervising adults in a child care and develop-
ment program. (Experience may include paid and/or volunteer work.)

**Child Development Program Director Permit**

**Certificate of Achievement**

This level authorizes the holder to 
supervise a child care and development 
program operating at a multiple site program, provide care, development, 
and instruction of children in a child care and development program, 
and serve as a coordinator of curriculum and staff development in a child care 
and development program.

**Requirements for Certificate:**
Completion of an Bachelor of Arts Degree with 24 CD units including 
core courses plus 6 units administration (CD M24 and CD M25) and 2 
units of adult supervision (CD M26).

Also required before application of Child Development 
Program Director Permit: The applicant must have site superi-

or status and one program year of site supervision experience.

**Child Development Courses**

**CD M01 -- 1 Unit**

**Intro to Careers in ECE**

Prerequisite: None

Class Hours: 1 lecture

Focuses on the vast array of career options that are available to the Child 
Development major. General theories of career development, sources of 
career information, the child development permit matrix and exploration 
of the early childhood career lattice will be reviewed. Applies to 
Associate Degree. Transfer credit: CSU

**CD M02 -- 3 Units**

**Human Development**

Prerequisite: None

Class Hours: 3 lecture

Introduces human development from the prenatal period to adolescence, 
emphasizing cognitive, biosocial and psychosocial development. Ap-
plies research and theory to current issues and challenges regarding the 
developing human. Applies to Associate Degree. Transfer credit: CSU; 
UC; CAN: HEC 14 (combined with PST M07 -- maximum credit one 
course). Formerly CD M30.

**CD M03 -- 3 Units**

**Child, Family & Community**

Prerequisite: None

Class Hours: 3 lecture

Facilitates awareness of the interaction and interdependency of home, 
school, and community by introducing methods of advocacy, 
exploration of community resources and application of theory to contemporary 
social issues. Applies to Associate Degree. Transfer credit: CSU. 
Formerly CD M40.

**CD M04 -- 1.5 Units**

**Practicum 1 - Observation**

Prerequisite: None

Recommended Preparation: Completion of GC current enrollment in 
CD M02. Concurrent enrollment in CD 04L required.

Class Hours: 1.5 lecture

Introduces child observation techniques appropriate for infants through 
school age, which are based on the study of the theories of Human De-
velopment. Requires use of specific observation tools to observe children's 
development, activities, and use of classroom materials, environment 
and teaching techniques in the campus Child Development Center. 
Additional observation experiences are gained in community based pro-
grams. Applies to Associate Degree. Transfer credit: CSU. Formerly CD 
M38.

**CD M04L -- 1.5 Units**

**Practicum 1 - Lab**

Prerequisite: None

Class Hours: 1.5 lab

Recommended Preparation: Completion of GC current enrollment CD 
M02. Concurrent enrollment in CD 04L required.

Clarifies observation techniques presented in CD M04. Stresses specific 
observation tools leading to completion of anecdotal records, running 
records, event samplings, time samplings, language records and the child 
study project. Requires at least one field trip to a community childcare 
site. Applies to Associate Degree. Transfer credit: CSU. Formerly CD 
M38L.

**CD M05 -- 3 Units**

**Equity Issues in ECE (Formerly CD M36)**

Prerequisite: None

Class Hours: 3 lecture

Introduces equity issues, including family lifestyle, economics, gender, 
special needs and culture/ethnicity. Applies to Associate Degree. Transfer 
credit: CSU. Formerly CD M36.

**CD M07 -- 3 Units**

**Music in ECE**

Prerequisite: None

Class Hours: 3 lecture

Introduces creative movement, dance rhythm, and song as essential com-
ponents of the physical, social, emotional, creative and cognitive develop-
ment of young children. Focuses on critical analysis of developmentally 
appropriate activities and appreciation of diversity. Encourages integration 
and application of music throughout the curriculum. Transfer 
credit: CSU. Formerly CD M51.

**CD M08 -- 3 Units**

**Art in ECE**

Prerequisite: None

Class Hours: 3 lecture

Introduces developmentally appropriate art curriculum and reviews art 
as an essential component of physical, social, emotional, creative and 
cognitive growth. Focuses on integration, presentation and evaluation 
of art activities, media and resources throughout the curriculum. Applies 
to Associate Degree. Transfer credit: CSU. Formerly CD M52.
CD M09 -- 3 Units
Science and Math in ECE
Prerequisite: None
Class Hours: 3 lecture
Introduces theoretically sound and developmentally appropriate science and math curriculum. Emphasizes the facilitation of the inquiry approach to experiencing science and math as well as the development and evaluation of curricular materials. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M53.

CD M10 -- 3 Units
Language Arts in ECE
Prerequisite: None
Class Hours: 3 lecture
Introduces current research in children's literature and language arts and demonstrates theoretical classroom applications. Emphasizes evaluation of developmentally appropriate experiences and materials that support language as a tool allowing communication, creativity, and logical thinking. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M54.

CD M11 -- 3 Units
Programs in ECE
Prerequisite: None
Recommended preparation: CD M02
Class Hours: 3 lecture
Reviews history and philosophies of early childhood education, introducing developmentally appropriate practices, career paths, teacher's role, learning theories, classroom discipline, curriculum development and lesson plans. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M41.

CD M12 -- 2 Units
Practicum 2 - Participation
Prerequisite: None
Recommended Preparation: CD M02
Class Hours: 2 lecture
Introduces procedures and practices for teaching young children in a range of settings: family day-care, pre-schools, center-based childcare or Head Start Centers. Offers practical experience applying theories of human development while teaching in the Child Development Center. Requires proof of negative TB clearance. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M39A.

CD M12L -- 1 Unit
Practicum 2 - Lab
Prerequisite: None
Recommended Preparation: CD M02
Class Hours: 3 lab
Application of procedures and practices presented in CD M12. Stresses specific teaching techniques leading to the completion of student teaching assignments in the Child Development Center. Requires proof of negative TB clearance. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M39A/L.

CD M13 -- 3 Units
Practicum 3 - Preschool
Prerequisites: CD M02, CD M04, and CD M12
Class Hours: 2 lecture, 3 lab
Expands knowledge of human development, emphasizing Piaget's cognitive theories, observation techniques, and assessment tools. Includes guided student teaching. Requires three weeks a week student teaching in a community program, allowing further application of theory to practical situations. Requires proof of negative TB clearance. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M39B.

CD M15 -- 3 Units
Infant Studies
Prerequisite: None
Class Hours: 3 lecture
Approved for Continuing Education hours by the California Board of Registered Nursing, provider number 02811 for 45 contact hours. Explores infant/toddler care based on developmental need, emphasizing curriculum planning, environment design and observation. Also addresses children with special needs and diverse cultural backgrounds. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M51.

CD M16 -- 3 Units
Behavior Management
Prerequisite: None
Recommended Preparation: CD M02
Class Hours: 3 lecture
Introduces characteristics of children with behavioral challenges and behavior management techniques. Difficult behaviors encountered by those working with children as well as techniques to cope and solve these behavior difficulties will be included. Applies to Associate Degree. Transfer credit: CSU.

CD M17 -- 3 Units
Practicum 4 -- Infant/Toddler
Prerequisite: CD M02, CD M15
Class Hours: 2 lecture, 3 Lab
Expands knowledge of procedures and practices for providing care and assessing infants and toddlers through guided student teaching in a Title 22 or Title 5 licensed childcare or family daycare center. Requires 48 hours per semester of student teaching in a community program. Requires proof of negative TB clearance. Applies to Associate Degree. Transfer credit: CSU.

CD M19 -- 3 Units
School Age Programs
Prerequisite: None
Class Hours: 3 lecture
Introduces the care of school age children, providing practical background and experience through before-and-after school and recreation programs. Emphasizes developmentally appropriate curriculum. Includes information pertaining to family and school coordination and community resources. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M45.

CD M20 -- 3 Units
Practicum 5 - School Age
Prerequisite: CD M02, CD M19
Expands knowledge of procedures and practices for teaching and assessing young children through guided student teaching in a school age childcare center. Requires 48 hours of student teaching in a community program. Requires proof of negative TB clearance. Applies to Associate Degree. Transfer credit: CSU.

CD M22A/B -- 1 to 3 Units Each
Independent Studies in Child Development
Prerequisite: A previous course in Child Development
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of child development through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU.
CD M23 -- 2 Units
Child Nutrition, Health & Safety
Prerequisite: None
Class Hours: 2 lecture
Approved for Continuing Education hours by the California Board of Registered Nursing, provider number 02811 for 30 contact hours.
Explores health protection and resources provided by the home, school, and community, emphasizing prevention of infectious disease, preventative health practices, prevention policies, injury prevention, disaster preparedness, nutrition, child abuse identification and prevention, children with special needs, and care of the mildly ill child. Completes with current legal statutes. Requires taking pediatric first aid and pediatric CPR. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M32.

CD M24 -- 3 Units
Administration in ECE 1
Prerequisite: CD M02, CD M03, CD M11, and one of the following: CD M07, M08, M09, or M10
Class Hours: 3 lecture
Introduces principles and practices of administering a child development program, emphasizing administrative needs, personnel and staffing parameters, parent/teacher relations and education, licensing requirements, professional development, grant and proposal writing, specific personnel management skills, and communication. Course required by the Child Development Permit for Site Supervisors (Option 1) and Program Directors. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M42A.

CD M25 -- 3 Units
Administration in ECE 2
Prerequisite: None
Recommended Preparation: BUS/ECON M30 and completion of ENGL M02
Class Hours: 3 lecture
Focuses on establishing and managing a business, including planning, financing, staffing, marketing, site selection, budgeting, legal concerns and regulatory issues. Offers realistic understanding of owning a business. Course required by the Child Development Permit for Site Supervisors (Option 1) and Program Director. (Same course as BUS M32). Applies to Associate Degree. Transfer credit: CSU. Formerly CD M42B.

CD M26 -- 2 Units
Supervision & Mentoring
Prerequisites: CD M02, CD M03, CD M11, and one of the following: CD M07, M08, M09, M10
Class Hours: 2 lecture
Introduces methods and principles of supervising student teachers, assistant teachers, parents and volunteers. Emphasizes varying strategies to help address needs of children, parents and staff. Course required by the Child Development Permit for Title 5 ECE/CD programs for Master Teachers, Site Supervisors and Program Directors. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M46.

CD M27 -- 2 Units
Parent Education
Prerequisite: None
Class Hours: 2 lecture
Introduces skills and resources that promote more effective parent and child interactions, applying developmental theories, principles and techniques. Reviews culture, race, ethnicity, family structures, economics, class, gender and special needs equity issues. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU. Formerly CD M44.

CD M28 -- 3 Units
The Exceptional Child
Prerequisite: CD M02
Class Hours: 3 lecture
Introduces various types of developmental disabilities experienced by young children. Study includes curriculum designs for inclusion, the referral process, community resources, parent-provider coordination, psychological implications of being an exceptional child, and special laws. Applies to Associate Degree. Transfer credit: CSU.

CD M60A -- 1.5 Units
Toddler Program
Prerequisite: None
Class Hours: 1.5 lecture
Provides an environment to study and observe toddlers in a naturalistic setting. Focuses on developmental stages, issues, concerns, educational programs, and developmentally appropriate materials. Registration of children for this class is done through the Child Development Center. All children must meet California immunization guidelines. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU.

CD M60B -- 1 Unit
Classroom Management in ECE
Prerequisite: None
Class Hours: 1 lecture
Introduces behavior management techniques that integrate sound developmental theory with practical application in a variety of early childhood settings. Intends for majors or current caregivers. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU.

CD M60 C -- 1 Unit
Developing Cognitive Grouptimes in ECE
Prerequisite: None
Class Hours: 1 lecture
Introduces developmental sequences for a variety of cognitive group experiences introduced in early childhood programs. Intended for majors or current caregivers. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU.

CD M60D -- 1 Unit
Exploring in ECE -- Part I
Prerequisite: None
Class Hours: 1 lecture
Introduces integrated developmentally appropriate experiential curriculum, emphasizing free exploration techniques, cooperative learning, center set-up, and implementation and individualization in providing learning experiences. Includes Rocks, Dinosaurs, Bubbles, Rainbows, Mixing Color, Mathematics Games, Fingerprinting, and Cooking and other Chemical Changes. Intended for majors or current caregivers. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU.
CD M60E -- 1 Unit
Exploring in ECE - Part 2
Prerequisite: None
Recommended Preparation: CD M60D
Class Hours: 1 lecture
Expands integrated developmentally appropriate experiential curriculum emphasizing free exploration techniques, cooperative learning, center set-up, and implementation and individualization in providing more advanced learning experiences. Includes Shadows, Environment, Rivers, Optical Rocks, Salt, Erosion, Friction, Ants, Insect, Mapping, Blocks, and Conservation Experiences. Intended for majors or current care-givers. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

CD M60H -- 1 Unit
Parenting Young Children
Prerequisite: None
Class Hours: 1 lecture
Introduces sound parenting principles geared especially to the challenge of parenting babies, toddlers, and preschoolers. With the guidance of a competent instructor, parents interact with the materials and each other to understand children's needs and behaviors. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU

CD M60J -- 0.5 Unit
Child Development Permit: Professional Growth Advisor Training
Prerequisite: None
Class Hours: 5 lecture
Introduces methods and principles of being a Professional Growth Advisor for the Child Development Permit. Emphasizes the formulation and implementation of the Professional Growth Plan as directed by the Commission on Teacher Credentialing. Stresses the mentoring role of the Professional Growth Advisor and includes setting long-range goals, recognizing and planning acceptable activities to meet goals, and completing and filing official paperwork required by the Commission. Completing course qualifies individuals to become Professional Growth Advisor, if they also hold teach permit and have more than three years of experience teaching or serving as a director in a child development program. Applies to Associate Degree. Transfer credit: CSU

CD M60K -- 1 Unit
The Special Needs Child
Prerequisite: None
Class Hours: 1 lecture
Provides opportunities for developing skills in identifying and working with children and families with special needs. Community resources and services will be presented. Students will have opportunity to gain information through guest speakers, observation and interaction with children and families. Requires proof of negative TB clearance. Transfer credit: CSU

CD M60M -- 0.5 Unit
Mentor Seminar 1
Prerequisite: Selection as an Early Childhood Mentor
Class Hours: 5 lecture
Early childhood mentors attend monthly seminars to explore issues related to their new role as supervisors of early childhood student teachers. Seminar content will be individualized to meet the needs of each Mentor. Applies to Associate Degree. Transfer credit: CSU

CD M60N -- 1 Unit
Parent Conferencing
Prerequisite: None
Class Hours: 1 lecture
An introduction to effective conferencing techniques between parents, teachers or caregivers. This course includes the impact of significant adults in the lives of children and developing a positive working relationship. Applies to Associate Degree. Transfer credit: CSU

CD M80 -- 1 to 4 Units
Internship in Child Development
Prerequisite: Completion of, or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged.
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

CD M89A-Z -- 0.5 to 3 Units Each
Institutes in Child Development
Prerequisite: None
Class Hours: As Arranged
Short workshop series designed for preschool and day-care personnel. Increases effective communication with children, parents, staff and community agencies through increased understanding and acquired skills. Only offered credit/no-credit. Applies to Associate Degree.

CD M89A -- 0.5 Unit
Movement and Rhythm for Early Childhood
Prerequisite: None
Class Hours: 5 lecture
Introduces music, movement and rhythm theories and activities for the preschool child. Explores age-appropriate activities for the physical, cognitive, and psychosocial domains of development.

CD M89C -- 0.5 Unit
Practical Ideas for Teaching Young Children
Prerequisite: None
Class Hours: 5 lecture
Develops knowledge base as well as practical realistic steps to successfully work with children, whether in the home or community setting. Intended for preschool and day-care personnel but appropriate for parents as well. Requires practical application.

**Computer Assisted Drafting**

See Courses in Drafting
College Strategies

Dean

Floyd Martin, Phone (805) 378-1459

Course

COL M01 -- 3 Units
College Strategies
Prerequisite: None
Class Hours: 3 lecture
Develops each student's comprehensive learning profile, applying it to the construction and implementation of educational, career and life goals. Emphasizes independent critical thinking skills, appropriate use of available resources and effective strategies for academic success. Applies to Associate Degree. Transfer credit: CSU

Communications

Communications is a broad term that describes a general field of study. Moorpark College offers three primary career paths within communications in addition to preparation in four related career options. Here is a brief comparison of the three primary career paths:

Communications
An interdisciplinary academic program.
Introduces students to the field of study and professions within communications.
Includes an introduction to the core disciplines within communications such as English, speech, graphics, journalism, and radio/television.
Prepares students for transfer to university communications programs.
Interdisciplinary approach enhances students' flexibility for transfer and professional development.
See the Associate of Arts Degree requirements below.

Radio/Television
Both an occupational and transfer program.
Trains students to work in education or commercial radio or television and related fields such as motion pictures, promotion, and post-production.
Includes broadcast journalism, writing, production techniques, performance, advertising, and management.
Includes local internship opportunities in radio/television, motion pictures, promotion, and post-production.
Academic focus is the study of mass communications.
See the Associate of Science Degree requirements on page 23.

Journalism
Both an occupational and transfer program.
Trains student to work at entry-level as editorial clerk, reporter, lay-out workers, advertising assistants, and production related jobs.
Includes new writing and reporting, copy editing, newspaper production, broadcast journalism, and public relations.
Includes local internship opportunities at newspapers.
Academic focus is the study of the mass communications.
See the Associate of Science Degree requirements on page 23.

Communications Degree

Associate in Arts Degree
This program will provide students with a basic understanding of communications course offerings and professions in preparation for transfer to most universities and professional schools. The interdisciplinary approach further enhances students' flexibility for transfer and professional development.

Core Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL M01*</td>
<td>English Composition</td>
</tr>
<tr>
<td>SPCH M01*</td>
<td>Introduction to Speech</td>
</tr>
<tr>
<td>BUS M37</td>
<td>Marketing</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>BUS M38</td>
<td>Advertising</td>
</tr>
<tr>
<td>GR M10</td>
<td>Intro to Graphics</td>
</tr>
<tr>
<td>GR M20</td>
<td>Macintosh and IBM Operating Systems/Graphics</td>
</tr>
<tr>
<td>JOUR M01/RT M01*</td>
<td>Mass Media and Society</td>
</tr>
<tr>
<td>JOUR M02*</td>
<td>News Reporting and Writing</td>
</tr>
<tr>
<td>PHOT M01*</td>
<td>Beginning Photography</td>
</tr>
<tr>
<td>RT M02A</td>
<td>TV Studio Operations</td>
</tr>
<tr>
<td>RT M07A</td>
<td>Radio Production Workshop</td>
</tr>
<tr>
<td>RT M05/ENGL M05</td>
<td>Radio Television Script Writing</td>
</tr>
</tbody>
</table>

* These courses can count toward general education requirements.

An additional six (6) units from one of the following areas:
- Graphics, Journalism, Photography, or Radio-Television

Recommended Courses:
- HIST M05, M07A, M07B; HUM M03, M04; JOUR M12, M14, P0L5 M01, M02, M03; SPCH M03

Companion Animal/Pet Studies

The Companion Animal/Pet Studies (CAPS) program meets the needs of five specific groups of students: (a) Business Owners, future business owners, and employees in the small domestic animal/pet field — trainers, groomers, pet sitters, pet store owners and employees, etc; (b) Individuals who, because of their work, come into contact with small domestic animals/pets and require skills/training in dealing with the animals/pets — animals regulation officers, humane society personnel, law enforcement personnel, etc; (c) Pre-veterinary students; (d) Preschool and K-12 teachers and health professionals who use pets within their classroom or practice, respectively, and need skills/training in appropriate pet care and handling; and (e) Owners of small domestic animals/pets. The focus in every case is on the small domestic animal/pet human relationship and does not involve large "farm" animals. Further, the program will not directly handle, train, care for, rescue, etc. animals/pets on or off the College premises.

Academically, the program offers a Certificate of Completion.
Career Opportunities

Common job titles include, but are not limited to: Animal Assistants, Animal Caretakers, Animal Control Officers, Animal Shelter & Support Service Assistants, Animal Nutritionist, Aquarium Sales Personnel, Aquarium Suppliers, Bird Hospital Assistants, Dog Trainers, Dog & Cat Food Sales Personnel, Dog & Cat Furnishing Sales Personnel, Dog & Cat Grooming Personnel, Dog & Cat Kennel Workers, Dog & Cat Sitters, Dog & Cat Suppliers, Humane Educators, Humane Officers, Pet-Assisted Therapists, Pet Breeders, Pet Health Plan Sales Personnel, Pet Identification Service Personnel, Pet Photographers, Pet Suppliers, Pet Transportation Service Personnel, Tropical Fish Sales Personnel, Tropical Fish Suppliers, Veterinary Assistants, Veterinary Hospital Assistants, Veterinary Receptionists, Veterinary Hospital Suppliers.

Dean

Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time

Steven Pollock

Part-Time

Deena Case-Pall

Counselor

Chuck Brinkman

Companion Animal/Pet Studies Courses

CAPS M01 -- 3 Units

Companion Animal/Pet Studies
Prerequisite: None
Class Hours: 3 lecture
Reviews the complex relationships between humans and companion animals. Topics include companion animal/pet care and health, behavior, ethical and legal issues, anatomy and physiology, and home-based and small businesses. Field trips may be required. Applies to Associate Degree.

CAPS M60A-Z

Topics in Companion Animal/Pet Studies
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announce in the semester's Schedule of Classes.

CAPS M60C -- 0.5 Units

Feline Management
Prerequisite: None
Class Hours: 5 lecture
Reviews the unique relationship between cats and humans. Topics include selecting and raising a kitten or cat, coping with common cat behavior problems such as scratching and litter box use, enriching your cat's life and dealing with the feral cat. Applies to Associate Degree.

CAPS M60D -- 0.5 Units

Canine Management
Prerequisite: None
Class Hours: 5 lecture
Examines issues relating to dogs as pets and helpers including: dog selection, care, and training; preventing and treating common dog behavior problems; dogs sports such as obedience, agility, tracking, and schutzhund; and service dogs such as police dogs, guide dogs, and search and rescue dogs. Applies to Associate Degree.
Choose either:
CIS M51 ...... Intro. to Novell .................................................. 3
Or
CIS M52 ...... Intro. to Windows NT ........................................... 3
CIS M53 ...... Systems Analysis ................................................. 3

Suggested Course Sequence:
First Semester
BUS M02A .......................................................... 3
CIS M16 .......................................................... 5
CIS M16L .......................................................... 1
Total .......................................................... 7

Second Semester
BUS M02B .......................................................... 3
CIS M53 .......................................................... 3
MIS M50 .......................................................... 3
Total .......................................................... 9

Third Semester
BUS M30 .......................................................... 3
CIS M40 .......................................................... 1
CIS M40L .......................................................... 1
Total .......................................................... 7

Fourth Semester
CIS M51 OR M52 ............................................. 3
CIS M41 .......................................................... 3
CIS M41L .......................................................... 1
Total .......................................................... 7

See Degree Requirements and Transfer Information section for General Education requirements.

Information Systems Certificate
Certificate of Achievement
Students learn basic skills of computer information systems with the goal of immediate employment in business or industry utilizing computer information systems techniques and equipment.

Required Courses:
BUS M02A ...... Financial Accounting Principles I .................. 3
BUS M02B ...... Financial Accounting Principles II ................ 3
BUS M30 ...... Intro to Business and Economics ..................... 3
CIS M16 ...... Intro to Information Systems ......................... 3
CIS M16L ...... Introduction to Information System Lab ........ 1
CIS M40 ...... Windows Programming: Visual BASIC I .......... 3
CIS M40L ...... CIS Visual BASIC I Lab ............................. 1
CIS M41 ...... Windows Programming: Visual BASIC II ....... 3
CIS M41L ...... CIS BASIC II Lab .................................. 1
CIS M53 ...... Systems Analysis ...................................... 3
CIS M50 ...... Introduction to Local Area Networks ............. 3

Pluse either:
CIS M51 ...... Introduction to Novell Client/Server .................. 3
or
CIS M52 ...... Intro to Windows NT Workstation/Server ........ 3

TOTAL minimum units required .................................. 30

Recommended: ECON M01, M02

Microcomputer Applications
Certificate of Completion
This program offers basic and advanced training in a variety of widely used computer application programs. It is intended to provide instruction to students seeking employment, as well as those already employed but requiring upgrading of computer skills. Successful program completion will provide comprehensive training toward entry-level positions in an assortment of occupations in local businesses/industry.

Required Courses:
BUS M39 ...... Business Communications ......................... 3
CIS M12 ...... Intermediate Computer Keyboarding ............. 1
or ability to type 30 wpm
CIS M15 ...... Introduction to the Personal Computer .......... 1.5
CIS M17 ...... Introduction to Windows 98 ......................... 1.5

Choose an additional 6 units:
CIS M20 ...... Microsoft Word Part 1 .............................. 1.5
CIS M21 ...... Microsoft Word Part 2 .............................. 1.5
CIS M24 ...... Microsoft Excel Part 1 ............................ 1.5
CIS M25 ...... Microsoft Excel Part 2 ............................ 1.5
CIS M26A ...... Microsoft Access I ................................ 1.5
CIS M26B ...... Microsoft Access II ................................ 1.5
CIS M27 ...... Microsoft PowerPoint ............................. 1.5
CIS M28 ...... Microsoft Office ..................................... 3
Total minimum units required .................................. 13

Microcomputer Systems Degree
Associate in Science Degree
Moorpark College offers an Associate in Science Degree in Microcomputer Systems. The Microcomputer Systems major will give students a variety of operational skills needed for careers in business, industry, and government.

Required Courses:
BUS M02A ...... Financial Accounting Principles I .................. 3
and
BUS M02B ...... Financial Accounting Principles II .................. 3
or
BUS M08 ...... Computerized Accounting ......................... 3
CIS M15 ...... Introduction to the Personal Computer ........ 1.5
CIS M16 ...... Introduction to Information Systems ............. 3
CIS M16L ...... Information Systems Lab ......................... 1
CIS M17 ...... Introduction to Windows 98 ......................... 1.5
CIS M20 ...... Microsoft Word Part 1 .............................. 1.5
CIS M21 ...... Microsoft Word Part 2 .............................. 1.5
CIS M23 ...... Microsoft Word Part 3 .............................. 1.5
CIS M26A ...... Microsoft Access I ................................ 1.5
CIS M26B ...... Microsoft Access II ................................ 1.5
CIS M27 ...... Microsoft PowerPoint ............................. 1.5
CIS M40 ...... Windows Programming: Visual BASIC I ....... 3
CIS M40L ...... Visual BASIC I Lab ................................ 1
CIS M41 ...... Windows Programming: Visual BASIC II ...... 3
CIS M41L ...... Visual BASIC II Lab ................................ 1
CIS M50 ...... Introduction to Local Area Networks ............. 3

TOTAL minimum units required .................................. 30

Suggested Course Sequence:
First Semester
BUS M02A .......................................................... 3
CIS M15 .......................................................... 1.5
CIS M17 .......................................................... 1.5
Total .......................................................... 6
Second Semester
BUS M02B or M08 .................................................. 3
CIS M16 ................................................................. 3
CIS M16L .............................................................. 1
CIS M20 ................................................................. 1.5
Total .................................................. 8.5

Third Semester
CIS M21 ................................................................. 1.5
CIS M26A ............................................................... 1.5
CIS M27 ................................................................. 1.5
CIS M40 ................................................................. 1
CIS M40L .............................................................. 1
Total .................................................. 8.5

Fourth Semester
CIS M23 ................................................................. 1.5
CIS M26B ............................................................... 1.5
CIS M41 ................................................................. 1
CIS M41L .............................................................. 1
CIS M50 ................................................................. 0.5
Total .................................................. 9

See Degree Requirements and Transfer Information section for General Education requirements.

Microcomputer Systems Certificate

Certificate of Achievement
Students learn basic skills of computer information systems with the goal of immediate employment in business or industry utilizing computer information systems techniques and equipment.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td>BUS M02A</td>
<td>Financial Accounting Principles I</td>
</tr>
<tr>
<td>BUS M02B</td>
<td>Financial Accounting Principles II</td>
</tr>
<tr>
<td>BUS M08</td>
<td>Computerized Accounting</td>
</tr>
<tr>
<td>CIS M15</td>
<td>Introduction to the Personal Computer</td>
</tr>
<tr>
<td>CIS M16</td>
<td>Introduction to Information Systems</td>
</tr>
<tr>
<td>CIS M16L</td>
<td>Information Systems Lab</td>
</tr>
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<td>Introduction to Windows 98</td>
</tr>
<tr>
<td>CIS M20</td>
<td>Microsoft Word Part 1</td>
</tr>
<tr>
<td>CIS M21</td>
<td>Microsoft Word Part 2</td>
</tr>
<tr>
<td>CIS M23</td>
<td>Microsoft Word Part 3</td>
</tr>
<tr>
<td>CIS M26A</td>
<td>Microsoft Access I</td>
</tr>
<tr>
<td>CIS M26B</td>
<td>Microsoft Access II</td>
</tr>
<tr>
<td>CIS M27</td>
<td>Microsoft PowerPoint</td>
</tr>
<tr>
<td>CIS M40</td>
<td>Windows Programming: Visual BASIC I</td>
</tr>
<tr>
<td>CIS M40L</td>
<td>Visual BASIC I Lab</td>
</tr>
<tr>
<td>CIS M41</td>
<td>Windows Programming: Visual BASIC II</td>
</tr>
<tr>
<td>CIS M41L</td>
<td>Visual BASIC II Lab</td>
</tr>
<tr>
<td>CIS M50</td>
<td>Introduction to Local Area Networks</td>
</tr>
</tbody>
</table>

TOTAL minimum units required ........................................ 29 or 30

Recommended: ECON M01, M02

CIS M10 -- 0.5 Unit
Keyboarding Review
Prerequisite: None
Recommended Preparation: A previous course in typing/keyboarding
Class Hours: 1.5 lab
Reviews existing typing/keyboarding skills. Can receive credit in CIS M10 or CIS M11, not both. Formerly BIS 1R. Applies to Associate Degree.

CIS M11 -- 1 Unit
Basic Computer Keyboarding
Prerequisite: None
Class Hours: 3 lab
Introduces basic keyboarding techniques, emphasizing speed and accuracy to 20 words per minute. Works in a custom-designed program in Microsoft Word. No previous computer/typewriter experience required. Not recommended for those who have taken a previous typing/keyboarding class. Can receive credit in CIS M10 or CIS M11, not both. May be taken two (2) times for credit. Formerly BIS M1. Applies to Associate Degree.

CIS M12 -- 1 Unit
Intermediate Computer Keyboarding
Prerequisite: CIS M10 or CIS M11 or ability to type 20 wpm
Class Hours: 3 lab
Introduces students to figure and symbol skills and develops speed and accuracy through a custom-designed program in Microsoft Word. Formerly BIS 2. Applies to Associate Degree.

CIS M13 -- 1 Unit
Computer Keyboarding / Speed Building
Prerequisite: CIS M12 or the ability to type 35 wpm
Class Hours: 3 lab
Emphasizes continued development of speed and accuracy through a programmed series of timings and drills customized to individual needs. Grade based on improvement. May be taken two (2) times for credit. Formerly BIS 3. Applies to Associate Degree.

CIS M14 -- 1 Unit
10-Key Mastery on the Computer
Prerequisite: None
Class Hours: 5 lecture, 1.5 lab
Builds mastery of the numeric keyboard and develops speed and accuracy for data entry as well as spreadsheet and database applications in a work environment. Formerly BIS 6. Applies to Associate Degree.

CIS M15 -- 1.5 Units
Introduction to the Personal Computer
Prerequisite: CIS M11
Class Hours: 1 lecture, 1.5 lab
Introduces computer terminology and concepts, emphasizing software installation, computer system expansion, computer purchase, and e-mail/internet use. May be taken three (3) times for credit. Only offered credit/no-credit. Formerly BIS 10A. Applies to Associate Degree.

CIS M16 -- 3 Units
Introduction to Information Systems
Prerequisite: None
Corequisite: CIS M16L
Recommended Preparation: CIS M11
Class Hours: 3 lecture
Introduces history, development and application of information processing systems emphasizing the microcomputer. Includes hands-on experience solving problems and writing/executing programs in the language QBASIC. Meets requirements of the DMPA Model Curriculum. May be taken two (2) times for credit. Formerly CIS 1. Applies to Associate Degree. Transfer credit: CSU.
CIS M16L -- 1 Unit
CIS Introduction Lab
Prerequisite: None
Corequisite: CIS M16
Class Hours: 3 lab
Provides hands-on practice with Microsoft 2000 and QBasic on an IBM PC platform with Windows 98 or Windows NT. May be taken two (2) times for credit. Only offered credit/no-credit. Formerly CIS 1L. Applies to Associate Degree. Transfer credit: CSU.

CIS M17 -- 1.5 Units
Introduction to Windows 98
Prerequisite: None
Recommended Preparation: CIS M15
Class Hours: 1 lecture, 1.5 lab
Introduces the Windows 98 operating system, emphasizing running programs, entering/moving data, and performing DOS-related tasks. Includes program and file management using Explorer, Paint and WordPad. May be taken three (3) times for credit. Formerly BIS 19. Applies to Associate Degree.

CIS M18 -- 3 Units
Accounting with QuickBooks
Prerequisite: BUS M01A
Class Hours: 2 lecture, 3 lab
Introduces the use of QuickBooks in a computerized accounting system. Reinforces basic accounting concepts and procedures and their relationship to QuickBooks. Provides extensive hands-on experience including setting up a new company. (Same course as BUS M08). Applies to Associate Degree.

CIS M20 -- 1.5 Units
Microsoft Word Part 1
Prerequisite: CIS M17
Class Hours: 1 lecture, 1.5 lab
Introduces Microsoft Word for Windows, including creating and editing a Word document; formatting characters, paragraphs, and pages; changing fonts; using tools such as spell check and manipulating formatting tools. May be taken three (3) times for credit. Formerly BIS 21A. Applies to Associate Degree.

CIS M21 -- 0.5 Unit
Microsoft Word Part 2
Prerequisite: CIS M20
Class Hours: 1.5 lab
Continues introduction to Microsoft Word for Windows, including moving text, working with multiple windows; conducting find/replace; printing; formatting with templates and macros; adding borders, frames and pictures; and using Microsoft Draw, WordArt and equation editor. May be taken three (3) times for credit. Formerly BIS 21B. Applies to Associate Degree.

CIS M22A/B -- 1 to 3 Units Each
Independent Studies in Information Systems
Prerequisite: A previous course in Computer Information Systems
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of computer information systems through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CIS M23 -- 0.5 Unit
Microsoft Word Part 3
Prerequisite: CIS M21
Class Hours: 1.5 lab
Develops advanced page and document formatting in the Word for Windows program, including creating tables and charts; formatting text into columns; merging documents; sorting and selecting text and records; creating outlines, tables, and indexes; and formatting with styles. May be taken three (3) times for credit. Formerly BIS 21C. Applies to Associate Degree.

CIS M24 -- 1.5 Units
Microsoft Excel Part 1
Prerequisite: CIS M17
Class Hours: 1 lecture, 1.5 lab
Introduces basics of an electronic spreadsheet through Excel's desktop environment, emphasizing how to enter data, select commands, move the cell cursor around the worksheet, get help, save a worksheet in a workbook file, and print a range of data. May be taken three (3) times for credit. Formerly BIS 24A. Applies to Associate Degree.

CIS M25 -- 0.5 Unit
Microsoft Excel Part 2
Prerequisite: CIS M24
Class Hours: 1 lecture/1.5 lab
Introduces professional analysis of investment or other financial decisions, using appropriate chart and visual elements. Emphasizes linking, embedding, and consolidating worksheets as well as designing and manipulating databases. May be taken three (3) times for credit. Formerly BIS 24B. Applies to Associate Degree.

CIS M26A -- 1.5 Units
Microsoft Access I
Prerequisite: CIS M17
Class Hours: 1 lecture/1.5 lab
Introduces designing and building an Access database, using Microsoft Windows. May be taken three (3) times for credit. Formerly BIS 12. Applies to Associate Degree.

CIS M26B -- 0.5 Unit
Microsoft Access II
Prerequisite: CIS M26A
Class Hours: 1.5 lab
Introduces advanced topics in working with Access, including adding queries to database, creating database relationships, designing advanced queries and using advanced report features. Includes Visual Basic. Applies to Associate Degree.

CIS M27 -- 1.5 Units
Microsoft PowerPoint
Prerequisite: CIS M17
Class Hours: 1 lecture, 1.5 lab
Introduces presentation preparation, using animation, charts, clip art, pictures, shapes and sounds. May be taken three (3) times for credit. Formerly BIS 17. Applies to Associate Degree.

CIS M28 -- 3 Units
Microsoft Office
Prerequisite: None
Class Hours: 2 lecture/3 lab
Introduces Microsoft Windows 98, Word, Excel, and PowerPoint, emphasizing integration features and advanced OLE technology. May be taken three (3) times for credit. Formerly BIS 16. Applies to Associate Degree.
CIS M30 -- 1.5 Units
Web Page Design I
Prerequisite: None
Recommended Preparation: CIS M17
Class Hours: 1 lecture/1.5 lab
Provides the fundamentals of HTML (HyperText Markup Language) programming to design Web pages, exploring personal Internet and business Intranet environments. Requires Web Page production. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. Formerly CIS M60D

CIS M31 -- 1.5 Units
Web Page Design II
Prerequisite: CIS M30 or equivalent
Class Hours: 1 lecture, 1.5 lab
Intermediate concepts of web design using HTML (Hyper Text Markup Language) programming, XML (Extended Markup Language), and CGI (Common Gateway Interface) Scripting. Students create custom Web pages for personal Internet and business Intranet environments. Applies to Associate Degree.

CIS M40 -- 3 Units
Windows Programming: Visual BASIC I
Prerequisite: CIS M16
Corequisite: CIS M40L
Class Hours: 3 lecture
Introduces programming in a Windows environment using Microsoft Visual BASIC. Focuses on Event Oriented programming, including forms, events, properties, controls and event procedures, menus and dialog boxes, files and graphics, the user interface, managing projects, flow control, sorting, data handling and debugging procedures. Formerly CIS 3A. Applies to Associate Degree. Transfer credit: CSU; UC

CIS M40L -- 1 Unit
CIS Visual BASIC I Lab
Prerequisite: None
Corequisite: CIS M40
Class Hours: 3 lab
Provides hands-on experience with Visual BASIC programming. Only offered credit/no-credit. Formerly CIS 3AL. Applies to Associate Degree. Transfer credit: CSU; UC

CIS M41 -- 3 Units
Windows Programming: Visual BASIC II
Prerequisites: CIS M40/M40L
Corequisite: CIS M41L
Class Hours: 3 lecture
Expands use Microsoft Visual BASIC, building on previous understanding of syntax and procedures. Focuses on the interaction of programs, the use of more advanced graphics and sound, and the handling of more complex data files and arrays. Provides experience with real-world business applications. Formerly CIS 3B. Applies to Associate Degree. Transfer credit: CSU; UC

CIS M41L -- 1 Unit
CIS Visual BASIC II Lab
Prerequisite: None
Corequisite: CIS M41
Class Hours: 3 lab
Provides hands-on lab experience for advanced Visual BASIC programming exercises. Only offered credit/no-credit. Formerly CIS 3BL. Applies to Associate Degree. Transfer credit: CSU; UC

CIS M50 -- 3 Units
Introduction to Local Area Networks (LAN)
Prerequisite: None
Recommended Preparation: CIS M16/M16L
Class Hours: 2.5 lecture, 1.5 lab
Introduces system requirements, terminology, technology, topologies and software used in Local Area Networks, including evaluation of applications and integration with Wide Area Networks. Emphasizes hardware components, protocols and applications that support users. Reviews the features, expandability and maintainability of a range of network operating systems. May be taken four (4) times for credit. Formerly CIS 5. Applies to Associate Degree. Transfer credit: CSU

CIS M51 -- 3 Units
Introduction to Novell Client/Server
Prerequisite: CIS M50
Class Hours: 2.5 lecture, 1.5 lab
Introduces networking using Novell, emphasizing how to log on to a Novell network, map drives, set passwords, configure a Novell Client system, run applications over the network, install and de-install Novell Client software and troubleshoot. Reviews Novell Server issues such as account administration, the Novell file system structure, system optimization, Novell server and workstation installation, security, printing and diagnostics as well as creating users and setting access privileges. Prepares students to take Novell's CNA tests and portions of CNE tests to become Novell certified. May be taken four (4) times for credit. Formerly CIS 7. Applies to Associate Degree. Transfer credit: CSU

CIS M52 -- 3 Units
Introduction to Microsoft Windows NT Workstation/Server
Prerequisite: CIS M50
Class Hours: 2.5 lecture, 1.5 lab
Introduces Microsoft Windows NT, focusing on how to log on to an NT network, map drives, set passwords, and configure an NT workstation. Reviews NT server issues such as account administration, the NT file system structure, system optimization, NT server and workstation installation, security, printing and diagnostics. May be taken four (4) times for credit. Formerly CIS 8. Applies to Associate Degree. Transfer credit: CSU

CIS M53 -- 3 Units
Systems Analysis
Prerequisites: CIS M16 and a programming class
Class Hours: 3 lecture
Introduces computer information systems and procedures and offers analysis of various existing business CIS principles and non-data and data systems concepts. Formerly CIS 6. Applies to Associate Degree. Transfer credit: CSU

CIS M60A-Z -- 1 to 3 Units Each
Topics in Computers
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.
Developed topics include:
CIS M606C -- 1 Unit
Internet and WWW I
Prerequisite: None
Recommended Preparation: CIS M17
Class Hours: .5 lecture/1.5 lab
Provides a window into the World Wide Web and its abundance of resources. Provides hands-on experience using popular search engines, selecting an Internet provider and using e-mail and File Transfer Protocol. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CIS M606E -- 1 Unit
Internet and WWW II
Prerequisite: CIS M606C or equivalent knowledge of the Internet
Class Hours: .5 lecture/1.5 lab
Expands proficiency in dynamic areas related to the Internet and World Wide Web, including complex search and retrieval strategies, file compression and decompression, browser plug-ins, Internet Relay Chat and teleconferencing. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CIS M606F -- 1 Unit
Quicken
Prerequisite: None
Recommended Preparation: CIS M17
Class Hours: .5 lecture/1.5 lab
Introduces financial software package to organize personal finances by setting up electronic checkbook registers for tracking transactions. Includes creating reports and graphs, tracking investments, managing savings and monitoring cash flow. (Same course as BUS M606F). Applies to Associate Degree. Transfer credit: UC credit limitations.

CIS M61 -- 1 Unit
Computer Programming Laboratory
Prerequisite: None
Corequisite: CIS M22A/B with subject that requires extensive lab work/computer usage
Class Hours: 3 lab
Allows credit for lab experience, when deemed appropriate by the instructor under an Independent Study contract. May be taken two (2) times for credit. Only offered credit/no-credit. Formerly CIS 9. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CIS M80 -- 1 to 4 Units
Internship in Computer Information Systems
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; credit limitations.

COMPUTER NETWORK SYSTEMS ENGINEERING

The Computer Network Systems Engineering (CNSE) Program provides specific technologies necessary to function effectively as a multi-platform network systems administrator/analyst. It provides hands-on training on networking hardware and software. Successful program completion qualifies individuals for beginning positions in networking administration. See chart on page 76.

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty
Full-Time
Sheila Tan

Part-Time
Syed Ahmad, Sewak Khurana, Josef Kurunczi, Brian Len; Dave Owen, Huy Tran, Jerry West, Richard Volpe

Counselors
Letisha Mai, Danita R. Redd

Computer Network Systems Engineering Degree

Associate in Science Degree

Required Courses: Unit
CNSE M5 ...... Local & Wide Area Network ............................................ 4
or (CNSE M5A and CNSE M5B)
CNSE M10 ...... Introduction to Telecommunications .......................... 2
CNSE M11 ...... Cisco System Computer Networking ................. 3
CNSE M13 ...... Internetworking & TCP/IP ........................................... 2
CNSE M15 ...... Cisco System Computer Networking 2 ................. 3
CNSE M30 ...... MS Windows Administration ............................... 1.5
CNSE M31 ...... MS Windows Network Server ................................. 1.5
CNSE M34 ...... Internetworking w/MS TCP/IP on MS windows NT . 1.5
CNSE M80 ...... Internship in Computer Systems Networking ...... 1
EL M18 ...... PC Repair and Upgrade ................................................. 3
Math M01 ...... Elementary Algebra .................................................... 5

Select three (3) of the following courses:
CNSE M16 ...... Cisco System Computer Networking 3 .................. 2
CNSE M17 ...... Cisco System Computer Networking 4 .................. 2
CNSE M20 ...... NetWare 5 Administration ........................................ 2
CNSE M21 ...... NetWare 5 Advanced Administration .................... 2
CNSE M35 ...... SQL Server Administration ................................. 1.5
CNSE M36 ...... Support MS Wind. NT Server 4.0-Enterprise Tech ... 1.5
CNSE M37 ...... MS Exchange Implementation ............................ 1.5
CNSE M38 ...... Administering MS Exchange ............................... 1.5
CNSE M39 ...... SQL Server Implementation ................................. 1.5
CNSE M40 ...... Internet Information Server .................................. 1.5
Total units required .................................................................... 33-34.5

67
Computer Network Systems Engineering

Certificate of Completion

Required Courses:  
- CIS M60D Web Page Design w/HTML 1
- EL M08 PC Hardware for Novices 1.5
- EL M18 PC Repair and Upgrade 3
- CNSE M10 Introduction to Telecommunications 3
- CNSE M11 Networking Technologies (Cisco Networking 1) 2
- CNSE M12 Network Wiring and Cabling 3
- CNSE M13 Internetworking: Bridges, Switches and Routers 4
- CNSE M15 Cisco System Computer Networking 2 2
- CNSE M16 Cisco System Computer Networking 3 2
- CNSE M17 Cisco System Computer Networking 4 2
- CNSE M20 Netware 5 Administration 1.5
- CNSE M21 Netware 5 Administration 1.5
- CNSE M23 IntranetWare: Integrating Windows NT 2
- CNSE M30 Implementing and Supporting MS Windows NT Workstation 1.5
- CNSE M31 Implementing and Supporting MS/Win. NT Server 1.5
- CNSE M34 Internetworking with MS TCP/IP on MS Windows NT Workstation 1.5
- CNSE M80 Internship in CNSE 1

Total minimum units required 34

Suggested Course Sequence:

First Semester
- CNSE M05 4
- CNSE M10 3
- EL M18 3
- MATH M01 5
- Total 15

Second Semester
- CNSE M11 2
- CNSE M13 2
- CNSE M15 2
- Total 6

Third Semester
- CNSE M30 1.5
- CNSE M31 1.5
- Total 3

Fourth Semester
- CNSE M34 1.5
- CNSE M80 1
- Total 2.5

Basic Network Specialist Certificate

Certificate of Completion

Required Courses:  
- CNSE M5 Local & Wide Area Network 4
- CNSE M10 Introduction to Telecommunications 3
- CNSE M13 Internetworking & TCP/IP 4

Select two (2) of the following courses:
- CNSE M11 Cisco System Computer Networking 1 2
- CNSE M20 Netware 5 Administration 1.5
- CNSEM30 MS Windows Administration 1.5

Total minimum units required 14

Cisco System Network Associate

Certificate of Completion

Required Courses:  
- CNSE M11 Cisco System Computer Networking 1 2
- CNSE M15 Cisco System Computer Networking 2 2
- CNSE M16 Cisco System Computer Networking 3 2
- CNSE M17 Cisco System Computer Networking 4 2

Total minimum units required 8

Microsoft Local Area Network

Certificate of Completion

Required Courses:  
- CNSE M30 MS Windows Administration 1.5
- CNSE M31 MS Windows Network Server 1.5
- CNSE M36 Support MS Wind. NT Server 4.0 - Enterprise Ed. 1.5
- CNSE M32 Networking Essentials 1.5
- CNSE M34 Internetworking w/MS TCP/IP on MS Wind. NT 1.5

Select two (2) of the following courses:
- CNSE M35 SQL Server Administration 1.5
- CNSE M37 MS Exchange Implementation 1.5
- CNSE M38 Administering MS Exchange 1.5
- CNSE M39 SQL Server Implementation 1.5
- CNSE M40 Microsoft Internet Server 1.5
- CNSE M41 Upgrading to Windows 2000 1.5

Total minimum units required 10.5

Advanced Network Specialist

Certificate of Achievement

Required Courses:  
- EL M18 PC Repair and Upgrade 3
- CNSE M05 Local & Wide Area Network 4
- CNSE M10 Introduction to Telecommunications 3
- CNSE M11 Cisco System Computer Networking 1 2
- CNSE M13 Internetworking & TCP/IP 4
- CNSE M15 Cisco System Computer Networking 2 2
- CNSE M16 Cisco System Computer Networking 3 2
- CNSE M17 Cisco System Computer Networking 4 2
- CNSE M30 MS Windows Administration 1.5
- CNSE M31 MS Windows Network Server 1.5
- CNSE M34 Internetworking with MS TCP/IP on MS wind. NT 1.5

Total units required 26.5

Moopark College Network System Engineering program is a Cisco System Local Academy; Microsoft Authorized Academic Training Program (AATP); and 3Com NetPrep Regional Training Center.

Computer Network Systems Engineering Courses

CNSE M05 -- 4 Units

Local and Wide Area Network
Prerequisite: None
Class Hours: 4 lecture
This is one of the 8 networking fundamental courses in 2Com NetPrep program. In this course, students will learn how Local Area Networks (LANs) are built: what physical cables are used, how those cables are connected together, and how hardware platforms (such as servers and workstations) attach to LANs. Students will also learn about the Network Operating System (NOS) software and applications that run on LANs. Cannot receive credit for CNSE M05A/B sequence and CNSE M05. Applies to Associate Degree.
CNSE M05A -- 2 Units
Local Area Networks
Prerequisite: None
Class Hours: 2 lecture
This is one of the 8 networking fundamental courses in 3Com NetPrep program. In this course, students will learn how Local Area Networks (LANs) are built: what physical cables are used, how those cables are connected together, and how hardware platforms (such as servers and workstations) attach to LANs. Students will also learn about the Network Operating System (NOS) software and applications that run on LANs. Cannot receive credit for CNSE M05A/B sequence and CNSE M05. Applies to Associate Degree.

CNSE M05B -- 2 Units
Wide Area Networks
Prerequisite: None
Class Hours: 2 lecture
This is one of the 8 networking fundamental courses in 3Com NetPrep program. In this course, students will learn network topics related to wide area networks (WANs). These topics include the telecommunications components and concepts used to build WANs, as well as the protocols used to transport voice and data over a wide area. Cannot receive credit for CNSE M05A/B sequence and CNSE M05. Applies to Associate Degree.

CNSE M10 -- 3 Units
Introduction to Telecommunications
Prerequisite: None
Class Hours: 3 lecture
Introduces voice, data and video communications and an overview of the telecommunications industry. Includes customer premises equipment, switches and private networks, transmission media, fiber optics, T1 technology, channel banks, switching and signaling, advanced telecommunications services, local area networks, wide area networks, internet, ISDN, personal computing systems, and telecommunication protocols. Formerly EL 50. Applies to Associate Degree.

CNSE M11 -- 2 Units
Cisco System Computer Networking 1
Prerequisite: None
Class Hours: 1.5 lecture, 2.5 lab
This course provides students a foundation upon which to prepare their networking training. Networking technology where concepts like contemporary network services, transmission media, and protocols in LANs and WANs environments are explained. Applies to Associate Degree.

CNSE M12 -- 3 Units
Network Wiring and Cabling
Prerequisite: CNSE M10 or equivalent experience
Class Hours: 2 lecture, 3 lab
Introduces physical layer of networking, providing hands-on experience testing, troubleshooting, and installing network wiring and cabling. Formerly EL 52. Applies to Associate Degree.

CNSE M13 -- 4 Units
Internetworking and TCP/IP
Prerequisite: CNSE M5, or CNSE M5A and CNSE M5B
Class Hours: 4 lecture
This course offers two of the 8 networking fundamental courses in 3Com NetPrep program. It is an introduction to TCP/IP networking architectures and an introduction to internetworking devices such as bridges, switches, and routers. Topics include the use of internetworking components as well as concepts in network management and component selection. Formerly EL 53. Applies to Associate Degree.

CNSE M14 -- 3 Units
Introduction to Mobile Data/Wireless LAN Technologies
Prerequisite: EL M11 or CNSE M32
Class Hours: 3 lecture
Reviews potential mobile data and wireless LAN applications, market forecasts, services offered, traffic capacities and bandwidth issues, spectrum allocation, standards, products, and key players. Includes primer on wireless networking, mobile data, wireless spectra, international standards, and wired PCMCIA technology applicable to mobile communications. Formerly EL 54. Applies to Associate Degree.

CNSE M15 -- 2 Units
Cisco System Computer Networking 2
Prerequisite: CNSE M11
Class Hours: 1.5 lecture, 2.5 lab
This is the second course in a four course series to provide Cisco System hardware certificate training to our students. It is designed to provide students with classroom and laboratory experience in current and emerging computer networking technology. Intermediate level instruction in LANs, WANs, OSI models, IP addressing and router programming is provided. Applies to Associate Degree.

CNSE M16 -- 2 Units
Cisco System Computer Networking 3
Prerequisite: CNSE M15
Class Hours: 1.5 lecture, 2.5 lab
This is the third course in a four course series to provide Cisco System hardware certificate training to our students. It is designed to provide students with classroom and laboratory experience in current and emerging computer networking technology. This course covers LAN switching, VLANs, LAN design, IGRP, and Novel IPX. Applies to Associate Degree.

CNSE M17 -- 2 Units
Cisco System Computer Networking 4
Prerequisite: CNSE M16
Class Hours: 1.5 lecture, 2.5 lab
This is the fourth course in a four course series to provide Cisco System hardware certificate training to our students. It is designed to provide students with classroom and laboratory experience in current and emerging computer networking technology. This course covers Wide Area Networking, WAN design, PPP, ISDN, and Frame Relay. Applies to Associate Degree.

CNSE M20 -- 1.5 Units
NetWare 5 Administration
Prerequisite: EL M18 or equivalent experience
Class Hours: 1 lecture, 1.5 lab
The course is designed to provide students with the necessary knowledge and skills to perform competently in the role of network administrator or system manager for NetWare 5. Students completing this course will be able to accomplish fundamental network management tasks on a NetWare 5 network. Applies to Associate Degree.

CNSE M21 -- 1.5 Units
NetWare 5 Advanced Administration
Prerequisite: CNSE M20 or completion of this course in another training center.
Class Hours: 1 lecture, 1.5 lab
The course provides students with the knowledge and skills they need to design, configure and administer a complex NetWare 5 network. Skills learned include upgrading from a NetWare 5 environment, migrating to NetWare Distributed Print Services, executing Java-based utilities, network backup and configuring NetWare 5 for remote access. Applies to Associate Degree.
CNSE M23 -- 2 Units
IntranetWare: Integrating Windows NT
Prerequisite: CNSE M21
Class Hours: 1.5 lecture, 1.5 lab
Integrates a Windows NT environment with an IntranetWare environment, streamlining NT administration by using Novell Directory Services for NT and the NetWare Administrator. Provides hands-on experience administering and managing NT workstations, NT servers, and network-based applications in a mixed IntranetWare and Windows NT environment. Formerly EL 6A. Applies to Associate Degree.

CNSE M24 -- 2 Units
NDS Design and Implementation
Prerequisite: CNSE M21
Class Hours: 1.5 lecture, 1.5 lab
Introduces skills and templates needed to create design and implementation strategies for Novell Directory Services (NDS). Requires hands-on work to complete NetWare implementation. Formerly EL M65. Applies to Associate Degree.

CNSE M30 -- 1.5 units
MS Windows Administration
Prerequisite: None
Recommended Preparation: CNSE M05, or CNSE M05A and CNSE M05B, or CNSE M10
Class Hours: 1 lecture, 1.5 lab
This course provides an in-depth, hands-on introduction to Microsoft Windows operating system administration. It covers creating and administering user and group accounts, network resources security, network printer server set-up and administration, resources and events auditing, and backup procedures. May be taken two (2) times for credit. Formerly CS 70. Applies to Associate Degree.

CNSE M31 -- 1.5 units
MS Windows Network Server
Prerequisite: CNSE M30
Class Hours: 1 lecture, 1.5 lab
This course provides an in-depth, hands-on introduction to Microsoft Windows Server technical support. It covers server installation, server environment configuration, management on system policies, file system, partition, and fault tolerance. It also covers protocols configuration, remote access services implementation, internetworking and intranetworking, and troubleshooting. May be taken two (2) times for credit. Formerly CS 71. Applies to Associate Degree.

CNSE M32 -- 1.5 units
Networking Essentials
Prerequisite: None
Recommended Preparation: CNSE M30
Class Hours: 1.5 lecture
Introduces Microsoft Networking Essentials, focusing on networking terminology, topologies, and protocols as well as LAN and WAN networking. Uses Microsoft products. May be taken two (2) times for credit. Formerly CS 72. Applies to Associate Degree.

CNSE M33 -- 1.5 units
Implementing and Supporting MS Windows 95
Prerequisite: None
Recommended Preparation: CS M01 or CIS M15, CIS M17 or CIS M01
Class Hours: 1 lecture, 1.5 lab
Introduces Microsoft Windows 95, focusing on installation, environment configuration, file system, local resource protection, networking environment, interoperation, optimization, application support, printing, and troubleshooting. May be taken two (2) times for credit. Formerly CS 73. Applies to Associate Degree.

CNSE M34 -- 1.5 units
Internetworking with MS TCP/IP on MS Windows NT Workstation
Prerequisite: CNSE M31
Class Hours: 1 lecture, 1.5 lab
Introduces Microsoft TCP/IP and components networking, focusing on installation and configuration of DHCP server, WINS server, SNMP server services, TCP/IP printing, and LMHOSTS files as well as troubleshooting TCP/IP networks. May be taken two (2) times for credit. Formerly CS 74. Applies to Associate Degree.

CNSE M35 -- 1.5 units
SQL Server Administration
Prerequisite: CNSE M31
Recommended Preparation: Database relational concepts and SQL commands.
Class Hours: 1 lecture, 1.5 lab
Overview of SQL Server; installation; upgrading from previous versions; system configuration and architecture; database files; transferring data; web publishing and full-text indexing; backing up databases; restoring databases; logins, user accounts and user roles; permissions and security planning; automating administrative tasks; monitoring and maintaining SQL Server; and planning, setting up, and managing replication. May be taken two (2) times for credit. Formerly CS 75. Applies to Associate Degree.

CNSE M36 -- 1.5 units
Supporting MS Windows NT Server 4.0 ñ Enterprise Technologies
Prerequisite: CNSE M31
Class Hours: 1 lecture, 1.5 lab
Introduces Microsoft Windows NT Server 4.0, focusing on design, implementation, and support of Windows NT Server network operating system in a multi-domain enterprise environment. Formerly CS 76. Applies to Associate Degree.

CNSE M37 -- 1.5 Units
Administering MS Exchange
Prerequisite: CNSE M30
Class Hours: 1 lecture, 1.5 lab
The course provides an hands-on introduction to the concept and administration of Microsoft's latest Exchange Server. Topics cover recipient objects creation and management; Exchange server maintenance; public folder creation and management; Server backup procedures; server performance monitor and connected sites link monitors configuration. May be taken two (2) times for credit. Applies to Associate Degree.

CNSE M38 -- 1.5 Units
Microsoft Exchange Server - Design and Implementation
Prerequisite: CNSE 31
Class Hours: 1 lecture, 1.5 lab
The course provides an in-depth study of Microsoft Exchange Server. The focus is on the planning and installing Exchange Server; the architecture of Exchange Server; supporting Exchange Server in a single site or multisite enterprise environment; establishing messaging connectivity over the Internet; and supporting Web access to Exchange Server computers through Microsoft Outlook Web Access. May be taken two (2) times for credit. Applies to Associate Degree.
CNSE M39 -- 1.5 Units
SQL Server Implementation
Prerequisite: CNSE M35
Recommended Preparation: Database relational concepts and SQL commands
Class Hours: 1 lecture, 1.5 lab
Overview of SQL Server; overview of Transact-SQL; creating databases creating database objects; implementing data integrity; planning and creating indexes; maintaining indexes; querying multiple tables; advanced query techniques; summarizing data; implementing views; managing transactions and locks; working with distributed data; implementing stored procedures; and implementing triggers. May be taken two (2) times for credit. Applies to Associate Degree.

CNSE M40 -- 1.5 Units
Microsoft Internet Server
Prerequisite: CNSE M31
Class Hours: 1 lecture, 1.5 lab
The course provides an in-depth, hands-on introduction to installing and maintaining Microsoft's latest Internet Information Server. This system administration expertise can be applied in business intranets, internet service providers, network administration, electronic commerce, data warehousing and data mart management, data collection and reporting, and enterprise planning. May be taken two (2) times for credit. Applies to Associate Degree.

CNSE M41 -- 1.5 Units
Upgrading to NT Windows 2000
Prerequisite: CNSE M31
Class Hours: 1 lecture, 1.5 lab
The Microsoft Windows 2000 platform; installing Windows 2000; configuring the DNS service; implementing active directory services; administering active directory services; managing desktop environments with group policy; managing software by using group policy; managing file resources; configuring remote access; supporting DHCP and WINS; managing disks; implementing disaster protection; and upgrading a network to Windows 2000. May be taken two (2) times for credit. Applies to Associate Degree.

CNSE M80 -- 1 to 4 Units
Internship in Computer Systems Networking
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

COMPUTER SCIENCE

Computer Science is concerned with the design, modeling, analysis, and applications of computer-related systems. The Computer Science program at Moorpark College prepares students for further study in Computer Science. It also provides vocational training necessary to understand, design, implement, and use the software and hardware of digital computers and digital systems. See course sequence information on page 75 and overall chart on page 76.

Career Opportunities

Most careers require bachelors or graduate degree.

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty

Full-Time
Christine Aguilera, Martin Chetlen, Sheila Tan

Part-Time
Thomas Becker, Jinda Chen, Robert Ferrel, Chew Joe, Craig Reinhart, Christine Salazar, Vish Vishnavath

Counselors
Leritsha Mai, Danita R. Reed

Computer Science Degree

Associate in Science Degree
Moorpark College offers an Associate in Science Degree in Computer Science. The Computer Science major has a dual purpose: to prepare students for upper-division course work in Computer Science and to provide technical training for a variety of careers in business, industry, and government.

Preparation for the major:
- Mathematics + two years high school algebra plus trigonometry or MATH M05 and MATH M07 or equivalent.
- Computer Programming + one year experience in high level programming language (BASIC, FORTRAN, Pascal, or C) or CS M01/01L or equivalent.

Required Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS M10A/M10AL</td>
<td>Introduction to Programming-C/Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M10B/M10BL</td>
<td>Object-Oriented Programming Using C+/+Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M20/M20L</td>
<td>Object-Oriented Data Structures &amp; Prog. Design/Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M30/M30L</td>
<td>Assembly Language and Digital Design/Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M40</td>
<td>Computer Architecture</td>
<td>3</td>
</tr>
<tr>
<td>MATH M25A</td>
<td>Calculus with Analytic Geometry I</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25B</td>
<td>Calculus with Analytic Geometry II</td>
<td>5</td>
</tr>
<tr>
<td>MATH M31</td>
<td>Introduction to Linear Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

Select two (2) of the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS M10C/M10CL</td>
<td>Windows Programming Using Visual C+/+Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M10/I0J</td>
<td>Java Fundamentals/Lab</td>
<td>4</td>
</tr>
<tr>
<td>CS M50</td>
<td>Files and Data Bases</td>
<td>3</td>
</tr>
<tr>
<td>CS M60/M60L</td>
<td>Concepts of Programming Languages/Lab</td>
<td>3</td>
</tr>
<tr>
<td>MATH M25C</td>
<td>Calculus with Analytic Geometry III</td>
<td>5</td>
</tr>
<tr>
<td>MATH M35</td>
<td>Applied Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHIL M09</td>
<td>Symbolic Logic</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area : 38-41

Suggested Course Sequence:

First Semester
CS M10A/M10AL                                  4
MATH M25A                                      5
Total                                          9
Computer Science

Second Semester
CS M10B/M10BL .................................................. 4
Math 258 .......................................................... 5
Total .............................................................. 9

Third Semester
CS M20/M20L .................................................... 4
MATH M31 ........................................................ 3
Total .............................................................. 7

Fourth Semester
CS M30/M30L .................................................... 4
CS M40 ........................................................... 3
Total .............................................................. 7

1. Students with no previous background in any computer application (such as word processing), before taking CS M01/M01L, should complete one of the following courses: GIS M16, GIS M19 or GIS M28.
2. Students who have not completed MATH M06 or MATH M07, start from CS M01/M01L and complete MATH M06 or MATH M07 before taking CS M10A/M10AL.
3. Other students start from CS M10A/M10AL.

See Degree Requirements and Transfer Information section for General Education requirements.

Computer Science Courses

CS M01 -- 3 Units
Introduction to Computer Science
Prerequisite: None
Corequisite: Concurrent enrollment in CS M01L
Recommended Preparation: GIS M02, M17 or M28 if no computer experience.
Class Hours: 3 lecture
Introduces principles of computer science. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations - CS M01, M01L and M10A, M10AL combined maximum credit for one course and one lab.

CS M01L -- 1 Unit
Introduction to Computer Science Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M01
Class Hours: 3 laboratory
Provides hands-on experience with computers. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CS M02 -- 3 Units
Introduction to UNIX and C
Prerequisite: None
Corequisite: Concurrent enrollment in CS M02L
Recommended Preparation: Familiarity with computer architecture and at least one high-level programming language
Class Hours: 3 lecture
Introduces UNIX operating system and the C programming language, including vi editor, C shell, shell scripts, and other UNIX utility programs as well as programming concepts and design in C. Applies to Associate Degree. Transfer credit: CSU, UC.

CS M02L -- 1 Unit
Introduction to UNIX and C Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M02
Class Hours: 3 lab
Provides hands-on work with UNIX and C. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU, UC.

CS M03 -- 3 Units
Introduction to Computer Hardware and Systems Software
Prerequisite: None
Recommended Preparation: CS M01
Class Hours: 3 lecture
Introduces computer hardware and systems software concepts from the user’s viewpoint, including computer organization, data representation, operating systems, and systems software design and use. Intended for non-computer science majors. Applies to Associate Degree. Transfer credit: CSU

CS M10A -- 3 Units
Introduction to Programming with C
Prerequisite: MATH M06 or MATH M07
Corequisite: Concurrent enrollment in CS M10AL
Class Hours: 3 lecture
Introduces the organization of computers, emphasizing basic programming concepts: algorithms, data and control structures, debugging, program design, documentation, and structured programming. Demonstrates software engineering methodologies using C. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations: CS M01, M01L and M10A, M10AL combined: maximum credit for one course and one lab.

Computer Programming Certificate

Certificate of Completion
The Computer Programming Certificate Program provides programming and program design skills necessary to train individuals to be computer software programmers. It is specifically designed for students who already received an Associate degree or above in other subject areas but plan to make career change to computer software development.

Required Courses: Units
CS M01/M01L............. Introduction to Computer Science/Lab ............. 4
CS M10A/M10AL........... Introduction to Programming-C/Lab ............. 4
CS M10B/M10BL........... Object-Oriented Programming Using C++/Lab .... 4
CS M10C/M10CL........... Windows Programming Using Visual C++/Lab .... 4
CS M10J/M10L............ Java Fundamentals/Lab ...................................... 4
CS M20/M20L.............. Object-Oriented Data Structures & Design/Lab .. 4
Program Design/Lab ............................................... 4

TOTAL minimum units required .................................. 24

Suggested Course Sequence:
First Semester
CS M01/M01L ................. 4

Second Semester
CS M10A/M10AL ............. 4

Third Semester
CS M10B/M10BL ............. 4
CS M10J/M10L ............. 4

Fourth Semester
CS M10C/M10CL ............. 4
CS M20/M20L ............. 4

Total .............................................................. 24

72
CS M10AL -- 1 Unit
Introduction to Programming with C Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M10A
Class Hours: 3 lab
Provides hands-on experience with basic programming concepts. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10B -- 3 Units
Object-Oriented Programming Using C++
Prerequisite: CS M10A/M10AL or proficiency in C
Corequisite: Concurrent enrollment in CS M10BL
Class Hours: 3 lecture
Introduces fundamentals of object-oriented programming methodology, such as message passing, data-hiding, encapsulation, and class and inheritance using C++. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10BL -- 1 Unit
Object-Oriented Programming Laboratory Using C++
Prerequisite: CS M10A/M10AL or proficiency in C
Corequisite: Concurrent enrollment in CS M10B
Class Hours: 3 lab
Provides hands-on experience with object-oriented programming using C++. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10C -- 3 Units
Windows Programming Using Visual C++
Prerequisite: CS M10B/M10BL or proficiency in C++
Corequisite: Concurrent enrollment in CS M10CL
Class Hours: 3 lecture
Introduces main components of a Windows application, including development environment, messaging model, user interface, graphic device interface, and memory management. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10CL -- 1 Unit
Windows Programming Laboratory Using Visual C++
Prerequisite: None
Corequisite: Concurrent enrollment in CS M10C
Class Hours: 3 lab
Provides hands-on experience with Windows programming using Visual C++. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10J -- 3 Units
Java Fundamentals
Prerequisite: None
Recommended Preparation: CS M10A or CS M10B
Corequisite: Concurrent enrollment in CS M10JL
Class Hours: 3 lecture
Introduces Java programming fundamentals, including Java language, Java object-oriented programming, Applet programming, GUI programming, animation programming, stand-alone application programming, and network programming. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10JL -- 1 Unit
Java Fundamentals Lab
Prerequisite: None
Corequisite: Concurrent enrollment in CS M10J
Class Hours: 3 laboratory
Provides hands-on in Java fundamentals. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10M -- 3 Units
Intermediate Java
Prerequisite: CS M10J
Class Hours: 3 lecture
The internet has emerged as the most important programming platform and Java is being used in a wide range of areas. The intent of this course is to study the capabilities of this language that is being revised and extended continually. The course will examine the range of input/output classes, Java specific data structures such as Vector and HashTable, and Java thread issues including thread groups, thread states, thread synchronization, deadlock and monitors. Java networking will be studied and the advantages of built-in class types and content handles will be demonstrated. RMI and serialization will be examined to bring out the advantages of using Java in a distributed environment. The powerful feature of Java security will be presented. Java Database Connectivity (JDBC) will be introduced. The course will also highlight Jini Java Foundation Classes, and Java Beans. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M10S -- 3 Units
Java Servlets Programming
Prerequisite: CS 10F or equivalent
Class Hours: 3 lecture
This course gives students the knowledge of using Java servlets by replacing Perl CGI; it is a platform-independent language, database connections through Java Database Connectivity (JDBC) are also platform-independent, it is efficient in memory and speed and last but not the least is easy to learn. Java servlets also allow advanced server-side features like Java Server Pages (JSP) which compares well with Microsoft’s Active Server Pages technology. JSP allows webpages to embed Java code directly into the HTML. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M18 -- 3 Units
Computer Programming - FORTRAN
Prerequisite: MATH M05 and MATH M06 or Math M07 or equivalent skills measured by the college assessment process
Corequisite: Concurrent enrollment in CS M18L
Class Hours: 3 lecture
Introduces the organization of computers using the FORTRAN language and basic programming concepts, including algorithms, data and control structures, debugging, program design, documentation, and structured programming. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: CSCI 4 (CS M18 & M18L).

CS M18L -- 1 Unit
Computer Programming Laboratory - FORTRAN
Prerequisite: None
Corequisite: Concurrent enrollment in CS M18
Class Hours: 3 lab
Provides hands-on experience in FORTRAN. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: CSCI 4 (CS M18 + M18L).

CS M19 -- 3 Units
Software Engineering with Ada
Prerequisite: None
Corequisite: Concurrent enrollment in CS M19L
Recommended Preparation: Knowledge of at least one high-level language
Class Hours: 3 lecture
Introduces concepts in software engineering using Ada. Includes data abstraction and Ada's types, generics, exception handling, packages, tasking and parallel programming. Applies to Associate Degree. Transfer credit: CSU; UC.
CS M19L -- 1 Unit
Software Engineering Laboratory with Ada
Prerequisite: None
Corequisite: Concurrent enrollment in CS M19
Recommended Preparation: Knowledge of at least one high-level language
Class Hours: 3 lab
Provides hands-on experience with Ada. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M20 -- 3 Units
Object-Oriented Data Structure and Algorithm Design
Prerequisite: CS M10B or proficiency in Object Oriented C++.
Corequisite: Concurrent enrollment in CS M20L
Class Hours: 3 lecture
Applies object-oriented programming methods to abstract data types such as stacks, queues, trees, and graphs. Introduces concepts of pointer variables, linked lists, list processing, recursion, simulation, algorithm analysis and verification as well as more advanced algorithm designs such as greedy algorithms and dynamic programming. Applies to Associate Degree. Transfer credit: CSU, UC. CAN: CSCI 24 (CS M20+M20L)

CS M20L -- 1 Unit
Object-Oriented Data Structures and Algorithm Design Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M20
Class Hours: 3 lab
Provides hands-on experience with object-oriented programming. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU, UC. CAN: CSCI 24 (CS M20+M20L)

CS M22A/B -- 0.5 to 3 Units each
Independent Studies in Computer Science
Prerequisite: A previous course in Computer Science
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of computer science through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

CS M30 -- 3 Units
Assembly Language and Digital Design
Prerequisite: None
Corequisite: Concurrent enrollment in CS M30L
Recommended Preparation: Knowledge of at least one high-level language and CS M20/M20L.
Class Hours: 3 lecture
Introduces computer organization, assembly language programming, input-output programming, interrupt handlers and digital logic functions. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: CSCI 10 (CS M30 + M30L).

CS M30L -- 1 Unit
Assembly Language and Digital Design Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M30
Recommended Preparation: Knowledge of at least one high-level language and CS M20/M20L
Class Hours: 3 lab
Provides hands-on experience with assembly language. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: CSCI 10 (CS M30 + M30L).

CS M40 -- 3 Units
Computer Architecture
Prerequisite: None
Recommended Preparation: Knowledge of at least one high-level language and CS M30/M30L
Class Hours: 3 lecture
Introduces structure and organization of computer systems, including number systems, data representation, ALU design and function, memory microprogramming, I/O handling and interrupts. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M50 -- 3 Units
Files and Data Bases
Prerequisite: None
Recommended Preparation: Knowledge of at least one high-level language and CS M30/M30L
Class Hours: 3 lecture
Introduces large file and database management, including multi-file data bases, objectives of data base organization, and data base structure. Reviews file structures: sequential, indexed sequential, indexed, direct, inverted, tree, and ring. Applies to Associate Degree. Transfer credit: CSU

CS M60 -- 3 Units
Concepts of Programming Languages
Prerequisite: None
Corequisite: Concurrent enrollment in CS M60L
Recommended Preparation: Knowledge of at least one high-level language and CS M20/M20L
Class Hours: 3 lecture
Introduces basic concepts of programming languages, including syntax, BNF, scope of names, semantics, type checking, and storage management. Compares programming languages, such as Pascal, Ada, FORTRAN, and Lisp. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M60L -- 1 Unit
Concepts of Programming Languages Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in CS M60
Recommended Preparation: Knowledge of at least one high-level language and CS M20/M20L
Class Hours: 3 lab
Provides hands-on experience with programming languages. Only offered credit/no-credit. Applies to Associate Degree. Transfer credit: CSU; UC.

CS M80 -- 1 to 4 Units
Internship in Computer Science
Prerequisite: Completion of concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

COUNSELING
See courses in Personal Growth
Sequence of Computer Science Courses

Check with your transfer institution to determine which of these courses fulfill your general education and/or major requirements.

For Non-Majors
CS M01/01L
INTRO TO COMPUTER SCIENCE

Recommended Preparation:
CIS M15 & CIS M17

MATH M05 + MATH M06
is Equivalent to MATH M07

See MATH Section of the Catalog for More Information

MATH M07
COLLEGE ALGEBRA + TRIGONOMETRY

MATH M25A
CALCULUS WITH GEOMETRY I

MATH M25B
CALCULUS WITH GEOMETRY II

MATH M31
INTRO TO LINEAR ALGEBRA

CS M10A/10AL
INTRO TO PROGRAMMING WITH C

CS M10B/10BL
OBJECT PROGRAMMING WITH C++

CS M10J/10JL
JAVA FUNDAMENTALS

CS M10M/10ML
INTERMEDIATE JAVA

CS M20/20L
OBJECT DATA STRUCTURE & ALGORITHM

CS M30/30L
ASSEMBLY LANGUAGE W/DIGITAL DESIGN

CS M40
COMPUTER ARCHITECTURE

CS M10C/10CL
WINDOWS PROGRAMMING WITH C++

CS M60/60L
PROGRAMMING LANGUAGE CONCEPTS

CS M30 and CS M40 May Be Taken Concurrently

Math and CS Courses in These Columns are Required for the CS Major
# Computer Courses at Moorpark College

## Computer Information Systems

**Business Support Systems Career Opportunities**
- Administrative Assistant, Executive Assistant, Office Coordinator, Administrative Support Staff, Administrative Secretary, Customer Service Rep., Data Entry Operator, Computer Operator, Computer Trainer, Receptionist, Word Processor, Personal Use, etc.

**Information Systems Career Opportunities**
- Systems Analyst, Network Administrator, Computer Consultant, Computer Network Technician, Customer Service Support Tech, Office Systems Manager, Data Processing Manager, etc.

## Computer Science

**CS Career Opportunities**
- Computer Programmer, Software Engineer, System Designer, Operational Research Manager, Computer Lab Technician, Scientific Programmer, etc.

## Computer Network Systems Engineering

**CNSE Career Opportunities**
- Network Systems Administrator, Computer Network Administrator, Computer Hardware Consultant, Computer Software Consultant, Computer Technician, LAN Administrator, Mail Exchange Administrator, Network Cabling Installer, SQL Administrator, WAN Administrator, Web Administrator, Telecommunications Engineer, Systems Administrator

### Keyboarding Classes
- CIS M10 Keyboarding Review
- CIS M11 Basic Computer Keyboarding
- CIS M12 Intermediate Computer Keyboarding
- CIS M13 Computer Keyboarding/Speed Building
- CIS M14 10-Key Master on the Computer

### Introductory Classes
- CIS M15 Introduction to the Personal Computer
- CIS M17 Introduction to Windows 90

### Application Classes
- CIS M18 Accounting with Quick Books
- CIS M20 Microsoft Word Part 1
- CIS M21 Microsoft Word Part 2
- CIS M22 Microsoft Word Part 3
- CIS M24 Microsoft Excel Part 1
- CIS M25 Microsoft Excel Part 2
- CIS M26A Microsoft Access I
- CIS M26B Microsoft Access II
- CIS M27 Microsoft Powerpoint
- CIS M28 Microsoft Office

### Internet/Special Classes
- CIS M60C Internet & World Wide Web
- CIS M60D Web Page Design

## Introductory Classes
- CIS M16 Introduction to Information Systems Programming Classes
- CIS M40 Windows Programming: Visual Basic I
- CIS M41 Windows Programming: Visual Basic II

## Networking/Systems Analysis Classes
- CIS M50 Introduction to Local Area Networks (LAN)
- CIS M51 Introduction to Novell Client/Server
- CIS M52 Introduction to Windows NT Workstation/Server
- CIS M53 Systems Analysis

## Internet/Special Classes
- CIS M22A/B Independent Studies in Information Systems
- CIS M30 Web Page Design I
- CIS M31 Web Page Design II
- CIS M60C Internet & World Wide Web I
- CIS M60D Internet & World Wide Web II
- CIS M60F Quicken
- CIS M61 Computer Programming Lab
- CIS M80 Internship in Computer Information Systems

## Introductory Classes
- CIS M01 Introduction to Computer Science
- CIS M02 Introduction to UNIX and C
- CIS M03 Introduction to Computer Hardware and Systems Software

## Programming Classes
- CIS M10A Introduction to Programming with C
- CIS M10B Object-Oriented Programming with C++
- CIS M10C Windows Programming Using Visual C++
- CIS M10J Java Fundamentals
- CIS M10M Intermediate Java
- CIS M10S Java Servlets Programming
- CIS M18 Computer Programming - FORTRAN
- CIS M19 Software Engineering with Ada
- CIS M20 Object-Oriented Data Structure and Algorithm Design
- CIS M30 Assembly Language
- CIS M40 Computer Architecture
- CIS M50 Files and Data Bases
- CIS M60 Concepts of Programming Languages

## Introductory Classes
- CNSE M05 Local and Wide Area Networks
- CNSE M10 Introduction to Telecommunications

## Networking Classes
- CNSE M11 Cisco Systems Computer Network 1
- CNSE M12 Network Wiring and Cabling
- CNSE M13 Internetworking and TCP/IP
- CNSE M14 Introduction to Mobile Data Wireless LAN Technologies
- CNSE M15 Cisco Systems Computer Networking 2
- CNSE M16 Cisco Systems Computer Networking 3
- CNSE M17 Cisco Systems Computer Networking 4
- CNSE M20 NetWare 5 Administration
- CNSE M21 NetWare 5 Advanced Administration
- CNSE M22 IntranetWare: Integrating Windows NT
- CNSE M24 NDS Design and Implementation
- CNSE M30 MS Windows Administration
- CNSE M31 MS Windows Network Server
CRIMINAL JUSTICE

Public concern with rising crime rates and the increasing role of law enforcement in public service work has contributed to the growth of criminal justice agencies throughout the nation. There is a broad range of employment opportunities for men and women in all components of the Criminal Justice System. Never before has there been such a demand for qualified persons in these occupational fields as now. The Criminal Justice Program offers an education to students in the varied aspects of law enforcement, court procedures and corrections. A foundation of knowledge is provided for those interested in becoming competitive candidates for these rewarding and challenging positions.

Career Opportunities

Municipal Police Officer, County Deputy Sheriff, State Traffic Officer (CHP), University/College Police Officer, Park Ranger (State/County), Group Supervisor/Counselor, Private Security/Loss Prevention, County Marshal, Court Bailiff, State Police Officer, Border Patrol Agent, Custodial Officer, Private Investigation

Dean

Judith Gerhart, Phone (805) 378-1402

Faculty

Full-Time
David Harrington

Part-Time
Al Dravidzios, John Hoos, James Murphy, Joseph Ruggiero, Michael Sayre, Michael Webb, Jim Whitley

Counselor
Mike Johnson

Criminal Justice Degree (Occupational)

Associate in Science Degree

This program offers training for students in the varied aspects of the Criminal Justice System including law enforcement, courts and corrections. Background is provided for those interested in being recruited by criminal justice agencies as well as upgrading the skills of those already employed in this field.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CJ M01</td>
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</tr>
<tr>
<td>CJ M02</td>
<td>3</td>
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<td>CJ M06</td>
<td>3</td>
</tr>
<tr>
<td>CJ M41</td>
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Required Additional Courses:

Select six (6) units from the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
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<td>CJ M14</td>
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<tr>
<td>CJ M18</td>
<td>3</td>
</tr>
<tr>
<td>CJ M19</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area 27

Recommended Courses: PS M03, PSY M01A; SOC M01

Suggested Course Sequence:

First Semester

<table>
<thead>
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<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>CJ M01</td>
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<tr>
<td>CJ M02</td>
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Second Semester

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<tr>
<td>CJ M05</td>
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Third Semester

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<th>Units</th>
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<tr>
<td>Any Elective Course</td>
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</tr>
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<td>Total</td>
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Fourth Semester

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<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>Any Elective Course</td>
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</tr>
<tr>
<td>Total</td>
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</tr>
</tbody>
</table>

See Degree Requirements and Transfer Information section for General Education requirements.

Criminal Justice Courses

CJ M01 -- 3 Units
Introduction to Criminal Justice
Prerequisite: None
Class Hours: 3 lecture
Introduces the history and philosophy of criminal justice in America, reviewing system recapitulation; sub-system identification; role expectations and interrelationships; crime, punishment and rehabilitation theories; and ethics, education and training issues. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: AJ 2

CJ M02 -- 3 Units
Concepts of Criminal Law
Prerequisite: None
Class Hours: 3 lecture
Introduces historical development and philosophy of law, reviewing constitutional provisions; definitions; classification of crime and their application to the Criminal Justice System; legal research; and study of case law, methodology and concepts of law as a social force. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: AJ 4

CJ M03 -- 3 Units
Community Relations
Prerequisite: None
Class Hours: 3 lecture
Explores the interrelationship and role expectations among the various agencies and the public, emphasizing the professional image of the Criminal Justice System and the development of positive relationships between the system and the public. Requires exploration of criminal justice practitioners and their agencies. Applies to Associate Degree. Transfer credit: CSU; UC

CJ M04 -- 3 Units
Legal Aspects of Evidence
Prerequisites: CJ M01 and CJ M02
Class Hours: 3 lecture
Introduces the origin, development, philosophy and constitutional basis of evidence, including constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; and judicial decisions interpreting individual rights. Applies to Associate Degree. Transfer credit: CSU. CAN: AJ 6
CJ M05 — 3 Units
Principles and Procedures of the Justice System
Prerequisite: None
Class Hours: 3 lecture
Introduces the role and responsibilities of each segment within the Criminal Justice System: law enforcement, judicial, and corrections. Reviews each sub-system’s procedures from initial entry to final disposition as well as the relationship each segment maintains with its system members. Applies to Associate Degree. Transfer credit: CSU

CJ M06 — 3 Units
Criminal Justice Report Writing
Prerequisite: None
Class Hours: 3 lecture
Emphasizes observation and writing skills needed to record crime scenes, emergency response situations, and routine occurrences. Requires accurate, clear, concise, complete and acceptable standard written English appropriate for court presentation. Intended for criminal justice practitioners. Applies to Associate Degree. Transfer credit: CSU

CJ M10 — 3 Units
Patrol Procedures
Prerequisite: None
Class Hours: 3 lecture
Introduces responsibilities, techniques, and methods of police patrol, including handling of complaints, mechanics of arrest, preliminary investigations, field note taking, and report writing. Applies to Associate Degree. Transfer credit: CSU

CJ M11 — 3 Units
Criminal Investigation
Prerequisites: CJ M01 and CJ M02
Class Hours: 3 lecture
Introduces fundamentals of investigation including crime scene search and recording; collection and preservation of physical evidence; scientific aids and modus operandi; sources of information; interviews and interrogation; and follow-up and case preparation. Applies to Associate Degree. Transfer credit: CSU

CJ M14 — 3 Units
Juvenile Procedure
Prerequisite: None
Class Hours: 3 lecture
Focuses upon the organization, functions, and jurisdiction of juvenile agencies, including the processing and detentor of juveniles; juvenile case disposition; and juvenile statutes and court procedures. Applies to Associate Degree. Transfer credit: CSU

CJ M18 — 3 Units
Narcotics Investigation
Prerequisite: None
Class Hours: 3 lecture
Reviews identification of marijuana, opiates, dangerous drugs, hallucinogens, and their paraphernalia. Includes principles of identifying and dealing with the Querol, laws and court decisions relating to the offender; fundamentals of search and arrest strategies; report writing and court testimony; and prevention and control of drug abuse within society. Applies to Associate Degree. Transfer credit: CSU

CJ M19 — 3 Units
Vice Control
Prerequisite: None
Class Hours: 3 lecture
Reviews the knowledge and skill needed to recognize, investigate, and control vice offenders, including gambling, prostitution, liquor, sex offender violations, vice law, and corresponding court procedures. Applies to Associate Degree. Transfer credit: CSU

CJ M22A/B — 1 to 3 Units Each
Independent Studies in Criminal Justice
Prerequisite: A previous course in Criminal Justice
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of criminal justice through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU

CJ M41 — 3 Units
Introduction to Probation, Parole and Corrections
Prerequisite: None
Class Hours: 3 lecture
Introduces legal and practical aspects, practices, and procedures of probation, emphasizing an analysis of rehabilitation and classification criminology methods. Applies to Associate Degree. Transfer credit: CSU

CJ M60A-Z — 1 to 3 Units Each
Topics in Criminal Justice
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

CJ M80 — 1 to 4 Units
Internship in Criminal Justice
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

CJ M89A-Z — 0.5 to 3 Units Each
Institutes in Law Enforcement
Prerequisites: CJ M01, M02, M03, M04 and M05 (Core) or possession of P.O.S.T. Basic Certificate
Class Hours: As arranged
Series concentrates on specialized law enforcement technology designed for criminal justice personnel. Only offered credit/no-credit. Applies to Associate Degree.
DANCE

People who study in the various specialties of dance (ballet, modern, jazz and tap) may decide on a professional career on stage, television or films. A large number become teachers, either in public school (K-12), community college or university, private school (pre-school, and K-12) and private colleges and universities. Some will teach in community recreation centers, private community studios or open their own studio. The dance program is designed for both the student who wishes to major in dance and the student seeking to experience dance technique classes. The grace, carriage and confidence one gains in dance as well as the physical agility and flexibility is beneficial to everyone in all aspects of life. Dance activity classes fulfill the Physical Education requirement for graduation.

Career Opportunities

Actor/Actress, Agent, Arts and Studio Management, Arts Consultant, Chiropractor, Choreographer, Community Center Leader, Costumer, Dance Critic/Writer, Dance Historian, Dance Teacher, Dancer, Fitness Trainer, Lighting Designer, Masseuse, Movement Consultant, Movement Therapist, Physical Therapist, Recreation Specialist, Sports Trainer, Stage Manager

Dean

Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time
Daniel Berney

Part-Time
Rene Baum, Kathryn Bingham, Avalon Garrett, Donald Hewitt, Margaret Hyun, Lisa Lock, Sandra Patterson, Elizabeth Maxwell, Denon Rawles, Sayhber Rawles

Counselor

Denice Avila, Don Henderson

Dance Degree

Associate in Arts Degree

The associate in arts degree program in dance provides training in four areas of technique: ballet, modern, jazz and tap. Integral parts of the curriculum are practical experience in concert performance and production work as well as a theoretical background in choreography and dance history and appreciation. Completion of the associate in arts degree prepares the student to begin upper division work leading to a B.A. or B.F.A. in dance, or for continued training leading to a professional career in the field of dance and dance-related professions. It prepares the student for certain occupations related to teaching in community centers and private dance studios and choreographing for community theatre productions. Transfer students should consult four-year college or university catalogs for specific requirements or see a Moorpark College counselor. Most universities require an audition for level placement in technique.

Required Courses: Units
DANC M01A ........ Dance Appreciation ........................................... 3
DANC M03 ........ Dance History .................................................. 3
DANC M52 ........ Children's Dance Theatre .................................. 3
DANC M51 or M55 .. Dance Performance or Ensemble ............ 1.5 - 3

Select 4.5-6 units from the following:
DANC M10A ........ Ballet I ....................................................... 1.5
DANC M10B ........ Ballet II ..................................................... 1.5
DANC M10C ........ Ballet III .................................................... 1.5
DANC M10D ........ Ballet IV .................................................... 2.0
DANC M40 ........ Ballet Variations ........................................... 2.0

Select 3-6 units from the following:
DANC M11A ........ Modern Jazz I ........................................... 1.5
DANC M11B ........ Modern Jazz II ........................................... 1.5
DANC M11C ........ Modern Jazz III ......................................... 1.5
DANC M11D ........ Modern Jazz IV ......................................... 2
DANC M43 ........ Jazz Dance Roots .......................................... 2

Select 4.5-6 units from the following:
DANC M12A ........ Modern Dance I ......................................... 1.5
DANC M12B ........ Modern Dance II ......................................... 1.5
DANC M12C ........ Modern Dance III ....................................... 1.5
DANC M12D ........ Modern Dance IV ....................................... 2
DANC M14A-D ....... Choreography, Modern Dance ................. 2

Select 1.5-3 units from the following:
DANC M13A ........ Tap I ........................................................... 1.5
DANC M13B ........ Tap II ........................................................ 1.5

Plus 3-6 units from the following:
DANC M20 ........ Free Dance/Improvisation ............................... 1.5
DANC M30 ........ Ballroom Dance ........................................... 1.5
DANC M31 ........ World Dance ................................................ 1.5
DANC M32 ........ Swing Dance ................................................ 1.5
DANC M60A-Z ..... Topics in Dance (as offered) ......................... 1-3

TOTAL minimum units required in major area .......... 28

Recommended Courses: ANAT M01; RT M03A; THA M20

See Degree Requirements and Transfer Information section for General Education requirements.

Dance Courses

DANC M01A -- 3 Units
Dance Appreciation
Prerequisite: None
Class Hours: 3 lecture
Examines dance through viewing dance performances and through lectures and discussions, focusing on the historical, cultural and artistic developments and factors that influence change in dance. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M03 -- 3 Units
Dance History
Prerequisite: None
Class Hours: 3 lecture
Introduces through a sweeping overview of tribal, ethnic, and folk-dance forms the wide-range activity of dance as it has existed throughout the world. Focuses on ballet from its origin in Renaissance Europe to the present as well as twentieth century modern and jazz dance, including the contemporary scene which is international and eclectic. Applies to Associate Degree. Transfer credit: CSU; UC
DANC M10A -- 1.5 Units
Ballet I-Fundamentals
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces basic ballet technique and terminology, including general principles of alignment, centering, and posture. Requires exercises at the barre to develop flexibility, strength, control and coordination. Includes center practice of Port des Bras, simple adage and allegro movements. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M10B -- 1.5 Units
Ballet II-Beginning
Prerequisite: DANC M10A
Class Hours: 1 lecture, 2 activity
Introduces new movements and terminology as part of the basic ballet technique, both at the barre and in center, combining basic movements into adage and allegro patterns. Stresses heightened technical skills. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M10C -- 1.5 Units
Ballet III-Intermediate
Prerequisite: DANC M10B
Class Hours: 1 lecture, 2 activity
Introduces knowledge and development of intermediate technique both at the barre and in center, concentrating on the discipline of ballet form and the physical abilities necessary to execute movements. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M10D -- 2 Units
Ballet IV-Advanced
Prerequisite: DANC M10C
Class Hours: 1 lecture, 3 activity
Expands review of ballet, emphasizing analysis and application of kinesiologic principles to further develop skills, techniques, and physical capabilities. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M11A -- 1.5 Units
Modern Jazz I-Fundamentals
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces basic movement skills of modern jazz technique, emphasizing understanding and appreciation of jazz as an artistic dance form. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M11B -- 1.5 Units
Modern Jazz II-Beginning
Prerequisite: DANC M11A
Class Hours: 1 lecture, 2 activity
Develops basic skills of modern jazz technique, emphasizing compositional forms and rhythms that lead to understanding and appreciation of jazz as an artistic dance form. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M11C -- 1.5 Units
Modern Jazz III-Intermediate
Prerequisite: DANC M11B
Class Hours: 1 lecture, 2 activity
Continues introduction of modern jazz, emphasizing style and form as well as increased technical and choreographic skills. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M11D -- 2 Units
Modern Jazz IV-Advanced
Prerequisite: DANC M11C
Class Hours: 1 lecture, 3 activity
Offers advanced review of modern jazz, emphasizing performance for style and form as well as increased technical and choreographic skills. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M12A -- 1.5 Units
Modern Dance I-Fundamentals
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces modern dance as an art form. Reviews the fundamental techniques that develop flexibility, strength, control, coordination, endurance and form as well as the basic principles, evaluation and application of dance composition. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M12B -- 1.5 Units
Modern Dance II-Beginning
Prerequisite: DANC M12A
Class Hours: 1 lecture, 2 activity
Develops basic modern dance skills and techniques, including simple improvisation and composition as well as the understanding of the principles of alignment and motion. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M12C -- 2 Units
Modern Dance III-Intermediate
Prerequisite: DANC M12B
Class Hours: 1 lecture, 3 activity
Expands appreciation of dance as a creative art form. Focuses on modern dance techniques, emphasizing increased flexibility, strength, and coordination. Reviews dance phrase combinations by integrating rhythm, design, dynamics and motivation. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M12D -- 2 Units
Modern Dance IV-Advanced
Prerequisite: DANC M12C
Class Hours: 1 lecture, 3 activity
Continues exploration of modern dance technique, emphasizing performance, composition and choreography. May be taken four (4) times for credit. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M13A -- 1.5 Units
Tap I-Fundamentals
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces some history of tap as well as basic tap techniques and elementary dances, routines and rhythm structures. Develops motor coordination and rhythm. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC
DANC M13B -- 1.5 Units
Tap II-Beginning
Prerequisite: DANC M13A
Class Hours: 1 lecture, 2 activity
Expands tap dancing techniques, including music theory concepts and
syncopated rhythms. Further develops motor coordination and rhythm
and expands historical awareness. May be taken four (4) times for credit.
DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M14A -- 2 Units
Choreography, Modern Dance-Fundamentals
Prerequisite: DANC M12B
Class Hours: 1 lecture, 3 activity
Introduces basic principles and practical applications of dance com-
position. Focuses on forms of expression; develops space, time and energy
into dance; and integrates dance movement technique as a form of
expression. Requires solo and small group choreography and improvisa-
tions. May be taken four (4) times for credit. DANC formerly DANCE.
Applies to Associate Degree. Transfer credit: CSU; UC

DANC M14B -- 2 Units
Choreography, Modern Dance-Beginning
Prerequisite: Intermediate modern dance class
Class Hours: 1 lecture, 3 activity
Explores dance as a creative art form by integrating dance movement
technique as a form of expression to communicate literal and non-literal
themes. Requires solo and small group choreography and improvisa-
tions. May be taken four (4) times for credit. DANC formerly DANCE.
Applies to Associate Degree. Transfer credit: CSU; UC

DANC M14C -- 2 Units
Choreography, Modern Dance-Intermediate
Prerequisite: Intermediate modern dance class
Class Hours: 1 lecture, 3 activity
Explores dance as a creative art form, combining movement with the
use of music and sound. Requires substantial solo work performed in a
concert setting. May be taken four (4) times for credit. DANC formerly
DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M14D -- 2 Units
Choreography, Modern Dance-Advanced
Prerequisite: Advanced dance class or equivalent
Class Hours: 1 lecture, 3 activity
Uses elements of space, time and energy to develop dance as an art form,
working with literal and non-literal themes. Provides opportunity to
choreograph a group dance for a concert piece. May be taken each (4)
times for credit. DANC formerly DANCE. Applies to Associate Degree.
Transfer credit: CSU; UC

DANC M20A -- 1.5 Units
Free Dance/Improvisation I
Prerequisite: None
Recommended Preparation: Concurrent enrollment in modern dance
Class Hours: 1 lecture, 2 activity
Encourages joy of movement, allowing unique and creative expressions
in dance. (Same course as Theatre Arts M17) May be taken four (4)
times for credit. DANC formerly DANCE. Applies to Associate Degree.
Transfer credit: CSU; UC

DANC M20B -- 1.5 Units
Free Dance/Improvisation II
Prerequisite: DANC M20A
Class Hours: 1 lecture, 2 activity
Provides creative, free environment and encourages expressive dance
movements for enjoyment, communication and performance. May be
taken four (4) times for credit. DANC formerly DANCE. Applies to Asso-
ciate Degree. Transfer credit: CSU; UC

DANC M20C -- 1.5 Units
Free Dance/Improvisation III
Prerequisite: A beginning dance class
Class Hours: 1 lecture, 2 activity
Encourages development of creative movement responses to express ideas
and feelings. Provides various stimulus situations to develop organic,
spontaneous dance responses. May be taken four (4) times for credit.
DANC formerly DANCE. Applies to Associate Degree. Transfer credit:
CSU; UC

DANC M22A/B -- 1 to 3 Units Each
Independent Studies in Dance
Prerequisite: A previous course in Dance
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to ex-
and knowledge of dance through research, lab work or field trips.
Includes one-on-one work with instructor. May be taken for a maximum
of 6 units. DANC formerly DANCE. Applies to Associate Degree. Trans-
er credit: CSU; UC credit limitations.

DANC M30A -- 1.5 Units
Ballroom I
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces history, music and fundamental practices of ballroom danc-
ing. Includes basic steps, variations and styling techniques for foxtrot,
swing, waltz, cha-cha, tango, rumba, samba, mambo, polka and
selected novelty dances. May be taken four (4) times for credit. DANC
formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M30B -- 1.5 Units
Ballroom II
Prerequisite: DANC M30A
Class Hours: 1 lecture, 2 activity
Expands expertise in ballroom dancing by reviewing basic steps and in-
creasing styling techniques for the fox trot, swing, waltz, cha-cha, tango,
rumba, samba, mambo, polka and selected novelty dances. Requires
attendance at all class dance. May be taken four (4) times for credit.
DANC formerly DANCE. Applies to Associate Degree. Transfer credit:
CSU; UC

DANC M31A -- 1.5 Units
World Dance, Ethnic Folk Forms I
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Focuses on understanding and appreciation of ethnic dance. In-
cludes experiences in Folk, Square, and Round dancing. May be taken
four (4) times for credit. DANC formerly DANCE. Applies to Associate
Degree. Transfer credit: CSU; UC
DANC M31B -- 1.5 Units
Dance: World Dance, Ethnic Folk Forms II
Prerequisite: DANC M31A
Class Hours: 1 lecture, 2 activity
Continues study of Folk, Square, and Ethnic dance skills. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M32 -- 1.5 Units
Swing Dance
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces American Swing Dance in the 20th century, exploring dance vocabulary, dance courtesy, fundamentals of music related to dance and dance history. Includes vintage dance forms as well as contemporary trends. DANC formerly DANCE. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC pending

DANC M40 -- 2 Units
Ballet Variations
Prerequisite: DANC M10B or equivalent
Class Hours: 1 lecture, 3 activity
Ballet Variations continues development of technical skills with emphasis on developing artistic expression through exposure to classical and contemporary variations. May be taken four (4) times for credit. Transfer credit: CSU; UC

DANC M43 -- 2 Units
Jazz Dance Roots
Prerequisite: DANC M11C
Class Hours: 1 lecture, 3 activity
Explores the origins and influences of jazz and their effect on the styles and trends of the day. Reviews contributions from international dance companies and dance innovators, including Martha Graham, Jack Cole, Kathryn Dunham, Bob Fosse, Agnes DeMille and Jerome Robbins. DANC formerly DANCE. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M51A -- 1.5 Units
Dance Performance/Production I
Prerequisite: Beginning dance class
Recommended Preparation: Concurrent enrollment in dance class
Class Hours: 1 lecture, 2 activity
Introduces and applies basic elements of production (staging, lighting, publicity, make-up, costumes, set design and construction) through participation in a staged even/dance. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M51B -- 1.5 Units
Dance Performance/Production II
Prerequisite: DANC M51A
Recommended Preparation: Concurrent enrollment in dance class
Class Hours: 1 lecture, 2 activity
Requires practical involvement in the elements of dance production outside the classroom as well as on stage. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M51C -- 1.5 Units
Dance Performance/Production III
Prerequisite: Beginning dance class
Recommended Preparation: Concurrent enrollment in another dance class
Class Hours: 1 lecture, 2 activity
Emphasizes production of dance productions, concerts and demonstrations, emphasizing dance as a performing art. Reviews choreography, staging and the production elements of dance. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M51D -- 2 Units
Dance Performance/Production IV
Prerequisite: Intermediate dance class
Recommended Preparation: Concurrent enrollment in dance class
Class Hours: 1 lecture, 3 activity
Offers practical experience in the many phases of dance productions, concerts and demonstrations. Primary focus on dance performance with review of choreography and staging. May be taken four (4) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M52 -- 3 Units
Children's Dance Theatre
Prerequisite: None
Recommended Preparation: Concurrent enrollment in dance technique class
Class Hours: 2 lecture, 4 activity
Offers opportunities for creating, organizing, producing and performing in a dance production for children. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU

DANC M55 -- 3 Units
Dance Ensemble
Prerequisites: A previous dance course and concurrent enrollment in dance technique class
Class Hours: 2 lecture, 4 activity
Focuses on rehearsal and performance of choreography by students, faculty and/or outside guests. Requires performance in a formal concert. DANC formerly DANCE. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

DANC M60A-Z -- 1 to 3 Units
Topics in Dance
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:
DANC M60V -- 3 Units
Viewing Dance
Prerequisite: None
Class Hours: 3 lecture
Views a variety of concert dances (live and video): ballet, modern, tap, jazz, and musicals. Encourages critical thinking and heights appreciation of dance as art form. Choreographers could apply expanded viewpoints to future productions. May be taken two (2) times for credit. DANC formerly DANCE. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations
DAN C M80 -- 1 to 4 Units
Internship in Dance
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. DAN C formerly DAN E. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

DESIGN
See courses in Art, Graphics, and Interior Design

DRAFTING
The Drafting Technology program prepares the student for careers related to mechanical drafting and design, engineering, structural and artistic architecture, and computer animation. Students will be trained in the use of computer-aided design (using AutoCAD), as well as conventional drafting machines and instruments. Advanced students will have the opportunity to take 3D and animation courses using the world-renowned computer software 3-D Studio Max. They will then learn to prepare animated scenes for rendering using special effect lighting and surface materials.

Career Opportunities
Drafter, Architectural Assistant, Construction Assistant, Construction Trades, Building Plan Reader, Civil Engineering Assistant

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty
Full-Time
Sunni Piquet

Part-Time
Cheryl Barrett, Tommie Craft, Jamie Crowley

Counselors
Letisha Mai, Danita R. Redd

Drafting Technology/CAD
Certificate of Completion
Preparation for the Major:
MATH M01 or equivalent skills which may be measured by the college assessment process.

Required Courses: Units
DRFT M02A Computer-Aided Drafting I ........................................... 3
DRFT M02B Computer-Aided Drafting II ......................................... 3
DRFT M03A Architectural Drafting I ............................................ 3
DRFT M03B Architectural Drafting II ............................................ 3
DRFT M04 Architectural CAD .................................................. 3
DRFT M11 Building Codes ...................................................... 3
Total minimum units required ............................................... 27-30

Required Additional Courses:
Select one of the following options:

Architectural Option
This option is for students interested in jobs related to the design of buildings and structures. Students are required to complete the core curriculum plus the following courses:
DRFT M08 Energy Conservation Code ........................................ 3
DRFT M13 Construction Materials .......................................... 3
DRFT M20 3D Modeling ..................................................... 3

Civil Engineering Option
This option is for students interested in entry-level jobs in the field of civil engineering such as engineering assistant or drafter. Students are required to complete the core curriculum plus the following courses:
DRFT M06 Building Site Drafting ............................................ 3
DRFT M13 Construction Materials .......................................... 3
GIS M01 Geographic Information Systems ................................ 3

Suggested Course Sequence (Architectural Option):
First Semester
DRFT M03A ................................................................. 3
DRFT M11 ................................................................. 3
*CIS M17 ............................................................... 1.5
Total ................................................................. 7.5

Second Semester
DRFT M03B ................................................................. 3
DRFT M02A ................................................................. 3
Total ................................................................. 6

Third Semester
DRFT M02B ................................................................. 3
DRFT M08 ................................................................. 3
DRFT M13 ................................................................. 3
Total ................................................................. 9

Fourth Semester
DRFT M04 ................................................................. 3
DRFT M20 ................................................................. 3
Total ................................................................. 6

*Students with no previous background in using Microsoft Windows or NT, before taking DRFT M02A, should complete CIS M17.

Suggested Course Sequence (Civil Engineering Option):
First Semester
DRFT M03A ................................................................. 3
DRFT M11 ................................................................. 3
*CIS M17 ............................................................... 1.5
Total ................................................................. 7.5

Second Semester
DRFT M03B ................................................................. 3
DRFT M02A ................................................................. 3
Total ................................................................. 6

Third Semester
DRFT M02B ................................................................. 3
DRFT M06 ................................................................. 3
DRFT M13 ................................................................. 3
Total ................................................................. 9

Fourth Semester
DRFT M04 ................................................................. 3
GIS M01 ................................................................. 3
Total ................................................................. 6

*Students with no previous background in using Microsoft Windows or NT, before taking DRFT M02A, should complete CIS M17.
AutoCAD

Certificate of Completion

Preparation for the Major:
MATH M01 or equivalent skills which may be measured by the college assessment process.

Required Courses: Units
DRFT M01A ...... Introduction to Drafting ............... 3
DRFT M02A ...... Computer-Aided Drafting I ............ 3
DRFT M02B ...... Computer-Aided Drafting II .......... 3
DRFT M20 ...... 3D Modeling .................................. 3
Total minimum units required .................................. 12

Recommended: DRFT M03A, DRFT M04, DRFT M21

Suggested Course Sequence:

First Semester
DRFT M01 .......................................................... 3
*CIS M17 .......................................................... 1.5
Total ................................................................. 4.5

Second Semester
DRFT M02A .......................................................... 3
Total ................................................................. 3

Third Semester
DRFT M02B .......................................................... 3
Total ................................................................. 3

Fourth Semester
DRFT M20 .......................................................... 3
Total ................................................................. 3

*Students with no previous background in using Microsoft Windows or NT, before taking DRFT M02A, should complete CIS M17.

Drafting Courses

DRFT M01 -- 3 Units
Introduction to Drafting
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces use and care of drafting equipment and instruments, lettering, theory of orthographic projection, pictorial drawings, sketches, and working drawings. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M02A -- 3 Units
Computer-Aided Drafting I
Prerequisite: DRFT M01
Class Hours: 2 lecture, 3 lab
Introduces AutoCAD (Computer-Aided Design software). Explores CAD drawing and editing concepts, principles, and commands while preparing technical drawings. May be taken two (2) times for credit. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU; UC

DRFT M02B -- 3 Units
Computer-Aided Drafting II
Prerequisite: DRFT M02A
Class Hours: 2 lecture, 3 lab
Introduces two-dimensional and three-dimensional drawings through exploration of intermediate and advanced functions. May be taken two (2) times for credit. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU; UC

DRFT M03A -- 3 Units
Architectural Drafting I
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces fundamentals of preparing architectural drawings, emphasizing use and care of drafting equipment and instruments, lettering, line work and dimensioning. Focuses on preparing various plan, elevation and sectional views as well as details, sketches, working drawings, orthographic and isometric drawings. Presents basic elements of building requirements and codes. May be taken two (2) times for credit. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M03B -- 3 Units
Architectural Drafting II
Prerequisite: DRFT M03A
Class Hours: 2 lecture, 3 lab
Introduces preparation and interpretation of architectural drawings and specifications, emphasizing wood frame construction and application of local planning ordinances, uniform building codes and architectural graphic standards. May be taken two (2) times for credit. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M03C -- 3 Units
Architectural Drafting III
Prerequisite: DRFT M03B
Class Hours: 2 lecture, 3 lab
Introduces preparation and interpretation of architectural drawings, emphasizing heavy timber, concrete, masonry, and steel construction. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M04 -- 5 Units
Architectural CAD
Prerequisites: DRFT M02B and DRFT M03
Class Hours: 2 lecture, 3 lab
Introduces development of architectural drawings, using computer-aided drafting and three-dimensions for a walk-through effect. May be taken two (2) times for credit. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M06 -- 3 Units
Building Site Drafting
Prerequisite: DRFT M05
Class Hours: 2 lecture, 3 lab
Introduces civil engineering drafting, including survey notation, graphic translation of survey notes, grading, site planning and utilities. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M08 -- 3 Units
Energy Conservation Code
Prerequisite: None
Class Hours: 3 lecture
Introduces requirements and necessary forms regarding Title 24 of the State Energy Code. DRFT formerly DT. Applies to Associate Degree.

DRFT M09 -- 3 Units
Fundamentals of Structural Design
Prerequisites: MATH M01 and DRFT M01
Class Hours: 3 lecture
Analyzes and designs complete structural calculations for a residential, commercial and industrial buildings. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU
DRFT M10 -- 3 Units
Construction Cost Estimating
Prerequisites: MATH M01 and DRFT M01
Class Hours: 3 lecture
Introduces principles and practices for making quantity surveys and labor estimates on construction projects. Requires three (3) field trips. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M11 -- 3 Units
Building Codes
Prerequisite: None
Class Hours: 3 lecture
Introduces building codes related to structural, plumbing, heating, air conditioning, and electrical components of buildings constructed in Southern California. DRFT formerly DT. Applies to Associate Degree.

DRFT M13 -- 3 Units
Construction Materials
Prerequisite: None
Class Hours: 3 lecture
Explores use and application of building materials to the structural composition of modern residential, commercial and industrial buildings. DRFT formerly DT. Applies to Associate Degree.

DRFT M14 -- 3 Units
Construction Blueprint Reading
Prerequisite: None
Class Hours: 3 lecture
Focuses on reading construction drawings for typical buildings, including wood frame, masonry, concrete and steel construction used in residential, commercial and industrial projects. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU

DRFT M20 -- 3 Units
3D Modeling (Computer Animation)
Prerequisite: DRFT M028
Class Hours: 2 lecture, 3 lab
Introduces 3D Studio Max Software, exploring 3D modeling and animation with spatial three-dimensional effects in a Windows NT networked environment. Explores creation, modeling, and modification of a fully mapped and rendered scene complete with lights, cameras, and backgrounds. Requires creation of a basic animation. May be taken two (2) times for credit. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU

DRFT M21 -- 3 Units
Technical Animation (Computer Animation)
Prerequisite: DRFT M20
Class Hours: 2 lecture, 3 lab
Introduces advanced materials and environmental effects of advanced technical animations. Explores the use of motion controllers and track views for editing keyframes, pivot points to link objects. Inverse Kinematics to create character animations, and special effects such as space warps, ripples, waves, wind and bombs. Requires creation of a fully mapped and rendered animation complete with lights, cameras, backgrounds, and special effects. May be taken two (2) times for credit. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU.

DRFT M22A/B -- 1 to 3 Units Each
Independent Studies in Drafting
Prerequisite: A previous course in Drafting Technology
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of drafting technology/CAD through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU.

DRFT M30 -- 3 Units
Mechanical Drawing
Prerequisite: DRFT M01
Class Hours: 2 lecture, 3 lab
Expands mechanical drawing skills, including complete working drawings, exploded view and assembly drawings; section views, views and sectioning; and two-point and orthographic projection. DRFT formerly DT. Applies to the Associate Degree. Transfer credit: CSU

DRFT M32 -- 3 Units
Mechanical Blueprint Reading
Prerequisite: None
Class Hours: 3 lecture
Focuses on interpreting mechanical drawings typical of those found in mechanical field theory, including common types of projections, dimensioning principles, and machine standards. Requires creative sketching and blueprint interpretation. DRFT formerly DT. Applies to Associate Degree.

DRFT M60A-Z -- 0.5 to 3 Units Each
Topics in Drafting Technology/CAD
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

DRFT M80 -- 1 to 4 Units
Internship in Drafting
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. DRFT formerly DT. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

DRFT M89A-Z -- 0.5 to 3 Units Each
Institutes in Drafting Technology/CAD
Prerequisite: None
Class Hours: As arranged
Short lecture series emphasizes acquisition of specialized drafting skills through application of appropriate activities. Series only offered credit/no-credit. DRFT formerly DT. Applies to Associate Degree.

ECONOMICS

The major in economics leads to careers in business or government and offers valuable preparation for various professions including law and journalism. The study of economics provides the opportunity to build a solid foundation for graduate study in either economics or administration.

Career Opportunities

Most careers require bachelors or graduate degree.
Economist, Assessor, Financial Planner, Stock Broker, Securities Analyst, Management Trainee, Economic Development Coordinator

Dean

Al Nordquist, Phone (805) 378-1445
Faculty

Full-Time
Peter Gucciardo, Robert Herman

Part-Time
Rex Edwards, Basil Ibegbulam, Fred Staner, DerYuan Yang

Counselor
Michael Johnson

Economics Courses

ECON M01 -- 3 Units
Principles of Micro-Economics
Prerequisite: None
Class Hours: 3 lecture
Introduces issues of economic policy, especially those related to the efficient use of scarce resources. Develops a method of thinking by investigating and applying the principles of economic inquiry to the consumption, production, and distribution of resources. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ECON 4

ECON M02 -- 3 Units
Principles of Macro-Economics
Prerequisite: None
Class Hours: 3 lecture
Introduces issues of economic policy, related to levels of employment as well as prices and rate of economic growth. Expands application of principles of economic inquiry. Focuses on economic institutions, national income accounting, and policies that influence aggregate economic activity. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ECON 2

ECON M04 -- 3 Units
Economic Development of the United States
Prerequisite: None
Class Hours: 3 lecture
Introduces the evolution of U.S. economic institutions as revealed by economic analyses and quantitative data as well as the application of economics to social change and economic problems. Applies to the Associate Degree. Transfer credit: CSU; UC.

ECON M22A/B -- 1 to 3 Units Each
Independent Studies in Internship in Economics
Prerequisite: A previous course in Economics
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of economics through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC. Credit limitations.

ECON M30 -- 3 Units
Introduction to Business and Economics
Prerequisite: None
Recommended Prep: Completion of ENGL M02
Class Hours: 3 lecture
Examines basic concepts and functions of business and the application of economic principles. Explores business organization, ethics, finance, accounting, securities markets, supply and demand, the banking system, and international business, emphasizing practical applications. (Same course as BUS M30). Applies to the Associate Degree. Transfer credit: CSU; UC

ECON M60A-Z -- 1-3 Units Each
Topics in Economics
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the Schedule of Classes.

Developed topics include:

ECON M60A -- 3 Units
The USSR in Transition: The Economy
Prerequisite: None
Class Hours: 3 lecture
Explores economic reforms in the Soviet Union. Applies to Associate Degree. Transfer credit: CSU; UC

ECON M80 -- 1 to 4 Units
Internship in Economics
Prerequisite: Completion or concurrent enrollment in a course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

Electronics Technology

In today's world of high technology many jobs require various degrees of familiarity with electronics. There is a wide choice of careers for technology students, including occupations in business, industry, education and government. Whether or not an individual intends to devote his/her professional career to the field of electronics, it is beneficial to acquire some knowledge of electronics in this ever-changing technological environment. Electronics students can receive technical information to solve electronics problems by using the technical information exchange of the American Vacuum Society (AVS) BBS. Please call (805) 378-1400, Ext. 1780 for the BBS telephone number. The BBS is on line 24 hours a day, 2400/1200 baud, N81.

Career Opportunities

Associate Degree Level
Automobile Electronics Technician, Communications Technician, Electronics Assembly Supervisor, Electronics Maintenance Technician, Electronics Metrology Technician, Electronics Troubleshooter, Field Service Representative, Instrumentation Technician, Numerical Control Technician, Test Equipment Technician, Computer Repair, Computer Technician, Electronics Assembly, Electronics Sales, Electronics Technician, Microwave Technician, Robotics Technician

Most careers require bachelors or graduate degree.
Electronics Instructor, Field Engineer, Sales Engineer, Technical Trainer

Dean
Floyd Martin, Phone (805) 378-1459
Electronic Technology

Faculty

Full-Time
Sergio Monteiro

Part-Time
Mark Kopitz, Ben Mallard, Leonard Zakas, Patricia Zakas

Counselors
Edna Ingram, Letishia Mai, Danita R. Redd

Electronics Technology Degree (Occupational)

Associate in Science Degree
Certificate of Achievement
The Moorpark College electronics technology program provides a foundation in electronics with an emphasis in communications and microcomputers. The goal of the program is to prepare the student for employment after two years of training. Graduates are provided a foundation in electronics common to many technical fields.

Historically, employment in the communication industry has been quite stable with good opportunities for the well-trained technician in both the private and public sector. Opportunities in the public sector include police, fire, and emergency medical communications. Opportunities in the private sector include radio and TV broadcasting and utility companies (telephone, gas, water and electrical power).

Microcomputers are used in almost every work place, and familiarity with them is often a necessary condition for employment. Microcomputer training is also valuable to the entrepreneurial individual who is willing to start his/her own business as a computer technician, configuring and repairing home PC's.

Students completing the courses required in the major receive a certificate of achievement. Students completing the additional general education requirements of the college also receive the associate degree.

Preparation for the Major:
- Electronics + Students with no prior experience with electronics are to take EL M1 or M1L prior to or concurrently with EL M10/M10L.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EL M10/M10L, Passive Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M16/M16L, Analog Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M17/M17L, Digital Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M18, PC Repair and Upgrade</td>
<td>3</td>
</tr>
<tr>
<td>EL M21, Microprocessors and Microcomputers</td>
<td>2</td>
</tr>
<tr>
<td>EL M23, Computer-Aided Circuit Analysis - PSpice</td>
<td>2</td>
</tr>
<tr>
<td>EL M25, LabVIEW: Data Acquisition &amp; Instrument Control</td>
<td>2</td>
</tr>
<tr>
<td>EL M27, Microcomputer Applications</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL minimum units required in major area</td>
<td>23</td>
</tr>
</tbody>
</table>

Recommended Course: EL M29, EL M30, EL M31

Suggested Course Sequence:

First Semester
- EL M10/M10L
- EL M16/M16L
- Total

Second Semester
- EL M17/M17L
- EL M18
- Total

Third Semester
- EL M21
- EL M23
- Total

Fourth Semester
- EL M27
- EL M25
- Total

See Degree Requirements and Transfer Information section for General Education requirements.

Network Engineer Degree (Occupational)

Associate in Science Degree
Certificate of Achievement
The network engineer option for the electronics technology program at Moorpark College prepares students for a career in the field of computer networking. This program offers a solid technical background that includes analog and digital electronics (listed in the Electronics Technology section), and DOS and Windows (listed in the Computer Information Systems section). In addition to these required courses, students are encouraged to take advantage of the courses in word processing, spreadsheets, databases (listed in the Computer Information Systems section), as well as C, C++, visual C and other programming languages (listed in the Computer Science section).

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CIS M17, Introduction to Windows 95</td>
<td>1</td>
</tr>
<tr>
<td>CNSE M11, Networking Technologies</td>
<td>1.5</td>
</tr>
<tr>
<td>CNSE M20, NetWare 5 Administration</td>
<td>2</td>
</tr>
<tr>
<td>CNSE M21, NetWare 5 Advanced Admin</td>
<td>2</td>
</tr>
<tr>
<td>CNSE M23, IntranetWare: Integrating Windows NT</td>
<td>2</td>
</tr>
<tr>
<td>EL M10/M10L, Passive Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M16/M16L, Analog Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M17/M17L, Digital Circuits/Lab</td>
<td>4</td>
</tr>
<tr>
<td>EL M18, PC Repair and Upgrade</td>
<td>3</td>
</tr>
<tr>
<td>EL M21, Microprocessors and Microcomputers</td>
<td>2</td>
</tr>
<tr>
<td>EL M23, Computer-Aided Circuit Analysis - PSpice</td>
<td>2</td>
</tr>
<tr>
<td>EL M27, Microcomputer Applications</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL minimum units required in major area</td>
<td>29.5</td>
</tr>
</tbody>
</table>

Suggested Course Sequence:

First Semester
- CIS M17
- EL M10/M10L
- EL M16/M16L
- Total

Second Semester
- EL M17/M17L
- EL M18
- Total

Third Semester
- EL M21
- EL M23
- CNSE M11
- CNSE M20
- Total

Fourth Semester
- EL M27
- EL M25
- Total

See Degree Requirements and Transfer Information section for General Education requirements.
Electronics Technology Courses

EL M01 -- 3 Units
Introduction to Electronics
Prerequisite: MATH M01 or equivalent skills measured by the college assessment process or one year of high school algebra
Class Hours: 3 lecture
Introduces basic concepts and theory of electronics, including applications to business, science, industry and entertainment. Reviews electron theory to microcomputers, emphasizing passive and active devices, amplifiers, oscillators and digital circuits. Applies to Associate Degree.

EL M01L -- 1 Unit
Introduction to Electronics Laboratory
Prerequisite: Concurrent or previous enrollment in EL M01
Class Hours: 3 lab
Provides hands-on experience, emphasizing the practical use of electronic parts, circuit board wiring and measurement equipment. Applies to Associate Degree.

EL M02 -- 3 Units
Introduction to Microprocessors
Prerequisite: None
Class Hours: 3 lecture
Introduces operation and application of the microprocessor, including numbering systems and basic logic building blocks; partitioning and architecture; interfacing and interface devices; the TTY, CRT, keyboard, and cassette loader; and programming and microprocessor applications. Course stresses 8080 microprocessor. Applies to Associate Degree.

EL M08 -- 1.5 Units
PC Hardware for Novices
Prerequisite: None
Class Hours: 2.5 lecture, 1.5 lab for 8 weeks
Introduces the IBM compatible personal computer and how its individual features and components work as part of the complete system. Requires work with PC components, the Internet and basic DOS operations. May require a four-hour weekend field trip. May be taken two (2) times for credit. Applies to Associate Degree.

EL M10 -- 3 Units
Passive Circuits
Prerequisite: Previous experience in electronics or concurrent enrollment in EL M01/M01L
Corequisite: EL M10L
Class Hours: 3 lecture
Introduces main passive components of electronic circuits, including resistors, capacitors, and inductors. Reviews AC and DC circuits, noting their variation with temperature, current, and electronic environment as well as their reliability and manufacturing methods. Applies to Associate Degree.

EL M10L -- 1 Unit
Passive Circuits Laboratory
Prerequisite: None
Corequisite: EL M10
Class Hours: 3 lab
Provides hands-on experience, measuring AC and DC circuits, including electrical potential and current (magnitude and phase) as a function of frequency and environmental factors (temperature, current, voltage, humidity and aging) on passive devices. Applies to Associate Degree.

EL M16 -- 3 Units
Analog Circuits
Prerequisite: None
Corequisites: EL M10/M10L, EL M16L or equivalent electronics work experience
Class Hours: 3 lecture
Analyzes active electronic devices such as diodes, transistors, FETs and op-amps. Reviews DB, gain, frequency response and feedback. Applies to Associate Degree.

EL M16L -- 1 Unit
Analog Circuits Laboratory
Prerequisite: None
Corequisite: Concurrent enrollment in EL M16
Class Hours: 3 lab
Provides hands-on experience with building circuits through individual projects. Applies to Associate Degree.

EL M17 -- 3 Units
Digital Circuits
Prerequisites: EL M01/M01L or equivalent electronics work experience
Corequisite: EL M17L
Class Hours: 3 lecture
Introduces main digital logic functions (AND, OR and other gates; Flip-flops; counters; and decoders) and their applications (stopwatches, frequency counters, and digital oscilloscopes). Applies to Associate Degree.

EL M17L -- 1 Unit
Digital Circuits Laboratory
Prerequisites: EL M01/M01L or equivalent electronics work experience
Corequisite: Concurrent enrollment in EL M17
Class Hours: 3 laboratory
Provides hands-on experience building circuits through the design and construction of individual projects, such as digital clock, stopwatch, and hardware logic that control a microwave. Builds on individual needs. Applies to Associate Degree.

EL M18 -- 3 Units
PC Repair and Upgrade
Prerequisite: EL M08 or equivalent experience
Class Hours: 2.5 lecture, 1.5 lab
Designed for those needing advanced knowledge and skills to repair/upgrade personal computers. Introduces major operating systems and uses DOS commands to demonstrate basic PC operations. Reviews history of computing, types of processors, motherboards, cache, floppy drives, hard drives, video cards, monitors, modems, printers and scanners, internal operations, alternative operating systems, programming Internet options and networking. Provides option to prepare for national A+ Computer Repair Certification exams. May be taken two (2) times for credit. Applies to Associate Degree.

EL M20 -- 3 Units
Communication Electronics
Prerequisites: EL M16/M16L
Class Hours: 3 lecture
Introduces modern communication devices and systems, covering analog and digital communications, antennas, transmission lines, fiber optics and microwave as well as various modulation and demodulation techniques. Applies to Associate Degree.
EL M20L -- 1 Unit  
Communication Electronics Laboratory  
Prerequisites: EL M16/M16L and concurrent enrollment in EL M20  
Class Hours: 3 laboratory  
Provides hands-on experience constructing, testing and troubleshooting principles of com. electronics. Applies to Associate Degree.

EL M21 -- 2 Units  
Microprocessors and Microcomputers  
Prerequisites: EL M17/M17L or equivalent electronics work experience  
Class Hours: 1 lecture, 3 lab  
Introduces microprocessors and applications, including typical programming techniques, I/O functions and interface. Discusses the Intel (80x86) line of microprocessors and implements simple programs. Applies to Associate Degree.

EL M22A/B -- 0.5 to 3 Units Each  
Independent Studies in Electronics  
Prerequisite: A previous course in Electronics Technology  
Class Hours: 0.5 to 3 as arranged  
Allows an independent project (approved by instructor and dean) to expand knowledge of electronics through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU.

EL M23 -- 2 Units  
PSPice: Circuit Analysis  
Prerequisites: CIS M15 or CIS M17 and EL M10/M10L and EL M16/M16L or equivalent electronics work experience  
Class Hours: 1 lecture, 3 lab  
This is a course on computer simulation methods in electronics utilizing PSPice. The course cover the basics of creating the circuits using all the passive devices (resistors, capacitors, inductors, transistors, FETS, operational amplifiers, etc.). AC network analysis is emphasized. May be taken four (4) times for credit. Applies to Associate Degree.

EL M24 -- 2 Units  
Diagnostics, Trouble Shooting and Repair  
Prerequisites: EL M16/M16L and EL M17/M17L  
Class Hours: 1 lecture, 3 lab  
Introduces basic procedures and methods used in troubleshooting typical electronic equipment. Emphasizes systematic approach applied to analog and digital circuits. Provides hands-on experience with troubleshooting principles. Applies to Associate Degree.

EL M25 -- 2 Units  
LabVIEW: Applications  
Prerequisites: CIS M17 and EL M8 or EL M18  
Class Hours: 1 lecture, 3 lab  
Introduces object-oriented data-acquisition and process-control system, emphasizing practical applications such as temperature control and sound digitization. Allows individual access to software LabVIEW short course for Laboratory Virtual Instrument Engineering Workbench. Applies to Associate Degree.

EL M27 -- 2 Units  
Microcomputer Applications  
Prerequisites: EL M16/M16L and EL M21  
Class Hours: 1 lecture, 3 lab  
Introduces modern applications of microcomputers in science, engineering, and industry, focusing mainly on hardware but also some software. Includes I/O procedures for the serial and parallel ports, RS232C, IEEE-488, process control, measurement techniques, numeric control, and microprocessor development. Applies to Associate Degree.

EL M28 -- 3 Units  
Industrial Electronics  
Prerequisites: EL M17/M17L and EL M21  
Class Hours: 3 lecture  
Introduces modern electronics in industry, covering electrical power systems, transformers, motors, actuators, and switches as well as various electronic circuits that control/actuate electromechanical devices such as power supplies, transducers, optoelectronic devices, computer control, and robotics. Applies to the Associate Degree. Transfer credit: CSU.

EL M28L -- 1 Unit  
Industrial Electronics Laboratory  
Prerequisite: Concurrent enrollment in EL M28  
Class Hours: 3 lab  
Provides hands-on experience with building, testing, and repairing modern industrial electronics circuits. Studies basic principles of process control through construction and operation of control electronics hardware. Applies to the Associate Degree. Transfer credit: CSU.

EL M29 -- 1 Unit  
Industrial Seminar  
Prerequisites: EL M16/M16L and EL M17/M17L  
Class Hours: 1 lecture  
Introduces various aspects of the electronics industry through series of guest lectures. Topics include recent advancements in electronics, job placement, resume writing, job interviews, and working in the industrial environment. Applies to Associate Degree.

EL M30 -- 3 Units  
Broadcast Engineering Certification  
Prerequisites: EL M16/M16L and EL M17/M17L or equivalent electronics work experience  
Class Hours: 3 lecture  
Introduces aspects of electronics, communications, regulations and engineering technology to pass the certification exam in broadcast engineering. Certification issued to those who pass test. Applies to Associate Degree.

EL M31 -- 3 Units  
Telephone and Wire Communication Certification  
Prerequisites: EL M16/M16L and EL M17/M17L or equivalent electronics work experience  
Class Hours: 3 lecture  
Introduces aspects of electronics, communications, regulations and engineering technology to pass the certification exam in non-radiating technology given by the National Association of Radio and Telecommunications Engineers. Certification issued to those who successfully complete course. Applies to Associate Degree.

EL M80 -- 1 to 4 Units  
Internship in Electronics  
Prerequisite: Completion or concurrent enrollment in a course in the discipline.  
Class Hours: 5 to 20 lab as arranged  
Provides on-the-job learning to enhance course work under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluation. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1556. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

EL M89A-Z -- 0.5 to 3 Units Each  
Institutes in Electronics  
Prerequisite: None  
Class Hours: As arranged  
Short lecture series develops appropriate electronics abilities and skills, emphasizing specialized knowledge in a particular segment of electronics. Series only offered credit/no-credit. Applies to Associate Degree.
ENGINEERING

The field of engineering is a particularly broad one that affords the student the choice of several areas in which to specialize. The lower-division course work described below is designed to provide basic preparation for any of these choices.

Career Opportunities

Most careers require bachelor's or graduate degree.
Mechanical Engineer, Chemical Engineer, Civil Engineer, Electrical Engineer, Water Quality Engineer, Nuclear Engineer, Environmental Engineer, Sanitary Engineer, Process Engineer, Hydraulic Engineer, Project Engineer, Geotechnical Engineer, Systems Engineer, Computer Engineer, Stationary Engineer, Aerospace Engineer, Biomedical Engineer, Industrial Engineer, Manufacturing Engineer, Metallurgical Engineer, Mining Engineer, Naval Engineer, Petroleum Engineer, Plastics Engineer, Astronautical Engineer, Structural Engineer, Traffic Engineer, Electronic Systems Engineer, Automotive Engineer, Robotics Engineer, Artificial Intelligence Engineer, Military Pilot

Dean

Hoyt Martin, Phone (805) 378-1459

Faculty

Full-Time
Fred Meyer

Part-Time
Robert Ayer, Hadji Darejeh, Michael Mitchell

Counselors
Edna Ingram, Lotisha Mai, Danita R. Redd

Engineering Degree

Associate in Science Degree
This program is designed to award a designated associate degree to those students who have completed a course of specialization in Engineering. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Engineering offered by four-year institutions. Since the course work in engineering is sequential, students may spend less time earning an Associate in Science Degree and/or Bachelor of Science Degree by deferring some of the university general education requirements until their junior and senior years and by giving priority to the requirements for a major in engineering. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

Preparation for the Major:
Mathematics -- two years high school algebra plus trigonometry or MATH M3 and M7 or equivalent.
Chemistry -- one year high school chemistry or CHEM M1 or equivalent.
Physics -- one-year high school physics or PHYS M10 or equivalent.

Engineering courses are strongly encouraged to take advantage of summer school class offerings.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM M01A</td>
<td>6</td>
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<tr>
<td>ENGR M04</td>
<td>3</td>
</tr>
<tr>
<td>ENGR M12</td>
<td>3</td>
</tr>
<tr>
<td>ENGR M16</td>
<td>4</td>
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<tr>
<td>ENGR M20L</td>
<td>4</td>
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<tr>
<td>MATH M25A</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25B</td>
<td>5</td>
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<td>MATH M25C</td>
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<tr>
<td>MATH M25D</td>
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<tr>
<td>MATH M25E</td>
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<tr>
<td>MATH M25F</td>
<td>5</td>
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<tr>
<td>MATH M25G</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20A/M20AL</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20B/M20BL</td>
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<tr>
<td>PHYS M20C/M20CL</td>
<td>5</td>
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<td>TOTAL minimum units required in major area</td>
<td>46</td>
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Recommended Courses:
CHEM M01B, CS M10A/M16AL, CS M10B/M10BL, CS M10C/M10CL, CS M18/M18L, MATH M55

Suggested Course Sequence:

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>CHEM M01A</td>
<td>6</td>
</tr>
<tr>
<td>ENGR M04</td>
<td>3</td>
</tr>
<tr>
<td>MATH M25A</td>
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Second Semester

<table>
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<th>Course</th>
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<tr>
<td>ENGR M12</td>
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<tr>
<td>MATH M25B</td>
<td>5</td>
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<tr>
<td>PHYS M20A/M20AL</td>
<td>5</td>
</tr>
<tr>
<td>TOTAL</td>
<td>13</td>
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</table>

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENGR M16*</td>
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<tr>
<td>MATH M25C</td>
<td>5</td>
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<tr>
<td>PHYS M20B/M20BL</td>
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Fourth Semester

<table>
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<td>ENGR M20L</td>
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<tr>
<td>PHYS M20C/M20CL</td>
<td>5</td>
</tr>
<tr>
<td>TOTAL</td>
<td>5 or 9</td>
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* This degree requires either ENGR M16 or ENGR M20L

Engineering Courses

ENGR M04 -- 3 Units
Engineering and Design/CAD
Prerequisite: DT M01 or one year of high school drafting
Class Hours: 2 lecture, 3 lab
Introduces engineering as a profession by exploring systematic design techniques, written communication, and makeup of the various engineering programs. Requires extensive use of computer-aided drafting software and completion of design project. Applies to the Associate Degree. Transfer credit: CSU; UC, CAN: ENGR 2

ENGR M12 -- 3 Units
Engineering Materials
Prerequisites: CHEM M01A and PHYS M20A/M20AL
Class Hours: 3 lecture
Introduces engineering properties of materials, applying basic principles of the atomic and crystal structure of solids to the study of properties as well as to the selection and use of engineering materials. Applies to the Associate Degree. Transfer credit: CSU; UC, CAN: ENGR 4
ENGR M16 -- 4 Units
Engineering Statics and Strength of Materials
Prerequisites: PHYS M20A/M20AL
Class Hours: 4 lecture
Covers vector algebra, equivalent force systems, free body diagrams and equilibrium, structural mechanics, behavior of deformable solids, stress and strain tension, compression, flexure, torsion, beams, columns, statically indeterminate problems, multiaxial stresses, and theories of strength. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ENGR 8

ENGR M20 -- 3 Units
Electrical Engineering Fundamentals
Prerequisite: PHYS M20B
Corequisites: ENGR M20L, MATH M35
Class Hours: 3 lecture
Introduces theory and analysis of electrical circuits, including the operational amplifier, circuit theorems, dc circuits, forced and natural responses of simple circuits, sinusoidal steady state analysis and the use of a standard computer-aided circuit analysis program. Reviews power, energy, impedance, phasers, and frequency response. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ENGR 6 (ENGR M20 & M20L)

ENGR M20L -- 1 Unit
Electrical Engineering Fundamentals Laboratory
Prerequisite: PHYS M20BL
Corequisite: ENGR M20
Class Hours: 3 lab
Provides hands-on experience in passive and active electrical circuits, reinforcing electrical engineering concepts. Applies to the Associate Degree. Transfer credit: CSU; UC.

ENGR M22A/B -- 0.5 to 3 Units Each
Independent Studies in Engineering
Prerequisite: A previous course in Engineering
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of engineering through research, lab work or field trips. Includes one-on-one work with the instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ENGR M80 -- 1 to 4 Units
Internship in Engineering
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

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ENGINEERING TECHNOLOGY

With emphasis on practical skills, the Engineering Technology courses are targeted at the Associate degree for technicians, engineers and other employees who need to remain current in high technology areas. Additional courses will be developed in response to the needs of industry.

Career Opportunities

Laser Technician, Fiber Optic Technician, Fiber Optic Installer, Electro-Optic Technician, Research Technician, Electro-Optical Sales Specialist

Dean

Floyd Martin, Phone (805) 378-1459

Faculty

Full-Time

Clinton Harper

Part-Time

Hadi Dabirjam

Counselor

Edna Ingram

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Engineering Technology Degree

Associate in Science Degree

See Physics, Electro-Optics Option

Engineering Technology Courses

ET M10 -- 2 Units
Introduction to Lasers and Fiber Optics
Prerequisite: MATH M03 or two years of high school algebra
Class Hours: 1.5 lecture, 1.5 lab
Offers comprehensive introduction to theory, operation and applications of lasers, fiber optics and associated instrumentation. Emphasizes hands-on activities and practical applications. Applies to Associate Degree.

ET M20 -- 2 Units
Introduction to Robotic Technology
Prerequisite: PHYS M10A or one year of high school physics
Class Hours: 1.5 lecture, 1.5 lab
Introduces robotic technology, emphasizing hands-on, practical industrial applications. Includes mechanical and electrical aspects of robot design, interfaces and integration, sensors, computer control and programming, application case studies, robotics and future trends. Provides on-campus robotics lab. Reviews more advanced topics such as underwater robotics, robotic rovers, robots in hazardous environments, machine vision, artificial intelligence, and medical applications. Applies to Associate Degree.

ET M80 -- 1 to 4 Units
Internship in Engineering Technology
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.
Sequence of English Courses

To determine your best starting point in this course sequence, participate in a Planning, Assessment, Student Orientation (PAS) session.

### ADVANCED ENGLISH COURSES
(English M01A is a prerequisite for the following courses.)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL M05</td>
<td>Radio/Television Script Writing</td>
</tr>
<tr>
<td>ENGL M10A/B</td>
<td>Creative Writing</td>
</tr>
<tr>
<td>ENGL M11</td>
<td>Report and Technical Writing</td>
</tr>
<tr>
<td>ENGL M13A/B</td>
<td>Major American Writers I &amp; II</td>
</tr>
<tr>
<td>ENGL M14</td>
<td>Study of Poetry</td>
</tr>
<tr>
<td>ENGL M15A/B</td>
<td>Survey of English Literature I &amp; II</td>
</tr>
<tr>
<td>ENGL M17</td>
<td>Shakespeare</td>
</tr>
<tr>
<td>ENGL M18</td>
<td>The Modern American Novel</td>
</tr>
<tr>
<td>ENGL M19</td>
<td>Introduction to the Short Story</td>
</tr>
<tr>
<td>ENGL M20</td>
<td>Study of Drama</td>
</tr>
<tr>
<td>ENGL M21</td>
<td>Contemporary Novels</td>
</tr>
<tr>
<td>ENGL M25</td>
<td>Play Writing</td>
</tr>
<tr>
<td>ENGL M29A/B</td>
<td>Bible as Literature, Old &amp; New Testaments</td>
</tr>
<tr>
<td>ENGL M30/31</td>
<td>Masterpieces in World Literature I &amp; II</td>
</tr>
<tr>
<td>ENGL M33</td>
<td>Modern European Fiction</td>
</tr>
<tr>
<td>ENGL M44</td>
<td>Women in Literature</td>
</tr>
<tr>
<td>ENGL M45</td>
<td>Hispanic-American Literature</td>
</tr>
<tr>
<td>ENGL M46</td>
<td>African-American Literature</td>
</tr>
<tr>
<td>ENGL M47</td>
<td>Magazine Editing</td>
</tr>
</tbody>
</table>
The study of English offers a basic understanding of writing skills and appreciation of literature. The exploration of the possibilities of language in the human experience is a vital foundation for all learning. See chart on previous page.

Career Opportunities

**Most careers require bachelor's or graduate degree.**

Editor for House Publications, Copywriter, Journalist, Library Reference Worker, Television Writer, Technical Writer, Publicist, Researcher, Copy Editor, Program Developer, Civil Service Positions, Executive Assistant, Manager Trainee, Scenario Writer, Legal Aide, Report Writer, Proofreader, Novelist, Playwright, Biographer, Story Writer, Magazine Writer, Poet, Public Relations Worker

Dean

Patricia Ross (Interim Dean), Phone (805) 378-1443

Faculty

**Full-Time**

Barbara Baker, Jeffrey Baker, Gillian Dale, John Davie, Bona Dillon, Hugo Ekback, Norman Garber, Anne Katschner, Diana Lopez, Judith Ramos, Patricia Ross, Hart Schulz, Pamela Sheridan, Sydney Sims, Nils Slattum, Michael Strumpf, Tracy Tennenhouse

**Part-Time**

Dale Alan Baines, David Birchman, Marcella Casilli, Jimmy Crawford, Janet Cross, Deborah Dixon, Sona Dombourian, Patrick Egan, Kelly Faulkner, Jeffrey Ferry, Kate Gale, Shasta Gill, Beth Gills-Smith, Bobbie Harris, Thomas Hughes, John Hynes, Michelle Koelke, Clive Leeman, Jerry Mansfield, Donna Marsh, Andrea Marzill, Jacqueline Meisel, Steve Moe, James Neleson, Kirsten Ogden, Melinda Patton, Linda Pohlman, Jeri Pollock, Karin Quimby, Sandra Rayl, Ann Reich, Alene Terzian, Hari Vishwanadha, Marty Williams, Kimberly York

Counselors

Anitra Evans, Michael Johnson

English Courses

**ENGL M01A -- 3 Units**

*English Composition*

Prerequisite: ENGL M02 or completion of the assessment process.

Class Hours: 3 lecture

Emphasizes expository writing and research, demonstrating rhetorical organization, range of diction, clear sentence and paragraph structure, and command of the conventions of English usage. Develops analytical and interpretive reading skills. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ENGL 2; ENGL SEQ A (ENGL M01A-M01B).

**ENGL M01B -- 3 Units**

*Literature: Critical Thinking/Composition*

Prerequisite: ENGL M01A

Class Hours: 3 lecture

Emphasizes critical thinking and writing skills in close textual analysis of issues and themes in fiction, poetry and drama as well as in non-fictional literature and literary criticism. Reviews deductive and inductive reasoning, recognition and avoidance of logical fallacies, and relationships between language and meaning. Emphasizes detailed critical analysis. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: ENGL 4; ENGL SEQ A (ENGL M01A-M01B).

**ENGL M01BH**

*Honors Literature: Critical thinking and Composition*

Prerequisite: ENGL M01A with grade of B or better

Class Hours: 3 lecture

Honors work in critical thinking and writing skills in close textual analysis of issues and themes in fiction, poetry, and drama as well as in non-fictional literature and literary criticism. Reviews deductive and inductive reasoning, recognition and avoidance of logical fallacies, and relationships between language and meaning. Emphasizes detailed critical analysis. Applies to the Associate Degree. Transfer credit: CSU; UC

**ENGL M01C -- 3 Units**

*Critical Thinking and Composition*

Prerequisite: ENGL M01A

Class Hours: 3 lecture

Develops work in advanced levels of critical thinking, reading, and writing. Focuses on the development of logical reasoning as well as analytical and argumentative writing skills. Applies to the Associate Degree. Transfer credit: CSU; UC

**ENGL M01CH -- 3 Units**

*Honors: Critical Thinking and Composition*

Prerequisite: ENGL M01A with a grade of B or better

Class Hours: 3 lecture

Develops honors work in advanced levels of critical thinking, reading, and writing. Focuses on the development of logical reasoning as well as analytical and argumentative writing skills. Applies to the Associate Degree. Transfer credit: CSU; UC

**ENGL M02 -- 3 Units**

*Intro to College Writing*

Prerequisite: None

Class Hours: 3 lecture

Introduces college-level writing, emphasizing clear central ideas, coherent development, reasoned conclusions, variety of sentence structures, and freedom from basic grammar and punctuation errors. Stresses college-level reading. Applies to Associate Degree.

**ENGL M03 -- 3 Units**

*Writing Skills*

Prerequisite: None

Class Hours: 3 lecture, 2 lab

Involves intensive practice in developing ideas, making clear statements and organizing information at the level of the paragraph. Emphasizes grammar, spelling, vocabulary building, sentence structure and composing strategies for short writings. Requires word processing in a computer laboratory. May be taken two (2) times for credit. Does not apply toward a degree.

**ENGL M05 -- 3 Units**

*Radio-Television Script Writing*

Prerequisite: ENGL M01A

Class Hours: 3 lecture

Introduces the fundamentals of script format, professional methods, and the ethics and restrictions involved in the broadcasting media. Includes the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity discussion programs, special events, talks and interviews. (Same course as RT M05.) Applies to the Associate Degree. Transfer credit: CSU
ENGL M10A -- 3 Units  
Creative Writing  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Workshop format. Concentrates on the techniques of writing fiction and poetry through the production of original works followed by discussion and analysis. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 6

ENGL M10B -- 3 Units  
Creative Writing  
Prerequisite: ENGL M10A  
Class Hours: 3 lecture  
Introduces advanced study of literary forms, emphasizing prose and poetry through practice, discussion and analysis. May be taken two (2) times for credit. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M11 -- 3 Units  
Report and Technical Writing  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Provides extensive practice writing proposals, memoranda, letters, technical reports, and technical manuals. Demands complete and accurate writing, demonstrating situational analysis, appropriate structuring, careful research and documentation, and incorporation of data and graphics. Applies to the Associate Degree. Transfer credit: CSU

ENGL M13A -- 3 Units  
Major American Writers I  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces American writing from the colonial era to the end of the Civil War, emphasizing works of major writers in their literary, historical and cultural contexts. Includes such authors as Bradstreet, Taylor, Franklin, Poe, Melville and Whitman. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 14; ENGL SEQ C (ENGL M13A+M13B)

ENGL M13B -- 3 Units  
Major American Writers II  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces American writing from the post-Civil War period to the present, emphasizing works of major writers in their literary, historical and cultural contexts. Includes such authors as Twain, James, Hemingway, Faulkner and Wright. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 16; ENGL SEQ C (ENGL M13A+M13B)

ENGL M14 -- 3 Units  
Study of Poetry  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces the study of poetry, emphasizing imagery, figurative language, symbolism, rhythm and diction. Examples drawn from American and British poetry. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M15A -- 3 Units  
Survey of English Literature I  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Surveys major works of British literature from the Anglo-Saxon period to the end of the 18th century in their literary, historical and cultural contexts. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 8; ENGL SEQ B (ENGL M15A+M15B)

ENGL M15B -- 3 Units  
Survey of English Literature II  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Surveys major works of British literature from the beginning of the 19th century to the present in their literary, historical and cultural contexts. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 10; ENGL SEQ B (ENGL M15A+M15B)

ENGL M17 -- 3 Units  
Shakespeare  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Surveys several plays, including romantic comedies, chronicles, tragedies, "dark" comedies, and romances. Includes lectures, critical papers, and discussions. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M18 -- 3 Units  
The Modern American Novel  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces representative novels by prominent American authors from the post-Civil War period to the present, emphasizing critical perspectives and major contributions as well as each work’s relation to and reflection of its literary, historical and cultural backgrounds. Transfer credit: CSU; UC

ENGL M19 -- 3 Units  
Introduction to Short Story  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces form and content of short stories, emphasizing critical reading and analysis of selected American and European literary examples. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M20 -- 3 Units  
Study of Drama  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Introduces the study of drama in its historical, cultural, and biographical context, including examples from ancient Greek tragedy to the Theatre of the Absurd. Emphasizes critical analysis demonstrated through major essays. Applies to the Associate Degree. Transfer credit: CSU; UC  
CAN: ENGL 22

ENGL M21 -- 3 Units  
Contemporary Novels  
Prerequisite: ENGL M01A  
Class Hours: 3 lecture  
Reviews post-World War II novels, American and foreign, emphasizing their relevance, innovation, style and literary value. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M22A/B -- 1 to 3 Units Each  
Independent Studies in English  
Prerequisite: A previous course in English  
Class Hours: 1 to 3 as arranged  
Allows an independent project (approved by instructor and dean) to expand knowledge of English through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC  
credit limitations.
ENGL M25A -- 3 Units
Play Writing
Prerequisite: None
Recommended Preparation: THA M02A, THA M15A, ENGL M01A
Class Hours: 3 lecture
Develops writing skills for the theatre with possible opportunity for production. (Same course as THA M21A.) Applies to the Associate Degree. Transfer credit: CSU

ENGL M25B -- 3 Units
Play Writing
Prerequisite: ENGL M25A
Recommended Preparation: THA M02A, THA M15A, ENGL M01A
Class Hours: 3 lecture
Focuses on the development of advanced writing projects for the theater, with the possible opportunity for production. (Same course as THA M21B.) Applies to the Associate Degree. Transfer credit: CSU

ENGL M29A -- 3 Units
Old Testament as Literature
Prerequisite: None
Class Hours: 3 lecture
Introduces form, theme and style of the Books of the Old Testament, including the thirty-nine books from Genesis to Malachi. Includes historical perspective of the Old Testament Apocrypha. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M29B -- 3 Units
New Testament as Literature
Prerequisite: None
Class Hours: 3 lecture
Introduces form, theme and style of the Books of the New Testament, including nine of the twenty-seven books of the New Testament, from Matthew to Revelation. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M30 -- 3 Units
Masterpieces of World Literature I
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Reviews representative authors from the time of Homer to the Renaissance, emphasizing selected Greek, Roman, Medieval and Renaissance masterpieces. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M31 -- 3 Units
Masterpieces of World Literature II
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Reviews major literature from the Renaissance to the present, including selected masterpieces from America, Britain, France, Germany and Russia. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M33 -- 3 Units
Modern European Fiction
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Introduces major modern European fiction, including such authors as Dostoyevsky, Tolstoy, Flaubert, Camus, Hesse, Gogol, Gide, Babel, and Mann. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M44 -- 3 Units
Women in Literature
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Examines images of women and perspectives on women's experiences chosen from a variety of genres: song and poetry, diaries, letters and essays, short stories, and novels. Includes male authors and works from different historical periods and countries. Applies to the Associate Degree. Transfer credit: CSU; UC pending

ENGL M45 -- 3 Units
Hispanic-American Literature
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Offers a cross-cultural analytical examination of Hispanic-American literature, emphasizing the influence of culture on each author's perception. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M46 -- 3 Units
African-American Literature
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Introduces a historical and critical analysis of African-American literature, emphasizing an understanding of the Black Experience as embodied in American writing. Includes readings from the 19th and 20th centuries. Applies to the Associate Degree. Transfer credit: CSU; UC

ENGL M47 -- 3 Units
Magazine Editing
Prerequisite: None
Class Hours: 2 lecture, 1 lab
Introduces the analysis, development, composition and layout of magazines or similar publications, emphasizing the coordination of feature stories and related articles with attractive pictorial displays. Also reviews graphic arts as related to magazine production. (Same course as JOUR M11A.) Applies to the Associate Degree. Transfer credit: CSU

ENGL M48 -- 3 Units
Word Power
Prerequisite: None
Class Hours: 3 lecture
Develops listening, speaking, reading, and writing vocabularies by developing word analysis and vocabulary expansion skills. Includes study of Greek and Latin roots, prefixes, suffixes, synonyms, antonyms, diction, word origins, contextual clues, and college-level and professional vocabularies. Focuses on individual progress. Applies to the Associate Degree.

ENGL M50 -- 3 Units
Academic Reading and Study Skills
Prerequisite: None
Class Hours: 3 lecture
Introduces academic reading skills, emphasizing comprehension, speed, study skills, vocabulary development, awareness of current events, goal setting, and time management. Applies to Associate Degree.

ENGL M52 -- 3 Units
Advanced Academic Reading and Study Skills
Prerequisite: None
Class Hours: 3 lecture
Offers advanced instruction and practice in analyzing prose from various disciplines and difficulty levels. Emphasizes ability to recognize sophisticated prose structures, idea organization, and interrelationship of concepts. Reviews making inferences, drawing conclusions, critically evaluating prose as well as developing vocabulary building, summary and study skills. Applies to the Associate Degree. Transfer credit: CSU
Sequence of English as a Second Language (ESL) Courses

If English is not your first language, you may follow this sequence to develop proficiency in English. To determine the best level and classes for you, please take the ESL assessment, at a Planning, Assessment, Student Orientation (PAS) session.

The 20 Series Courses Develops:
- Understanding spoken language
- Speaking English in various situations

The 30 Series Courses Develops:
- Understanding interpreting readings in English
- Writing from paragraph to essay

*ES M08 VOCABULARY DEVELOPMENT

*ES M06 AMERICAN ENGLISH PRONUNCIATION

ESL M23 LISTENING/ SPEAKING FUNDAMENTALS

*ES M33 GRAMMAR/ PUNCTUATION REVIEW

*ES M30 READING/Writing FUNDAMENTALS

*ES M23 COLLEGE READING SKILLS

ESL M24 LISTENING/ CONVERSATION PRACTICE

*ES M24 SPEED READING SKILLS

ESL M31 PRACTICE AND APPLICATION IN READING/Writing

ESL M25 ACADEMIC COMMUNICATION

*ES M41 EFFECTIVE READING Applies to Associate Degree

ESL M32 ACADEMIC READING/Writing

ESL M26 ACCENT REDUCTION/ AMERICAN ENGLISH PRONUNCIATION

ESL M33 INTENSIVE ENGLISH Transfers to UC/CSU Applies to Associate Degree

ENGL M01A ENGLISH COMPOSITION

* These .5 to 1.5 units Essential Skills (ES) classes support the ESL classes.

(For sequence of courses in English see page 92)
ENGLISH AS A SECOND LANGUAGE

The English as a Second Language program prepares students for transfer-level courses and improves language facility in social and job situations. See course sequence chart on previous page.

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty
Full-Time
Gillian Dale, Judith Ramos

Part-Time
Stephen Bluestein, Patricia Della Corna, Monika Savic, Jacalyn Scott, Kathleen Waszczech

Counselors
Chuck Brinkman, Mike Johnson

ENGLISH AS A SECOND LANGUAGE COURSES

**ENGL M10 -- 4 Units**
Introduction to ESL
Prerequisite: None
Class Hours: 4 lecture, 1 lab
Helps students from other countries adjust to daily life transactions, including social and work situations. Emphasizes skills and knowledge needed for everyday verbal and written communication. Requires an hour of individualized work in language lab each week. Does not apply toward a degree.

**ENGL M23 -- 4 Units**
Fundamentals in Listening and Speaking
Prerequisite: None
Class Hours: 4 lecture, 1 lab
Develops the listening and speaking skills of beginning students of English, emphasizing vocabulary acquisition, accurate pronunciation, and mastery of basic sentence structures. Requires participation in paired and small group conversations, word games, and class discussions. Includes responding to video clips, popular songs and radio news; lecture and note taking; role playing; and student oral presentations. Brief writings and reading and grammar study supplement oral language practice. May be taken three (3) times for credit. Formerly ENGL 4A. Does not apply toward a degree.

**ENGL M24 -- 4 Units**
Listening and Conversation Practice
Prerequisite: ENGL M23
Class Hours: 4 lecture, 1 lab
Provides practice in intermediate level English speaking and listening skills, emphasizing pronunciation, vocabulary, American English speech patterns, sentence phrasing, syllabication, and idioms. Requires participation in paired, group, and class projects that improve comprehension and verbal expression, such as speeches, debates, and discussion of news clips. Includes reading, writing and grammar study to increase oral language proficiency. May be taken three (3) times for credit. Formerly ENGL 4B. Does not apply toward a degree.
ESL M25 -- 4 Units
Academic Communication
Prerequisite: ESL M24 or equivalent command of English listening and speaking skills
Class Hours: 4 lecture, 1 lab
Provides instruction in and practice of college-level academic listening and speaking skills, allowing effective comprehension needed for success in transfer-level academic college courses. Includes expansion of vocabulary-building, listening, and discussion skills, demonstrated through oral and written critiques and through individual and group activities. Includes practice with diverse presentations (live speakers, video, TV, drama, documentary, lecture and group discussion). Formerly ENGL 4C. Does not apply toward a degree.

ESL M26 -- 3 Units
Accent Reduction / American English Pronunciation
Prerequisite: None
Class Hours: 3 lecture, 1 lab
Emphasizes minimizing accents and mastering American English pronunciation. Includes speech diagnosis, introduction to the American English language, dynamics of sound formation, phonetic alphabet usage, intonation, stress, interpretation of a range of spoken and printed materials, vocabulary acquisition, and the development of a lifelong spoken language improvement plan. Lab includes both teacher-supervised oral exercises and student practice of material on both audio and videotapes. Learning tapes model speech patterns, and blank tapes record speech production. Formerly ENGL 17. Does not apply toward a degree.

ESL M30 -- 4 Units
Reading and Writing Fundamentals
Prerequisite: ESL M23 or appropriate score on ESL assessment test
Class Hours: 4 lecture, 1 lab
Offers practice in beginning level English reading and composition skills to students whose native language is not English but who have gained some fluency in spoken English. Uses newspapers, grocery ads, magazines and beginning texts. Introduces basic English syntax and sentence structure, spelling, phonics, present/past/future tenses, as well as paragraph writing and revising. May be taken three (3) times for credit. Formerly ENGL 60A. Does not apply toward a degree.

ESL M31 -- 4 Units
Practice/Application in Reading and Writing
Prerequisite: ESL M30 or appropriate score on ESL assessment test
Class Hours: 4 lecture, 1 lab
Offers practice in intermediate reading and writing to strengthen and improve English vocabulary, reading comprehension, and writing. Requires readings at the college-level and compositions based on world events, readings and personal experience. May be taken three (3) times for credit. Formerly ENGL 60B. Does not apply toward a degree.

ESL M32 -- 4 Units
Academic Reading and Writing
Prerequisite: ESL M31 or appropriate score on ESL assessment test
Class Hours: 4 lecture, 1 lab
Offers practice in advanced English reading and composition skills to strengthen vocabulary, comprehension and critical analysis of cross-cultural, college-level reading selections. Requires multi-paragraph essays and college essay-question responses. May be taken three (3) times for credit. Formerly ENGL 60C. Does not apply toward a degree.

ESL M33 -- 3 Units
Intensive English
Prerequisite: ESL M32
Class Hours: 5 lecture
Provides the frameworks for and practice in expository writing. Activities include discussion of brief varied readings (models), followed by formulating ideas and writing diverse rhetorical types (classification, comparison-contrast, causal analysis). Students will be introduced to modes of critical thinking and writing (outline, summary, synthesis, and critique). Finally, students will learn and apply library and on-line research techniques. Included is a computer lab component where students apply classroom learning and the instructor responds one-to-one to students' writing. Applies to Associate Degree. Transfer credit: CSU; UC pending.

ESL M41 -- 4 Units
Effective Reading
Prerequisite: ESL M31 or ESL M32
Class Hours: 4 lecture, 1 lab
Designed for students whose native language is not English. Prepares for college-level work by providing guidance and practice in reading for academic courses. Students will develop techniques to improve comprehension and speed and to increase vocabulary. Grammatical constructs needed for advanced material will be reviewed and applied to reading selections. Short written assignments will be included. Applies to Associate Degree.

ENVIRONMENTAL SCIENCE

Environmental Science is a multidisciplinary field covering the physical, biological, economical, and legal aspects of the environment.

Career Opportunities

A.S. Degree (Environmental Technology)
For information on Environmental Technology Option, refer to page 99.
Field Technician, Hazardous Waste Management, Drinking & Waste Water Laboratory Technician, Air Quality Enforcement, Environmental Testing and Auditing, Consulting Firms

B.S. Degree
Regulatory - Compliance Manager, Health and Safety Managers, Industrial Hygienists and Toxicology, Urban Planning/Environmental Analyst, Research; Teaching, Resource Manager, Ranger

Dean
Floyd Martin, Phone (805) 378-1459

Faculty
Full-Time
Muthena Naseri

Part-Time
Kevin Gieschen, Dagmar Gloutak, Mohammad Khorasganian

Counselors
Michael Johnson, Letrishia Mai
### Environmental Studies Degree

**Associate in Arts Degree**

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Environmental Studies. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Arts degrees in Environmental Studies offered by four-year institutions. Since the course work in environmental studies is sequential, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their junior and senior years and giving priority to the requirements for a major in environmental studies. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

**Preparation for the Major:**
- Mathematics + two years high school algebra or MATH M3 or equivalent.

Environmental Studies students are strongly encouraged to take advantage of summer school class offerings.

**Required Courses:**

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<tr>
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<th>Course Title</th>
<th>Units</th>
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<td>ANTH M02</td>
<td>Cultural Anthropology</td>
<td>3</td>
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<tr>
<td>CHEM M12</td>
<td>Introductory Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>ECON M01</td>
<td>Principles of Micro-Economics</td>
<td>3</td>
</tr>
<tr>
<td>ENSC M01</td>
<td>Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>ENSC M02</td>
<td>Environment and Human Interactions</td>
<td>4</td>
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<tr>
<td>GEOL M02</td>
<td>Physical Geology</td>
<td>3</td>
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<td>GEOL M02L</td>
<td>Physical Geology Lab</td>
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<tr>
<td>MATH M15</td>
<td>Introductory Statistics</td>
<td>5</td>
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<tr>
<td>MATH M16A</td>
<td>Applied Calculus I</td>
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<td>POLS M03</td>
<td>American Government and Politics</td>
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**Suggested Course Sequence:**

**First Semester**

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**Third Semester**

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**Fourth Semester**

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<td>GEOL M02</td>
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<td>GEOL M02L</td>
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See Degree Requirements and Transfer Information section for General Education requirements.

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### Environmental Science Degree

**Associate in Science Degree**

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Environmental Science. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Environmental Science offered by four-year institutions. Since the course work in environmental science is sequential, students may spend less time earning an Associate in Science Degree and/or Bachelor of Science Degree by deferring some of the university general education requirements until their junior and senior years and giving priority to the requirements for a major in environmental science. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

**Preparation for the Major:**
- Mathematics + two years high school algebra plus trigonometry or MATH M05 and M07 or equivalent.
- Chemistry + one year high school chemistry or CHEM M12 or equivalent.
- Physics + one year high school physics or PHYS M10A or equivalent.

Environmental Science students are strongly encouraged to take advantage of summer school offerings.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL M02A</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL M02B</td>
<td>General Biology II</td>
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<tr>
<td>CHEM M01A</td>
<td>General Chemistry I</td>
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<tr>
<td>CHEM M01B</td>
<td>General Chemistry II</td>
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<tr>
<td>ECON M01</td>
<td>Principles of Micro-Economics</td>
<td>3</td>
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<tr>
<td>ENSC M01</td>
<td>Environmental Science</td>
<td>4</td>
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<tr>
<td>ENSC M02</td>
<td>Environment and Human Interactions</td>
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<tr>
<td>MATH M25A</td>
<td>Calculus with Analytic Geometry I</td>
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<tr>
<td>MATH M25B</td>
<td>Calculus with Analytic Geometry II</td>
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</tr>
<tr>
<td>MATH M25C</td>
<td>Calculus with Analytic Geometry III</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20A/M20AL</td>
<td>Mechanics of Solids and Fluids/Lab</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20B/M20BL</td>
<td>Electricity and Magnetism/Lab</td>
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**Suggested Course Sequence:**

**First Semester**

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**Second Semester**

<table>
<thead>
<tr>
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<tr>
<td>CHEM M01B</td>
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<tr>
<td>ENVS M02</td>
<td></td>
<td>4</td>
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<tr>
<td>MATH M25A</td>
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<tr>
<td>TOTAL</td>
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**Third Semester**

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<thead>
<tr>
<th>Course Code</th>
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<tr>
<td>BIOL M02A</td>
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<tr>
<td>MATH M25B</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20A/M20AL</td>
<td>Mechanics of Solids and Fluids/Lab</td>
<td>5</td>
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**Fourth Semester**

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<th>Course Code</th>
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</thead>
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<tr>
<td>BIOL M02B</td>
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<tr>
<td>MATH M25C</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20B/M20BL</td>
<td>Electricity and Magnetism/Lab</td>
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<tr>
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</tbody>
</table>

See Degree Requirements and Transfer Information section for General Education requirements.
Environmental Science

Environmental Technology Degree

Associate in Science Degree

Environmental Technology Option (Occupational)

This occupational program is designed to award an Associate in Science Degree in Environmental Technology to those students who have completed the requirements listed. These requirements were specified by a Moorpark College Industrial Advisory committee of working professionals in the environmental field and will be reviewed annually. Graduates of this program are prepared to provide technical support to engineers, scientists and other professionals in this fast-growing field.

Preparation for the Major:
Mathematics -- two years high school algebra or MATH M03 or equivalent.

Required Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS M28</td>
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<td>3</td>
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<tr>
<td>CHEM M12</td>
<td>Introductory Chemistry I</td>
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</tr>
<tr>
<td>CHEM M13</td>
<td>Introductory Chemistry II</td>
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<tr>
<td>EL M01/M01L</td>
<td>Introduction to Electronics/Lab</td>
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<tr>
<td>ENGL M01A</td>
<td>English Composition (D1)</td>
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<tr>
<td>ENGL M11</td>
<td>Report and Technical Writing</td>
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<tr>
<td>ENSC M01/M01L*</td>
<td>Environmental Science (A2)</td>
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<tr>
<td>ENSC M02/M02L*</td>
<td>Environmental and Human Interactions (A1)</td>
<td>4</td>
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<tr>
<td>ENSC M04</td>
<td>Environmental Regulations</td>
<td>1.5</td>
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<tr>
<td>ENSC M05</td>
<td>Environmental Sampling &amp; Instrumentation</td>
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<tr>
<td>GEOG M01</td>
<td>Introductory Geology</td>
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<tr>
<td>H ED M01</td>
<td>Health and Society (E1)</td>
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<tr>
<td>MATH M15*</td>
<td>Introductory Statistics (D2)</td>
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<tr>
<td>PHYS M01</td>
<td>Descriptive Physics</td>
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<tr>
<td>SPCH M01*</td>
<td>Introduction to Speech (C2)</td>
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TOTAL required units in major .................................. 50-21 (GE) = 29

*General Education (A1-E1 define general education categories)

Recommended Electives:

<table>
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<tr>
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<td>CIS, CS M01/M01L; DRFT M01, M02A; PSY M11</td>
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We strongly recommend CA Drivers License P with Hazard Material endorsement and Red Cross approved CPR course.

See Degree Requirements and Transfer Information section for General Education requirements.

Environmental Technology Certificate

Certificate of Achievement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ENSC M01/M01L</td>
<td>Environmental Science/Lab</td>
<td>4</td>
</tr>
<tr>
<td>ENSC M04</td>
<td>Environmental Regulations</td>
<td>1.5</td>
</tr>
<tr>
<td>CIS M28</td>
<td>Microsoft Office</td>
<td>3</td>
</tr>
<tr>
<td>GEOG M01</td>
<td>Introductory Geology</td>
<td>3</td>
</tr>
<tr>
<td>MATH M09</td>
<td>Pre-Algebra</td>
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<td>ENSC M02</td>
<td>Environment &amp; Human Interactions</td>
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</tr>
<tr>
<td>ENSC M05</td>
<td>Environmental Sampling &amp; Instrumentation</td>
<td>1.5</td>
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<tr>
<td>EL M01/M01L</td>
<td>Introduction to Electronics/Lab</td>
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</tr>
<tr>
<td>ET R104</td>
<td>Safety and Emergency Response</td>
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<td>or</td>
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<tr>
<td>FT R65</td>
<td>Hazardous Materials (Oxnard College)</td>
<td>3</td>
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</tbody>
</table>

TOTAL units required ........................................... 27 or 28

For further information, contact Professor Muthena Naseri at (805) 378-1400, ext. 1753.

Environmental Science Courses

ENSC M01 -- 3 Units

Environmental Science

Prerequisite: None
Corequisite: ENSC M01L
Class Hours: 3 lecture
Introduces the fundamental laws of physics and chemistry controlling the natural processes operating in the world. Emphasizes the interrelationships between humans, their environment and the impact of technology on the global environment. Discusses the existence, measurement and control of energy, air, water and noise pollution. (Physical Science credit). ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU; UC

ENSC M01L -- 1 Unit

Environmental Science Lab

Prerequisite: None
Corequisite: ENSC M01
Class Hours: 3 lab
Clarifies environmental concepts presented in ENSC M01. Requires four field trips: utility plant, waste water treatment facility, recycling/recovery center and college nature center. Stresses scientific method, elements of statistics and sample, and the completion of a research-based oral presentation. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU; UC

ENSC M02 -- 4 Units

Environment and Human Interactions

Prerequisite: None
Class Hours: 3 lecture, 3 lab
Introduces biological principles governing ecosystems, referencing major world biomes and major CA plant communities. Reviews basic concepts and toxicological terminology associated with urban environmental issues, including environmental health. Emphasizes the impact of world demography and population dynamics. Requires field trips. (Biology Science credit). ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU; UC

ENSC M03 -- 3 Units

Energy Resources and Conservation

Prerequisite: None
Class Hours: 3 lecture
Surveys current energy resources, physics of energy and environmental utilization, alternate methods of energy generation and various energy conservation methods. Emphasizes practical application relevant to today's economy and technology. ENSC formerly Env Sc. Applies to the Associate Degree. Transfer credit: CSU

ENSC M04 -- 1.5 Units

Environmental Regulations

Prerequisite: None
Class Hours: 1.5 lecture
Introduces current laws and regulations governing air and water pollution, solid waste, hazardous material, and pesticides. Reviews federal, state, and local regulation as well as appropriate regulatory agencies. May be taken four (4) times for credit. ENSC formerly Env Sc. Applies to the Associate Degree.
ENSC M05 -- 1.5 Units
Environmental Sampling and Instrumentation
Prerequisite: None
Class Hours: 4.5 lab
Introduces instrumentation used to collect and monitor environmental field data, including hands-on operation, calibration, and basic maintenance of instruments. Includes sampling procedures and data collection from automatic recording devices. ENSC formerly Env Sc. Applies to the Associate Degree. Transfer credit: CSU.

ENSC M06 -- 3 Units
Water Science
Prerequisite: None
Class Hours: 3 lecture
Introduces basic physical, chemical, and biological properties of water as well as wastewater treatment properties, including coagulation, sedimentation, filtration, disinfection, anaerobic digestion, and softening. Emphasizes California Code of Regulations for water standards. Prepares students for California Department of Health Services Operator Certification Examinations, grades 1 & 2. Requires field trips. ENSC formerly Env Sc. Applies to the Associate Degree. Transfer credit: CSU.

ENSC M20 -- 3 Units
Environmental Systems
Prerequisite: None
Class Hours: 2 lecture, 3 activity/lab
Introduces geographic and geologic concepts; soils (types, textures and structure), basic rock types, elements of weather and oceanic influences, including tides and currents. Provides first-hand experience in collecting, measuring, interpreting and reporting field data. Requires field trip to a selected environment (e.g., deserts of Death Valley or Baja Mexico), plus 32 hours of pre- and post-trip lectures. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU.

ENSC M22A/B -- 0.5 to 3 Units Each
Independent Studies in Environmental Science
Prerequisite: A previous course in Environmental Science
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of environmental science through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ENSC M60A-Z -- 0.5 to 3 Units Each
Topics in Environmental Science
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. ENSC formerly Env Sc.

Developed topics include:
ENSC M60A -- 1 Unit
The Desert Biome
Prerequisite: None
Class Hours: 3 lab
Introduces the desert biome, reviewing geographic features, adaptation of fauna and flora, and effect of human impact. Requires six-day field trip to selected deserts. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU.

ENSC M60B -- 1 Unit
The Urban Environment
Prerequisite: None
Class Hours: 3 lab
Examines the historical development, shapes, requirements, and contributions of cities to human culture. Requires field trips to three major metropolitan areas in California (Los Angeles, Santa Barbara and San Diego). ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU.

ENSC M60C -- 1 Unit
The Redwoods
Prerequisite: None
Class Hours: 3 lab
Reviews world forests, especially the California Coast Redwood Forest. Requires six-day field trip to the Redwood National Park as well as pre- and post-trip preparation and evaluation. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU.

ENSC M60D -- 1 Unit
Microscale Chemistry Laboratory
Prerequisite: None
Class Hours: 3 lab
Provides hands-on experience with general and organic chemistry on microscale level. Lab activities explore physical properties (density, refraction index), solvent extraction, acid base titrations, and gas chromatography. May require field trips. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU.

ENSC M80 -- 1 to 4 Units
Internship in Environmental Science
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken for credit. ENSC formerly Env Sc. Applies to Associate Degree. Transfer credit: CSU; credit limitations.

Essential Skills
Essential Skills classes are offered to students who need specific information and techniques to improve their chances of succeeding in all of their college classes, in the job market, and in the society. Completing Essential Skills course(s) prepares students to succeed in further education and training at a college level.

Dean
Judith Gerhart, Phone (805) 378-1402

Faculty
Full-Time
Patricia Dozen
Part-Time
Jeanette Hoesek, Sandra Schulman
Counselor
Danita R. Reid
**Essential Skills Courses**

These courses are graded credit/no-credit only. The units do not apply toward a degree. For more information, contact Center for Learning Assistance Services (CLAS, L-222). Call (805) 378-1556.

**ES M01 -- 1 Unit**  
**Library Success Skills**  
Prerequisite: None  
Class Hours: 1 lecture  
Introduces basic library research skills, including use of the card catalog, various indexes, and basic reference sources as well as compilation of a bibliography. Offered credit/no-credit only. Does not apply toward a degree.

**ES M02 -- 0.5 to 1.5 Units**  
**Skills Development Laboratory - Reading**  
Prerequisite: None  
Class Hours: 1.5 to 3.0 lab  
Provides intensive work developing reading skills. Includes teaching and tutorial assistance as well as use of multimedia materials and computer-aided instruction. Offered credit/no-credit only. May be taken four (4) times for credit. Does not apply toward a degree.

**ES M03 -- 0.5 to 1.5 Units**  
**Skills Development Laboratory - Writing**  
Prerequisite: None  
Class Hours: 1.5 to 3.0 lab  
Provides intensive work developing writing skills. Includes teaching and tutorial assistance as well as use of multimedia materials and computer-aided instruction. Offered credit/no-credit only. May be taken four (4) times for credit. Does not apply toward a degree.

**ES M04 -- 0.5 to 1.5 Units**  
**Skills Development Laboratory - Mathematics**  
Prerequisite: None  
Class Hours: 1.5 to 3.0 lab  
Provides intensive work developing basic math and computing skills. Includes teaching and tutorial assistance as well as use of multimedia materials and computer-aided instruction. Offered credit/no-credit only. May be taken four (4) times for credit. Does not apply toward a degree.

**ES M05 -- 0.5 to 1.5 Units**  
**Skills Development Laboratory - Study Skills**  
Prerequisite: None  
Class Hours: 1.5 to 3.0 lab  
Provides intensive work developing effective study skills. Reviews effective test-taking as well as test anxiety and stress reduction techniques. Includes teaching and tutorial assistance as well as use of multimedia materials and computer-aided instruction. Offered credit/no-credit only. May be taken four (4) times for credit. Does not apply toward a degree.

**ES M06 -- 0.5 to 1.5 Units**  
**American English Pronunciation**  
Prerequisite: None  
Class Hours: 1.5 to 3.0 lab  
Provides intensive work to improve American English pronunciation. Reviews simplified augmented alphabet (44 sounds), spelling mastery, and vocabulary building. Students practice communication skills with peers and instructor. Offered credit/no-credit only. May be taken four (4) times for credit. Does not apply toward a degree.

**ES M08 -- 1 Unit**  
**Vocabulary Development**  
Prerequisite: None  
Class Hours: 1 lecture  
Expands college-level vocabulary for better understanding of textbooks and other readings. Offered credit/no-credit only. May be taken two (2) times for credit. Does not apply toward a degree.

**ES M10 -- 1 Unit**  
**Pre Math 9**  
Prerequisite: None  
Class Hours: 1 lecture  
Reviews arithmetic with positive whole numbers, including addition, subtraction, multiplication and division as well as place value, rounding and estimation, factoring and order of operations. Emphasizes solving real-world problems. Allows use of hand-held calculator. Prepares students for eventual success in MATH M09. Offered credit/no-credit only. May be taken two (2) times for credit. Does not apply toward a degree.

**ES M11 -- 1 Unit**  
**Pre Math 1**  
Prerequisite: None  
Class Hours: 1 lecture  
Reviews arithmetic and pre-algebra topics needed for success in algebra, emphasizing arithmetic with fractions, decimals and signed numbers, percent, proportion and measurement. May include a brief introduction to algebra. Offered credit/no-credit only. May be taken two (2) times for credit. Does not apply toward a degree. NOTE: This course is not a prerequisite for Math 1.

**ES M23 -- 1 Unit**  
**College Reading Skills**  
Prerequisite: None  
Class Hours: 1 lecture  
Offers intensive group instruction to develop and improve college reading skills using textbooks. Offered credit/no-credit only. Does not apply toward a degree.

**ES M24 -- 1 Unit**  
**Speed Reading Skills**  
Prerequisite: None  
Class Hours: 1 lecture, 1 lab  
Introduces speed reading techniques, using speed reading software in the CLAS Computer Lab. Includes individualized needs assessment. Offered credit/no-credit only. Does not apply toward a degree.

**ES M33 -- 1 Unit**  
**Grammar/Punctuation Review**  
Prerequisite: None  
Class Hours: 1 lecture, 1 lab  
Reviews rules and conventions of English grammar and punctuation, emphasizing the ability to write clear, concise, correct sentences and to join them coherently in paragraphs. Offered credit/no-credit only. Does not apply toward a degree.

**ES M55 -- 1 Unit**  
**College Study Skills**  
Prerequisite: None  
Class Hours: 1 lecture  
Offers instruction to develop and improve college study skills, such as time management, note-taking and test-taking strategies. Offered credit/no-credit only. Does not apply toward a degree.
ES M89A -- 1 Unit
Fundamentals of Tutor Training
Prerequisite: None
Class Hours: 1 lecture
Introduces methods of peer tutoring, emphasizing learning strategies, study skills, and interactive learning strategies. Offered credit/no-credit only. Does not apply toward a degree.

EXOTIC ANIMAL TRAINING AND MANAGEMENT

This program offers preparation for students interested in entering the expanding animal care industry. The increasing importance of zoos and wildlife education to the efforts of conservation as well as the use of animals in various entertainment fields present many career options to graduates of this curriculum.

Career Opportunities
Zoo Keeper, Animal Trainer, Conservation/Wildlife Educator,
Humane Officer, Animal Handler, Veterinary Assistant, Kennel Worker, Animal Control Officer

Dean
Brenda Shubert, Phone (805) 378-1406

Faculty

Full-Time
James Peckle, Gary Wilson

Part-Time
Beverly Critcher, Barry Davis, Carole Doria, James Patterson, Kristin Romero, Cynthia Wilson, Brenda Woodhouse

Counselor
Chuck Brinkman

Procedures for Applying to the EATM Program
Applicants will be selected in the Spring semester for admission into the Fall classes subject to available openings. The requirements, procedures, application dates and program offerings are subject to change. Consult the EATM staff or counselor for current information. Phone: (805) 378-1441.

Qualifying Requirements
1. One of the following must be completed before applying to the program:
   a) High school graduation and GPA of 2.5 or
   b) General Education Development (GED) with a score of 45 and a minimum of 12 units of college with a 2.25 GPA or
   c) High school graduate with less than a 2.5 GPA and a minimum of 12 units of college with a GPA of 2.25.

2. The following documents must be on file at the EATM Program Office at Moorpark College by January 31: It is the applicant’s responsibility to check with the EATM Program Office to see that all required documents are on file at Moorpark College.
   a) All official high school and college transcripts
   b) Completed EATM program application form
   c) Three letters of recommendation from counselors, instructors, or employers other than relatives

3. All applicants must demonstrate freedom from physical handicaps, as certified by a physician, which would affect their ability to safely and satisfactorily perform the responsibilities required of all EATM students.

Recommendations:
Because the Exotic Animal Training and Management Program annually receives more applicants than can be admitted into this program, it is strongly recommended that the applicant do the following to improve his/her chances for admission:
1. The applicant should have completed the general education requirements as described under Moorpark College’s “Degree Requirements and Transfer Information” located in the college catalog.
2. The applicant should obtain a broad base of experience in caring for both domestic and exotic animals in a variety of job/volunteer situations.

Program Requirements:
The EATM program prepares the student for positions in the animal care industry that often involves working with dangerous animals. The student works with some dangerous animals at the college’s facility and at other animal facilities during their course of study. Therefore, students admitted to the program are expected to strictly adhere to the rules and regulations of the program in order to ensure the safety of the students, animals, staff, and public. Furthermore, all students are expected to maintain the highest personal and ethical standards of conduct consistent with professional standards as perceived by the program staff and professional personnel at the facilities where students perform externships. Any information indicating that such standards are not maintained is subject to review by the program staff which may impose disciplinary or corrective sanctions including dismissal from the program.

For successful completion of the EATM program, a minimum grade of C is necessary in all courses required for the major. Because much of the EATM program is sequential in nature, a minimum grade of C in each required course must be obtained before continuing to the next semester. In addition, each student’s performance and conduct will be reviewed by the program staff at the conclusion of each semester to determine whether the student may proceed to the next semester.

Exotic Animal Training and Management
Degree (Occupational)

Associate in Science Degree
Certificate of Achievement
This program is designed to prepare students for a variety of career options in the animal industry. Entry-level positions exist in zoos, aquariums, animal parks, government facilities, and the entertainment field. Students completing the courses required in the major receive a certificate of achievement. Students completing the additional general education requirements of the college also receive the associate degree.

WILL NEED
REVISION
### Required Core Courses:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>EATM M01</td>
<td>Animal Diversity</td>
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<tr>
<td>EATM M02</td>
<td>Animal Health and Safety</td>
<td>2</td>
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<tr>
<td>EATM M03</td>
<td>Exotic Animal Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>EATM M04</td>
<td>Animal Behavior</td>
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<td>EATM M05</td>
<td>Zoo Horticulture</td>
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<td>EATM M06</td>
<td>Animal Anatomy/Physiology</td>
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<tr>
<td>EATM M10</td>
<td>Projects in EATM</td>
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<tr>
<td>EATM M11A</td>
<td>Exotic Animal Care and Handling</td>
<td>5</td>
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<td>EATM M11B</td>
<td>Exotic Animal Care and Handling</td>
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<td>EATM M13A</td>
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<td>EATM M15</td>
<td>Education &amp; Entertainment in Animal Parks</td>
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<tr>
<td>EATM M21A</td>
<td>Exotic Animal Training</td>
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<td>EATM M21P</td>
<td>Animal Training Practicum</td>
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<td>EATM M23A</td>
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<tr>
<td>IED M05</td>
<td>Safety and First Aid</td>
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</tbody>
</table>

### Required Additional Courses:

**General Exotic Animal Training and Management Option**

Select one of the following options:

**Animal Behavior Management Option**

This option is for students interested in the behavior of animals in captivity including zoo animals and animals used for entertainment or other animal training situations. Students are required to complete the core curriculum plus the following courses:

- EATM M21B: Exotic Animal Training (1)
- EATM M21L: Exotic Animal Training Laboratory (2x)
- EATM M40: Field Experience in EATM (2)

**Wildlife Education Option**

This option is for students interested primarily in wildlife or conservation education jobs for private education firms, zoos, theme parks, and wildlife rehabilitation centers. Students are required to complete the core curriculum plus the following courses:

- EATM M15L: Education & Entertainment Lab (1)
- EATM M21L: Exotic Animal Training Laboratory (2x)
- EATM M40: Field Experience in EATM (2)
- EATM M46: Wildlife Education (3)

**Total minimum units required in major area**: 72-73

### Suggested Course Sequence:

#### FIRST YEAR:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>First</td>
<td>EATM M01</td>
<td>Animal Diversity</td>
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<td>EATM M02</td>
<td>Animal Health and Safety</td>
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<td>EATM M05</td>
<td>Zoo Horticulture</td>
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<td></td>
<td>EATM M06</td>
<td>Animal Anatomy/Physiology</td>
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<td>EATM M10</td>
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**Total**: 16.5

#### Second Semester

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<tr>
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<tr>
<td>EATM M06</td>
<td>Animal Anatomy/Physiology</td>
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<td>EATM M45A</td>
<td>Advanced Education &amp; Entertainment in Animal Parks</td>
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**Total**: 17.5

#### SEVEN YEAR:

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<td>Animal Facility Operations</td>
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<td></td>
<td>EATM M40</td>
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**Total**: 6

#### FOURTH SEMESTER:

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<td>EATM M45B</td>
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**Total**: 15

#### Animal Behavior Management Option

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<th>Course Title</th>
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<td>EATM M45B</td>
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**Total**: 15

#### Interim

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<tbody>
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<td>EATM M13C</td>
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**Total**: 1
Fourth Semester
EATM M10 ......................................................... 1
EATM M13 ................................. 6
EATM M21B ........................................ 1
EATM M21L ........................................ 2
EATM M23B ........................................ 4
EATM M45B ........................................ 2
Total .............................. 16

Wildlife Education Option
Third Semester
EATM M10 ......................................................... 1
EATM M13B ........................................ 6
EATM M21A ........................................ 1
EATM M21L ........................................ 2
EATM M23A ........................................ 4
EATM M45A ........................................ 2
Total .................... 16

Interim
EATM M13C ......................................................... 1

Total .......... 1

Fourth Semester
EATM M13D ......................................................... 6
EATM M23B ........................................ 4
EATM M45B ........................................ 2
EATM M46 ........................................ 3
Total .............................. 15

Exotic Animal Training and Management

Courses

EATM M01 -- 3.5 Units
Animal Diversity
Prerequisite: None
Class Hours: 3 lecture, 1.5 lab
Introduces invertebrate and vertebrate animals, both terrestrial and marine, reviewing classification, general characteristics, adaptations, animal recognition, evolutionary history, and basic concepts of ecology and conservation. Includes classroom animal demonstrations. Applies to the Associate Degree. Transfer credit: CSU

EATM M02 -- 2 Units
Animal Health and Safety
Prerequisite: Enrollment in EATM major
Class Hours: 2 lecture
Introduces health and safety problems of keeping animals in captivity, emphasizing preventive medical programs as well as procedures for proper hygiene, quarantine, vaccinations, and safety. Reviews zookeeper safety with a consideration of zoonoses. Applies to Associate Degree.

EATM M03 -- 2 Units
Exotic Animal Nutrition
Prerequisite: EATM M02
Class Hours: 2 lecture
Introduces basic factors relating to the feeding and nutritional needs of exotic animals in captivity as well as in the wild. Applies to Associate Degree.

EATM M04 -- 3.5 Units
Animal Behavior
Prerequisite: None
Class Hours: 3 lecture, 1 lab
Introduces the study of animal behavior, emphasizing learning theory and classical and operant conditioning. Applies concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Requires training a rat and conducting an observational research project on captive animals. (Same course as PSY M12). Applies to Associate Degree. Transfer credit: CSU

EATM M05 -- 3 Units
Zoo Horticulture
Prerequisite: Enrollment in EATM program
Class Hours: 2 lecture, 3 lab
Introduces the interrelationship of plants and zoo animals. Provides opportunity to learn and apply skills in soils, plant growth, weed, insect, and disease control, irrigation and fertilization principles; identification and uses of plants; planting and care of lawns, ground covers, flowers, trees, and shrubs including proper pruning and training. Stresses the relationship of plants and zoo animals found in the EATM facility. Applies to Associate Degree.

EATM M06 -- 3 Units
Animal Anatomy/Physiology
Prerequisite: Enrollment in EATM major
Class Hours: 3 lecture
Introduces the science of veterinary medicine as it applies to non-domestic mammals, birds, reptiles, amphibians, fish, and invertebrates. Provides practical system-by-system approach to each group's basic structure (anatomy) and function (physiology). Applies to the Associate Degree. Transfer credit: CSU

EATM M07 -- 3 Units
Wildlife Conservation
Prerequisite: None
Recommended Preparation: EATM M01
Class Hours: 3 lecture
This course is designed to assist student in developing awareness, knowledge, skills and commitment that will result in informed decisions, responsible behavior and constructive actions concerning wildlife and the environment. Topics will include awareness and appreciation of wildlife, human values and wildlife, wildlife conservation, cultural and social interaction with wildlife, wildlife issues and responsible human actions. Applies to the Associate Degree. Transfer credit: CSU

EATM M10 -- 1 to 3 Units
Projects in EATM
Prerequisites: EATM M01 and EATM M04 or PSY M12 and EATM M11B
Corequisite: EATM M13B or EATM M13C
Class Hours: 3-9 lab
Requires participation in a variety of externships, each emphasizing a different area of the animal industry and providing professional contacts. May be taken four (4) times for credit. Applies to Associate Degree.

EATM M11A -- 5 Units
Exotic Animal Care and Handling
Prerequisite: Enrollment in EATM major
Class Hours: 1 lecture, 12 lab
Develops essential zoo keeping skills through "hands-on" experience caring for the college's animal collection. Emphasizes maintenance of domestic and non-domestic animals in captivity. Applies to Associate Degree.
EATM M11B -- 1 Unit
Exotic Animal Care and Handling
Prerequisite: EATM M11A
Class Hours: 3 lab
Provides practice of zoo keeping skills at America’s Teaching Zoo during the break between the fall and spring semesters. Applies to Associate Degree.

EATM M11C -- 5 Units
Exotic Animal Care and Handling
Prerequisite: EATM M11A
Class Hours: 1 lecture, 12 lab
Introduces strategies for catching and restraining animals as well as construction of animal enclosures. Provides application of skills while working in the college’s animal facility. Applies to Associate Degree.

EATM M13A -- 3 Units
Animal Facility Operations
Prerequisites: EATM M11C and EATM M01
Class Hours: 8 lab
Provides experience in the operation of an animal facility, reviewing effective workplace teams, training workers, animal behavior management, and environmental enrichment programs. Emphasizes how to properly use common hand tools, tie common knots, maneuver a trailer, and perform routine vehicle maintenance. Applies to Associate Degree.

EATM M13B -- 6 Units
Animal Facility Operations
Prerequisite: EATM M13A
Class Hours: 2 lecture, 12 lab
Explores issues involving the operation of an animal facility, emphasizing how to evaluate workers, prepare a business plan and budget, and understand the system of state and federal regulations governing the care of captive wildlife. Reviews career options and job application strategies in the animal care field. Applies to Associate Degree.

EATM M13C -- 1 Unit
Animal Facility Operations
Prerequisite: EATM M13B
Class Hours: 3 lab
Provides practice of zoo keeping and leadership skills at America’s Teaching Zoo during the break between fall and spring semesters. Applies to Associate Degree.

EATM M13D -- 6 Units
Animal Facility Operations
Prerequisite: EATM M13B
Class Hours: 2 lecture, 12 lab
Introduces advanced issues of managing an animal facility, including how to manage time, reduce job stress, maintain an animal record system, deal with visitors, transport animals, and prepare a grant proposal. Also reviews the animal rights movement, ethics, animal collection management, and zoo conservation efforts. Applies to Associate Degree.

EATM M15 -- 3 Units
Education and Entertainment in Animal Parks
Prerequisite: Enrollment in EATM major
Class Hours: 2 lecture, 3 lab
Introduces techniques of interpretation utilized in zoos and live animal presentations, including public speaking, program design, animal handling, public relations, and problems of animal parks. Requires live animal presentations. Applies to Associate Degree.

EATM M15L -- 1 Unit
Education and Entertainment Laboratory
Prerequisite: EATM M15
Class Hours: 3 lab
Requires performance of educational and entertaining presentations using live animals, demonstrating effective interpretation and presentation techniques. Applies to Associate Degree.

EATM M21A -- 1 Unit
Exotic Animal Training
Prerequisites: EATM M13A and EATM M04 or PSY M12
Class Hours: 1 lecture
Explores advanced techniques for training a variety of animals. Addresses general concepts of training, including shaping, controlling aggressive behavior, and modifying undesirable behavior. Applies to Associate Degree.

EATM M21B -- 1 Unit
Exotic Animal Training
Prerequisite: EATM M21A
Class Hours: 1 lecture
Explores specialized, advanced techniques for training exotic animals in varying situations including film, husbandry, and protected contact training. Applies to Associate Degree.

EATM M21L -- 2 Units
Exotic Animal Training Laboratory
Prerequisites: EATM M13A and EATM M04 or PSY M12
Corequisite: EATM M21A or M21B
Class Hours: 6 lab
Requires using appropriate techniques to train three animals (bird, herbivore, and either primate or carnivore), demonstrating the importance of proper timing and accurate reading of animals’ body language. May be taken two (2) times for credit. Applies to Associate Degree.

EATM M21P -- 1 Unit
Animal Training Practicum
Prerequisite: EATM M04, EATM M11C and PSY M12
Corequisite: EATM M13 (A, B, C or D)
Class Hours: 3 lab
The student will gain hands-on experience in the training of animals. He or She will work as part of a team assigned to one or more animals at America’s Teaching Zoo. The student will develop training plans and work cooperatively with co-trainers, addressing training problems as necessary. May be taken (four) 4 times for credit. Applies to the Associate Degree. Transfer credit: CSU

EATM M22A/B -- 1 to 3 Units Each
Independent Studies in Exotic Animal Training and Management
Prerequisite: A previous EATM course
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of exotic animal training and management through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU

EATM M23A -- 4 Units
Elementary Veterinary Procedures
Prerequisite: EATM M03 and EATM M06
Class Hours: 3 lecture, 3 lab
Introduces science of veterinary medicine as it applies to non-domestic animals, birds, and reptiles, including a practical approach to the recognition, diagnosis, treatment and nursing care related to various disease processes on an organ system by organ system basis. Applies to the Associate Degree. Transfer credit: CSU
EATM M23B -- 4 Units
Elementary Veterinary Procedures
Prerequisite: EATM M23A
Class Hours: 3 lecture, 3 lab
Expands basic veterinary information and skills by introducing concepts of laboratory diagnostic aids, nursing care for non-domestic animals, disease processes and mechanisms, reproduction and newborn care, and the process of death. Requires practical application of skills throughout the course. Applies to the Associate Degree. Transfer credit: CSU

EATM M26L -- 1 Unit
Nonhuman Primate Behavior Laboratory
Prerequisite: EATM M04 or PSY M12
Class Hours: 3 lab
Reviews primate behavior and applies that information to successfully handling and training nonhuman primates. Requires hands-on experience with primates under the supervision of an instructor. Applies to Associate Degree.

EATM M40 -- 1 to 3 Units
Field Experience in EATM
Prerequisite: EATM M11B
Class Hours: 3 to 9 lab
Provides hands-on experience working with a variety of animal species under the supervision of a professional zookeeper. Experience provided at the Los Angeles Zoo and the Santa Barbara Zoo. May be taken four (4) times for credit. Applies to Associate Degree.

EATM M45A -- 2 Units
Advanced Education and Entertainment in Animal Parks
Prerequisite: EATM M15
Class Hours: 6 lab
Requires advanced live animal presentations before all types of audiences. Includes demonstrating effective speaking techniques, announcing animal shows, writing original show scripts, selecting music, and handling a range of live-show problems. May be taken two (2) times for credit. Applies to Associate Degree.

EATM M45B -- 2 Units
Advanced Education and Entertainment in Animal Parks
Prerequisite: EATM M45A
Class Hours: 6 lab
Involves live animal presentations before all types of audiences. Requires active participation in the development, organization, and presentation of a large-scale animal show with repeated performances, along with small stage presentations. May be taken two (2) times for credit. Applies to Associate Degree.

EATM M46 -- 3 Units
Wildlife Education
Prerequisite: EATM M15L
Corequisite: EATM M45B
Class Hours: 3 lecture, 3 lab
Requires design, development, and implementation of wildlife education programs for audiences of various ages, cultural orientations, and developmental levels. Involves gathering information on environmental and conservation issues and incorporating this material into educational presentations. May be taken two (2) times for credit. Applies to Associate Degree.

EATM M60 A-Z -- 1 - 3 Units Each
Topics in Exotic Animal Training and Management
Prerequisites: To be determined
Class Hours: To be determined
Each course allows in-depth exploration of topics in the field. When offered, each course is announced in the semester's Schedule of Classes. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

EATM M80 -- 1 to 4 Units
Internship in Exotic Animal Training and Management
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

FRENCH

Study in the French language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, library services, and the publishing business.

Career Opportunities

Most careers require bachelor's or graduate degree.
Translator, Diplomatic Office, Tutor, Editor, Foreign-Exchange Trader, Foreign Clerk, Foreign Service Officer

Dean

Rene Rodriguez, Phone (805) 378-1572

Faculty

Part-Time
Sami Dagher, Marie Agel

Counselors
Anitra Evans, Ofelia Romera-Motlagh

French Courses

FREN M01 -- 4 Units
Elementary French I
Prerequisite: None
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Introduces the French language, culture, history and people, emphasizing speaking, understanding, reading and writing skills. Requires individualized work in the language lab each week. FREN formerly FR. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: FREN 2; FREN SEQ A (FREN M01-M02)
FREN M02 -- 4 Units
Elementary French I
Prerequisite: FREN M01 or 2 years of high school French
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Expands basic principles of grammar and pronunciation, developing the ability to understand and express French in oral and written form. Requires individualized work in the language lab each week. FREN formerly FR. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: FREN 4; FREN SEQ A (FREN M01+M02)

FREN M03 -- 4 Units
Intermediate French I
Prerequisite: FREN M02 or 3 years of high school French
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Expands study of basic grammar and composition, emphasizing ease of reading and mastery of speaking and writing. Requires individualized work in the language lab each week. FREN formerly FR. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: FREN 8; FREN SEQ B (FREN M03+M04)

FREN M04 -- 4 Units
Intermediate French II
Prerequisite: FREN M03 or 4 years of high school French with an equivalent fluency
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Emphasizes grammar review, vocabulary development, oral and written expression, and study of representative literary works. Requires individualized work in language lab each week. FREN formerly FR. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: FREN 10; FREN SEQ B (FREN M03+M04)

FREN M22A/B -- 1 to 3 Units Each
Independent Studies in French
Prerequisite: A previous course in French
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of French through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. FREN formerly FR. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations

FREN M31A -- 3 Units
Beginning Conversational French
Prerequisite: None
Class Hours: 3 lecture
Provides basic understanding and use of French in practical situations, emphasizing elementary grammar and principles of usage for non-native speakers. May be taken two (2) times for credit. FREN formerly FR. Applies to Associate Degree.

FREN M31B -- 3 Units
Intermediate Conversational French
Prerequisite: FREN M31A
Class Hours: 3 lecture
Expands introduction and use of French for non-native speakers, emphasizing intermediate grammar and principles of usage. May be taken two (2) times for credit. FREN formerly FR. Applies to Associate Degree.

FREN M60A-Z -- 1 to 3 Units Each
Topics in French
Prerequisites: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

Developed topics include:
FREN M60A -- 3 Units
Advanced Studies in French
Prerequisite: FREN M4
Class Hours: 3 lecture
Expands knowledge, potential and advanced use of French through individual and group writing, as well as through oral discussion based on a variety of written works. May be taken two (2) times for credit. FREN formerly FR. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

FREN M80 -- 1 to 4 Units
Internship in French
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. FREN formerly FR. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

GEOGRAPHIC INFORMATION SYSTEMS
Geographic Information Systems is a new technology of computer mapping that records, stores and analyzes information about the features that make up the earth’s surface.

Dean
Floyd Martin, Phone (805) 378-1459

Faculty
Full-Time
Andrea Elhott
Counselor
Olfelia Romero-Motlagh

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Geographic Information Systems Courses

GIS M01 -- 3 Units
Introduction to Mapping and GIS
Prerequisite: None
Class Hours: 3 lecture
Introduces basic cartographic principles, including map types, scales, projections, coordinate systems as well as Geographic Information Systems (GIS) technology and software. Provides hands-on experience with the retrieval and application of data in business or academic areas. Covers GIS concepts of raster/vector conversions, thematic mapping, geocoding and data acquisition as well as various applications (resource management, business marketing, site selection and crime analysis). Applies to Associate Degree. Transfer credit: CSU; UC

GEOG M01L -- 1 Unit
Physical Environment Lab
Prerequisite: Completion of or concurrent enrollment in GEOG M01
Class Hours: 3 lab
Introduces earth-sun relations as well as map and air photo reading and interpretation. Provides hands-on practice in landscape description, measurement and analysis. Requires written reports. Requires local field trips. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: GEOG 6 (GEOG M01 + M01L)

GEOG M02 -- 3 Units
Cultural Environment
Prerequisite: None
Class Hours: 3 lecture
Introduces basics of geography, including its objectives, main divisions, and basic principles. Emphasizes social and cultural relationships with the environment. Involves analysis of current world problems as well as urban and rural fieldwork. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: GEOG 4

GEOG M03 -- 3 Units
Geography of World Affairs
Prerequisite: None
Class Hours: 3 lecture
Surveys world geography, emphasizing the regions, people, and economic activities characteristic of the major political areas of the world. Explores how world affairs are affected by the way humans occupy the earth. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M04 -- 3 Units
Resource Utilization
Prerequisite: None
Class Hours: 3 lecture
Introduces physical and cultural factors influencing the location of economic activities; analysis of the principal economic production systems involved with agriculture, foodstuffs, resources and industrialization; and contemporary problems of international economic power struggles. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M05 -- 3 Units
Introduction to Meteorology
Prerequisite: None
Class Hours: 3 lecture
Introduces meteorological phenomena, including atmospheric circulation and behavior, clouds, precipitation, wind systems, storms, and air pollution. Focuses on interrelationships between land, ocean, and atmosphere as well as weather instruments and their roles in reporting general and aviation weather conditions. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M05L -- 1 Unit
Introduction to Meteorology Laboratory
Prerequisite: Completion of or concurrent enrollment in GEOG M05
Class Hours: 3 lab
Emphasizes hands-on experience with meteorological observation, cloud identification, instrumentation, interpretation of weather charts and data, weather system identification and analysis. Requires field trips. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M06 -- 2 Units
Map Use and Interpretation
Prerequisite: None
Class Hours: 2 lecture
Introduces map reading, analysis, and interpretation, including history and practical use of maps, map projections, and aerial photography. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M07 -- 3 Units
Geographic Perspectives in Business
Prerequisite: None
Class Hours: 3 lecture
Introduces map reading, analysis, and interpretation, including history and practical use of maps, map projections, and aerial photography. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M08 -- 3 Units
Geographic Perspectives in Business
Prerequisite: None
Class Hours: 3 lecture
Introduces map reading, analysis, and interpretation, including history and practical use of maps, map projections, and aerial photography. Applies to the Associate Degree. Transfer credit: CSU; UC

Education is a second major career area for geographers, while a background in geography is an asset in travel, recreation, industry, and international trade and commerce.

Geography

Geography is the study of place and space; it is the description of land, sea, and air, and the distribution of plant and animal life including humans and their activities. The most rapidly increasing area of employment for people trained in geography is planning, at all levels in local, regional, and national. Education is a second major career area for geographers, while a background in geography is an asset in travel, recreation, industry, and international trade and commerce.

Career Opportunities

Most careers require bachelor's or graduate degree.
Economic Geographer, Aerial Photo Interpreter, Research Marketing Analyst, Resource Planning Analyst, Environmental Impact Analyst, Environmental Research Assistant, Cartographer, Demographer, Regional Analyst, Political Geographer, City or County Planner

Dean
Floyd Martin, Phone (805) 378-1459

Faculty

Full-Time
Andrea Ehrigott

Part-Time
Monem Abdel-Gawad, June Anderson, Gilbert Dewart, K. Duret

Counselors
Michael Johnson, Chuck Brinkman

Geography Courses

GEOG M01 -- 3 Units
Our Physical Environment
Prerequisite: None
Class Hours: 3 lecture
Introduces physical elements of weather, climate, landforms, vegetation, soils, hydrography, and the effects of the earth's interior structure. Emphasizes the interrelationships between people and their physical environment. Requires field trips. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: GEOG 2; GEOG 6 (GEOG M01 + M01L)
Geography

GEOG M07 -- 3 Units
The Human Impact
Prerequisite: None
Class Hours: 3 lecture
Introduces historical review of human modifications of the natural environment, including vegetation, animal life, soils, landforms, water and atmosphere. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M10 -- 3 Units
Geography of California
Prerequisite: None
Class Hours: 3 lecture
Reviews human involvement with various California landscapes, including the state’s historical settlement, resource utilization and physical environment. Requires field trips on local land use patterns. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOG M22A/B -- 0.5 to 3 Units Each
Independent Studies in Geography
Prerequisite: A previous course in geography
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of geography through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

GEOG M60A-M -- 1 to 3 Units Each
Topics in Physical Geography
Prerequisite: Prior course in geography
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

Developed topics include:

GEOG M60A -- 3 Units
Volcanism and Human Activity
Prerequisite: None
Class Hours: 3 lecture
Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

GEOG M60B -- 3 Units
Glacial Landscapes
Prerequisite: None
Class Hours: 3 lecture
Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

GEOG M60C -- 3 Units
Regional Geomorphology
Prerequisite: None
Class Hours: 3 lecture
Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

GEOG M60N-Z -- 1 to 3 Units Each
Topics in Cultural Geography
Prerequisite: Prior course in Geography
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

Geology

Developed topics include:

GEOG M60N -- 3 Units
Landscape Analysis
Prerequisite: None
Class Hours: 3 lecture
Introduces procedures of field examination and data collection in areas such as settlement patterns, population changes and land use. Reviews the observation, mapping and analysis of landscapes affected by human activity. Requires field trips. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

GEOG M80 -- 1 to 4 Units
Internship in Geography
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

Geology

This program presents a study of the earth, its physical, chemical and biological forces at work.

Career Opportunities

Most careers require bachelors or graduate degree.
Field Geologist, Mining Geologist, Engineering Geologist, Researcher, Consultant, Librarian, Park Naturalist, Geological Technician, Technical Writer/Editor, Laboratory Research Worker, Aerogeologist, Map Editor

Dean

Floyd Martin, Phone (805) 378-1459

Faculty

Full-Time
Roberta Harma

Part-Time
Monern Abdel-Gawad, June Anderson, Terry Davis, Gilbert Dewart, Karen Savage, Gerald Simila

Counselors
Michael Johnson, Danita R. Redd
Geology Degree

Associate in Science Degree
This program is designed to award a designated associate degree to those students who have completed a course of specialization in Geology. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Geology offered by four-year institutions. Since the course work in geology is sequential, students may spend less time earning an Associate in Science Degree and/or Bachelor of Science Degree by deferring some of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in geology. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

Preparation for the Major:
- Mathematics + two years high school algebra plus trigonometry or MATH M03 and M07 or equivalent.
- Chemistry + one year high school chemistry or CHEM M12 or equivalent.
- Physics + one year high school physics or PHYS M10A or equivalent if student plans to take PHYS M20A/M20AL.

Geology students are strongly encouraged to take advantage of summer school offerings.

Required Courses: Units
CHEM M01A .............. General Chemistry I .............................. 6
CHEM M01B .............. General Chemistry II ................................ 6
GEOL M02 .............. Physical Geology ........................................ 3
GEOL M02L .............. Physical Geology Lab .............................. 1
GEOL M03 .............. Earth History ............................................. 3
GEOL M04 .............. Mineralogy ................................................ 4
MATH M15 .............. Introductory Statistics ............................... 5
or
MATH M25C .............. Calculus with Analytic Geometry III ............. 5
MATH M25A .............. Calculus with Analytic Geometry I ................ 5
MATH M25B .............. Calculus with Analytic Geometry II ................ 5
PHYS M10A/M10AL .... General Physics I/Lab ............................... 5
or
PHYS M20A/M20AL .... Mechanics of Solids and Fluids/Lab .......... 5
PHYS M10B/M10BL .... General Physics II/Lab ............................. 5
or
PHYS M20B/M20BL .... Electricity and Magnetism/Lab .................. 5
TOTAL minimum units required in major area ................. 48

Suggested Course Sequence:

First Semester
CHEM M01A ......................................................... 6
GEOL M02 .......................................................... 3
GEOL M02L .......................................................... 1
Total ............................................................. 10

Second Semester
CHEM M01B ......................................................... 6
MATH M15 or MATH M25C ................................................... 5
Total ............................................................. 11

Third Semester
GEOL M03 .......................................................... 3
MATH M25A .......................................................... 5
PHYS M10A/M10AL or
PHYS M20A/20AL .................................................. 5
Total ............................................................. 13

Fourth Semester
GEOL M04 .......................................................... 4
MATH M25B .......................................................... 5
PHYS M10B/M10BL or
PHYS M20B/M20BL .................................................. 5
Total ............................................................. 14

See Degree Requirements and Transfer Information section for General Education requirements

Geology Courses

GEOL M01 -- 3 Units
Introductory Geology
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces the composition, structure, and modification of earth and its physical systems. Includes identifying common rocks, minerals, physical processes and geologic structures in the lab and in the field. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOL M02 -- 3 Units
Physical Geology
Prerequisite: None
Class Hours: 3 lecture
Introduces materials and structure of the earth, origin and development of land forms as well as the principles and processes of geology including erosion and sedimentation. Volcanic, glacial and earthquake activity, focuses on global tectonics. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: GEOL 2 (GEOL M02+M02L); CAN GEOL 6 (GEOL M02 only)

GEOL M02L -- 1 Unit
Physical Geology Lab
Prerequisite: None
Corequisite: GEOL M02
Class Hours: 3 lab
Provides hands-on experience in direct observation and scientific analysis of geologic data. Emphasizes mineral and rock formation and identification; topographic and geologic map interpretation; and laboratory and field observation and identification. Requires field trips. Applies to the Associate Degree. Transfer credit: CSU; UC. CAN: GEOL 2 (GEOL M02+M02L)

GEOL M03 -- 3 Units
Earth History
Prerequisite: None
Class Hours: 3 lecture
Introduces geologic history of the earth and evolution of life revealed by fossil records. Reviews elementary problems in paleontology, stratigraphy, and structure and geologic mapping. Applies to the Associate Degree. Transfer credit: CSU; UC

GEOL M04 -- 4 Units
Mineralogy
Prerequisites: GEOL M02, GEOL M02L and CHEM M12
Class Hours: 2 lecture, 6 lab
Introduces principles of rock-forming mineralogy, emphasizing crystallography, mineral chemistry, physical properties, occurrence, origin, and associations of common minerals. May require field trips. Applies to the Associate Degree. Transfer credit: CSU; UC
GR M31 -- 2 Units
Graphic Design I
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Introduces conceptual, production, and visual design methods, emphasizing commercial art. Provides hands-on production experience. Formerly GRD 20. Applies to Associate Degree. Transfer credit: CSU

GR M32 -- 3 Units
Graphic Design II
Prerequisite: GR M31 or concurrent enrollment
Class Hours: 2 lecture, 3 lab
Introduces basics of advertising and graphic design, reviewing trademark, ad, package, cover and poster design. Requires production projects. Formerly GRD 20A. Applies to Associate Degree. Transfer credit: CSU

GR M33 -- 2 Units
Advertising Design
Prerequisite: GR M32
Class Hours: 1 lecture, 3 lab
Introduces advertising layouts and their translation into camera-ready artwork, including rendering, type specifications and figure indication. Includes developing and executing comprehensive presentations, flat ads, packaging, posters and point-of-sale displays. May be taken two (2) times for credit. Formerly GRD 20B. Applies to Associate Degree. Transfer credit: CSU

GR M34 -- 2 Units
Lettering and Typography
Prerequisite: GR M31 or concurrent enrollment
Class Hours: 1 lecture, 3 lab
Introduces basic lettering with pen and brush. Includes construction of letters in Gothic, Roman, Italic, Script, Text and Modern type, emphasizing character form and distribution essential for page layouts. Formerly GRD 21. Applies to Associate Degree. Transfer credit: CSU

GR M40 -- 3 Units
Beginning Illustration
Prerequisite: ART M12A or concurrent enrollment
Class Hours: 2 lecture, 3 lab
Introduces pen and ink, watercolor, collage and colored pencil techniques as principle means of self-expression. Analyzes topical themes and individual story lines as potential subject matter for weekly drawings. Formerly GRD 40A. Applies to Associate Degree. Transfer credit: CSU

GR M41 -- 3 Units
Intermediate Illustration
Prerequisite: GR M40
Class Hours: 2 lecture, 3 lab
Introduces advanced studies in pen and ink, watercolor washes and mixed media, exploring individual style appropriate to magazine, newspaper and book illustration. Formerly GRD 40B. Applies to Associate Degree. Transfer credit: CSU

GR M42 -- 3 Units
Advanced Illustration
Prerequisite: GR M41
Class Hours: 2 lecture, 3 lab
Emphasizes development of individual style through advanced illustration techniques. Requires individual projects. May be taken two (2) times for credit. Formerly GRD 40C. Applies to Associate Degree. Transfer credit: CSU

GR M50 -- 3 Units
Airbrush Techniques for Advertising & Industry
Prerequisite: GR M10 or GR M40 or suitable portfolio
Class Hours: 2 lecture, 3 lab
Introduces airbrush techniques for advertising, commercial art and industrial use. Emphasizes preparing illustrations and retouching black and white photographs as well as appropriate equipment maintenance. Provides critique of all production assignments. Students must have access to an airbrush for the duration of the class. Formerly GRD 41A. Applies to Associate Degree.

GR M51 -- 3 Units
Airbrush Techniques for Advertising & Industry (Advanced)
Prerequisite: GR M50
Class Hours: 2 lecture, 3 lab
Introduces advanced techniques and treatments for producing full color art illustrations and color photo retouching, using transparent dyes, transparent colors and opaque designer colors. Emphasizes practical tips for producing acceptable commercial and industrial illustrations. Provides classroom demonstrations and project critiques. Students must have access to an airbrush for the duration of the class. Formerly GRD 41B. Applies to Associate Degree.

GR M52 -- 3 Units
Airbrush Painting
Prerequisite: GR M50
Class Hours: 2 lecture, 3 lab
Provides specialized training in a variety of common airbrush techniques in both black and white and color. Emphasizes commercial, industrial and high tech applications and presentations. Formerly GRD 42. Applies to Associate Degree.

GR M60A-Z -- 1 to 3 Units Each
Topics in Graphics
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. Formerly GRD 60A-Z.

Developed topics include:

GR M60A -- 1 Unit
Airbrush Practice
Prerequisite: A previous airbrush course
Class Hours: 3 lab
May be taken four (4) times for credit.

GR M60B -- 1 to 3 Units
Computer Graphics Practice
Prerequisites: GRD M30 and GRD M31 or GRD M32
Class Hours: 3-9 lab as arranged
May be taken four (4) times for credit.

GR M60G -- 3 Units
Creating Background Illustration Scenes for Animation
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces special techniques and use of color to produce final background scenes, using various subjects, effects, and media. Emphasizes special effects for television, movies and commercials. May be taken three (3) times for credit.
GR M70 -- 2 Units
Reproduction Process
Prerequisites: GR M30 and GR M32
Class Hours: 1 lecture, 3 lab
Introduces advanced techniques in the operation of single and 2-color lithographic printing presses, emphasizing multi-color stripping, plate-making and press operation. Uses PMS Color guides and color measurements with the densitometer. Includes pre-press color proofing techniques. Formerly GC 410. Applies to Associate Degree.

GR M71 -- 3 Units
Offset Printing I
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Provides theory and practice in small lithographic press operation and stripping/platemaking procedures. Emphasizes operational functions of the printing units, inking units, dampening and delivery units as well as support preparation for stripping; impositioning and assembly; and selection, care and making of press sensitive lithographic plates. Formerly GC 41A. Applies to Associate Degree. Transfer credit: CSU

GR M72 -- 3 Units
Offset Printing II
Prerequisite: GR M71
Class Hours: 2 lecture, 3 lab
Emphasizes skills needed for entry-level positions within the printing industry, including stripping, platemaking, and press operation and adjustment. Formerly GC 41B. Applies to Associate Degree. Transfer credit: CSU

GR M73 -- 2 Units
Screen Printing I
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Introduces screen-printing and its artistic and commercial application. Includes preparation of various screen printing stencil methods, preparation and care of screens, and use of transparent and opaque inks. Formerly GC 45A. Applies to Associate Degree. Transfer credit: CSU

GR M74 -- 2 Units
Screen Printing II
Prerequisite: GR M73
Class Hours: 1 lecture, 3 lab
Introduces advanced techniques for utilizing photo screen-printing singly or in combination with other stencil methods. Includes instruction and practice of the process camera and its application to screen-printing; basic line photography and contact printing; and single and multicolor printing and post-press techniques. Explores special printing on various surfaces. Formerly GC 45B. Applies to Associate Degree. Transfer credit: CSU

GR M75 -- 3 Units
Process Camera I
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces characteristics of photographic materials and use of a gallery camera for the production of line negatives. Includes instruction and practice in darkroom techniques, use of filter, contact printing, color proofing, post-press techniques and the diffusion transfer process. Formerly GC 31A. Applies to Associate Degree. Transfer credit: CSU

GR M76 -- 3 Units
Process Camera II
Prerequisite: GR M75
Class Hours: 2 lecture, 3 lab
Introduces advanced theory and practice on the gallery camera. Emphasizes halftone photography, including rescreening, duotones, dot manipulation techniques, and halftones for the PMT process. Formerly GC 31B. Applies to Associate Degree. Transfer credit: CSU

GR M80 -- 1-4 Units Each
Internship in Graphics
Prerequisite: Completion of 3 or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitation

GR M85 -- 3 Units
Estimating and Scheduling
Prerequisites: GR M21 and GR M75 and GR M71
Class Hours: 3 lecture
Introduces how to establish estimates and printing costs through price catalogs and budgeted hourly rates. Uses traditional and computer estimating software. Formerly GC 50. Applies to Associate Degree. Transfer credit: CSU

GR M90 -- 2 Units
Portfolio
Prerequisite: 6 units in Graphics program, including GR M75
Class Hours: 1 lecture, 3 lab
Develops professional presentation of artwork that demonstrates graphic design potential as well as variety of experience. Includes self-promotional concept, resume, and cover letter needed to secure employment. Formerly GRD 50. Applies to Associate Degree. Transfer credit: CSU

HEALTH EDUCATION

The objective of the Health Education major is the development and education of students in preparation for professional careers in a variety of health fields. The curricula, based upon a foundation in the liberal arts and the natural and behavioral sciences, are directed to special preparation for the various activities in the specific health fields.

Career Opportunities

Most careers require bachelor or graduate degree.

Athletic Trainer, Hospital Administrator, Health Education Teacher, Community Health Educator, Public Health Administrator, Health Officer, Fitness Instructor, School Health Coordinator, Health Research/Statistician

Dean

Al Nordquist, Phone (805) 378-1445

117
Faculty

Full-Time
James Bittner, Don Brockett, Ronald Halleran, Delbert Parker, Nancy Stewart

Part-Time
Leslie Daily, Katherine Holland-Dichter, Paul Keysaw, Traycie Kusal Vance Manakas, Paulette Matsu, Sandra Patterson, George Ragsdale

Counselor
Michael Johnson, Donna Proske Allyn

Health Education Courses

HED M01 -- 2 Units
Health and Society
Prerequisite: None
Class Hours: 2 lecture
Introduces major health concepts that contribute to healthful living, including personal fitness, mental health, personal relationships, harmful substances, environmental health, communicable diseases, chronic and degenerative disease, reproduction and contraception, and consumer health. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU; UC. (HE M01, M02 and M07 combined, maximum credit, one course.)

HED M02 -- 2 Units
Women's Health
Prerequisite: None
Class Hours: 2 lecture
Focuses on nature and function of women's health in our society. Introduces major female health problems, emphasizing both the individual's and the community's role in understanding medical advances and implementing their effects. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU; UC. (HE M01, M02 and M07 combined, maximum credit one course.)

HED M05 -- 3 Units
Safety and First Aid
Prerequisite: None
Class Hours: 3 lecture
Introduces procedures for assisting in emergency first aid situations. Successful course completion qualifies student for the American Red Cross Standard First Aid certificate and the Adult Cardiopulmonary Resuscitation card (Adult CPR card). HED formerly HE. Applies to Associate Degree. Transfer credit: CSU; UC

HED M06 -- 3 Units
Prevention and Treatment of Athletic Injuries
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces basic concepts, skills and practices for the athletic trainer, including medical aspects of athletic training, athletic therapy, modalities, strength, conditioning, rehabilitation and diagnostic techniques. Provides hands-on experience responding to the athletically injured. Does NOT fulfill PE/Health requirement for Associate Degree. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU; UC

HED M07 -- 3 Units
Personal Health
Prerequisite: None
Class Hours: 3 lecture
Introduces components and skills of health and wellness, reviewing positive behavioral changes and their effect on life. Emphasizes self-responsibility based on self-analysis and assessment. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU; UC. (HED M01, M02, and M07 combined, maximum credit, one course.)

HED M10A -- 0.5 Unit
Alcohol Awareness Seminar
Prerequisite: None
Class Hours: .5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 7.5 contact hours.
Examines the physical, psychological and social effects of alcohol use and abuse including history, case studies, and treatment modes. Emphasizes local information and resources. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10B -- 0.5 Unit
AIDS Seminar
Prerequisite: None
Class Hours: .5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 7.5 contact hours.
Introduces full range of information on AIDS, including prevention, testing, counseling, support groups, and medical care. Uses speakers and film to enhance discussion. Reviews local services. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10C -- 0.5 Unit
Women's Health Issues
Prerequisite: None
Class Hours: .5 lecture
Emphasizes importance of women's participation in own health care, since present decisions affect future health and wellness. Reviews specific health issues for discussion and application. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10D -- 0.5 Unit
Weight Management
Prerequisite: None
Class Hours: .5 lecture
Approved for Continuing Education hours by the California Board of Registered Nursing, provider number 02811 for 7.5 contact hours.
Examines causes and effects of being overweight, including physiological, social, and cultural issues. Emphasizes nutrition, exercise and lifestyle changes as means to weight management. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10E -- 0.5 Unit
Athletic Injuries Seminar
Prerequisite: None
Class Hours: .5 lecture
Examines medical aspects of athletic injury management, including prevention, first aid, treatment, evaluation and reconditioning. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10F -- 0.5 Unit
Stress Management
Prerequisite: None
Class Hours: .5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 7.5 contact hours.
Examines physical, emotional, cognitive, and behavioral aspects of stress, including sources, symptoms, physiology of the stress response, burnout, and effective coping strategies such as induction of the relaxation response. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU
HED M10G -- 0.5 Unit
Cardiopulmonary Resuscitation
Prerequisite: None
Class Hours: 5 lecture
Teaches proficiency in blocked airway management and basic cardiopulmonary resuscitation techniques in adult, child, and infant situations. Procedures applicable to individuals with cardiovascular disease but also to those suffering from sudden death due to drowning, electrocution, sensitivity reaction, asphyxia, drug overdose, heart attack and anesthesia idiosyncrasy. Reviews early warning signs, risk factors and prevention of heart disease. May be taken four (4) times for credit. (Only 0.5 unit total may be applied to health requirement). HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10H -- 0.5 Unit
Domestic Violence / Issues and Information
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Introduces definition of domestic violence and abuse, including review of behavioral characteristics of domestic violence, interplay of power and control in a relationship, cycle of violence, and social and legal resources available. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10J -- 0.5 Unit
Date Rape / Self Defense
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Emphasizes recognition of the sexual, physical, and psychological abuse possible in dating relationships. Reviews elements of a healthy relationship, appropriate communication strategies, risks and vulnerabilities in dating relationships, and self defense tactics. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10K -- 0.5 Unit
Smoking and Your Health
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Examines the primary and secondary effects of tobacco use (smoking and chewing) and reviews ways to stop its use. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10M -- 0.5 Unit
Healthful Eating
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Examines basic elements of nutrition and offers techniques and strategies for healthy eating. Includes cooking demonstrations. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10N -- 0.5 Unit
Men's Health
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Explores connections between the way men live their lives (exercise, nutrition, stress) and the quality of their health. Emphasizes need for men to participate in own health care, since present decisions affect future health and wellness. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10P -- 0.5 Unit
Fitness for Life
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Introduces key concepts in physical fitness, developing practical tools to assess personal levels of fitness and to create successful exercise programs in injury-free environments. Reviews consumer tips for health and fitness industry. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M10Q -- 0.5 Unit
Health and Sexuality
Prerequisite: None
Class Hours: 5 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP28111 for 7.5 contact hours.
Introduces health and human sexuality, including review of basic sexual anatomy, physiology of sexual response, sexually transmitted diseases, common impediments to healthy sexual functioning, sexual enhancement, and communication skills for achieving greater intimacy. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M22A/B -- 1 to 3 Units Each
Independent Studies in Health Education
Prerequisite: A previous course in Health Education
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of health education through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M60A-Z -- 0.5 to 3 Units Each
Topics in Health Education
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU

HED M80 -- 1 to 4 Units
Internship in Health Education
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. HED formerly HE. Applies to Associate Degree. Transfer credit: CSU, credit limitations.
HEALTH SCIENCES

A Health Science career represents excellent employment opportunities in the ever-expanding fields of health services and research.

Career Opportunities

Dentist, Environmental/Occupational and Public Health
Health Care Administration, Health Information Technology,
Health Science Technologies, Nurse Practitioner, Pharmacist,
Physician, Physician Assistant, Physical Therapy, Occupational Therapy,
Radiologic Technologist, Registered Nurse, Veterinarian

Dean

Victoria Bortolussi, Phone (805) 378-1405

Faculty

Full-Time

Guadalupe Aldana, Patricia Burkard, Denise Byrne, Beatrice Epping, Carol Higashida, Kimberly Hoffmans, Linda Loisel, Jo Ann Moore

Part-Time


Health Science Counselors

Frank Bianchino, Letisha Mai, Darita R Redd

Clinical Joint Appointments

Meade Butler (Los Robles Regional Medical Center)
Karen Ruballo (Kaiser Permanente, Panorama City)
To Be Announced (Kaiser Permanente, Woodland Hills)
Terry Shahrkofar (Simi Valley Hospital)
Michael Richardson (Holy Cross Medical Center)
Gisho Tatsutani (Providence St. Joseph Medical Center)

Associate in Science Degrees and Certificate Programs

Health Information Technology

Health Information Technology (HIT) is a regional associate degree program jointly offered by Moorpark College and Santa Barbara City College. Health Information Technology prepares you for a career working in health care and other settings where health information is used. Health Information Technologists (also referred to as medical record technicians) perform computer and manual technical and organizational activities with medical records: securing, analyzing, integrating and managing health care information.

The HIT Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAEHP), in cooperation with the Council on Accreditation of the American Health Information Management Association (AHIMA).

Upon successful completion of the program and degree requirements you are eligible to graduate from Moorpark College with an Associate Degree in Health Information Technology and apply for the national qualifying exam for certification as a Registered Health Information Technician (RHIT), formerly known as Accredited Record Technician (ART).

Distance Learning

Courses in the Health Information Technology (HIT) program are offered through distance learning. Rather than attend a class at set times each week, students may meet in small study groups online in a chat room, at times convenient for the majority of the group members. A student facilitator, selected by the group, will moderate discussion sessions, in which course content, exercises and assignments will be discussed. Other learning activities will include required readings, audio/video tapes, computer activities, written exercises, exams, site visits and professional practice activities.

Qualifying Requirements

Qualify for MATH M03 - Intermediate Algebra or complete MATH M01 - Elementary Algebra; Complete ENGL M02 - Intro to College Writing or demonstrate equivalent readiness for higher level English writing course.

Enrollment Process

To begin the Health Information Technology Program, enroll in HIT 100-Introduction to Health Information Management. Registration is available online (http://online.sbc-net). by mail, or on-site at Santa Barbara City College. Schedule an appointment with a health science counselor to plan your program of study. If you live outside the region, please send an unofficial transcript to a health science counselor for assistance in planning your program of study. To make a counseling appointment at Moorpark College, call (805) 378-1428.

Students must submit college applications to both Moorpark College and Santa Barbara City College.

Financial Aid

Financial aid scholarship agreements have been made between all the Community Colleges in the Tri-Counties Region (Cuesta, Allan Hancock, Santa Barbara, Ventura, Oxnard, Moorpark, College of the Canyons and Antelope Valley College). Students may meet financial aid eligibility requirements by combining the units taken at the participating colleges.

Program of Study

There is a mandatory online orientation session for each course. During this session the student will gain an understanding of the program of study, course requirements, and become a member of a study group. Failure to attend this orientation may result in the student being excluded from the course.

The course work required for the Associate of Science Degree in Health Information Technology at Moorpark College is as follows:

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* ENGL M01A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>*ANPH M01</td>
<td>Intro to Human Anatomy and Physiology (no lab required)</td>
<td>5</td>
</tr>
<tr>
<td>*ANTH M01</td>
<td>General Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>*PHIS M01</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>BUS M31</td>
<td>Introduction to Management</td>
<td>3</td>
</tr>
<tr>
<td>Physical Science</td>
<td>Course of Choice</td>
<td>3</td>
</tr>
<tr>
<td>Fine or Performing Arts</td>
<td>Course of Choice</td>
<td>3</td>
</tr>
<tr>
<td>American History and Institutions</td>
<td>Recommend: * History M05</td>
<td>3</td>
</tr>
<tr>
<td>Social Science</td>
<td>Recommend: *Psychology M01</td>
<td>3</td>
</tr>
<tr>
<td>(This course may be taken on campus or online)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communication &amp; Analytical Thinking CIS M16: Intro to Information System</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PE and Health Information</td>
<td>One course in Health (2U)</td>
<td></td>
</tr>
<tr>
<td>One course in Physical Activity (1.5U)</td>
<td>3.5</td>
<td></td>
</tr>
</tbody>
</table>

120
Required Health Information Technology (HIT) and Health Science (HS) Courses in suggested sequence:
These distance learning courses are offered through Moorpark College (HS courses *) and Santa Barbara City College (HIT courses **). Counselors will assist you in developing a full time schedule which will include the above requirements.

** Course Name **
---  ---  ---
Fall Semester - Year One
HIT 100**  Introduction to Health Information System      3
HS M21*  Introduction to US Health Care System      3

Spring Semester - Year One
HIT 220**  Statistical Applications in Health Care      2
HIT 230**  Alternative Delivery Systems      2
HS M19*  Medical Terminology      3

Fall Semester - Year Two
HIT 200**  Clinical Classification Systems ICD-9-CM      3
HIT 240**  Clinical Quality Assessment and Improvement      2
HS M23*  Pharmacology for Allied Health      2
HS M25*  Basic Pathophysiology      3

Spring Semester - Year Two
HIT210**  Clinical Classification Systems :CPT Coding      2
HIT 250**  Data Quality Assessment and Reimbursement      3
HIT 275**  Professional Direct Practice      3
HS M17*  Health Care Ethics      3

*Offered by Moorpark College
**Offered by Santa Barbara City College

Registration/Textbook: Moorpark College Health Science course registration information is available online at http://moorpark.cc.ca.us. Click on Online Courses. Students can register by telephone with STAR registration or onsite. Health Science course textbooks are available at http://www.moorpark.cc.ca.us/books.
Santa Barbara City College Health Information Technology course registration and textbook ordering are available onsite, by mail, or online at http://online.sbcc.net.

Continuing Education
Individual Health Information Technology and Health Science courses may also be taken for continuing education (CEUs) or as a refresher.

Certificate Programs in Health Information Technology

Medical Coding Specialist
Medical Coding Specialist is a regional certificate program jointly offered by Moorpark College and Santa Barbara City College. This one-year certificate program prepares the graduate for a position as a coder in an acute care hospital, clinic, physician’s office, long-term care facility and other health care settings. The Medical Coding Specialist Certificate of Completion, along with relevant work experience, qualifies the graduate for the national certification examination.

Distance Learning
Courses in the Medical Coding Program are offered through distance learning. The Distance Learning procedures are the same as the Health Information Technology degree program outlined above. A computer applications course, the only course in the program of study that is not offered online, may be taken at the local community college.

Enrollment Process
The Enrollment Process is the same for both the Health Information Technology degree and certificate programs, please refer to the Health Information Technology enrollment process, above.

Orientation
Mandatory Online Orientation sessions for HIT and HS courses are offered each semester. The course requirements and study group assignments are made during the orientation session. Failure to attend the mandatory course orientation session, may cause the student to be excluded from the course.

Prerequisite: Anatomy and Physiology (a lab is not required)

Program of Study:

** Course Name **
---  ---
Fall Semester - Year One
HIT 100**  Introduction to Health Information System      3
HIT 200**  Clinical Classification Systems ICD-9-CM      3
HS M23*  Pharmacology for Allied Health      2
HS M25*  Basic Pathophysiology (Prerequisite)      3
CIS M28  Microsoft Professional      3

Spring Semester - Year Two
HIT205**  Advanced Clinical Classification Systems      3
HIT 210  Clinical Classification Systems :CPT Coding      2
HIT 250**  Data Quality Assessment and Reimbursement      3
HS M19*  Medical Terminology      3

TOTAL Units 11

*Offered by Moorpark College
**Offered by Santa Barbara City College

Registration/Textbook: Moorpark College HS course registration information is available online at http://moorpark.cc.ca.us. Click on Online Courses. Students can register by telephone with STAR registration or onsite. HS textbooks are available at http://www.moorpark.cc.ca.us/books.
Santa Barbara City College HIT Course registration and textbook ordering are available onsite, by mail, or online at http://online.sbcc.net.

Medical Reimbursement Specialist
Medical Reimbursement Specialist is a regional certificate program jointly offered by Moorpark College and Santa Barbara City College. This one-year certificate program prepares the graduate for a position as a coder or reimbursement specialist in an acute care hospital, clinic, physician’s office, long-term care facility and other health care settings. The Medical Reimbursement Specialist Certificate of Completion, along with relevant work experience, qualifies the graduate for the national certification examination.
Distance Learning and Enrollment Processes

The distance learning, enrollment processes and orientation requirements are the same for both the Health Information Technology Degree and Certificates. Please refer to the Health Information Technology section above regarding the distance learning and enrollment process.

Program of Study:

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester - Year One</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIT 100**</td>
<td>Introduction to Health Information System</td>
<td>3</td>
</tr>
<tr>
<td>HIT 150**</td>
<td>Medical Insurance Billing</td>
<td>3</td>
</tr>
<tr>
<td>HIT 200**</td>
<td>Clinical Classification Systems ICD-9-CM</td>
<td>3</td>
</tr>
<tr>
<td>HS M21*</td>
<td>Introduction to US Health Care System</td>
<td></td>
</tr>
<tr>
<td><strong>Spring Semester - Year Two</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIT213**</td>
<td>Clinical Classification Systems :CPT Coding</td>
<td>2</td>
</tr>
<tr>
<td>HIT 250**</td>
<td>Data Quality Assessment and Reimbursement</td>
<td>3</td>
</tr>
<tr>
<td>HS M19*</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>GIS M28</td>
<td>Microsoft Professional</td>
<td></td>
</tr>
<tr>
<td>ACCT 110**</td>
<td>Bookkeeping</td>
<td>4</td>
</tr>
</tbody>
</table>

*Offered by Moorpark College
**Offered by Santa Barbara City College

Registration/Textbook: Moorpark College HS course registration information is available online at http://moorpark.cc.ca.us. Click on Online Courses. Students can register by telephone with STAR registration or onsite. HS textbooks are available at http://www.moorpark.cc.ca.us/books.

Santa Barbara City College HIT Course registration and textbook ordering are available onsite, by mail, or online at http://online.sbcc.net.

Nursing Science

The nationally accredited Associate Degree in Nursing (ADN) is intended to develop the necessary knowledge and skill basic to the function of registered nurses in the direct care of patients. The nursing program is accredited by the California State Board of Registered Nursing and by the National League of Nursing.

Application Procedure

The application period for receipt by the Nursing counselors of all applicant information and transcripts is: September 1 - October 15.

Admission Requirements

STEP 1:
Qualifying Requirements: High school graduation or General Education Development (GED) Exam with a score of 45 or successfully pass the California High School Proficiency Exam (CHSPE).

STEP 2:
Prerequisites to Required Science Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M01*</td>
<td>Elementary Algebra or higher*</td>
<td>5</td>
</tr>
<tr>
<td>CHEM M12</td>
<td>Intro to Chemistry or HS Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>BIOLM2A*</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOLM01</td>
<td>Principles of Biology</td>
<td>4</td>
</tr>
</tbody>
</table>

Please note MATH M05 and BIOLM2A are required to transfer for the Bachelor of Science in Nursing Degree.

STEP 3:
Prerequisites Courses for Application to ADN Program

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ANAT M01</strong></td>
<td>General Anatomy</td>
<td>4</td>
</tr>
<tr>
<td><strong>PHS5 M01</strong></td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>ANPH M01**</td>
<td>Introduction Human Anatomy/Physiology plus lab (for AS Degree - this combined course may not be acceptable for transfer to some accepting institutions.)</td>
<td>5</td>
</tr>
<tr>
<td>MICR M1**</td>
<td>Principles of Microbiology</td>
<td>4 or 5</td>
</tr>
<tr>
<td>HS M16</td>
<td>Basic Skills for Health Care Provider or Current CNA</td>
<td>1</td>
</tr>
<tr>
<td>ENGL M01A**</td>
<td>English Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

All courses in the nursing major must be completed with a Grade of "C" or better.

STEP 4:
Required general education courses

These courses must be taken prior to the last semester of the ADN Program. These courses are necessary to be eligible to take the Licensing Examination (NCLEX) to become an RN.

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY M01**</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SPCHMO1**</td>
<td>Introduction to Speech</td>
<td>3</td>
</tr>
<tr>
<td>SOC M01**</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH M02**</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

Required general education courses

These courses are necessary for the Associate Degree and must be completed prior to graduation.

<table>
<thead>
<tr>
<th>Category</th>
<th>Recommended Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine or Performing Arts</td>
<td>Course of Choice</td>
<td>3</td>
</tr>
<tr>
<td>American History &amp; Institutions</td>
<td>**History M05</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>**Speech M01</td>
<td>3</td>
</tr>
<tr>
<td>or **HS M17 Health Care Ethics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Communication and Analytical Thinking</td>
<td>**English M01B</td>
<td>3</td>
</tr>
<tr>
<td>or Philosophy M07</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Physical Science</td>
<td>Chemistry M01 needed for transfer to BSN</td>
<td>6</td>
</tr>
<tr>
<td>or Chemistry M12</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Physical Education/Course of choice</td>
<td>1.5</td>
<td></td>
</tr>
</tbody>
</table>

**These courses are part of the Health Science Institute (HSI). The HSI is a learning community presenting coordinated courses designed for students interested in a career in health care and taught with a Health Science focus. Please select courses in the Schedule of Classes designated as part of the Health Science Institute.

Enrollment Process

- Upon meeting the qualifying requirements (Step 1) and the Prerequisite Science Courses (Step 3) with a C or better and an overall GPA of 2.5 or better, students may submit an application to a Nursing Counselor from September 1 - October 15 of each year. All official College and High School transcripts must be submitted with the application.
Ethical Expectations
All students admitted to the Nursing program are expected to maintain the highest personal and ethical standards of conduct consistent with professional standards as perceived by the faculty and professional personnel in the agencies used as extended campus sites. Any information indicating that such standards are not maintained is subject to review by members of the faculty which may recommend to the college dismissal from the nursing program.

The conviction of a felony may prohibit licensure as a Health Care professional. Each case is reviewed and determined by the California Board of Registered Nursing. The Board considers the nature and severity of the offense, subsequent acts or crimes, compliance with the sanctions, and evidence of rehabilitation.

Performance Standards
In compliance with the 1990 American with Disabilities Act, the Health Sciences Department does not discriminate against qualified applicants with disabilities. These performance standards, reflected in specific nursing course/program objectives, are to assist each applicant in determining eligibility and the need for accommodations or modifications. The Nursing Faculty in conjunction with the community clinical facilities will determine, on an individual basis, whether the necessary accommodations or modifications can reasonably be made.

- **Critical Thinking** - ability sufficient for safe clinical judgment: calculating, reasoning, analyzing, prioritizing, synthesizing data. Examples: identify cause-effect relationships in clinical situations, develop nursing care plans.
- **Interpersonal** - in providing nursing care, the abilities sufficient to interact with individuals, families, and groups with diverse social, emotional, cultural, and intellectual backgrounds: function effectively under stress. Example: establish rapport with diverse clients and effectively interacting with colleagues as part of the health care team.
- **Communication** - abilities sufficient for effective verbal and written interactions. Examples: explain diagnostic treatment procedures, health teaching, document and interpret actions and client responses.
- **Mobility** - physical abilities sufficient to move from room to room, maneuver in small spaces and reach overhead equipment. Examples: move around clients' rooms, equipment/machined workspaces, and diagnostic/treatment areas; administer emergency/CPR procedures.
- **Motor Skills** - gross and fine motor abilities sufficient to provide safe and effective care. Examples: calibrate, move and use equipment/machines; lift, position and transfer clients.
- **Hearing** - ability sufficient to monitor and assess health needs. Examples: hear monitor alarm, emergency signals, auscultatory sounds, cries for help.
- **Visual** - ability sufficient for observation and visual assessment in well lit and dimly lit areas. Examples: observe client responses and changes in condition.
- **Tactile** - ability sufficient for physical assessment and positioning. Examples: perform palpation functions of physical examination and/or those related to intervention, e.g., insertion of needle, positioning.

Travel Expectations
The clinical sites extend from northern Ventura County to southwestern portions of the San Fernando Valley, within an approximate 40-mile radius from Moorpark College. Each student is responsible for his or her own transportation.

Program Completion
For successful completion of the nursing program, a minimum grade of C is necessary in all courses required for the major.
Program Costs
Costs incurred by nursing students include, but are not limited to: Physical examination, immunizations, uniforms, equipment, materials fees, Association dues, and licensure application fees.

Advanced Placement
Opportunities for advanced placement are based on space available to: Licensed Vocational Nurses, others with Health Care credentials, transfer nursing students from accredited colleges and readmission applicants. Candidates must schedule an appointment with the Nursing Counselor and complete the application for advanced placement. All advanced placement applicants must meet the ADN program prerequisites and course requirements.

Advanced placement applicant students are not accepted or readmitted into the last semester of the nursing program.

Graduate nurses lacking California licensure requirements may be admitted to complete any needed courses as specified by the California Board of Registered Nursing.

Transfer for Bachelor of Science Degree Nursing (BSN)
Students wishing to apply for admission to a Bachelor's Degree in Nursing program may:
- Complete the Moorpark College Associate Degree in Nursing and apply for transfer to an accepting institution.
- Satisfy the transferable lower-division science and general education requirements and apply to a BSN program.

The accepting institution determines transferable courses.

Generally acceptable courses are: An 1; Anth 2; Biol 2A/2B; Chem 1A/1B; 8, 9; Eng 1A; Micro 1; NTS 1; Ph 10A/10AL; 10B/10BL; Psych 1A/1B; Soc 1.

Continuing Education
Moorpark College has been approved by the Board of Registered Nursing as a Continuing Education Provider (number CEP 02381).

The Board of Registered Nursing recognizes academic courses for continuing education credit with "...one (1) academic semester unit equaling fifteen (15) continuing education hours. The course content must be relevant to the practice of nursing and related to the scientific knowledge or technical skills required for the practice of nursing or be related to direct and/or indirect client care...at a level above that which is required for licensure." These courses are identified in the college catalog and schedule of classes as "Provider approved by the California Board of Registered Nursing CEP 02381" and lists the number of contact hours for each course. Courses may be taken for credit/no credit or a letter grade. (Transcripts document proof of attendance).

Radiologic Technology

The Associate Degree in Radiologic Technology (ADRT) is intended to develop the necessary knowledge and skill basic to the function of a Radiographer in performing diagnostic x-ray procedures in hospital or other health care settings.

The radiography program is accredited by the Joint Review Committee of Education in Radiologic Technology, and by the California Department of Health. Radiography students must complete or be enrolled in all general education and required Radiologic Technology courses to be eligible to take the California and National Licensing Exams administered during the last semester of the program.

Application Procedure
The application period for receipt of applicant information and transcripts by the counselors for Radiologic Technology is:

February 1 - March 15.

Admission Requirements

STEP 1:
Qualifying Requirements: High school graduation or General Education Development (GED) Exam with a score of 45 or successfully pass the California High School Proficiency Exam (CHSPE).

STEP 2:
Prerequisites to Required Science Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M01</td>
<td>Elementary Algebra or higher</td>
<td>5</td>
</tr>
<tr>
<td>**Biol M2A</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>or **Biol M01</td>
<td>Principles of Biology</td>
<td>4</td>
</tr>
<tr>
<td>* Bio M02A</td>
<td>needed to transfer for a Bachelor of Science Degree in Radiologic Technology</td>
<td></td>
</tr>
</tbody>
</table>

STEP 3:
Prerequisites Courses for Application to the Radiologic Technology Program

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT M01</td>
<td>General Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>PHSO M01</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>or ANPH M01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANPH M01L</td>
<td>Introduction Human Anatomy/ Physiology plus lab (for AS Degree - this combined course may not be acceptable for transfer to some accepting institutions)</td>
<td>5</td>
</tr>
<tr>
<td>PHSC M01</td>
<td>Principles of Physical Science</td>
<td>3</td>
</tr>
<tr>
<td>(Prerequisite MATH M03)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHSC M01L</td>
<td>Principles of Physical Science Lab</td>
<td>1</td>
</tr>
<tr>
<td>or PHYS M05</td>
<td>Radiation Physics</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M05L</td>
<td>Radiation Physics Lab</td>
<td>1</td>
</tr>
<tr>
<td>or **PHYS M10A</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>**PHYS M10AL</td>
<td>General Physics I Lab</td>
<td>1</td>
</tr>
<tr>
<td>HS M16</td>
<td>Basic Skills for Health Care Provider or Current CNA</td>
<td>1</td>
</tr>
<tr>
<td>HS M19</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>**ENG1 M01A</td>
<td>English Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

All science course must be completed with a grade of "C" or better.
STEP 4:
Required General Education Courses
These courses are necessary for the Associate Degree and must be completed prior to graduation.

<table>
<thead>
<tr>
<th>Category</th>
<th>Recommended Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine or Performing Arts</td>
<td>Course of choice</td>
<td>3</td>
</tr>
<tr>
<td>American History or Institutions</td>
<td>History M05</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Science</td>
<td>Psychology M01</td>
<td>3</td>
</tr>
<tr>
<td>or Sociology M01</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>Speech M01</td>
<td>3</td>
</tr>
<tr>
<td>or HS M17 Health Care Ethics</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Communication or Mathematics M03</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>and Analytical</td>
<td>English M01B or</td>
<td>3</td>
</tr>
<tr>
<td>Thinking</td>
<td>Philosophy M07</td>
<td>3</td>
</tr>
<tr>
<td>Computer Literacy CIS 15 Intro. to the Personal Computer</td>
<td>1.5</td>
<td></td>
</tr>
<tr>
<td>Physical EducationCourse of choice</td>
<td></td>
<td>1.5</td>
</tr>
</tbody>
</table>

**These courses are part of the Health Science Institute (HSI). The HSI is a learning community presenting coordinated courses designed for students interested in a career in health care and taught with a Health Science focus. Please select courses in the Schedule of Classes designated as part of the Health Science Institute.

Enrollment Process

- Upon meeting the qualifying requirements (Step 1) and the Prerequisite Science Courses (Step 3) with a C or better and an overall GPA of 2.5 or better, students may submit an Radiologic Technology application to a Health Science/Radiologic Technology counselor from February 1 - March 15 of each year. All official College and High School transcripts must be submitted with the application.
- Because the program is impacted, there will be a random selection of qualified applicants. Each applicant will be assigned a number and placed on a waiting list. Each applicant's number will indicate their place in "line" to enter the program. Applicants are admitted to the program by number order.
- There will be alternates selected for each admission class to serve on standby for admission until the end of the first week of class. If not admitted, these alternates will be first admissions into the next class.
- The Health Science Department will contact applicants regarding acceptance/admission.
- Admission may be denied to an applicant who has failed or withdrew failing from a program and whose overall record makes program completion unlikely (example: two program withdrawals); or who has health and/or safety deficits which place clients at risk.

<table>
<thead>
<tr>
<th>Course</th>
<th>Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer Session #1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RADT M10</td>
<td>Intro to Radiologic Technology</td>
<td>1.5</td>
</tr>
<tr>
<td>RADT M10 L</td>
<td>Intro to Radiologic Technology Lab I</td>
<td>1</td>
</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RADT M01A</td>
<td>Fundamentals of Radiographic Practice I</td>
<td>3</td>
</tr>
<tr>
<td>RADT M01AL</td>
<td>Fundamentals Clinical Lab I</td>
<td>5</td>
</tr>
<tr>
<td>RADT M02B</td>
<td>Principles of Radiation Interaction and</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Radiographic Technique I</td>
<td></td>
</tr>
<tr>
<td>RADT M12</td>
<td>Radiography Skills Lab I</td>
<td>1</td>
</tr>
</tbody>
</table>

**Spring Session #2**

RADT M49 Radiographic Summer Practicum 4.5

---

**Spring Semester**

RADT M03A Intermediate Radiographic Practice 2
RADT M03AL Intermediate Clinical Lab 8
RADT M03B Radiographic Pathology 3
RADT M13 Radiography Skills Lab III 1

**Program Requirements**

After students have been admitted, the following requirements must be met:

- A Physical Exam documented on the Moorpark College Radiologic Technology Health Appraisal form, which considers freedom from communicable diseases and ability to function in a hospital setting.
- Proof of Immunity to Rubella, Mumps, Rubella, Hepatitis B, Varicella.
- Evidence of physical and emotional fitness upon admission and throughout the program is expected and is subject to medical opinion of the college physician and to medical opinion or policy of hospitals or agencies used as clinical sites.
- Current Cardiopulmonary Resuscitation C certification, renewable every two years either HS 18 or Red Cross Certificate: CPR-C.
- Malpractice Insurance: paid as part of registration fees.

**Ethical Expectations**

All students admitted to the Radiologic Technology program are expected to maintain the highest personal and ethical standards of conduct consistent with professional standards as perceived by the faculty and professional personnel in the agencies used as extended campus sites. Any information indicating that such standards are not maintained is subject to review by members of the faculty which may recommend to the college dismissal from the program.

The conviction of a felony may prohibit licensure as a Radiologic Technology professional. Each case is reviewed and determined by the California Licensing Board. The Board considers the nature and severity of the offense, subsequent acts or crimes, compliance with the sanctions, and evidence of rehabilitation.

**Performance Standards**

In compliance with the 1990 American with Disabilities Act, the Health Sciences Department does not discriminate against qualified Radiologic Technology applicants with disabilities. These performance standards, reflected in specific Radiologic Technology course/program objectives, are to assist each applicant in determining eligibility and the need for accommodations or modifications. The faculty in conjunction with the community clinical facilities will determine, on an individual basis, whether the necessary accommodations or modifications can reasonably be made.

- **Critical Thinking** - ability sufficient for safe clinical judgment: calculating, reasoning, analyzing, prioritizing, synthesizing data. Examples: identify cause-effect relationships in clinical situations.
Health Science: Certificate Programs

Certified Nurse Assistant

The Certified Nurse Assistant (CNA) functions as an entry level health care team member and provider of care. Upon completion of this one semester certification program, the student is eligible to complete the Certified Nurse Assistant examination. This program focuses on the responsibilities of the Certified Nurse Assistant as set forth in Title 22: California Code of Regulations, Division 5, Chapter 2.5

Course Units
HS M16A ....... Basic Skills Lab for the Health Care Provider .......... 1
HS M16 B ....... Certified Nurse Assistant (prerequisite HS M16A) .... 3
HS M16BL ....... Certified Nurse Assistant - Clinical Lab .......... 2

Certified Nurse Assistant Program Requirements
In order to enter the hospital setting in HS M16BL, the Certified Nurse Assistant Clinical Lab, the following requirements must be met:

• A Physical Exam documented on the Moorpark College Nursing Health Appraisal form, which considers freedom from communicable diseases and ability to function in a hospital setting.
• Proof of Immunity to Rubella, Mumps, Rubella, Hepatitis B, Varicella.
• Current Cardiopulmonary Resuscitation C certification, renewable every two years either HS 18 or Red Cross Certificate: CPR-C.
• Malpractice Insurance paid as part of registration fees

Emergency Medical Technician I

The Emergency Medical Technician (EMT) functions as an entry level emergency health care team member and provider of emergency care. Upon completion of this one semester certification program, the student is eligible for the state certification examination for EMT - 1, if all other state and age requirements are met at the time of exam.

Course Units
HS24 .............. Basic Skills Lab for the Health Care Provider .............. 4
HS24 L ............ Emergency Medical Technician - Clinical Lab .............. 1

Emergency Medical Technician Program Requirements
After students have enrolled the following requirements must be met:

• A Physical Exam documented on the Moorpark College Health Appraisal form, which considers the student free from communicable diseases and ability to function in a hospital setting.
• Proof of Immunity to Rubella, Mumps, Rubella, Hepatitis B, Varicella.
• Current Cardiopulmonary Resuscitation C certification, renewable every two years either HS18 or Red Cross Certificate: CPR-C.
• Malpractice Insurance paid as part of registration fees.

Pre-professional Programs

Dental, Medical, Physical Therapy, Veterinary.

Moorpark College offers courses which will generally meet the basic education requirements for professional schools. These schools generally require a Bachelor’s Degree for admission. Students are advised to determine and satisfy specific requirements for the professional school to which they expect to apply by consulting a counselor and the school catalog.

The general lower-division course requirements for these schools commonly include: BIO1 M02A, M02B; CHEM M01A, M01B, plus one year of organic chemistry; MATH M07, MATH M05A/B (recommended); PHYS M10A/M10AL, M10B/M10BL. For veterinary school the requirements are: BIO1LM02A; CHEM M01A, M01B, ENGL M1 1, M01B; MATH M15; PHYS M10A/M10AL, ZOO M01; (Additional lower-division Chemistry after transfer), 8 units of Humanities/Social Sciences.
The California dental schools are: Loma Linda University, University of California: Los Angeles, San Francisco, University of Pacific, University of Southern California.

The California medical schools are: Loma Linda University, Stanford University, University of California: Davis, Irvine, Los Angeles, San Diego, San Francisco, University of Southern California.

The California programs in Physical Therapy are: California State University at Long Beach, Norridge and Sacramento offer a Bachelor's Degree In Physical Therapy, California State University Fresno offers a combined 3+3 Bachelor/Masters Degree. The remaining offer a entry level Masters Degree: UCSF jointly with San Francisco State, Loma Linda, California Osteopathic Medicine, Mount St. Mary's, Samuel Merritt, University of the Pacific.

The California veterinary school is: University of California, Davis.

Health Science Institute Paths
The Health Science Institute offers four paths to prepare for the major. Each path has a core of required courses.

Pre-professional Transfer Associate Degrees
These two paths are for the student who plans to meet the general education, math and science requirements for transfer for a bachelor degree preparatory to professional education.

PATH #1: Predentistry, Premedicine, Prepharmacy, Preveterinary Medicine
PATH #2: Premedical, Preoccupational Therapy, Prephysical Therapy, Preradiologic Technology

Career Transfer Associate Degrees
This path is for the student who plans to obtain the Associate Degree in Health Information Technology, Nursing or Radiologic Technology in preparation for transfer for the Bachelor's degree.

PATH #3: Associate Degree Nursing Science -Transfer, Associate Degree Radiologic Technology-Transfer, Associate Degree Health Information Technology

Non-transfer Career Degree
This path is for the student to complete the minimal requirement for the Associate Degree with no plans to transfer.

PATH #4: Associate Degree Nursing, Associate Degree Radiologic Technology, Associate Degree Health Information Technology

Important Notes for HSI Students:
- The total required units in each major is found by adding the units of the Path Core Courses to the additional units required in the particular major.
- Courses in the major may be used to fulfill many of the general education requirements. Please see a HSI counselor for advice on course selection and additional information.
- Course work, in addition to that shown in these associate degree programs, may be needed, based on the intended four-year transfer institution and the professional school's specific requirements.
- Additional upper division course work will be needed after transfer.
- THE A.A. OR A.S. DEGREE REQUIRES GENERAL EDUCATION UNITS IN ADDITION TO THE MAJOR UNITS.

HSI Path #1 Core Courses
Majors within this path: Predentistry, Pre-medicine, Pre-pharmacy, Pre-veterinary Medicine.

Other related career paths: Osteopathic Medicine, Podiatric Medicine, Chiropractic Medicine, and Optometry.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS M20</td>
<td>2</td>
</tr>
<tr>
<td>CHEM M01A</td>
<td>6</td>
</tr>
<tr>
<td>CHEM M01B</td>
<td>6</td>
</tr>
<tr>
<td>BIOL M02A</td>
<td>4</td>
</tr>
<tr>
<td>BIOL M02B</td>
<td>4</td>
</tr>
<tr>
<td>ENGL M01A</td>
<td>3</td>
</tr>
<tr>
<td>ENGL M01C</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL Units: 28

Recommended additional core courses:
CHEM M07A, CHEM M07B

Required: Completion of transfer General Education courses. Make a counseling appointment by calling (805) 378-1428.

Pre-Dentistry AA Option
Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M07</td>
<td>5</td>
</tr>
<tr>
<td>MATH M15</td>
<td>5</td>
</tr>
<tr>
<td>MATH M16A</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M10A</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10AL</td>
<td>1</td>
</tr>
<tr>
<td>PHYS M10B</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10BL</td>
<td>1</td>
</tr>
<tr>
<td>PSY M01A</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL Units: 26

Recommended Courses:
Life Drawing, Sculpture, MATH M16B, HS M19A or HS M19B, see Path #1 recommendations.

Pre-Medical/Pre-Pharmacy AA Option
Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M07</td>
<td>5</td>
</tr>
<tr>
<td>MATH M15</td>
<td>5</td>
</tr>
<tr>
<td>MATH M16A</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M10A</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10AL</td>
<td>1</td>
</tr>
<tr>
<td>PHYS M10B</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10BL</td>
<td>1</td>
</tr>
<tr>
<td>ENGL M01B</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL Units: 26

Recommended Courses:
MATH M16B, PSY M01A, PSY M01B, ANP M01 (or ANAT M01 and PHYS M01), MICR M01, HS M19A or HS M19B, See Path #1 recommendations.

Pre-Medical/Pre-Pharmacy AS Option
Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M25A</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25B</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25C</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20A</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M20AL</td>
<td>1</td>
</tr>
<tr>
<td>PHYS M20B</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M20BL</td>
<td>1</td>
</tr>
<tr>
<td>ENGL M01B</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL Units: 28
Pre-Medical AS degree recommended courses:
PSY M01A, ANPH M01 (or ANAT M01 and PHYS M01), M0ICR M01, PHYS M20C, PHYS M20CL, NS M19

Pre-Pharmacy AS degree recommended courses:
PSY M01B, ECON M01, SPCH M01 or SPCH M02 (for USC), PHYS M20C, PHYS M20CL, NS M19A or NS M19B, see Path #1 recommendations.

Pre-Veterinary Medicine AA Option

Add the following courses:
MATH M07 .... College Algebra and Trigonometry 5
MATH M16A .... Applied Calculus I 3
PHYS M10A .... General Physics I 4
PHYS M10AL .... General Physics I Laboratory 1
PHYS M10B .... General Physics II 4
PHYS M10BL .... General Physics II Laboratory 1
TOTAL Units 18

Recommended courses:
MATH M15B, NS M19, see Path #1 recommendations.

HSI Path #2 Core Courses

Majors within this path: Pre-Nursing Transfer, Pre-Occupational Therapy, Pre-Physical Therapy, Pre-Radiologic Technology Transfer

Other related career paths: Public Health, Dental Hygienist, Health Care Manager, Medical Records Technologist, Nutritionist, Physician Assistant, Human Performance/Sports Medicine

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS M20</td>
<td>2</td>
</tr>
<tr>
<td>BIOL M02A</td>
<td>4</td>
</tr>
<tr>
<td>MATH M07</td>
<td>5</td>
</tr>
<tr>
<td>ANAT M01</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M01</td>
<td>5</td>
</tr>
<tr>
<td>ENGL M01A</td>
<td>3</td>
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<tr>
<td>PSY M01A</td>
<td>3</td>
</tr>
<tr>
<td>SOC M01*</td>
<td>3</td>
</tr>
<tr>
<td>ANTH M02</td>
<td>3</td>
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<tr>
<td>SPCH M01</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M02**</td>
<td>3</td>
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</tbody>
</table>

TOTAL Units 32

* Must be SOC M01 for the Pre-physical Therapy Option.
** Must be SPCH M02 for transfer to USC.

Recommended: Completion of transfer General Education courses. Make a counseling appointment by calling (805) 378-1428.

Pre-Nursing Transfer AS Option

Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>M0ICR M01</td>
<td>5</td>
</tr>
<tr>
<td>CHEM M12*</td>
<td>5</td>
</tr>
<tr>
<td>CHEM M13*</td>
<td>5</td>
</tr>
</tbody>
</table>

TOTAL Units 15

* (For UCLA CHEM 1A & 1B may be substituted)

Recommended Courses: HS M15, HS M09A or M19B, MATH M15, NT'S M01, NT'S M05, Computer Literacy Course, PSY M01A, PSY M01B, PSY M04, PSY M07, PSY M09, PSY M10.

Pre-Occupational Therapy AA Option

Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL M01B</td>
<td>3</td>
</tr>
<tr>
<td>ENGL M01C</td>
<td>3</td>
</tr>
<tr>
<td>CHEM M13</td>
<td>5</td>
</tr>
<tr>
<td>MATH M19</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M01</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M01L</td>
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<tr>
<td>PSY M01A</td>
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</tr>
<tr>
<td>PSY M08*</td>
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</table>

* Abnormal Psychology

and one of the following art classes:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART M08A</td>
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</tr>
<tr>
<td>ART M09A</td>
<td>3</td>
</tr>
<tr>
<td>ART M14A</td>
<td>3</td>
</tr>
<tr>
<td>ART M23</td>
<td>3</td>
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</table>

TOTAL Units 28-29

Recommended Courses: NT'S M01, NS M19

Pre-Physical Therapy AA Option

Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM M01A</td>
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<tr>
<td>CHEM M01B</td>
<td>6</td>
</tr>
<tr>
<td>MATH M15</td>
<td>5</td>
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<tr>
<td>PHYS M10A</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10AL</td>
<td>1</td>
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<tr>
<td>PHYS M10B</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10BL</td>
<td>1</td>
</tr>
<tr>
<td>CIS M11</td>
<td>3</td>
</tr>
<tr>
<td>CIS M11L</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL Units 36

Recommended Courses: NT'S M01, NS M19

Pre-Radiologic Technology

Transfer AA Option

Add the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS M10A</td>
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</tr>
<tr>
<td>PHYS M10AL</td>
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<tr>
<td>PHYS M10B</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M10BL</td>
<td>1</td>
</tr>
</tbody>
</table>

TOTAL Units 10

Recommended: NS M15, NS M19

HSI Path #3 Core Courses

Majors within this path: Nursing Science AS and Transfer, Radiologic Technology AS and Transfer

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS M16</td>
<td>1</td>
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<tr>
<td>HS M20</td>
<td>2</td>
</tr>
<tr>
<td>BIOL M02A</td>
<td>4</td>
</tr>
<tr>
<td>MATH M07*</td>
<td>5</td>
</tr>
<tr>
<td>ANAT M01</td>
<td>4</td>
</tr>
<tr>
<td>PHYS M01</td>
<td>5</td>
</tr>
<tr>
<td>ENGL M01A</td>
<td>3</td>
</tr>
<tr>
<td>CHEM M012*</td>
<td>5</td>
</tr>
</tbody>
</table>

TOTAL Units 26

* Most common transfer requirement, refer to transfer institution catalog.

Additional Requirements: Completion of General Education courses. Make a counseling appointment by calling (805) 378-1428.
Nursing Science AS and Transfer Option
Add the following courses:
- MIRC M01 .... Principles of Microbiology ........................................ 5
- PSY M01A .... Introduction to Psychology ......................................... 3
- SOC M01 .... Introduction to Sociology ........................................ 3
- or
- ANTH M02 .... Cultural Anthropology ........................................ 3
- SPCH M01 .... Introduction to Speech ........................................ 3
- Required Nursing Science courses ........................................ 36.5
(see page 122)
TOTAL Units .......................................... 52.5

Recommended Courses: HS M15, M18, M19A or M19B, NT S M01, PHYS M01, PSY M01B, M03, M07, M11, M30.
For UCLA take: MATH M25A, CHEM M01A, CHEM M01B, for other transfer programs take CHEM M13, MATH M15, computer literacy course.

Radiologic Technology AS and Transfer Option
Add the following courses:
- PHYS M10A .... General Physics I .................................................. 4
- PHYS M10AL .... General Physics I Laboratory ................................. 1
- PHYS M10B .... General Physics II .................................................. 4
- PHYS M10BL .... General Physics II Laboratory ............................... 1
- Required Radiologic Technology Courses .................................. 57
(see page 125)
TOTAL Units .......................................... 67

Additional Requirements:
Computer literacy course or challenge with a grade of C or better. GIS M17 recommended (1 unit).

HSI Path #4 Core Courses

Majors within this path: Health Information Technology, Nursing Science, Radiologic Technology.

Required Courses: Units
- HS M16 ......... Basic Skills for the Health Care Provider ................. 1
- MATH M01 .... Elementary Algebra ........................................ 5
- ANPH M01 .... Intro to Human Anatomy and Physiology ............... 3
- ANPH M01L .... Intro to Human Anatomy and Physiology Lab ........ 2
- ENGL M01A .... English Composition ........................................ 3
TOTAL Units .......................................... 14

Additional Requirements:
- MATH M01 - 5 units; or qualify for MATH M03
- CHEM M12 - 5 units with a C or better; (or completion of high school chemistry)
- Completion of General Education courses.
- Make a counseling appointment by calling (805) 378-1428

Nursing Science AS Option
Add the following courses:
- BIO M01 .... Principles Biology .................................................... 5
- MIRC M01 .... Principles of Microbiology ...................................... 5
- PSY M01A .... Introduction to Psychology ..................................... 3
- SOC M01 .... Introduction to Sociology ....................................... 3
- or
- ANTH M02 .... Cultural Anthropology ........................................ 3
- SPCH M01 .... Introduction to Speech ........................................ 3
- Required Nursing Science courses ........................................ 36.5
(see page 122)
TOTAL Units .......................................... 58.5

Radiologic Technology AS and Transfer Option
Add the following courses:
- PHYS M 05 .... Radiation Physics .................................................. 3
- PHYS M 05L .... Radiation Physics Laboratory ............................... 1
- or
- PHSC M01 .... Principles of Physical Science ................................. 3
- PHSC M01L .... Principles of Physical Science Laboratory .............. 1
- HS 19 ....... Medical Terminology ............................................ 3
- Required Radiologic Technology Courses ................................. 57
(see page 125)
TOTAL Units .......................................... 68

Additional Requirements:
Computer literacy course or challenge with a grade of C or better. GIS M17 recommended (1 unit).

Health Science Courses

HS M14 -- 3 Units
Spanish for Health Care Professionals
Prerequisite: None
Recommended Preparation: SPAN M01
Class Hours: 3 lecture
Designed to provide those in the health sciences with entry-level communication skills needed to provide care for Spanish speaking clients. Student will gain conversational skills based on different themes related to providing health care. (Same course as SPAN M14). Applies to Associate Degree.

HS M15 -- 3 Units
Pharmacology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Introduces mechanisms and uses of currently available drugs, establishing foundation for understanding future developments in drug therapy and for administering drugs more efficiently and safely. Applies drug information and mathematical calculations in clinical setting. The course may be repeated to monitor constantly changing pharmacological approaches and resultant practical implications. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU

HS M16A -- 1 Unit
Basic Skills for the Health Care Provider
Prerequisite: None
Class Hours: 5 lecture, 2 lab
Introduces basic client care skills for entering a career in Health Care Industry or for providing home care. Focuses on principles/practices of safe and effective care in evolving multicultural environment. Integrates communication, caring, safety, documentation, ethics, and legal accountability with effective client care. May be taken twice (2) times for credit. Applies to Associate Degree.
HS M16B -- 3 Units
Certified Nurse Assistant
Prerequisites: Current Cardiopulmonary Resuscitation C Certification or HS M18 and HS M16A; Recent health examination including medical history and physical examination; PPD skin test or chest x-ray; written medical verification of absence of potentially harmful health condition.
Class Hours: 3 lecture
Prepares students for certification by the State of California as an entry-level, health-care team member, focusing on responsibilities of the Certified Nurse Assistant set forth in Title 22: California Code of Regulations, Division 5, Chapter 2.5. An overview of this role includes curriculum content on: professionalism; ethics; confidentiality; communication and interpersonal skills; infection control; safety and emergency procedures; body mechanics; medical and surgical asepsis; weights and measurements; and basic patient care skills and procedures. Applies to Associate Degree.

HS M16BL -- 2 Units
Certified Nursing Assistant Clinical Lab
Prerequisites: HS M16A; Recent health examination including medical history and physical examination; PPD skin test or chest x-ray; written medical verification of absence of potentially harmful health condition.
Corequisite: HS M16B
Class Hours: 6.5 lab
This course is designed to prepare students for certification by the State of California as an entry-level health-care team member. The focus of this course is on the role and responsibilities of the Certified Nurse Assistant set forth in Title 22: California Code of Regulations, Division 5, Chapter 2.5. An overview of this role includes practical application of professionalism; ethics; confidentiality; communication and interpersonal skills; infection control; safety and emergency procedures; body mechanics; medical and surgical asepsis; weights and measurements; and basic patient care skills and procedures. Applies to Associate Degree.

HS M16C -- 1.5 Units
Home Health Aide
Prerequisite: HS 16B and HS 16BL or Certified Nurse Assistant
Corequisite: HS 16CL
Class Hours: 1.5 lecture
This course is designed to expand the educational preparation of the Certified Nursing Assistant (CNA) from the acute and long-term care settings into the home care setting. The curriculum is designed to prepare the CNA to function as an entry-level health care team member in a home health agency. Applies to the Associate Degree.

HS M16CL -- 0.5 Unit
Home Health Aide Clinical Lab
Prerequisites: HS 16B and HS 16BL; Recent health examination including medical history and physical examination; PPD skin test or chest x-ray; written medical verification of absence of potentially harmful health condition.
Corequisite: HS M16C
Class Hours: 1.5 lab
This course is designed to expand the educational preparation of the Certified Nursing Assistant (CNA) from the acute and long-term care settings into the home care setting. This clinical component is designed to prepare the CNA to function as an entry-level health care team member in a home health agency. Applies to the Associate Degree.

HS M17 -- 3 Units
Health Care Ethics
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
This course is an introduction to theoretical and applied ethics as it relates to problems in medicine, health care and the human life sciences. It includes an examination of foundational moral principles and the main moral theories. Confidentiality, ethical conflict, and moral dilemmas are some topics to be explored using the case method. (Same course as PHIL M17). Applies to Associate Degree.

HS M18 -- 0.5 Unit
CPR-C for Health Science
Prerequisite: Admission to Health Science Program or a health care professional
Class Hours: 5 lecture
Provides basic Cardiopulmonary Resuscitation techniques of single person, two person, child and infant resuscitation. Covers basic techniques to relieve obstructed airway in adult, child and infant; standards required by hospitals related to emergency resuscitation procedures; and orientation to crash cart medications and protocol. Only offered credit/no-credit. May be taken four (4) times for credit. Fulfills general education health requirement for the A.S. degree in nursing and radiologic technology. Applies to Associate Degree.

HS M19 -- 3 Units
Medical Terminology
Prerequisite: None
Class Hours: 3 lecture
This course is intended to assist those preparing for a career in the health care industry to understand and communicate medical information. It is a course in the language of medicine, which focuses on the building of medical words through the use of word components. The student will learn many of the basic words, prefixes, and suffixes upon which medical terms are built. The course will assist the student in learning medical terms related to anatomy, physiology, diseases, diagnoses, pharmacology, therapeutics and common abbreviations. Applies to Associate Degree. Transfer credit: CSU

HS M20 -- 2 Units
Introduction to Health Science
Prerequisite: None
Class Hours: 2 lecture
Reviews current status of health care industry and employment opportunities, emphasizing strategies for success as well as preparation, admission and completion of a Health Science education. Includes individual assessment of aptitude and career interest. Applies to Associate Degree. Transfer credit: CSU

HS M21 -- 3 Units
Introduction to the U.S. Health Care System
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
This course involves the study of central concepts related to health care regulation, economics, politics, health care marketplace and legislative reform, integrated delivery and managed care. Topics will include the evolution to managed care and integrated delivery systems, legislative and regulatory influences, economic influences, health care financing, public policy process, alternative health care and social culture, health care reform and managed care. Applies to Associate Degree. Transfer credit: CSU
HS M23 -- 2 Units
Pharmacology for Allied Health Professional
Prerequisite: None
Class Hours: 2 lecture
This course provides an introduction to pharmacology, providing the student with knowledge of basic pharmacological terminology and concepts, administration, and common generic and trade name medications. Applies to Associate Degree. Transfer credit: CSU

HS M24 -- 4 Units
Emergency Medical Technician I
Prerequisites: Current certification as Basic Life Support provider and HS M19 or Medical Terminology course. May be taken concurrently.
Corequisites: HS M24L
Class Hours: 4 lecture
This course will prepare the student to render pre-hospital basic life support at the scene of an emergency, during transport of the sick and injured or during inter-facility transfer. Selected topics in anatomy, physiology, patient assessment, and emergency care will be presented. Successful completion of this course and HS M24L will allow the student to take the state certification examination for EMT-I (providing all other state requirements are met and the student is at least 18 years of age at the time of examination). Applies to Associate Degree.

HS M24L -- 1 Unit
Emergency Medical Technician I Laboratory
Prerequisites: Current certification as Basic Life Support provider and HS M19 or Medical Terminology course.
Corequisites: HS M24
Class Hours: 3 lab
This course will prepare the student to render pre-hospital basic life support at the scene of an emergency, during transport of the sick and injured or during inter-facility transfer by application of theory of patient assessment, and emergency care presented in HS M24: EMT I. This course is the skills training and clinical experience in an emergency room and on an emergency vehicle. Successful completion of this course and HS M24L will allow the student to take the state certification examination for EMT-I (providing all other state requirements are met and the student is at least 18 years of age at the time of examination). Applies to Associate Degree.

HS M25 -- 3 Units
Basic Pathophysiology
Prerequisites: ANPH M01/M01L or ANAT M01 and PHSO M01 and High School Chemistry or CHEM M12 or CHEM M01A
Class Hours: 3 lecture
.Provider approved by the California Board of Registered Nursing. Provider number CE2811 for 45 contact hours.
Introduces fundamentals of pathophysiology, focusing on physiologic changes and altered functions resulting from disease processes. Reviews principles from anatomy, physiology, and chemistry as foundation for study of basic disease process concepts, body systems, etiology, and pathogenesis of various disorders. Explores diagnostic procedures, preventative measures, and current therapeutic regimes. Applies to Associate Degree. Transfer credit: CSU, UC

HS M80 -- 1 to 4 Units
Internship in Health Sciences
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Extends classroom activities to a supervised, on the job learning experience directly connected to educational and/or occupational goals. Provides direct supervision of a health science faculty supervisor as well as a health care industry supervisor. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. Health Science Internships are available in the following health care settings: acute care, community health and ambulatory care. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

Nursing Science Courses

NS M01A -- 2 Units
Beginning Nursing Science I
Prerequisite: Admission to Moorpark College ADN Program
Corequisites: NS M1AL
Class Hours: 2 lecture
Reviews basic nursing skills and principles, emphasizing cultural diversity awareness as well as growth and development concepts. Introduces client assessment, diagnosis, and intervention and evaluation, including identification of client's universal self-care requisites: air, water, food, elimination and activity as well as social, safety and normalcy patterns. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M01AL -- 2 Units
Beginning Clinical Nursing Laboratory I
Prerequisite: Admission to Moorpark College ADN Program
Corequisites: NS M01A
Class Hours: 6 clinical
Provides hands-on application of basic nursing skills and principles in the care of geriatric clients. Requires two clinical days per week. First clinical day learning nursing skills in lab; second day applying skills in extended care facility. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M01B -- 2 Units
Beginning Nursing Science II
Prerequisite: NS M01A
Corequisites: NS M01BL
Class Hours: 2 lecture
Reviews turning nursing process into practice, emphasizing assessment of self-care demands/deficits, determination of nursing diagnosis, and delivery of intervention based on beginning nursing skills. Reviews acting, teaching, guiding and supporting with follow-up evaluation. Introduces medication administration. Integrates nutrition, pharmacology, and legal/ethical and bio-psycho-social-spiritual concerns with preventive, supportive, rehabilitative nursing. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

Holistic Health Care Practices
8-24-00
NS M01BL -- 2 Units
Beginning Beginning Clinical Nursing Laboratory II
Prerequisite: NS M01AL
Corequisite: NS M01B
Class Hours: 6.5 lab
This is an introductory clinical nursing laboratory experience that allows the student to apply the nursing process, concept and skills identified in NS M01B. The clinical experience is 2 clinical days per week. The first week of this experience will be spent in the skills lab. The lab experience will then move into the acute care and ambulatory care setting for the last 6 weeks. While in the hospital, the students will be expected to do one patient care student as well as daily journal on their assigned clients. The students are to receive their assignments prior to clinical to prepare for competent client care. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU

NS M02A -- 2.5 Units
Maternal Child and Gynecological Nursing
Prerequisites: NS M01A/M01AL and NS M01B/M01BL
Corequisite: NS M02AL
Class Hours: 2.5 lecture
Introduces childbearing, emphasizing pregnancy/complications, fetal development, labor and delivery, postpartum and newborn periods, pediatrics and women's health. Involves identification of requisites and self-care deficits including health deviations related to women, infants and children as well as the planning, implementing, and evaluation of nursing actions. Uses concepts from Orem's model. Integrates nutrition, pharmacology, and legal/ethical and bio-psycho-social-spiritual concerns with preventive, supportive, rehabilitative nursing. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU

NS M02AL -- 2.5 Units
Maternal Child and Gynecological Clinical Nursing Laboratory
Prerequisites: NS M01A/M01AL and NS M01B/M01BL
Corequisite: NS M02A
Class Hours: 7.5 clinical
Provides application of nursing process as well as maternal, child and gynecological concepts and skills to the obstetrical, pediatric and gynecological client in acute care, outpatient and community setting. Lab may be day, evening or combination. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU

NS M02B -- 2.5 Units
Intermediate Nursing Science I
Prerequisites: NS M01A/M01AL and NS M01B/M01BL
Corequisite: NS M02BL
Class Hours: 2.5 lecture
Expands concept of self-care and utilization of the nursing process, focusing on interactions of self-care agency, nursing agency and health care team members to meet the client's self-care demands. Studies selected adult-elder/pediatric self-care deficits requiring intermediate nursing actions related to health promotion and deviations, including musculoskeletal, hematologic, gastrointestinal, fluid/electrolyte, renal, cardiovascular, respiratory, and diabetes. Also studies diagnostic measures, medical therapeutic modalities, pharmacology and medication administration as well as nutrition and cultural, spiritual and mental health concerns. Emphasizes critical thinking and decision-making skills, legal and ethical considerations, and growth and development related to client's therapeutic self-care demands. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU

NS M02BL -- 2 Units
Intermediate IntermediateClinical Nursing Laboratory I
Prerequisites: NS M02A, NS M02AL
Corequisite: NS M02B
Class Hours: 6.5
Intermediate clinical laboratory that allows the student to apply the nursing process, concepts and skills identified in NS M02B to the care of 203 patients. The clinical experience is two 6.5-hour rotations and may be a day or evening combination I an acute care facility. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU

NS M02C -- 2 Units
Vocational Nursing Pathway
Prerequisite: Successful completion of 2 semesters of a registered nursing program which must include a course with a clinical laboratory in Maternal/Child Nursing.
Corequisite: NS M02CL
Class Hours: 2 lecture
Emphasizes the role of the Vocational Nurse as the provider of care, manager of care and a member within the discipline of nursing. Upon completion of this course NS M02C, NS M02CL, and the following courses: HS M15, HS M16B, HS M19, HS M25, NTS M01, PSY M01, PSY M07, and 2 semesters of a registered nursing program which must include a course with a clinical laboratory in Material/Child Nursing with a C or better the eligibility requirements for the Vocational Nurse Examination (NCLEX-PN) are met. *Applies to Associate Degree.

NS M02CL -- 8 Units
Vocational Nursing Pathway Laboratory
Prerequisites: HS M16A, HS M16B, HS M01AL, NS M01BL, NS M02AL, NS M02BL or equivalent.
Corequisite: NS M02C
Class Hours: 24 lab
Practice in the role of the vocational nurse in the clinical setting as provider of care, manager of care and member within the discipline of nursing. The focus will be on safety, nursing process, clinical skills, and medication administration. *Applies to Associate Degree.

NS M03A -- 2.5 Units
Intermediate Nursing Science II
Prerequisites: NS M02A/M02AL and NS M02B/M02BL
Corequisite: NS M03AL
Class Hours: 2.5 lecture
Emphasizes self-care concept of nursing and the interaction of nursing agency and self-care agency to meet client's self-care demands. Focuses on selected adult/geriatric and pediatric clients with health deviations and self-care deficits related to advanced nutritional or sensorimotor alterations, physical integrity, and human functioning. Incorporates diagnostic measures, medical therapeutic modalities, pharmacology and medication administration as well as nutrition and cultural, spiritual and mental health concerns. Explores the role of the professional nurse in health care delivery, reviewing client education and ethical considerations. Develops critical thinking and problem-solving skills, emphasizing patient care management. May be taken two (2) times for credit. *Applies to Associate Degree. Transfer credit: CSU
NS M03AL -- 2.5 Units
Intermediate Nursing Science Laboratory II
Prerequisites: NS M02A/M02AL and NS M02B/M02BL
Corequisite: NS M03A
Class Hours: 7.5 clinical
Provides application of nursing process and intermediate concepts and skills in an acute care facility. Applies critical thinking and problem-solving skills and refines communication and interpersonal relationship skills. Focuses on patient care management. Requires two 7.5-hour clinical rotations. Labs may be day, evening or combination. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M03B -- 2.5 Units
Psychiatric/Gerontological/Community Nursing
Prerequisites: NS M02A/M02AL and NS M02B/M02BL
Corequisite: NS M03B
Class Hours: 2.5 lecture
Focuses on applying nursing process to the client, community, family and groups with psycho-social self-care deficits across the adult-elder life span. Emphasizes chronic mental and physical deficits impacting the adult-elder population as well as responses to these deficits, including intervention modes: wholly compensatory, partially compensatory, and educative/supportive. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M03BL -- 2.5 Units
Psychiatric/Gerontological/Community Clinical Nursing Laboratory
Prerequisites: NS M02A/M02AL and NS M02B/M02BL
Corequisite: NS M03B
Class Hours: 7.5 clinical
Provides application of nursing concepts and skills to adult psychiatric and gerontological clients in acute care, community health and convalescent care facilities. Includes day and evening clinical rotations. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M04A -- 2.5 Units
Advanced Nursing Science
Prerequisites: NS M03A/M03AL and NS M03B/M03BL
Corequisite: NS M04A
Class Hours: 2.5 lecture
Focuses on complex health deviations involving multiple systems within family context. Utilizes holistic approach to client's health functions (organic, psychological, and social) throughout the life cycle, emphasizing compensatory, partially compensatory, and educative-supportive responses. Emphasizes professional judgment, critical thinking, decision-making, leadership, collaboration, and teaching. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M04AL -- 2.5 Units
Advanced Clinical Nursing Laboratory
Prerequisites: NS M03A/M03AL and NS M03B/M03BL
Corequisite: NS M04A
Class Hours: 7.5 clinical
Provides application of advanced nursing concepts and skills in acute care facility, providing intensive care and other specialty experience. Requires two 7.5-hour clinical rotations. Labs may be days, evenings, or combination. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M04B -- 1.5 Units
Preparation for Professional Practice - Preceptorship
Prerequisites: NS M03A/M03AL, NS M03B/M03BL, NS M04A/M04AL
Corequisite: NS M04B
Class Hours: 1.5 lecture
Designed to ease the transition from student to staff nurse. Focuses on the health care delivery systems and the practice of nursing including: legal and ethical issues, professional organizations, reality shock, conflict resolution and current issues that confront nurses today. Principles concerning delivery of nursing care, leadership and professionalism relevant to current nursing practice will be presented. Fulfills the General Education health requirement for A.S. degree in nursing. Applies to Associate Degree. Transfer credit: CSU

NS M04BL -- 2.5 Units
Preparation for Professional Practice - Preceptorship Laboratory
Prerequisites: NS M04A/M04AL
Corequisite: NS M04B
Class Hours: 7.5 laboratory
Provides clinical opportunities to participate as a team leader/care manager and/or primary nurse in an acute care setting. The student provides care to a group of clients with the focus on management of patient care and applying professional nursing skills utilizing a Registered Nurse as a Preceptor. Labs may be days, evenings, or nights and any day of the week, which includes weekends. Fulfills the General Education health requirement for A.S. degree in nursing. Applies to Associate Degree. Transfer credit: CSU

NS M11A -- 0.5 Unit
Nursing Skills Laboratory
Prerequisite: None
Class Hours: 1.5 lab as arranged
Provides application of theory from NS M01A through simulated clinical experience, computer-assisted instruction, audio-visual aids, case study discussions, and individualized instruction. Open lab structure allows individually arranged lab hours. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M11B -- 0.5 Unit
Nursing Skills Laboratory
Prerequisite: None
Class Hours: 1.5 lab as arranged
Provides application of theory from NS M01B through simulated clinical experience, computer-assisted instruction, audio-visual aids, case study discussions, and individualized instruction. Open lab structure allows individually arranged lab hours. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M12A -- 0.5 Unit
Nursing Skills Laboratory
Prerequisite: None
Class Hours: 1.5 lab as arranged
Provides application of theory from NS M02A through simulated clinical experience, computer-assisted instruction, audio-visual aids, case study discussions, and individualized instruction. Open lab structure allows individually arranged lab hours. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU
NS M12B -- 0.5 Unit
Nursing Skills Laboratory
Prerequisite: None
Class Hours: 1.5 lab as arranged
Provides application of theory from NS M02B through simulated clinical experience, computer-assisted instruction, audio-visual aids, case study discussions, and individualized instruction. Open-lab structure allows individually arranged lab hours. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M13A -- 0.5 Unit
Nursing Skills Laboratory
Prerequisites: NS M02B/M02BL
Class Hours: 1.5 lab
Provides practical application of theory from NS M03A through simulated clinical experiences. Focuses on Intravenous Therapy, including IVBP administration. Includes test taking, critical thinking, and communication skills as well as hands-on exposure to computers. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M13B -- 0.5 Unit
Nursing Skills Laboratory
Prerequisites: NS M02B/M02BL
Class Hours: 1.5 lab
Provides practical application of theory from NS M03B through simulated clinical experiences in a beginning Psychiatric/Gerontological/Community Nursing lab. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M14A -- 0.5 Unit
Nursing Skills Laboratory
Prerequisite: None
Class Hours: 1.5 lab as arranged
Provides application of theory from NS M04A through simulated clinical experience, computer-assisted instruction, audio-visual aids, case study discussions, and individualized instruction. Open-lab structure allows individually arranged lab hours. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M22A/B -- 0.5 to 3 Units Each
Independent Studies in Nursing
Prerequisite: A previous course in Nursing Science
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of nursing through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

NS M49 -- 4 Units
Nursing Practicum
Prerequisites: Successful completion of second semester of accredited Nursing Program; meeting all hospital requirements; written verification of skills proficiency
Class Hours: 20 work experience
Eight-week Summer Intersession course. Provides intermediate nursing student a paid practicum cooperatively planned by employing agency and nursing faculty. Focuses on realistic work experience in concentrated time period. Includes class discussion of issues related to practicum. May be taken two (2) times for credit. Only offered credit/no-credit. Applies to Associate Degree. Transfer Credit: CSU

NS M50A -- 4 Units
Graduate Nurse Internship I
Prerequisites: Documented NCLEX completion or RN license; certification of 5 successful IV procedures; current CPR-C and malpractice insurance; meeting all clinical facility requirements
Class Hours: 20 hours
Provider approved by the California Board of Registered Nursing. Provider number CEP28711 for 60 contact hours.
Eight-week paid internship, cooperatively planned by employing agency and nursing faculty. Interns selected through application process. Provides new graduate supported transition to realistic patient assignment. Offers clinical orientation and review of issues related to work setting, including legal liability, risk management, and physical assessment. Contact Health Sciences Department for more information. Applies to Associate Degree. Transfer credit: CSU

NS M50B -- 4 Units
Graduate Nurse Internship II
Prerequisites: NS M50A; Documented NCLEX completion or RN license; certification of 5 successful IV procedures; current CPR-C and malpractice insurance; meeting all clinical facility requirements
Class Hours: 20 hours
Second 8-week paid internship, cooperatively planned by employing agency and nursing faculty. Interns selected through application process. Provides new graduate assistance in leadership role and practice of more complex skills. Offers review of issues related to work setting, emphasizing leadership and management skills, phlebotomy, 12 lead EKG, computer documentation, communication and conflict resolution, health care economics/trends, expanding role of the nurse, clinical pathways/discharge planning, advanced assessment, risk management, sexual harassment, physician relationship, age related assessment, violent behavior in the workplace, and peer review. Contact Health Sciences Department for more information. Applies to Associate Degree. Transfer credit: CSU

NS M51 -- 3 units
Home Health Nursing
Prerequisite: Registered Nurse License
Class Hours: 3 lecture, 9 clinical lab
Provider approved by the California Board of Registered Nursing. Provider number CEP28711 for 45 contact hours.
Assists registered nurse in successful transition into Home Health Nursing. Addresses challenges of home care setting through classroom and clinical experiences. Provides registered Nurse preceptor from selected home health agency as clinical mentor. Clinical days/times arranged between student and preceptor. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

NS M60A-Z -- 1 to 3 Units Each
Topics in Nursing Science
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes. Applies to Associate Degree.
NS M78 -- 4 Units  
Introduction to Operating Room Nursing 
Prerequisites: Registered Nurse (CA license) or NS M02A/M02AL and NS M02B/M02BL. 
Provider approved by the California Board of Registered Nursing. 
Provider number CEP2811 for 45 contact hours. 
Class Hours: 3 lecture, 4 lab 
Designed for Registered Nurse and second-year nursing student. Introduces scrub and circulating roles of OR Nurse, focusing on preoperative client. Combines lecture and lab practice through a clinical preceptorship. May be taken two (2) times for credit. Only offered credit/no-credit. Applies to Associate Degree. Transfer Credit: CSU

NS M79 -- 4 Units  
Intermediate Operating Room Nursing 
Prerequisite: NS M78 
Class Hours: 1.5 lecture, 8 lab 
Provides basic competencies in perioperative nursing in both scrub and circulation roles. Focuses on surgical specialties, including general, gynecology, neurology, orthopedic, urology, and vascular. Includes use of laparoscopy, laser and other complex surgical equipment. Emphasizes preoperative assessment and planning, intraoperative implementation and postoperative evaluation. Applies to Associate Degree. Transfer Credit: CSU

NS M89A-Z -- 0.5 to 3 Units Each 
Institutes in Nursing Science 
Prerequisites: Admission to ADN Program, Registered Nurse, Licensed Vocational Nurse, Psychiatric Technician 
Class Hours: As arranged 
Series of special lectures and discussions on selected topics of interest in nursing science. Provided as needed. Only offered credit/no-credit. Applies to Associate Degree.

Radiologic Technology Courses

RADT M01A -- 3 Units  
Fundamentals of Radiographic Practice I 
Prerequisites: RADT M10/M10L 
Corequisites: RADT M01AL, RADT M01B, RADT M11 
Class Hours: 3 lecture 
Focuses on routine radiographic positioning and procedures of the cardiopulmonary system, the boney thorax, the abdominal cavity, upper extremities, lower extremities and related joints. Includes radiographic film critique for technical and positioning errors. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M01AL -- 5 Units  
Fundamentals Clinical Lab I 
Prerequisites: RADT M10/M10L 
Corequisites: RADT M01A, RADT M01B, RADT M11 
Class Hours: 16 lab 
Provides practical application of radiographic theory and skills in x-ray department of pre-assigned clinical affiliate. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M01B -- 3 Units  
Principles of Radiation Interaction and Radiographic Technique I 
Prerequisites: RADT M10/M10L 
Corequisites: RADT M01A/M01AL, RADT M11 
Class Hours: 3 lecture 
Introduces function and manipulation of equipment and technical factors used in the production of x-rays and in imaging systems used within radiology. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M02A -- 3 Units  
Fundamentals of Radiographic Practice II 
Prerequisites: RADT M01A/M01AL and RADT M01B 
Corequisites: RADT M02AL, RADT M02B, RADT M12 
Class Hours: 3 lecture 
Focuses on radiographic procedure and positioning information of the complete spinal column as well as the contrast studies of the urinary and gastrointestinal tracts. Includes special attention to invasive vascular procedures of these two tracts as well. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M02AL -- 5 Units  
Fundamentals Clinical Lab II 
Prerequisites: RADT M01A/M01AL and RADT M01B 
Corequisites: RADT M02A, RADT M02B, RADT M12 
Class Hours: 16 lab 
Provides practical application theory and skills in x-ray department of pre-assigned clinical affiliate. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M02B -- 3 Units  
Principles of Radiation Protection, Radiobiology and Radiographic Technique II 
Prerequisites: RADT M01A/M01AL and RADT M01B 
Corequisites: RADT M02A/M02AL, RADT M12 
Class Hours: 3 lecture 
Introduces basic principles of radiation protection and radiobiology. Includes problem solving, quality assurance, transformers and rectification. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M03A -- 2 Units  
Intermediate Radiographic Practice 
Prerequisites: RADT M02A/M02AL, RADT M02B and RADT M49 
Corequisites: RADT M03AL, RADT M05B, RADT M13 
Class Hours: 2 lecture 
Introduces intermediate radiographic positioning, focusing first on detailed radiography of the cranium and facial bone area. Then reviews cerebral angiography, mammography, lymphangiography, and cine-cardio-angiography. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M03AL -- 8 Units  
Intermediate Clinical Lab 
Prerequisites: RADT M02A/M02AL, RADT M02B and RADT M49 
Corequisites: RADT M03A, RADT M03B and RADT M13 
Class Hours: 24 lab 
Provides practical application of intermediate theory and skills in x-ray department of pre-assigned clinical affiliate. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M03B -- 3 Units  
Radiographic Pathology 
Prerequisites: RADT M02A/M02AL, RADT M02B and RADT M49 
Corequisites: RADT M03A/M03AL and RADT M13 
Class Hours: 3 lecture 
Introduces advanced radiography for various types of disease processes. Incorporates previous clinical experience with new information as base for further clinical practice. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU
RADT M04A -- 3 Units
Advanced Radiographic Practice
Prerequisites: RADT M03A/M03AL and RADT M03B
Corequisites: RADT M04A and RADT M14
Class Hours: 3 lecture
Introduces advanced imaging specializations, including last segment of invasive studies, especially in heart/vascular area. May be taken two (2) times for credit. Fulfills the General Education Health Requirement for A.S. Degree in Radiologic Technology. Applies to Associate Degree. Transfer credit: CSU

RADT M04AL -- 8 Units
Advanced Clinical Laboratory
Prerequisites: RADT M03A/M03AL and RADT M03B
Corequisites: RADT M04A and RADT M14
Class Hours: 24 lab
Introduces advanced clinical practice coordinated with rotation in computer tomography, magnetic resonance, ultrasound and special procedures on an observational basis. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M05 -- 2 Units
Cross-Sectional Imaging
Prerequisites: RADT M04A and RADT M04AL
Class Hours: 2 lecture
An introduction to cross-sectional anatomy for diagnostic imaging using CT and MRI. An overview of this course includes cross-sectional anatomy of head, spine, thorax, abdomen, pelvis, upper and lower extremity joints. This course prepares students for courses in CT, MRI and Ultrasound. Applies to Associate Degree.

RADT M10 -- 1 Unit
Introduction to Radiologic Technology
Prerequisites: Admission to the Moorpark College Radiography Program, ANPH M01 and PHSO M05/M05L
Corequisite: RADT M10L and HS M16
Class Hours: 1 lecture
Introduces entry-level information to begin clinical practice to diverse client population in radiography department. Emphasizes radiation protection, equipment manipulation and safety, and darkroom processing. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M10L -- 1.5 Units
Introduction to Radiologic Technology Skills Lab
Prerequisites: Admission to the Moorpark College Radiography Program; ANPH M01 and PHSO M05/M05L
Corequisite: RADT M10 and HS M16
Class Hours: 4.5 lab (4 lab for first 3 weeks, 30 lab for last 2 weeks in Radiology Department)
Provides instruction and practice in darkroom procedures, equipment manipulation, basic patient body positions, and radiation protection procedure in campus skills lab. Concludes with 60 hours of clinical practicum orientation in hospital setting during last two weeks. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M11 -- 1 Unit
Radiography Skills Lab I
Prerequisite: RADT M10
Corequisites: RADT M01A/M01AL and RADT M01B
Class Hours: 3 lab
Provides practical application of theory from RADT M01A through simulated clinical experiences in a radiographic skills lab. Includes positioning "mock patient" and making actual radiographs with x-ray phantom. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M12 -- 1 Unit
Radiologic Technology Skills Lab II
Prerequisite: RADT M11
Corequisites: RADT M02A/M02AL and RADT M02B
Class Hours: 3 lab
Provides practical application of theory from RADT M02A through simulated experiences in a radiographic skills lab. Includes positioning "mock patient" and making actual radiographs with x-ray phantom. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M13 -- 1 Unit
Radiography Skills Lab III
Prerequisite: RADT M12
Corequisites: RADT M03A/M03AL and RADT M03B
Class Hours: 3 lab
Provides practical application of theory from RADT M03A through simulated experiences in a radiographic skills lab. Includes positioning "mock patient" and making actual radiographs with x-ray phantom. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M14 -- 1 Unit
Radiographic Film Critique Skills Lab
Prerequisite: RADT M13
Corequisites: RADT M04A/M04AL
Class Hours: 3 lab
Provides clinical film critique to integrate clinical practice and classroom education. Evaluates technical errors on radiographs and reviews strategies for avoiding future errors. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

RADT M15 -- 1 Unit
Venipuncture for Diagnostic Imaging
Prerequisite: Certified Radiologic Technologist or RADT M02A
Class Hours: 5 lecture, 1.5 lab
Provides practice of basic venipuncture techniques in upper extremity for the sole administration of contrast materials. Successfully completing course and then performing 10 venipunctures at clinical site under direct supervision of physician complies with state regulations for earning certification to perform venipuncture. Applies to Associate Degree

RADT M22A/B -- 1 to 3 Units Each
Independent Studies in Radiography
Prerequisite: A previous course in Radiologic Technology
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of radiologic technology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU

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HEBREW

Study in the Hebrew language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the primary area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

Most careers require bachelor's or graduate degree.
Translator, Diplomatic Office, Tutor, Editor, Foreign-Exchange Trader, Foreign Clerk, Foreign Service Officer

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty

Part Time Faculty
Margaret Lish

Counselor
Ofelia Romero-Motlagh

Hebrew Courses

HEB M01 -- 4 Units
Elementary Hebrew I
Prerequisite: None
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 60 contact hours.
Introduces Hebrew language, culture, history and people, emphasizing speaking, understanding, reading and writing skills. Applies to Associate Degree. Transfer credit: CSU; UC

HEB M02 -- 4 Units
Elementary Hebrew II
Prerequisite: HEB M01
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 60 contact hours.
Further explores Hebrew language and culture, emphasizing people and history as well as speaking and writing proficiency. Applies to Associate Degree. Transfer credit: CSU; UC

HEB M31A -- 3 Units
Beginning Conversational Hebrew
Prerequisite: None
Class Hours: 3 lecture
Emphasizes vocabulary essentials, conversational patterns and pronunciation, including proficiency in practical aspects of using the language (Ulpan). Requires readings on history and customs of modern Israel. May be taken two (2) times for credit. Applies to Associate Degree.

HEB M80 -- 1 to 4 Units
Internship in Hebrew
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

HISTORY

History is an evolving record of human emotion, human aspiration, human frustration, and human success. Historians deal with the goals, fears, interests, opinions, and prejudices of people in the past. What made people the way they were? What is the impact of their thought and action on people today and what is their impact on people tomorrow? As a study of people, history offers both a necessary understanding of one's place in the human experience, and the conceptual framework for a lifelong avocation.

Career Opportunities

Most careers require bachelor's or graduate degree.
Lobbyist, Historian, Politician, Law Clerk, Diplomat, Publicist, Advertising, Journalist, Editor, Archivist, Program Development, Library Reference Worker, Communication Specialist, Management Trainee, Researcher, Museum Cataloger, Marketing Researcher, Pollster, Writer -- Fiction and Non-Fiction

Dean
Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time
Daniel Brown, Nenagh Brown, Cecile Copsey, Gerald Fecht, Joseph Gonzales, Robert Herman, Ranford Hopkins, Tomas Sanchez

Part-Time
Jennifer Beal, Chris Beam, Stephen Beluris, Susan Bennis, Scott Cameron, Rene Fraser, Igor Kogel, Bruce Loyd, James Morrison, John Pendleton, Leslie Smithers

Counselors
Anitra Evans, Mike Johnson
HIST M60F -- 3 Units
The World Since 1945
Prerequisite: A previous course in History
Class Hours: 3 lecture
Expands review of Western civilization beyond World War II, emphasizing individuals, events, contributions and relationships. Applies to Associate Degree. Transfer credit: CSU; UC

HIST M60G -- 3 Units
Modern Germany
Prerequisite: A previous course in History
Class Hours: 3 lecture
Introduces political and cultural history of Germany during the last 100 years, emphasizing creation and structure of the German Empire, World War I, the Weimar Republic, Hitler and National Socialism, World War II, and the division of Germany since 1945. Applies to Associate Degree. Transfer credit: CSU; UC

HIST M60H -- 3 Units
History of the Jewish People
Prerequisite: None
Class Hours: 3 lecture
Traces great ages and ideas of the Jewish people, emphasizing the character and nature of contemporary Jewish experience. Reviews time, depth and geographical span of Jewish history and the significance of moving through many cultures and lands. Applies to Associate Degree. Transfer credit: CSU; UC

HIST M60R -- 3 Units
Modern Russia
Prerequisite: None
Class Hours: 3 lecture
Introduces political and cultural history of Russia in the 20th century. Reviews World War I, Lenin and the Communist Revolution of 1917, Stalin's domestic and foreign policies, World War II, the Cold War, and present East-West relations. Applies to Associate Degree. Transfer credit: CSU; UC

HIST M60S -- 3 Units
Modern Jewish History
Prerequisite: None
Class Hours: 3 lecture
Reviews the Jewish people in modern Western civilization, including experiences and treatment within various countries, movements within and between countries, rise of anti-Semitism in Russia, impact of two World Wars, the Holocaust, and assimilation and survival of contemporary Jewry. Applies to Associate Degree. Transfer credit: CSU; UC

HIST M60T -- 3 Units
Historic Site Evaluation
Prerequisite: A previous or concurrent course in History
Class Hours: 3 lecture
Introduces methodology of historic site evaluation and interpretation, including on-site evaluation of federal, state, and local historic sites, buildings, museums and parks. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

HIST M60V -- 3 Units
The Vietnam War
Prerequisite: None
Class Hours: 3 lecture
Examines circumstances leading to the American involvement in Vietnam, the war itself, and the resulting consequences. Uses literature and film to explore historic, psychological and pop-cultural perspectives. (Same course as HUM M60V and PSY M60V). Applies to Associate Degree. Transfer credit: CSU; UC

HUM M80 -- 1 to 4 Units
Internship in History
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

HUMANITIES

This is an area of specially designed courses that offer a broad-based understanding of literature, history, philosophy, art and contemporary issues and trends.

Dean
Patricia Ross (Interim Dean), Phone (805) 378-1443

Faculty

Full-Time
John Davie, Hugo Ekbak, Judy Farrell, Gerald Fehie, Carole Giniet, Anne Kainschner, Linda Moore

Counselors
Anita Evans, Don Henderson, Michael Johnson

Humanities Courses

HUM M01 -- 6 Units
The Individual and Society
Prerequisite: None
Class Hours: 6 lecture
Team-taught interdisciplinary course. Examines history and social issues through accomplishments of people who have shaped civilization and its institutions. Explores individual and collective responsibility to preserve and improve society. Emphasizes understanding and appreciation of diversity among people and the arts. Emphasizes use and improvement of writing skills. Applies to Associate Degree. Transfer credit: CSU

HUM M02 -- 6 Units
The Individual and the Arts
Prerequisite: None
Class Hours: 6 lecture
Team-taught interdisciplinary course. Examines nature of creativity through an analysis of major art forms and of the interrelationships of art, artists and society. Develops awareness of and appreciation for diversity among people and the arts. Emphasizes understanding and appreciation of diversity among people and the arts. Emphasizes use and improvement of writing skills. Applies to Associate Degree. Transfer credit: CSU

HUM M03 -- 3 Units
History of Cinema I
Prerequisite: None
Class Hours: 3 lecture
Introduces historical and critical survey of world cinema from its beginnings to World War II. Applies to Associate Degree. Transfer credit: CSU; UC
HUM M04 -- 3 Units
History of Cinema II
Prerequisite: None
Class Hours: 3 lecture
Introduces historical and critical survey of world cinema from World War II to the present. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with HUM M06

HUM M05 -- 3 Units
Contemporary Foreign Film
Prerequisite: None
Class Hours: 3 lecture
Introduces contemporary foreign cinema, focusing on works of important directors and their varying production systems. Reviews genres, themes, and styles of various national cinemas. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M06 -- 3 Units
Contemporary Film
Prerequisite: None
Class Hours: 3 lecture
Analyzes works of contemporary American filmmakers, examining special themes, filming techniques and notable genres, including comedy, epic and psychological drama. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with HUM M04

HUM M10A -- 3 Units
Ethics, Culture and the Arts: The Roots of Humanities
Prerequisite: None
Class Hours: 3 lecture
Introduces human cultural heritage from the earliest times to approximately 1000, emphasizing major ideas of several periods of Western civilization. Examines literature, philosophy, music, painting, and sculpture of each era. Highlights ethical choices and aesthetic responses possible within each period. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M10B -- 3 Units
Ethics, Culture and the Arts: Humanities and the Modern World
Prerequisite: None
Class Hours: 3 lecture
Introduces human cultural heritage from 1000 to the present, emphasizing major ideas of several periods of Western civilization from the Renaissance to the modern world. Examines literature, philosophy, music, painting, architecture, and sculpture of each era. Highlights ethical choices and aesthetic responses possible within each period. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M12 -- 3 Units
Spanish Civilization
Prerequisite: None
Class Hours: 3 lecture
Introduces history, culture, and civilization of Spain through a review of major events and landmarks. Emphasizes 20th-century Spanish politics, culture, and society, focusing on contemporary developments reflected in literature, art, film, and music. (Same course as SPAN M12.) Applies to Associate Degree. Transfer credit: CSU; UC pending.

HUM M18 -- 3 Units
Images of Women in Film
Prerequisite: None
Class Hours: 3 lecture
Introduces psychological survey of stereotypes of women seen through roles, myths and special personalities in motion pictures. Considers visions of individual filmmakers, audience demands, censorship and cultural movements. Contrasts cinematic image with the actual image of women, exploring the impact of the media on reality. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M19 -- 3 Units
Women in Contemporary Society
Prerequisite: None
Class Hours: 3 lecture
Examines concerns, conflicts and rewards of women as their roles and opportunities change within society. Uses lecture, discussions, films and reading to explore fulfillment of individual potential. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M22A/B -- 1 to 3 Units Each
Independent Studies in Humanities
Prerequisite: A previous course in Humanities
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of humanities through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

HUM M42 -- 3 Units
Business and Society
Prerequisite: None
Class Hours: 3 lecture
Explores issues such as corporate responsibility, career/job satisfaction, workplace ethics, technological change and environmental health concerns through the analysis of modern literature, art and film. (Same course as BUS M42.) Applies to Associate Degree. Transfer credit: CSU

HUM M60A-Z -- 1 to 6 Units Each
Topics in the Humanities
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:

HUM M60A -- 1.5 Units
The Reel View: The Fifties
Prerequisite: None
Class Hours: 1.5 lecture
Studies content and form of cinema of the fifties, comparing "reel" images with societal realities and values. Applies to Associate Degree. Transfer credit: CSU; UC

HUM M60B -- 1.5 Units
The Reel View: The Sixties
Prerequisite: None
Class Hours: 1.5 lecture
Studies content and form of cinema of the sixties, comparing "reel" images with societal realities and values. Applies to Associate Degree. Transfer credit: CSU; UC
HUM M60E -- 3 Units
America in Perspective
Prerequisite: None
Class Hours: 3 lecture
Explores economic, political, diplomatic/military, and social developments shaping the United States since 1876. Provides topical rather than chronological approach to history. Applies to Associate Degree.
Transfer credit: CSU; UC

HUM M60I -- 1.5 Units
The Reel View of Real Life (The Documentary)
Prerequisite: None
Class Hours: 1.5 lecture
Analyzes selected documentary films, comparing content and styles of individual filmmakers. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

HUM M60J -- 3 Units
Humanities through the Arts
Prerequisite: None
Class Hours: 3 lecture
This course is a survey of the human condition as seen through film, drama, music, literature, painting, sculpture, and architecture with an emphasis on the history, techniques, and evaluation of individual works of Western art. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

HUM M60V -- 3 Units
The Vietnam War
Prerequisite: None
Class Hours: 3 lecture
Examines circumstances leading to the American involvement in Vietnam, the war itself, and the resulting consequences. Uses literature and film to explore historic, psychological, and pop-cultural perspectives. (Same course as HIST M60V and PSY M60V.) Applies to Associate Degree. Transfer credit: CSU; UC

HUM M80 -- 1 to 4 Units
Internship in Humanities
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

INTERIOR DESIGN

The Interior Design Program has been developed to prepare students for numerous careers in Interior Design and related areas including Residential and Commercial Interior Design. Students will receive training that will equip them with the necessary tools to be used in various aspects of the Design field.

Career Opportunities
Residential Designer, Commercial Designer, Product Designer, Window Treatment Designer, Model Home Designer, Textile Designer, Customer Service Representative, Home Furnishings Editor and/or Writer, Home Fashions Coordinator, Merchandise Manager, Home Economist, Construction Executive, Health Care Facility Designer, Showroom Manager, Designer for the Disabled, Color Consultant, Furniture Buyer, Lighting Consultant, Display Specialist, Environmental Designer, Wall Covering Designer, Space Planner, Set Designer, Wholesale Buyer, Instructor, Researcher, Museum Curator, Urban Planner, Land Planner, City Planner

Dean
Judith Gerhart, Phone (805) 378-1402

Faculty

Part-Time
Sharon Anderson, Anna Frise, Toni Johnston, Tim Stewart

Counselor
Denise Avila

Interior Design Degree (Occupational)

Associate in Science Degree
The Interior Design program has been developed to prepare students for numerous careers in Residential and Commercial Interior Design. Students will receive training necessary to prepare for the work force. Students can prepare for careers, such as those listed above.

Required Courses:

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<th>Course</th>
<th>Units</th>
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<tr>
<td>ART M02</td>
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<td>ART M04A</td>
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<tr>
<td>BUS M32</td>
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<td>DRFT M03A</td>
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<td>ID M05</td>
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<td>ID M09</td>
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<tr>
<td>ID M31</td>
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TOTAL required units in major .................................................. 54-24
(GE) = 30

Recommended Courses: BUS M35; DRFT M02A

Suggested Course Sequence:

First Semester

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<td>ART M02</td>
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Total ................................................................. 15

Second Semester

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<tr>
<td>ID M31</td>
<td>3</td>
</tr>
<tr>
<td>General Education</td>
<td>9</td>
</tr>
</tbody>
</table>

Total ................................................................. 15

142
Health Care Design Option
Fall Semester
ID M05 .......... Beginning Design ............... 3
DRFT M03A .... Architectural Drafting I ........... 3
ID M60C ......... Lighting .......................... 1.5
ID M60G ......... Barrier Free Design ............. 1.5

Spring Semester
ID M06 .......... Materials & Installation ........ 3
ID M31 .......... Textiles ........................... 3
ID M60B ......... Feng Shui ...................... 1.5
ID M60K ......... Designing for Health Care Industry 1.5

TOTAL minimum units required .................................. 18

Decorative Arts Option
Fall Semester
ID M05 .......... Beginning Interior Design ........ 3
ID M31 .......... Textiles ................................ 3
ID M60B ......... Faux Finishes .................... 1.5

Spring Semester
ID M60A ......... Decorative Textiles ............... 1.5
ID M60F ......... Window Treatments ............. 1.5
ID M60G ......... Designing with Accessories .... 1.5

TOTAL minimum units required .................................. 12.0

Interior Design Courses

ID M05 -- 3 Units
Beginning Interior Design
Prerequisite: None
Class Hours: 3 lecture
Introduces principles and elements of design and color applied to residential buildings including materials, organization, and arrangement related to living needs. Requires field trips. Reviews employment opportunities. Applies to Associate Degree. Transfer credit: CSU

ID M06 -- 3 Units
Materials and Installations
Prerequisite: None
Class Hours: 3 lecture
Introduces materials and installation processes of residential and commercial design. Emphasizes procurement, pricing, and manufacturer's specifications. Applies to Associate Degree. Transfer credit: CSU

ID M07 -- 3 Units
Space Planning
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces management of space related to three-dimensional functional adequacy, task management, human behavior, social interaction, and traffic and workflow. Includes technical consideration such as lighting and power, storage, noise control, computers and code requirements, and barrier-free design. Requires practical lab projects. Applies to Associate Degree. Transfer credit: CSU

ID M08 -- 3 Units
Advanced Interior Design
Prerequisite: ID 5
Class Hours: 3 lecture
Introduces historical periods/styles utilized in Interior Design and applied to contemporary living. Focuses on advanced color theory, fabric treatments and materials. Applies to Associate Degree. Transfer credit: CSU
ID M09 -- 3 Units
Interior Design Graphics and Presentation
Prerequisites: DRFT M31 and ID M05
Class Hours: 2 lecture, 3 lab
Introduces standard materials used for residential/commercial client presentations. Emphasizes portfolio development, verbal presentation skills, exploration of media common to marketplace, and application of business practices. Applies to Associate Degree. Transfer credit: CSU

ID M22A/B -- 1 to 3 Units Each
Independent Studies in Interior Design
Prerequisite: A previous course in Interior Design
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of interior design through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU

ID M31 -- 3 Units
Textiles
Prerequisite: None
Class Hours: 3 lecture
Introduces care of textile fibers, including construction, characteristics, finishes, and uses. Requires development of 25 decorative textile techniques. Applies to Associate Degree. Transfer credit: CSU, UC

ID M32 -- 3 Units
Interior Design Practicum
Prerequisites: Completion of 15 units (C grade or better)
Recommended Preparation: concurrent enrollment in ID M9
Class Hours: 1 lecture, 10 lab
Provides practical work experience in a residential or commercial interior design firm. Requires weekly class sessions and ten hours of work per week under direction of Interior Design Supervisor. Applies to Associate Degree. Transfer credit: CSU

ID M60A-Z -- 0.5 to 3 Units Each
Topics in Interior Design
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:

ID M60A -- 1.5 Units
Decorative Textiles - Hand Painting on Silk
Prerequisite: None
Class Hours: 1.5 lecture
Introduces techniques of hand painting on silk for home furnishings, art and accessories. Reviews contemporary decorative textiles, including ethnic textile techniques. Requires class projects. Applies to Associate Degree. Transfer credit: CSU

ID M60B -- 1.5 Units
Faux Finishes
Prerequisite: None
Class Hours: 1.5 lecture
Provides hands-on learning, using "Faux Finishing" techniques, including how to simulate wood, marble, stone, brick and fabric. Requires creation of sample boards for all techniques. Applies to Associate Degree. Transfer credit: CSU

ID M60C -- 1.5 Units
Lighting for Interior Spaces
Prerequisite: None
Class Hours: 1.5 lecture
Includes lighting basics, illumination requirements, sources of light, symbol requirements for floor plans and lighting as a source of art. Lighting design specifications will be studied. Applies to Associate Degree. Transfer credit: CSU

ID M60D -- 0.5 Unit
Feng Shui
Prerequisite: None
Class Hours: 0.5 lecture
Introduces Feng Shui, traditional Chinese technique that ensures harmony between design and surroundings. Applies to both residential and commercial settings. Requires practical application of Feng Shui guidelines in class projects. Applies to Associate Degree. Transfer credit: CSU

ID M60E -- 1.5 Units
Window Treatment Design
Prerequisite: None
Class Hours: 1.5 lecture
Introduces window treatment design, including fabric requirements, window function, hardware requirements, window measuring, and proper window treatment specification. Emphasizes proper workroom procedure and professional expectations. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU

ID M60G -- 1.5 Units
Barrier Free Design
Prerequisite: None
Recommended Preparation: ID M05
Class Hours: 1 lecture, 1.5 lab
Introduces barrier free codes governing residential spaces and public institutions. Requires designing of barrier free projects, following California's regulations. Applies to Associate Degree. Transfer credit: CSU

ID M60H -- 1.5 Units
Residential Design
Prerequisite: None
Recommended Preparation: ID M05 and ID M07
Class Hours: 1 lecture, 1.5 lab
Develops professional portfolio reflecting advanced design work. Requires completing an interior design project for actual residential client from the community. Applies to Associate Degree. Transfer credit: CSU

ID M60I -- 1.5 Units
Commercial Design
Prerequisite: None
Recommended Preparation: ID M05 and ID M07
Class Hours: 1 lecture, 1.5 lab
Develops professional portfolio reflecting advanced design work. Requires completing an interior design project for actual commercial client from the community. Applies to Associate Degree. Transfer credit: CSU

ID M60J -- 1.5 Units
Kitchen and Bath Design
Prerequisite: None
Recommended Preparation: ID M05
Class Hours: 1 lecture, 1.5 lab
Introduces kitchen and bath design, including space requirements, the work triangle, and cabinet and hardware construction and specification. Reviews surface material selection and function, floor plans and project documentation. Applies to Associate Degree. Transfer credit: CSU
INTERNATIONAL AND INTERCULTURAL STUDIES

The major in International Studies is based upon the idea that the past 20 years have seen a series of significant changes in some of the fundamental ways in which nations have traditionally dealt with one another. There has been a shift away from the older politics of conflict and competition toward the recognition that economic and developmental strategies require international planning and management. Nations are beginning to realize that their destinies are mingled in a way, and to a degree, that is unprecedented. The major is designed to permit students to function in this new environment.

Dean

A. Nordquist, Phone (805) 378-1445

Faculty

Counselor
Chuck Brinkman

International Studies Degree

Associate in Arts Degree

The program includes required classes as enumerated below. In addition, students must select a field of emphasis from those listed below.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH M02</td>
<td>Cultural Anthropology</td>
</tr>
<tr>
<td>ECON M01</td>
<td>Principles of Micro-Economics</td>
</tr>
<tr>
<td>ENGL M31</td>
<td>Masterpieces of World Literature I</td>
</tr>
<tr>
<td>GEOG M03</td>
<td>Geography of World Affairs</td>
</tr>
<tr>
<td>HIST M01B</td>
<td>An Intro to Western Civilization</td>
</tr>
<tr>
<td>or HIST M60F</td>
<td>The World Since 1945</td>
</tr>
<tr>
<td>POLS M02</td>
<td>Comparative Government</td>
</tr>
<tr>
<td>POLS M05</td>
<td>American Government and Politics</td>
</tr>
<tr>
<td>POLS M04</td>
<td>International Relations</td>
</tr>
</tbody>
</table>

Required Additional Courses:

Electives: Students may select any of the following areas of emphasis, choosing two courses from any single area. Participation in a Moorpark College Study Abroad program may be substituted for 3 units.
Italian Courses

ITALIAN M01 -- 4 Units
Elementary Italian I
Prerequisite: None
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Introduces Italian language, culture, history and people, emphasizing speaking, understanding, reading and writing skills. Requires individualized work in lab each week. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: ITAL 2; ITAL SBQA (ITAL M01-M02).

ITALIAN M02 -- 4 Units
Elementary Italian II
Prerequisite: ITAL M01 or 2 years of high school Italian with equivalent fluency
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Further develops proficiency of oral and written forms of Italian. Requires individualized work in lab each week. Applies to Associate Degree. Transfer credit: CSU; UC.

ITALIAN M03 -- 4 Units
Intermediate Italian I
Prerequisite: ITAL M02
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Reviews grammar basics and expands vocabulary and writing proficiency. Explores culture and civilization through literature. Requires individualized work in lab each week. Applies to Associate Degree. Transfer credit: CSU; UC.

ITALIAN M22A/B -- 1 to 3 Units Each
Independent Studies in Italian
Prerequisite: A previous course in
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of Italian through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

ITALIAN M31A -- 3 Units
Beginning Conversational Italian
Prerequisites: None
Provides basic understanding and use of Italian in practical situations, emphasizing elementary grammar and principles of usage for non-native speakers. May be taken two (2) times for credit. Applies to Associate Degree.

ITALIAN M31B -- 3 Units
Intermediate Conversational Italian
Prerequisite: ITAL M31A
Class Hours: 3 lecture
Expands introduction and use of Italian for non-native speakers, emphasizing intermediate grammar and principles of usage. May be taken two (2) times for credit. Applies to Associate Degree.
ITAL M31C -- 3 Units
Advanced Conversational Italian
Prerequisite: ITAL M31B
Class Hours: 5 lecture
Emphasizes correct oral communication for students with an Italian-speaking background. Requires oral presentation and discussion based on Italian music, art, literature and architecture. Applies to Associate Degree.

ITAL M80 -- 1 to 4 Units
Internship in Italian
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC.

JAPANESE

Study in the Japanese language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, library services, and the publishing business.

Career Opportunities

Most careers require bachelor’s or graduate degree.
Translator, Diplomatic Office, Tutor, Editor, Foreign-Exchange Trader, Foreign Clerk, Foreign Service Officer

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty

Part-Time
Naoko Hall, Paul Jonokuchi

Counselors
Anitra Evans, Ofelia Romero-Motlagh

Japanese Courses

JAPN M01 -- 4 Units
Elementary Japanese I
Prerequisite: None
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Introduces Japanese language, culture, history and people, emphasizing speaking, understanding, reading and writing skills. Requires individualized work in lab each week. JAPN formerly JAPAN. Applies to Associate Degree. Transfer credit: CSU; UC.

JAPN M02 -- 4 Units
Elementary Japanese II
Prerequisite: JAPN M01
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Further explores Japanese language and culture, emphasizing people and history as well as speaking and writing proficiency. Requires individualized work in lab each week. JAPN formerly JAPAN. Applies to Associate Degree. Transfer credit: CSU; UC.

JAPN M03 -- 4 Units
Intermediate Japanese I
Prerequisite: JAPN M02
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Continues study of grammar, oral and written composition, customs and culture. Includes reading of intermediate-level texts. Requires individualized work in lab each week. JAPN formerly JAPAN. Applies to Associate Degree. Transfer credit: CSU; UC.

JAPN M22A/B -- 1 to 3 Units Each
Independent Studies in Japanese
Prerequisite: A previous course in Japanese
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of Japanese through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. JAPN formerly JAPAN. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

JAPN M31A -- 3 Units
Beginning Conversational Japanese
Prerequisite: None
Class Hours: 3 lecture
Provides basic understanding and use of Japanese in practical situations, emphasizing elementary grammar and principles of usage for non-native speakers. May be taken two (2) times for credit. JAPN formerly JAPAN. Applies to Associate Degree.

JAPN M31B -- 3 Units
Intermediate Conversational Japanese
Prerequisite: JAPN M31A
Class Hours: 3 lecture
Reviews fundamentals of grammar, structure and vocabulary of Japanese language, emphasizing listening comprehension and oral communication. Gradually introduces the Japanese writing system. Includes review of various aspects of Japanese culture. May be taken two (2) times for credit. JAPN formerly JAPAN. Applies to Associate Degree.

JAPN M80 -- 1 to 4 Units
Internship in Japanese
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. JAPN formerly JAPAN. Applies to Associate Degree. Transfer credit: CSU, credit limitations.
JOURNALISM

The Journalism major program has a two-fold purpose: to provide preparation for careers in newspaper and magazine editorial work, television and radio news, or public relations, and, to provide a study of the media of mass communications for those students who feel it would contribute to their liberal education.

Career Opportunities

Reporter, Feature Writer, Copy Editor, Editorial Assistant, Make-up Editor, Photographer, Lay-out Worker, Advertising Assistant, Writer, Publicity Director, Technical Writer, Proofreader, Stringer, Production Assistant

Dean

Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time

Bona Dillon, John Grzywacz-Gray, Al Miller

Part-Time

Steve Annes, Star Hunter, Chuck Whitten

Counselors

Denice Avila, Don Henderson

■ Journalism Degree (Occupational)

Associate in Science Degree

This program is designed to introduce students to the field of Journalism with possible preparation for entry-level positions as stringers, layout workers, advertising assistants, and other production related jobs. An internship program in connection with local print media is available.

Required Core Courses: 

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOUR M01</td>
<td>3</td>
</tr>
<tr>
<td>JOUR M02</td>
<td>3</td>
</tr>
<tr>
<td>JOUR M03</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL Core Units</td>
<td>9</td>
</tr>
</tbody>
</table>

See Degree Requirements and Transfer Information section for General Education requirements.

Select one of the following options to complete your Journalism AS Degree.

Print Journalism Option

Core plus the following:

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>JOUR M08</td>
<td>3</td>
</tr>
<tr>
<td>JOUR M10A</td>
<td>3</td>
</tr>
<tr>
<td>JOUR M11</td>
<td>3</td>
</tr>
<tr>
<td>JOUR M14</td>
<td>3</td>
</tr>
<tr>
<td>GR M25</td>
<td>3</td>
</tr>
<tr>
<td>BUS M38</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL Units + Core Units</td>
<td>27</td>
</tr>
</tbody>
</table>

Broadcast Journalism Option

Core plus the following:

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RT M02A</td>
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<tr>
<td>RT M02B</td>
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</tr>
<tr>
<td>RT M05</td>
<td>3</td>
</tr>
<tr>
<td>RT M07A</td>
<td>3</td>
</tr>
<tr>
<td>RT M07B</td>
<td>3</td>
</tr>
<tr>
<td>RT M08</td>
<td>3</td>
</tr>
<tr>
<td>RT M12</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL Units + Core Units</td>
<td>30</td>
</tr>
</tbody>
</table>

Journalism Courses

JOUR M01 -- 3 Units
Media and Society

Prerequisite: None

Class Hours: 3 lecture

Surveys history and nature of print and electronic media in America, examining social, political and cultural implications. (Same course as RT M01). JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU; UC; CAN; JOUR 4

JOUR M02 -- 3 Units
Writing and Reporting for the Media

Prerequisite: None

Class Hours: 3 lecture

Introduction to reporting and writing for the media. Concentration is on information gathering, interviewing, and writing for print and broadcast media. News reporting is emphasized; students also learn the basics of feature writing. Basic journalism law and ethics will be introduced. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU; CAN; JOUR 2

JOUR M03 -- 3 Units
Advanced News/Feature Writing

Prerequisite: None

Class Hours: 3 lecture

Focuses on writing feature articles used in magazines and newspapers. Emphasizes techniques for gathering material. Provides practical experience through writing for school newspaper JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M04 -- 3 Units
Magazine Article Writing

Prerequisite: None

Class Hours: 3 lecture

Introduces writing feature articles, reviews, and editorials suitable for magazine publication. Includes editing practice and use of illustrative materials. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M08 -- 3 Units
Basic Photo-Journalism

Prerequisite: PHOT M01A or suitable portfolio

Class Hours: 2 lecture, 3 lab

Introduces aspects of photography applicable to mass communication, broadcast and print journalism. Concentrates on translating ideas to images for reproduction in magazines and newspapers and as book illustrations. Includes special effects, use of camera and light as creative tools, and basic motion picture techniques. May be taken two (2) times for credit. (Same course as PHOT M08). JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU
JOUR M09 -- 3 Units
Copy Editing and Make-up
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Analyzes structure and effectiveness of written materials. Reviews rewriting, error correction, proofreading, headline writing, news and picture evaluation, and page design. Provides opportunity to work on campus newspaper. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M10A -- 3 Units
Newspaper Staff
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Emphasizes content and presentation of the college newspaper, including: news, features, opinion articles, photos, graphics and advertising. Students will refine their investigative and multi-source writing skills. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M10B -- 3 Units
Newspaper Editorial Staff
Prerequisite: None
Class Hours: 1 lecture, 6 lab
Emphasizes writing, copy editing, headline writing, and page layout for production of the college newspaper. Students will explore various aspects of editorial roles and responsibilities. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M10C -- 3 Units
Newspaper Production
Prerequisite: None
Recommended Preparation: GR 20 and GR 23
Class Hours: 1 lecture, 6 lab
Provides hands-on experience in the pagination and production of the college newspaper. Students learn to electronically assemble the newspaper using computers, scanners and other related equipment. This course includes techniques in electronic assembly for both print and web production. May be taken two (2) times for credit. JOUR formerly JOURN. Applies to Associate Degree.

JOUR M11A -- 3 Units
Magazine Editing
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces analysis, development, composition and layout of magazines or similar publications, emphasizing the coordination of feature stories and related articles with attractive pictorial displays. Also reviews graphic arts as related to magazine production. (Same course as ENGL M47). JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M12 -- 3 Units
Broadcast Journalism
Prerequisite: None
Class Hours: 3 lecture
Provides advanced practice in preparation of radio and television newscasts. Develops interviewing skills. Includes writing original news copy as well as editing and rewriting wire service copy for on-air purposes. Requires use of remote recording equipment. (Same course as RT M12). JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M14 -- 3 Units
Introduction to Public Relations
Prerequisite: None
Class Hours: 3 lecture
Introduces origins of public relations, including key definitions, processes, and audiences. Reviews public relations in businesses, associations, volunteer agencies and educational institutions. Includes how to write, prepare and submit release to video/audio and print media. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU

JOUR M22A/B -- 1 to 3 Units Each
Independent Studies in Journalism
Prerequisite: A previous course in journalism
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of journalism through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU.

JOUR M60A-Z -- 1 to 6 Units Each
Topics in Journalism
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU, UC

JOUR M80 -- 1 to 4 Units Each
Internship in Journalism
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job training to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office at (805) 378-1536. May be taken four (4) times for credit. JOUR formerly JOURN. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

LASER/ELECTRO-OPTICS TECHNOLOGY
See courses in Engineering Technology and Physics

LAW ENFORCEMENT
See courses in Criminal Justice

LEARNING SKILLS
A wide range of both special education and learning skills courses are provided for students with specially identified needs.

Dean
Floyd Thiessen, Phone (805) 378-1431
Faculty

**Full-Time**
Janet Andrieux, Sherry D'Attle, Norma Letinsky, Melanie Masters

**Part-Time**
Susan Baker, Roger Mortara, Sile Foley

**Counselor**
Rick Cardoni

Assistive Computer Technology Courses

**ACT M01 -- 2 Units**
**Assistive Computer Training**
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Evaluates each student's needs for special assistive technology required to access a personal computer, and provides training in the appropriate use of that technology. This may include screen reader, screen enlarger, voice recognition dictation, specialized keyboards and other software and hardware. Students work with the instructor by arrangement, on an individual basis. May require an initial evaluation to determine a student's suitability for the course. May be taken two (2) times for credit. Only offered credit/no-credit. **Does not apply toward a degree.**

**ACT M02 -- 2 Units**
**Assistive Keyboarding**
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Teaches the basics of keyboarding (touch typing) to disabled students who must use assistive technologies to access the keyboard, or who are unable to compete successfully in mainstream keyboarding classes. Instruction is individualized and self-paced. May be taken two (2) times for credit. Only offered credit/no-credit. **Does not apply toward a degree.**

**ACT M04 -- 2 Units**
**Introduction to Computers for Disabled Students**
Prerequisite: Completion of or concurrent enrollment in ACT M02
Class Hours: 1 lecture, 3 lab
Introduces the personal computer to students with disabilities, covering basic computer terminology and functions, the Windows environment, and word processing. Requires no initial computer experience. May be taken two (2) times for credit. **Does not apply toward a degree.**

**ACT M05 -- 3 Units**
**Word Processing for Students with Disabilities**
Prerequisite: None
Recommended Preparation: ACT M04
Class Hours: 2 lecture, 3 lab
Introduces important elements of word processing using Microsoft Word. Includes how to create, edit and format a document and how to use standard proofreading tools (AutoCorrect, Spell and Grammar Checks and Thesaurus). Also covers using file management tools; setting tabs and margins; creating borders and shading; establishing headers and footers; and using numbers, bullets, tables, outlines and graphics. **Does not apply toward a degree.**

Learning Skills Courses

In order to be admitted to the Learning Disabilities Program, students must meet the California Community College Learning Disability Guidelines criteria. Program staff provide assessments to determine student eligibility.

**LS M01 -- 0.5-3.0 Units**
**Assessment of Learning Skills**
Prerequisite: None
Class Hours: 1.5 - 3 lecture
Provides assessment and tutoring of learning disabled students by a specially trained staff. Introduces specialized techniques, materials, texts, and audio-visual equipment to support academic instruction for students with special learning styles. **Does not apply toward a degree.**

**LS M02 -- 3 Units**
**Basic Writing Skills**
Prerequisite: None
Corequisite: LS M02L
Class Hours: 3 lecture
Develops basic writing skills, creative thinking, and intellectual capabilities of students with disabilities. Covers basic grammar, usage, and correct sentence structure, enabling students to write sentences, paragraphs, and short essays. May be taken three (3) times for credit. **Does not apply toward a degree.**

**LS M02L -- 0.5 Unit**
**Writing Skills Laboratory**
Prerequisite: None
Corequisite: LS M02
Class Hours: 1.5 lab
The student uses computer word processing to develop writing skills. Students learn to use proofreading tools and assistive technology to enhance the writing process. It offers practice and reinforcement of concepts and strategies taught in LS M02 - Basic Writing Skills. May be taken two (2) times for credit. **Does not apply toward a degree.**

**LS M03 -- 3 Units**
**Study Skills**
Prerequisite: None
Class Hours: 3 lecture
Introduces fundamental principles of study skills. Includes time management, reading and study strategies, memory improvement, test taking, note taking, and writing a term paper. May be taken four (4) times for credit. **Does not apply toward a degree.**

**LS M04 -- 3 Units**
**Reading and Reasoning**
Prerequisite: None
Corequisite: LS M04L
Class Hours: 3 lecture
Develops essential reading skills for students with learning disabilities. Includes critical thinking skills, inferential comprehension, problem-solving activities and vocabulary development. May be taken four (4) times for credit. **Does not apply toward a degree.**

**LS M04L -- 0.5 Unit**
**Reading Skills Laboratory**
Prerequisite: None
Corequisite: LS M04
Class Hours: 1.5 lab
The student develops reading comprehension skills and vocabulary through the use of computer-based instruction. Provides practice and reinforcement of reading strategies taught in LS M04 - Reading and Reasoning. May be taken four (4) times for credit. **Does not apply toward a degree.**
LS M07 -- 3 Units
Basic Math Skills
Prerequisite: None
Class Hours: 3 lecture
This foundational math course is designed to develop the learning disabled student's ability to perform arithmetic computation and to develop mathematical skills needed for pre-algebra and algebra courses. May be taken two (2) times for credit. Does not apply toward a degree.

LS M08 -- 3 Units
Spelling Improvement
Prerequisite: None
Class Hours: 3 lecture
Develops spelling efficiency and competence. Provides spelling practice through conversations and written themes. Does not apply toward a degree.

LS M09 -- 3 Units
Personal Development
Prerequisite: None
Class Hours: 3 lecture
Develops small group and personal management skills. Explores issues relevant to the disabled population, such as coping with becoming disabled, building interpersonal relationships, and developing assertiveness and risk taking skills. May be taken four (4) times for credit. Does not apply toward a degree.

LS M12 -- 1 to 3 Units Each
Tutoring Methods
Prerequisite: None
Class Hours: 1 to 3 lecture
Introduces tutors to techniques for addressing special learning problems. May be taken four (4) times for credit. Applies to Associate Degree.

LS M13 -- 3 Units
Strategies for Positive Self Esteem
Prerequisite: None
Class Hours: 3 lecture
Introduces a ten-step model to increase positive self-esteem, including strategies for letting go of past negative experiences, developing appreciation of self and others, and setting goals. Does not apply toward a degree.

LS M14 -- 0.5 - 1.5 Units
Computer-Aided Instruction/Learning Skills
Prerequisite: None
Class Hours: 1.5 - 4.5 lab as arranged
Provides opportunity to develop academic skills through the use of computer-based instruction. May be taken four (4) times for credit. Does not apply toward a degree.

LS M20 -- 0.5 to 1.5 Units
Assessment of Learning Skills/Lab
Prerequisite: None
Class Hours: 1.5 - 4.5 lab as arranged
Open lab for students with learning disabilities. Provides assessment and tutoring by specially trained staff. Emphasizes techniques, materials, texts, and audio-visual equipment to assess skills and to support academic instruction. Focuses on special learning styles. May be taken four (4) times for credit. Only offered credit/no-credit. Does not apply toward a degree.
Major requirements for advanced standing at San Diego State University:

Foreign Language Requirement: Competency (equivalent to that which is normally attained through three consecutive courses of college study) is required in one foreign language.

1. ENGL M01A.
2. ENGL M01C.
3. SPCH M01.
4. ENGL M01B or M30 or M31.
5. MATH M10*.
6. BIOL M01.
7. One course from: AST M01; CHEM M12; GEOG M01, M05; PHSC M01/M011; PHYS M01, M10A/M10AL.
8. The course selected for either #6 or #7 must include a lab.
9. ANTH M02 or GEOG M02.
10. PSY M01.
11. HIST M03, M04, M05, M06, M07A or M07B, M12; POLS M03.
12. PHIL M01 or M02.
13. HIST M01A, M20A or M20B.
14. MUS M01*.
15. One course from: ART M01A, M01B, M02; THA M01.

*These courses are prerequisites for admission into the SDSU Multiple Subjects Credential program. Students seeking admission into the SDSU credential program must complete these courses with grades of "C", "CR" or higher no more than five years prior to admission to the program. Required Specialization: A 12-unit upper-division specialization is required at SDSU.

Grade Point Requirements: Although the required GPA for graduating with a B.A. in Liberal Studies is 2.0, the minimum overall GPA for all course work for admission to the SDSU Multiple Subjects Credential program is a 2.64 or better. It is recommended that students strive for the GPA above a 2.64 while working toward the Liberal Studies degree.

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**MATHEMATICS**

The Mathematics degree program offers training in both pure and applied mathematics, leading to careers in research, education, business, industry, and government. Many areas, such as the physical, biological, and social sciences, engineering, economics, and business, are dependent upon the use of applied mathematics in developing solutions to practical problems. See chart on next page.

**Career Opportunities**

*Most careers require bachelors or graduate degree.*


**Dean**

Rene Rodriguez, phone (805) 378-1572.

**Faculty**

**Full-Time**

Christine Aguilera, Beverly Barker, Alberto Beron, Christine Cole, Kathryn Fink, Keith Hillmer, David Kay, Mary LaBarge, Fred Meyer, Charles Molnar, Diana Nguyen, Mahyar Rahnama, Deborah Ritchie, Benjamin Rode, Fred Schaat, Robert Stephens, Arthur Szlevecz, Roger Walters, David Weinstein, Grethe Wygant

**Part-Time**


**Counselors**

Letisha Mate, Daniita R. Redd

---

**Mathematics Degree**

**Associate in Arts Degree**

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Mathematics. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for the Bachelor of Arts degree in Mathematics offered by four-year institutions. Since the course work in mathematics is sequential, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their Junior and Senior years and by giving priority to the requirements for a major in mathematics. In addition, earning this degree will be evidence of achievement of technical skills that may be helpful towards seeking immediate employment.

**Preparation for the Major:**
- Mathematics + two years high school algebra plus trigonometry or MATH M03 and M07 or equivalent.
- Physics + one year high school physics or PHYS M10A or equivalent.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CS M10A/M10AL</td>
<td>Intro to Programming with C</td>
<td>4</td>
</tr>
<tr>
<td>MATH M25A</td>
<td>Calculus with Analytic Geometry I</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25B</td>
<td>Calculus with Analytic Geometry II</td>
<td>5</td>
</tr>
<tr>
<td>MATH M25C</td>
<td>Calculus with Analytic Geometry III</td>
<td>5</td>
</tr>
<tr>
<td>MATH M31</td>
<td>Introduction to Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH M35</td>
<td>Applied Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M20A/M20AL</td>
<td>Mechanics of Solids and Fluids/Lab</td>
<td>5</td>
</tr>
<tr>
<td>PHYS M20B/M20BL</td>
<td>Electricity and Magnetism/Lab</td>
<td>5</td>
</tr>
</tbody>
</table>

**TOTAL minimum units required in major area**

**35**

**Recommended Courses:** MATH M15, M30; PHIL M09; PHYS M20C/M20CL

**Suggested Course Sequence:**

**First Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS M10A/M10AL</td>
<td>Intro to Programming with C</td>
<td>4</td>
</tr>
<tr>
<td>MATH M25A</td>
<td>Calculus with Analytic Geometry I</td>
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</table>

**Total**

**9**

**Second Semester**

<table>
<thead>
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<th>Course Code</th>
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<tr>
<td>MATH M25B</td>
<td>Calculus with Analytic Geometry II</td>
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</tr>
<tr>
<td>PHYS M20A/M20AL</td>
<td>Mechanics of Solids and Fluids/Lab</td>
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**Total**

**10**

**Third Semester**

<table>
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<th>Course Name</th>
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<tr>
<td>MATH M25C</td>
<td>Calculus with Analytic Geometry III</td>
<td>5</td>
</tr>
<tr>
<td>MATH M31</td>
<td>Introduction to Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>PHYS M20B/M20BL</td>
<td>Electricity and Magnetism/Lab</td>
<td>5</td>
</tr>
</tbody>
</table>

**Total**

**13**
Sequence of Mathematics Courses

Need help in selecting a math course?

1. Attend a Planning, Assessment, Student Orientation (PAS) session.
2. Read the Mathematics Self-Placement Guide available in the Assessment and Counseling offices.

Support course for MATH M09
(May not be offered every semester)

Support course for students with learning disabilities

Support course for MATH M01
(May not be offered every semester)

ALL CLASSES BELOW THIS LINE ARE CSU AND UC TRANSFERABLE

Check with your transfer institution to determine which of these courses fulfill your general education and/or major requirements.

IMPORTANT NOTE: All transferable math courses (below dotted line) have prerequisites. You will not be permitted to enroll in a transferable course unless you have satisfied its prerequisite.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH M035</td>
<td>3</td>
<td>Fourth Semester</td>
</tr>
<tr>
<td>Total</td>
<td>3</td>
<td>See Degree Requirements and Transfer Information section for General Education requirements.</td>
</tr>
</tbody>
</table>

**Mathematics Courses**

**IMPORTANT NOTES**

a) A satisfactory grade (A, B, C, or CR) is required for all prerequisite college course work. A student receiving an unsatisfactory grade (D, F, or NC) in a prerequisite college course is to repeat the class and receive a satisfactory grade before enrolling in a sequel college mathematics class.

b) The assessment process advises students who have not completed a mathematics class in a college mathematics program. Information on this process is available at the Counseling Center in the Administration Building and also in the fall, spring, and summer class schedules.

c) A student who has earned a satisfactory grade in a college mathematics class may petition to repeat the class after a lapse of two or more years.

**MATH M01 -- 5 Units**

**Elementary Algebra**
Prerequisite: None
Recommended Preparation: MATH M09
Class Hours: 5 lecture
Brieﬂy reviews arithmetic, including integers, fractions and decimals. Covers linear equations and inequalities, including graphing, systems of linear equations, polynomials, rational expressions, integer exponents, square roots and radical expressions, and quadratic equations and the quadratic formula. Applies to Associate Degree.

**MATH M01S -- 1 Unit**

**Elementary Algebra Discussion Session**
Prerequisite: None
Corequisite: MATH M01
Class Hours: 1 lecture
Provides additional discussion and problem solving as supplements to the core material of MATH M01. May review history of mathematics and provide opportunities to use computer in solving problems. Only offered credit/no-credit. May be taken two (2) times for credit. Applies to Associate Degree.

**MATH M02 -- 3 Units**

**Fundamentals of Geometry**
Recommended Preparation: MATH M01; MATH M03 may be taken concurrently.
Class Hours: 3 lecture
Concentrates on deﬁnitions and properties of lines, segments, planes, rays, angles, triangles, circles and polygons, congruence and similarity of triangles, coordinate systems, areas, volumes, space geometry, triangle trigonometry and methods of proof. Does not apply toward a degree.

**MATH M03 -- 5 Units**

**Intermediate Algebra**
Prerequisite: None
Recommended Preparation: MATH M01
Class Hours: 5 lecture
Reviews elementary algebra, including factoring, rational expressions, linear equations and inequalities. Covers functions and graphs, quadratic equations, determinants, and Cramer’s Rule, exponents and radicals, complex numbers, exponential and logarithmic functions. Applies to Associate Degree.

**MATH M05 -- 3 Units**

**College Algebra**
Prerequisite: MATH M03; MATH M06 may be taken concurrently.
Class Hours: 3 lecture
Covers polynomial functions, rational functions, theory of equations, logarithmic and exponential functions, complex numbers, mathematical induction, sequences and series, binomial theorem, and matrices and determinants. Completing MATH M05 and MATH M06 is same as completing MATH M07. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with MATH M07. CAN: MATH 10

**MATH M06 -- 3 Units**

**Trigonometry**
Prerequisite: MATH M05; MATH M05 may be taken concurrently.
Class Hours: 3 lecture
Covers functions, trigonometric functions, solutions of triangles, radian measure, analytic trigonometry, trigonometric identities and equations, composite angle identities, inverse trigonometric functions, complex numbers and polar equations, and logarithms. Completing MATH M05 and MATH M06 is same as completing MATH M07. Applies to Associate Degree. Transfer credit: CSU. CAN: MATH 8

**MATH M07 -- 5 Units**

**College Algebra and Trigonometry**
Prerequisite: MATH M03
Class Hours: 5 lecture
Integrates college algebra and trigonometry. Recommended if entering MATH M25ABC sequence. Includes basic algebraic concepts, equations and inequalities of the first and second degree, functions and graphs, linear and quadratic functions, polynomial functions of higher degree, exponential and logarithmic functions, trigonometric functions, analytical trigonometry, systems of equations and inequalities, and sequences and series. Taking MATH M5, M6, M7 receives maximum credit of 6 units. Completing MATH M7 is same as completing both MATH M05 and MATH M06. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- 4 units; if combined with MATH M05 maximum credit allowed is one course/4 units. CAN: MATH 16

**MATH M07S -- 1 Unit**

**College Algebra and Trigonometry Discussion Session**
Prerequisite: MATH M03
Corequisite: MATH M07
Class Hours: 1 lecture
Provides additional discussion and problem solving as supplements to the core material of MATH M07. May review history of mathematics and provide opportunities to use computer in solving problems. Only offered credit/no-credit. May be taken two (2) times for credit. Applies to Associate Degree.
MATH M09 -- 3 Units
Pre-Algebra
Prerequisite: None
Recommended Preparation: Competence with whole number arithmetic (addition, subtraction, multiplication and division of whole numbers),
Class Hours: 3 lecture
Prepares students for algebra, emphasizes basic arithmetic operations on fractions, decimals, and signed numbers. Provides drills to reinforce
operations. Emphasizes problem solving and practical applications on topics such as percent, proportion, and measurement. Includes intro-
duction to basic algebra. Does not apply toward a degree.

MATH M09S -- 1 Unit
Pre-Algebra Discussion Session
Prerequisite: None
Corequisite: MATH M09
Class Hours: 1 lecture
Provides additional discussion and problem solving as supplements to the core material of MATH M09. May review history of mathematics and
provide opportunities to use computer in solving problems. Only offered credit/no-credit. May be taken two (2) times for credit. Does not apply
in combination with Pre-Algebra.

MATH M10 -- 3 Units
Mathematics for Elementary Teachers
Prerequisites: MATH M05
Class Hours: 3 lecture
Covers language of sets, systems of numeration, nature of numbers and the fundamentals of operations, domain of integers, and fields of ration-
al, real and complex numbers. Satisfies credential requirements for elementary and junior high teachers and/or general education option
under basic studies. Not open to majors in physical sciences or mathematics. Applies to Associate Degree. Transfer credit: CSU; UC: CAN:
MATH 4

MATH M13 -- 3 Units
Mathematical Ideas
Prerequisite: MATH M03
Class Hours: 3 lecture
Introduces liberal arts students to the nature of mathematics, the char-
acter and origin of different subject fields in mathematics and the appli-
cation of mathematics to several disciplines. Includes topics in logic,
voting theory, management science including circuits, probability, sta-
tistics, growth and geometry and related applications such as the travel-
ing salesman problem, fair division, symmetry in nature, and popula-
tion growth. Applies to Associate Degree. Transfer credit: CSU; UC: CAN: MATH 2

MATH M14 -- 3 Units
Finite Mathematics
Prerequisite: MATH M03
Class Hours: 3 lecture
Introduces matrices, linear inequalities and linear programming, math-
ematics of finance, and probability distributions and applications to lin-
ear programs for business, managerial, social or behavioral science stu-
dents. Applies to Associate Degree. Transfer credit: CSU; UC: CAN:
MATH 12

MATH M15 -- 5 Units
Introductory Statistics
Prerequisite: MATH M03
Class Hours: 5 lecture
Explores nature of statistical methods, including the description of sample
data, probability, theoretical frequency distributions, sampling, estima-
tion, testing hypothesis, and special topics. Provides problem solving
techniques. Applies to Associate Degree. Transfer credit: CSU; UC: CAN: STAT 2

MATH M15H -- 5 Units
Honors: Introductory Statistics
Prerequisite: MATH M03 with a grade of B or better.
Class Hours: 5 lecture
Provides honors work in nature of statistical methods, including the
description of sample data, probability, theoretical frequency distribu-
tions, sampling, estimation, testing hypothesis, and special topics. Pro-
vides problem solving techniques. Applies to Associate Degree. Trans-
fer credit: CSU; UC: CAN: STAT 2

MATH M15S -- 1 Unit
Introductory Statistics Discussion Session
Prerequisite: MATH M03
Corequisite: MATH M15
Class Hours: 1 lecture
Provides additional discussion and problem solving as supplements to the core material of MATH M15. May review history of mathematics and
provide opportunities to use computer in solving problems. Only offered credit/no-credit. May be taken two (2) times for credit. Applies to Asso-
ciate Degree.

MATH M16A -- 3 Units
Applied Calculus I
Prerequisites: MATH M05 or MATH M07
Class Hours: 3 lecture
Reviews college algebra and then studies limits, continuity and differen-
tiation. Applies differential calculus to problems in business, economics,
and social and biological sciences. Introduces anti-differentiation. Ap-
plies to Associate Degree. Transfer credit: CSU; UC: maximum credit allowed -- one course if combined with MATH M25A. CAN: MATH 30;
MATH SEQ D (MATH M16A + M16B).

MATH M16B -- 3 Units
Applied Calculus II
Prerequisite: MATH M16A or MATH M25A
Class Hours: 3 lecture
Includes integration, elementary and separable differential equations,
functions of several variables, partial derivatives, relative maxima and
minima, Lagrange multipliers, method of least squares, double integrals,
infinite series, Taylor Approximation, and Newton's method. Ap-
plies calculus to problems in business, economics, and social and bio-
logical sciences. Applies to Associate Degree. Transfer credit: CSU; UC:
maximum credit allowed -- one course if combined with MATH M25B.
CAN: MATH 32, MATH SEQ D (MATH M16A + M16B).

MATH M20 -- 3 Units
Introduction to Numerical Methods
Prerequisite: MATH M16A or MATH M25A
Recommended Preparation: High level computer programming class or
familiarity with graphic calculator
Class Hours: 3 lecture
Covers errors analysis; power series calculation of functions; roots of equa-
tions; non-linear simultaneous equations, matrices, determinants; lin-
ear simultaneous equations; numerical integration; and interpolation
and curve fitting. Provides practical computer applications. Applies to
Associate Degree. Transfer credit: CSU; UC
MATH M21 -- 3 Units
Discrete Mathematics
Prerequisite: MATH M25A
Recommended Preparation: CS M10A/M10AL
Class Hours: 3 lecture
Covers elements of discrete mathematics, which have application to computer science. Topics include logic, sets, functions, relations, mathematical induction, recurrence relations, graphs, trees, discrete probability, and Boolean algebra. Transfer credit: CSU; UC pending.

MATH M22 A/B -- 0.5 to 3 Units Each
Independent Studies in Mathematics
Prerequisite: A previous course in Mathematics
Class Hours: 0.5 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of mathematics through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

MATH M25A -- 5 Units
Calculus with Analytic Geometry I
Prerequisites: MATH M05 and MATH M06 or MATH M07
Class Hours: 5 lecture
Reviews college algebra, the real number system, elements of analytic geometry and functions; limits, continuity, differentiation and integration of algebraic functions with applications; differentiation and integration of elementary transcendental functions with applications; and solutions of first order, separable differential equations with applications. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with MATH M16A. CAN: MATH 18, MATH SEQ A (MATH 25A+25B); SEQ B (MATH M25A + M25B + M25C).

MATH M25AS -- 1 Unit
Calculus with Analytic Geometry I Discussion Session
Prerequisites: MATH M05 and MATH M06 or MATH M07
Corequisite: MATH M25A
Class Hours: 1 lecture
Reviews problems pertinent to material covered in Calculus. May include reading, writing, and using computer to solve calculus problems. Only offered credit/no-credit. May be taken two (2) times for credit. Applies to Associate Degree.

MATH M25B -- 5 Units
Calculus with Analytic Geometry II
Prerequisite: MATH M25A or MATH M16B
Class Hours: 5 lecture
Covers differentiation and integration of logarithmic and exponential functions; inverse trigonometric and hyperbolic functions; techniques of integration; improper integrals and L'Hospital's Rule; sequences, series, and Taylor's Theorem; and analytical geometry including conic sections, translations, rotations, and applications of integration and differentiation. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with MATH M16B. CAN: MATH 20, MATH SEQ A (MATH M25A + M25B), SEQ B (MATH M25A + M25B + M25C).

MATH M25BS -- 1 Unit
Calculus with Analytic Geometry II Discussion Session
Prerequisite: MATH M25A or MATH M16B
Corequisite: MATH M25B
Class Hours: 1 lecture
Provides additional discussion and problem solving as supplements to the core material of MATH M25B. May review history of mathematics and provide opportunities to use computer in solving problems. Only offered credit/no-credit. May be taken two (2) times for credit. Applies to Associate Degree.

MATH M25C -- 5 Units
Calculus with Analytic Geometry III
Prerequisite: MATH M25B
Class Hours: 5 lecture
Covers vectors in plane and in three dimensional space, dot and cross products, spherical and cylindrical functions of several variables, partial differentiation, gradients, Lagrange multipliers, multiple integrals and their applications, vector calculus with line and surface integrals, Green's Stokes, and Divergence Theorems and applications. Applies to Associate Degree. Transfer credit: CSU; UC; CAN: MATH 22, MATH SEQ B (MATH M25A + M25B + M25C).

MATH M30 -- 3 Units
Introduction to Modern Algebra
Prerequisite: MATH M25B
Class Hours: 3 lecture
Introduces logic and proofs, set theory, relations and mappings, properties of integers, and algebraic structures. Applies to Associate Degree. Transfer credit: CSU; UC

MATH M31 -- 3 Units
Introduction to Linear Algebra
Prerequisite: MATH M25B
Class Hours: 3 lecture
Includes vectors, vector spaces, matrices, systems of linear equations, dimension, determinants, eigen values, and linear transformations. Applies to Associate Degree. Transfer credit: CSU; UC

MATH M33 -- 3 Units
Introduction to Analysis
Prerequisite: MATH M25C
Class Hours: 3 lecture
Studies elements of real analysis and set theory, emphasizing thorough understanding of the basic concepts of set theory, algebra and topology of real numbers, limits, and continuity. Applies to Associate Degree. Transfer credit: CSU; UC

MATH M35 -- 3 Units
Applied Differential Equations
Prerequisite: MATH M25B
Class Hours: 3 lecture
Studies such items as linear differential equations, equations with constant coefficients, parameter variations, systems of linear equations, first order differential equations, and existence and uniqueness of solutions. Emphasizes applications to physics and engineering as well as an introduction to Fourier series and partial differential equations. Applies to Associate Degree. Transfer credit: CSU; UC; CAN: MATH 24
MATH M80 -- 1 to 4 Units
Internship in Math
Prerequisite: Completion of gr concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1526. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

MATH M89A-Z -- 0.5 to 3 Units Each
Institutes in Mathematics
Prerequisites: To be determined
Class Hours: As arranged
Series of special lectures and discussions on selected topics of interest in mathematics. Provided as needed. Only offered credit/no-credit. Applies to Associate Degree.

**MICROBIOLOGY**
See courses in Biological Sciences

**MULTIMEDIA**
This program is an interdisciplinary program that will connect students across a wide range of disciplines that includes business, art, graphic design, programming, performing arts, journalism, music, radio, and television. With the development of software/hardware technology that can display motion graphics and the realization of a graphical user interface for the Internet, millions of people all over the globe are regular users of a medium that is earning billions of dollars annually.

**Career Opportunities**
Producer, Business/Marketing Specialist, Project Director, Interactive Writers, General Creative Director, Entertainment/Education-Specialist, Game Designer/Writer, Fine Arts Specialists, Graphic Artists for computer/web-based applications, Animator, Video & Film Producer, Sound Designer, Technicians, General Technical Director, Software Engineer, Web Programmer, Web Master

**Dean**
Nabil Abu-Ghazaleh, Phone (805) 378-1408

**Faculty**
**Full-Time**
John Grzywacz-Gray

**Part-Time**
Dan Restuccio

**Counselors**
Denice Avila, Don Henderson

**Multimedia Certificate Program**

<table>
<thead>
<tr>
<th>Required Courses (Core Course):</th>
<th>Units</th>
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<tbody>
<tr>
<td>MM M01 ... Introduction to Multimedia</td>
<td>3</td>
</tr>
<tr>
<td>MM M02 ... Visual Design for Multimedia</td>
<td>3</td>
</tr>
<tr>
<td>MM M03 ... Audio &amp; Motion Graphics for Multimedia</td>
<td>3</td>
</tr>
<tr>
<td>MM M04 ... Multimedia Design</td>
<td>3</td>
</tr>
<tr>
<td>MM M05 ... Multimedia Production</td>
<td>3</td>
</tr>
<tr>
<td>MM M06 ... Multimedia Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>MM M80 ... Multimedia Internship</td>
<td>1-4</td>
</tr>
<tr>
<td><strong>TOTAL Units Required</strong></td>
<td><strong>19</strong></td>
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</table>

Visual Design Certificate
Multimedia Core Required

**Additional Required Courses:**
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART M12A ... Drawing and Composition</td>
<td>3</td>
</tr>
<tr>
<td>ART M04A ... Color and Design</td>
<td>3</td>
</tr>
<tr>
<td>PHOT M01A ... Beginning Photography</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL Units</strong></td>
<td><strong>34</strong></td>
</tr>
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</table>

**WWW Design Certificate Electives**
(Student must complete at least 6 units from the following):
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART M13A ... Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART M01C ... Art History</td>
<td>3</td>
</tr>
<tr>
<td>GR M31 ... Graphic Design 1</td>
<td>2</td>
</tr>
<tr>
<td>GR M32 ... Graphic Design 2</td>
<td>2</td>
</tr>
<tr>
<td>GR M34 ... Lettering and Typography</td>
<td>2</td>
</tr>
<tr>
<td>GR M40 ... Beginning Illustration</td>
<td>3</td>
</tr>
<tr>
<td><strong>WWW Design Certificate</strong></td>
<td><strong>19</strong></td>
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**Additional Required Courses:**
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ART M12A ... Drawing and Composition</td>
<td>3</td>
</tr>
<tr>
<td>ART M4A ... Color and Design</td>
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**WWW Design Certificate Electives**
(Student must complete at least 6 units from the following):
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>CIS M50 ... Intro. to Local Area Networks (LAN)</td>
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</tr>
<tr>
<td>CIS M52 ... Intro. to Microsoft Windows NT</td>
<td>3</td>
</tr>
<tr>
<td>CIS M60C ... Workstation Server</td>
<td>3</td>
</tr>
<tr>
<td>CIS M60D ... Web Page Design w/HTML</td>
<td>1</td>
</tr>
<tr>
<td>CS M03 ... Intro to Computer Hardware &amp; Systems Software</td>
<td>3</td>
</tr>
<tr>
<td>CS M10A ... Intro. to Programming with C</td>
<td>3</td>
</tr>
<tr>
<td>CS M10AL ... Intro. to Programming with C Lab</td>
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</tr>
<tr>
<td>CS M10B ... Object Oriented Programming using C++</td>
<td>3</td>
</tr>
<tr>
<td>CS M10BL ... Object-Oriented Programming Laboratory C++</td>
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</tr>
<tr>
<td>CS M10J ... Java Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>CS M10JL ... Java Fundamentals Lab</td>
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<tr>
<td><strong>TOTAL Units</strong></td>
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</table>

Multimedia Business Certificate
Multimedia Core Required

**Additional Required Courses:**
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS M01 ... Preparation for Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS M32 ... Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS M31 ... Introduction to Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS M33 ... Business Law</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>BUS M34 ... Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS M37 ... Marketing</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL Units</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>

Multimedia Communications Certificate
Multimedia Core Required

157
Additional Required Courses:
JOUR M01 Media and Society ........................................... 3
HUM M04 Main Currents in Modern Film ........................... 3
SPCH M1 Introduction to Speech ................................... 3
RT M05 Radio Television Script Writing .......................... 3

Multimedia Communications Certificate Electives
(Student must complete at least 6 units from the following):
THA M01 Introduction to the Theatre ............................... 3
DANC M12A Modern Dance ............................................ 3
GR M20 Macintosh & IBM Operating Systems for Graphics 3
GR M23 Intro. to Computer Graphics (Macintosh) ............... 3
PHOT M01A Beginning Photography ................................. 3
RT M02A TV Studio Operations ...................................... 3
RT M02B Electronic Field Production/Post Production ........ 3
RT M07A Radio Production Workshop .............................. 3

TOTAL Units ........................................................................ 37

Multimedia Broadcast Certificate
Multimedia Core Required ................................................... 19

Additional Required Courses:
RT M01 Media and Society ........................................... 3
RT M02A TV Studio Operations ...................................... 3
RT M02B Electronic Field Production/Post Production ....... 3
RT M07A Radio Production Workshop ............................ 3
RT M05 Radio Television Script Writing .......................... 3
RT M05A Television Production Workshop ....................... 3

TOTAL Units ........................................................................ 37

Multimedia Animation Certificate
Multimedia Core Required ................................................... 19

Additional Required Courses:
ART M12A Drawing and Composition .............................. 3
ART M04A Color and Design ........................................... 3
PHOT M01A Beginning Photography ................................. 3
THA M09 Acting for Film and TV ..................................... 3
DANC M12A Modern Dance I-Fundamentals .................. 1.5
DANC M12B Modern Dance II-Fundamentals ................. 1.5
DRFT M20 3D Modeling (Computer Animation) ............ 3
DRFT M21 Technical Animation (Computer Animation) ... 3

TOTAL Units ........................................................................ 40

Multimedia Courses

MM M01 -- 3 Units
Introduction to Multimedia
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Explores multimedia industry, including the commercial, artistic, and technical aspects of development teams, occupational opportunities, new directions in multimedia, required competencies, and evaluation of multimedia’s and visual literacy’s influence on culture. Includes non-linear writing. Applies to Associate Degree. Transfer credit: CSU

MM M02 -- 3 Units
Visual Design for Multimedia
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces principles of design, including line, shape/form, space, size/scale, texture/pattern, orientation, light, volume, perspective, typography and color. Applies principles in a series of progressive projects. Develops aesthetic and artistic abilities using traditional and computer art tools. Applies to Associate Degree. Transfer credit: CSU

MM M03 -- 3 Units
Audio and Motion Graphics for Multimedia
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces fundamentals of audio and video production. Includes creating, editing or retooling existing sound and video files for multimedia projects as well as providing camera work, lighting, sound development, editing and storyboarding for interactive media. Requires multimedia presentations. Applies to Associate Degree. Transfer credit: CSU

MM M04 -- 3 Units
Multimedia Design
Prerequisites: MM M03 or equivalent and eligibility for ENGL M01A
Class Hours: 2 lecture, 3 lab
First course in two-course sequence (with MM M05). Writing intensive. Emphasizes collaborative work to design full-scale, multimedia products. Allows the student to create an original final project. Builds on established skills, moving from concept formation to formative evaluation as part of a teacher-guided production team. Mimics real-world project, requiring ideas, storyboards, case studies, work and related requirements, including documentation and/or instruction manuals. Applies to Associate Degree. Transfer credit: CSU

MM M05 -- 3 Units
Multimedia Production
Prerequisite: MM M04
Class Hours: 2 lecture, 3 lab
Second course in two-course sequence (with MM M04). Writing intensive. Emphasizes collaborative work to produce full-scale, multimedia products. Builds on existing work, production and evaluation. Considers delivery platforms and media requirements, including documentation and/or instruction manuals. Applies to Associate Degree. Transfer credit: CSU

MM M06 -- 3 Units
Multimedia Entrepreneurship
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces entrepreneurial opportunities and flexible careers in multimedia industry. Covers how to contact and communicate with prospective clients, design and develop a resume/portfolio and cover letter, and prepare and use project schedules for multimedia production/applications. Emphasizes effective oral communication as well as written in various forms (hard copy, disk-based, and online). Applies to Associate Degree. Transfer credit: CSU

MM M60A-Z -- 0.5 to 1 Unit Each
Topics in Multimedia
Prerequisite: A previous college course in discipline
Corequisite: To be determined
Class Hours: 0.5 to 3 lab as arranged for the 2-4 weeks
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.
MUSIC

The Moorpark College Music Department offers a wide variety of classes designed for both the aspiring professional musician who wishes to continue studies at the university level, and the knowledgeable amateur eager to understand and appreciate the important role music occupies in this society.

Career Opportunities

Acompanist, Arranger/Orchestrator, Church Musician, Copyist, Editor, Instructor/Tutor/Coach, Librettist/Lyricist, Performer, Publisher, Salesperson, Composer (studio, religious, educational, classical concert), Conductor/Music Director, Instrument Repair Person, Librarian (public, university, radio/TV), Musicologist/Researcher, Music Business Administrator, Public Relations/Agent, Radio Announcer/Disc Jockey

Dean

Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time

Orbie Ingersoll, Dolly E. Kessner, James J. Song, James Stemen, Joan Thompson

Part-Time


Counselors

Denice Avila, Don Henderson

Music Degree

Associate in Arts Degree
This program is designed for the students interested in specializing in music education leading to transfer to most universities and/or a professional career in music.

Required Courses for all specialization areas: Units
MUS M02A .... Diatonic Harmony .................................................. 3
MUS M02AL .... Aural Skills I .................................................. 2
MUS M02B .... Chromatic Harmony .................................................. 3
MUS M02BL .... Aural Skills II .................................................. 2
MUS M02C .... Musical Analysis .................................................. 3
MUS M02CL .... Aural Skills III .................................................. 2
MUS M02D .... Counterpoint .................................................. 3
MUS M02DL .... Aural Skills IV .................................................. 2
MUS M25C/D .... Class Piano (taken twice) ........................................ 1.5/1.5
MUS M29 .... Repertoire (taken twice) ........................................ 1/1
MUS M30 .... Applied Music (taken twice) ........................................ 2.5/2.5
TOTAL Minimum Units .................................................. 30

In addition to the required core, choose one area of specialization.

Instrumental Music Specialization
Required Courses .................................................. 30

Required Additional Courses:
Choose one (1) ensemble class each semester, totaling 8 units:
MUS M15 .... Moorpark Community Orchestra .................................. 2
MUS M18 .... Jazz Ensemble .................................................. 2
MUS M19 .... Chamber Ensembles .................................................. 2
MUS M21 .... Wind Ensemble .................................................. 2
Choose two units of Music Electives:
MUS M14 .... Fundamentals of Instrumental Technique .................................. 2
MUS M25A/B .... Class Piano .................................................. 1.5/1.5
TOTAL minimum units required in major area .................................. 40

Keyboard Music Specialization
Required Courses .................................................. 30

Required Additional Courses:
Choose one (1) ensemble class each semester, totaling 8 units:
MUS M19 .... Chamber Ensembles .................................................. 2
MUS M20 .... Piano Ensemble .................................................. 2
Choose two units of Music Electives:
MUS M25A/B .... Class Piano .................................................. 1.5/1.5
TOTAL minimum units required in major area .................................. 40

Music Theory & Composition Specialization
Required Courses .................................................. 30

Required Additional Courses:
Choose one (1) ensemble class each semester, totaling 8 units, according to your instrumental and/or vocal specialization.
Choose two units of Music Electives:
MUS M14 .... Fundamentals of Instrumental Technique .................................. 2
MUS M25A/B .... Class Piano .................................................. 1.5/1.5
TOTAL minimum units required in major area .................................. 40

Vocal Music Specialization
Required Courses .................................................. 30

Required Additional Courses:
Choose one (1) ensemble class each semester, totaling 8 units:
MUS M10 .... Concert Choir .................................................. 2
MUS M16 .... Opera Theatre .................................................. 2
MUS M17 .... Summer Music Theatre .................................................. 2
MUS M60D .... Los Robles Master Chorale .................................................. 2
Choose two units of Music Electives:
MUS M13A/B .... Fundamentals of Vocal Technique .................................. 2/2
MUS M13C/D .... Advanced Vocal Technique .................................................. 2/2
MUS M25A/B .... Class Piano .................................................. 1.5/1.5
TOTAL minimum units required in major area .................................. 40

See Degree Requirements and Transfer Information section for General Education requirements.

Music Certificate

Certificate of Achievement
This program is designed to provide the student with the basic training, knowledge and conducting skills necessary for accepting a position as a church or community choral director.

Required Courses for all options: Units
MUS M02A .... Diatonic Harmony .................................................. 3
MUS M02AL .... Aural Skills I .................................................. 2
MUS M02B .... Chromatic Harmony .................................................. 3
MUS M02BL .... Aural Skills II .................................................. 2
MUS M09A .... Music History and Literature ........................................ 3
Select one of the following options:
### Choral Conducting Option

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS M10</td>
<td>Concert Choir</td>
<td>2</td>
</tr>
<tr>
<td>MUS M13A/B</td>
<td>Fundamentals of Vocal Technique I-II</td>
<td>2/2</td>
</tr>
<tr>
<td>MUS M25A/B</td>
<td>Class Piano</td>
<td>1.5/1.5</td>
</tr>
<tr>
<td>MUS M27</td>
<td>Choral Conducting</td>
<td></td>
</tr>
<tr>
<td>MUS M60D</td>
<td>Los Robles Master Chorale</td>
<td>2</td>
</tr>
<tr>
<td>MUS M60E</td>
<td>Choral Conducting Seminar</td>
<td></td>
</tr>
<tr>
<td>TOTAL min.</td>
<td>units required</td>
<td><strong>29</strong></td>
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</table>

### Instrumental Conducting Option

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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS M09B</td>
<td>Music History and Literature</td>
<td>3</td>
</tr>
<tr>
<td>MUS M19</td>
<td>Chamber Ensembles</td>
<td>2</td>
</tr>
<tr>
<td>MUS M21</td>
<td>Wind Ensemble</td>
<td>2</td>
</tr>
<tr>
<td>MUS M22A/B</td>
<td>Independent Studies in Music</td>
<td>1/1</td>
</tr>
<tr>
<td>MUS M25A/B</td>
<td>Class Piano</td>
<td>1.5/1.5</td>
</tr>
<tr>
<td>MUS M28</td>
<td>Instrumental Conducting</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL min.</td>
<td>units required</td>
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</table>

### Vocal Performance Option

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<td>2</td>
</tr>
<tr>
<td>MUS M13A/B</td>
<td>Fundamentals of Vocal Technique I-II</td>
<td>2/2</td>
</tr>
<tr>
<td>MUS M13C/D</td>
<td>Advanced Vocal Development I-II</td>
<td>2/2</td>
</tr>
<tr>
<td>MUS M16</td>
<td>Opera Theatre</td>
<td>2</td>
</tr>
<tr>
<td>MUS M25A/B</td>
<td>Class Piano</td>
<td>1.5/1.5</td>
</tr>
<tr>
<td>TOTAL min.</td>
<td>units required</td>
<td><strong>28</strong></td>
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### Music Courses

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
</tr>
</thead>
</table>
| MUS M01     | -- 3 Units  
Fundamentals of Music  
Prerequisite: None  
Class Hours: 3 lecture  
Enters music theory, notation, intervals, scales, triads, sight-singing, and dictation for those with little or no musical experience. Applies to Associate Degree.  
Transfer credit: CSU; UC (No credit for MUS M01 if taken after MUS M02A). |
| MUS M02A    | -- 3 Units  
Diatonic Harmony  
Prerequisite: MUS M01 or consent of instructor  
Corequisite: MUS M02AL  
Class Hours: 3 lecture  
Studies diatonic harmonic vocabulary, four-part chorale writing and voice leading, figured bass, harmonic progression, melodic invention and harmonization and non-harmonic tones. Applies to Associate Degree.  
Transfer credit: CSU; UC |
| MUS M02AL   | -- 2 Units  
Aural Skills I  
Prerequisite: None  
Corequisite: MUS M02A  
Class Hours: 1 lecture, 3 lab  
Includes sight-singing, as well as rhythmic, melodic, and diatonic harmonic dictation to correlate to harmonic vocabulary of MUS M02A. Makes extensive use of Music Learning Center. May be taken two (2) times for credit.  
Formerly MUS 3A.  
Applies to Associate Degree.  
Transfer credit: CSU; UC.  
CAN: MUS 2. |
| MUS M02B    | -- 3 Units  
Chromatic Harmony  
Prerequisite: MUS M02A  
Corequisite: MUS M02BL  
Class Hours: 3 lecture  
Emphasizes pivot-chord modulation. Studies chromatic harmonic vocabulary, foreign-key modulation, keyboard and instrumental styles and composition. Applies to Associate Degree.  
Transfer credit: CSU; UC.  
CAN: MUS 4. |
| MUS M02BL   | -- 2 Units  
Aural Skills II  
Prerequisite: MUS M02AL  
Corequisite: MUS M02B  
Class Hours: 1 lecture, 3 lab  
MUS 2BL is the laboratory component of Mus 2B. The aural skills to be developed are sight-singing in solfege, rhythmic clapping, and dictation (rhythmic, melodic, and harmonic). The diatonic harmonic vocabulary. Chromatic harmonic vocabulary to all aspects of aural skills is gradually added as the theoretical concept is introduced in Mus 2B.  
Computer-aided instruction in the Music Learning Center will be used extensively. May be taken two (2) times for credit. Applies to Associate Degree.  
Transfer credit: CSU; UC |
| MUS M02C    | -- 3 Units  
Musical Analysis  
Prerequisite: MUS M02B  
Corequisite: MUS M02CL  
Class Hours: 3 lecture  
Analyzes musical form and harmonic problems while surveying musical literature from the Baroque to the 20th century.  
Applies to Associate Degree.  
Transfer credit: CSU; UC |
| MUS M02CL   | -- 2 Units  
Aural Skills III  
Prerequisite: MUS M02BL  
Corequisite: MUS M02C  
Class Hours: 1 lecture, 3 lab  
Emphasizes individualized work in Music Learning Center. Includes complex drill in all areas of musicianship. May be taken two (2) times for credit. Applies to Associate Degree.  
Transfer credit: CSU; UC |
| MUS M02D    | -- 3 Units  
Tonal Counterpoint  
Prerequisite: MUS M02B  
Corequisite: MUS M02DL  
Class Hours: 3 lecture  
Introduces analysis and composition of 18th century contrapuntal forms in the style of J.S. Bach. Requires composition of a two-part invention and a three-part fugue. Applies to Associate Degree.  
Transfer credit: CSU; UC |
| MUS M02DL   | -- 2 Units  
Aural Skills IV  
Prerequisite: MUS M02BL  
Corequisite: MUS M02D  
Class Hours: 1 lecture, 3 lab  
MUS 2DL is a continuation of Mus 2BL with individual work in the Music Learning Center to strengthen the student's weaker areas of aural skills. Particular emphasis will be placed on two voice melodic dictation, speed drill of intervals, and dictation of the soprano and bass factors of harmonic progression. May be taken two (2) times for credit. Applies to Associate Degree.  
Transfer credit: CSU; UC |
MUS M03 -- 2 Units
Aural Skills I
Prerequisite: None
Class Hours: 1 lecture, 3 lab
This course includes sight-singing, rhythmic, melodic, and diatonic harmonic dictation correlated with harmonic vocabulary of Mus 2A. The Music Learning Center will be used extensively in this course. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M04 -- 3 Units
Survey of World Music
Prerequisite: None
Class Hours: 3 lecture
Surveys selected world music traditions, examining style, performance practice, and cultural context. The course provides students an appreciation of the range and diversity of musical expression in a variety of world cultures, Western and Non-Western. Field trips and concert attendance included. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M04H -- 3 Units
Honors: Survey of World Music
Prerequisite: None
Class Hours: 3 lecture
Honors work in examining selected world music traditions, examining style, performance practice, and cultural context. The course provides students an appreciation of the range and diversity of musical expression in a variety of world cultures, Western and Non-Western. Field trips and concert attendance included. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M08 -- 3 Units
Music Appreciation
Prerequisite: None
Class Hours: 3 lecture
Introduces history of music, emphasizing understanding and enjoyment. Investigates basic elements of music, including structure of musical compositions as well as orchestral instrumentation. Focuses on styles, characteristics and composers representative of historic periods. Uses directed listening. Not recommended for Music majors. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M09A -- 3 Units
Music History and Literature
Prerequisite: None
Class Hours: 3 lecture
Explores musical activity influences, and contributions of Greek and Roman civilizations. Traces development of music of Western world from Romanesque period to Baroque, including major composers as well as instrumental and vocal forms of each period. Requires listening to, identifying, and analyzing representative works of each period. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M09B -- 3 Units
Music History and Literature
Prerequisite: None
Class Hours: 3 lecture
Studies changing styles, techniques, and forms of music from the middle of the 18th century to the present, emphasizing artistic philosophy of each period. Analyzes style and form of representative works. Requires listening and analysis outside of classroom. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M10 -- 2 Units
Concert Choir
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Singing organization. Teaches choral music selected from the Renaissance, Baroque, Classical, Romantic, and Modern Periods. Includes performing in on-campus concerts, high school assembly programs, community college choral festivals, and other community events. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M12 -- 2 Units
Vocal Ensemble
Prerequisite: Audition
Class Hours: 1 lecture, 3 lab
This select group of singers studies and performs suitable choral music from all periods. Spring Ensemble specializes in performance of Renaissance music, including English and Italian madrigals, French chansons, German Lieder, and sacred motets. Known as the Renaissance Singers, the ensemble appears in English Tudor costumes and makes numerous appearances at concerts, festivals, assembly programs, Renaissance Pleasure Faires, and other community events. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M13A -- 2 Units
Fundamentals of Vocal Technique I
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Begins development of vocal potential to correct faulty singing and to lay foundation for proper vocal production. Emphasizes vocal exercises as well as material sung in Italian, English and German. Designed for both majors and non-majors. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M13B -- 2 Units
Fundamentals of Vocal Technique II
Prerequisite: MUS M13A or adequate prior study
Class Hours: 1 lecture, 3 lab
Expands vocal development through advanced vocal exercises and the introduction of advanced material, including art songs, opera and oratorio literature. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M13C -- 2 Units
Advanced Vocal Development I
Prerequisite: MUS M13B
Class Hours: 1 lecture, 3 lab
Continues development of a proper vocal production. Includes English, Italian, German, French art songs and more demanding opera and oratorio literature. Applies to Associate Degree. Transfer credit: CSU; UC
MUS M13D -- 2 Units
Advanced Vocal Development II
Prerequisite: MUS M13C
Class Hours: 1 lecture, 3 lab
Further expands vocal development through study and performance. Includes more challenging material, emphasizing operatic and oratorio literature as well as more difficult art songs. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M14 -- 2 Units
Fundamentals of Instrumental Technique
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Introduces basic techniques and proper maintenance of orchestral instruments. Focuses on musical vocabulary, emphasizing effective participation in an ensemble. Successful course completion may lead to membership in college orchestra and/or concert ensembles. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M15 -- 1 - 2 Units
Moorpark Community Orchestra
Prerequisites: Ability to read music and proficiency on orchestral instrument
Class Hours: 5 - 1 lecture, 1.5 - 3 lab
Moorpark Community Orchestra provides rehearsals and public performances for instrumentalists. Focuses on standard orchestral repertoire, ranging from chamber music to symphonies covering Renaissance to modern periods. Requires performances. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M16 -- 2 Units
Opera Theatre
Prerequisite: MUS M13C
Class Hours: 1 lecture, 3 lab
Introduces song literature from musical theatre, focusing on the study and performance of operas and musicals in excerpt or as complete productions. Designed for singers with proven ability and interest in drama. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M17 -- 3 Units
Summer Music Theatre
Prerequisite: Audition
Class Hours: 144 lab total
Prepares complete musical theatre work from rehearsal to community performance. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M18 -- 2 Units
Jazz Ensemble
Prerequisite: Ability to play a musical instrument appropriate to Jazz Ensemble (piano, percussion, sax, trumpet, guitar, bass guitar, or electronic instruments)
Class Hours: 1 lecture, 3 lab
Requires reading, preparing and performing music arranged for jazz ensemble and big band. Includes rehearsal for and performance at scheduled concerts. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M19 -- 2 Units
Chamber Ensembles
Prerequisite: Ability to play a musical instrument and to read music notation
Class Hours: 1 lecture, 3 lab
Requires study, rehearsal and performance of chamber music literature from Renaissance to the 20th century. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M20 -- 2 Units
Piano Ensemble
Prerequisite: MUS M25B or equivalent training
Class Hours: 1 lecture, 3 lab
Covers piano literature for one piano/four hands and for two pianos/four hands. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M21 -- 2 Units
Wind Ensemble
Prerequisite: Ability to perform on a standard band instrument
Class Hours: 1 lecture, 3 lab
Provides rehearsals and public performances for wind and percussion instrumentalists, focusing on a standard wind ensemble and symphonic band repertoire. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M22A/B -- 1 to 3 Units Each
Independent Studies in Music
Prerequisite: A previous course in Music
Class Hours: 1 to 3 lab total
Allows an independent project (approved by instructor and dean) to expand knowledge of music through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

MUS M25A -- 1.5 Units
Class Piano
Prerequisite: None
Class Hours: 3 lecture/lab
Introduces fundamentals of piano playing, music reading, technique, improvisation, scales, chords, and simple piano literature. Requires little or no prior piano experience. Applies to Associate Degree. Transfer credit: CSU; UC. CAN MUS 22.

MUS M25B -- 1.5 Units
Class Piano
Prerequisite: MUS M25A
Class Hours: 3 lecture/lab
Enhances music reading and technique skills, exploring chords and scales. Focuses on greater independence of hands. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: MUS 24

MUS M25C -- 1.5 Units
Class Piano
Prerequisite: MUS M25B
Class Hours: 3 lecture/lab
Continues emphasis on greater independence of hands as well as music reading and technique skills. Includes overview and study of "teaching" pieces of important composers. Applies to Associate Degree. Applies to Associate Degree. Transfer credit: CSU; UC
MUS M25D -- 1.5 Units
Class Piano
Prerequisite: MUS M25C
Class Hours: 3 lecture/lab
Continues emphasis on greater independence of hands as well as music reading and technique skills. Includes overview and study of intermediate to advanced pieces of major composers. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M27 -- 2 Units
Choral Conducting
Prerequisite: None
Class Hours: 2 lecture, 1 lab
Introduces basic conducting techniques, including the 2/4, 3/4, 4/4, 6/8, 3/8, 2/8 and subdivided beat patterns. Includes perusal of video recording to assist learning. Provides live and prepared cassette recordings for conducting practice. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M28 -- 2 Units
Instrumental Conducting
Prerequisite: MUS M01
Class Hours: 1 lecture, 3 lab
Studies basic conducting techniques of various instrumental organizations, exploring instrumental literature as well as style, performance and interpretation. May be taken two (2) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M29 -- 1 Unit
Repertoire Class
Prerequisite: Acceptance into MUS M30
Corequisite: MUS M30
Class Hours: 1 lecture
Requires performance of musical literature studied in Mus M30. Provides critique by instructor and class. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M30A-G -- 2.5 to 3 Units Each
Applied Music Instruction - Woodwind/Brass/Strings/Piano/Classical Guitar/Percussion/Voice
Prerequisite: Performance at college level to be accepted into Mus 30 Applied Music Program. Audition based on repertoire standards published by Music Department.
Corequisites: 1) Repertoire Class - MUS M29; 2) Music Theory - MUS M02A/M02AL, M02B/M02BL, M02C/M02CL, or M02D/M02DL. Performance Ensemble - MUS M10, M15, M16, M18, M19, M20, M21, M60D, M60G, M60P, or M60V
Class Hours: 0.5 to 1 lecture, 6 lab
Provides individual instruction through private lesson (half-hour or hour as arranged). Requires six hours of on campus practice per week. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M32 -- 2 Units
Class Guitar
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Introduces basic skills required to play simple melodies and first position chords on both acoustic and electric guitars. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60A-Z -- 1 to 3 Units Each
Topics in Music
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:

MUS M60A -- 1 - 2 Units
Intermediate Orchestral Techniques
Prerequisite: MUS M15
Class Hours: 5 - 1 lecture, 1.5 - 3 lab
Emphasizes rehearsal disciplines and responsibilities (bowing, fingerling, and dynamics). May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60B -- 3 Units
Intermediate Studies in Music Theory
Prerequisite: MUS M02A
Class Hours: 3 lecture
Emphasizes special intermediate studies in music theory and analysis. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60C -- 3 Units
Advanced Studies in Music Theory
Prerequisites: MUS M02A and MUS M02B
Class Hours: 3 lecture
Offers advanced study in harmonic analysis, counterpoint, and form. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60D -- 2 Units
Los Robles Master Chorale
Prerequisite: Audition
Class Hours: 1 lecture, 3 lab
Performance group designed for experienced singer. Emphasizes choral works of master composers from the Renaissance, Baroque, Classic, Romantic, and Modern periods that are suitable for the large ensemble. Requires audition and performances. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60E -- 3 Units
Choral Conducting Seminar
Prerequisite: MUS M27 or equivalent experience
Class Hours: 3 lecture
Addresses problems facing the choral director. Focuses on understanding the historical background of choral conducting, the director's role as interpreter, the selection of appropriate choral materials, the stylistic differences of choral music from various periods, the efficient use of rehearsal techniques, and of conducting the performance. Applies to Associate Degree. Transfer credit: CSU; UC
MUS M60F -- 2 Units
Advanced Orchestral Techniques
Prerequisite: MUS M60A
Class Hours: 1 lecture, 3 lab
Emphasizes interpretation of rhythm and phrasing. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60G -- 2 Units
Advanced Chamber Music
Prerequisite: MUS M19
Class Hours: 1 lecture, 3 lab
Continues instruction in the performance of small ensemble instrumental music. Studies graded literature for various instrumental combinations for rehearsal and performance. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60J -- 2 Units
Intermediate Jazz Performance
Prerequisite: MUS M18
Class Hours: 4 lecture/lab
Emphasizes improvisational techniques as well as rehearsal disciplines and responsibilities (i.e., fingerings, dynamics, ensemble techniques, various jazz styles, etc.). Requires rehearsal for and performance at scheduled concerts. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60K -- 2 Units
Advanced Jazz Performance
Prerequisite: MUS M60J
Class Hours: 4 lecture/lab
Further emphasizes jazz performance styles as well as rehearsal disciplines and responsibilities. Requires rehearsal for and performance at scheduled concerts. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60P -- 2 Units
Advanced Choral Performance
Prerequisite: Audition
Class Hours: 1 lecture, 3 lab
Requires strong note-reading abilities and voice skills. Includes performance of advanced choral literature. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M60T -- 2 Units
Masterworks Abroad
Prerequisite: Audition
Class Hours: 6 lab
Combines preparatory rehearsals on campus with concert performances, seminars, lectures, and related cultural activities on tour abroad. Designed for experienced singers. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

MUS M60V -- 2 Units
Advanced Concert Choir
Prerequisites: Satisfactory completion of MUS M10 and MUS M60P or equivalent work; audition required
Class Hours: 1 lecture, 3 lab
Choral organization. Focuses on refinement of choral singing, emphasizing intonation, tonal quality, tonal blend and balance, textural articulation, interpretation, and stage presence. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

MUS M80 -- 1 to 4 Units
Internship in Music
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

NURSING SCIENCE
See courses in Health Sciences

NUTRITIONAL SCIENCE

The nutritional science program is designed to meet the needs of all health conscious persons. The program particularly addresses itself to those aspiring to careers in health and fitness related professions and teaching and to those interested in promoting personal wellness. For some, this program may lead to entry into the dietetics/nutrition program at a four-year college or university.

Career Opportunities

Most career require bachelor or graduate degree.
Diet Aide, Diet Program Lecturer, Dietitian/Nutritionist, Food Services Manager, Community Nutrition Advisor

Dean
Al Nordquist, Phone (805) 378-1457

Faculty

Full-Time
Judy Alexander

Part-Time
Annette Besnihan, Linda Kushner, Linda Vickers, Diane Woods

Counselors
Frank Bianchino, Danita R. Redd

Nutritional Science Courses

NTS M01 -- 3 Units
Nutrition
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 4 for 45 contact hours.
Introduces nutrients as well as their sources, assimilation, functions and requirements. Includes evaluation of current national and international problems with nutritional information presented in mass media. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with NTS M03 and PHSO M02. CAN: H EC 2
NTS M03 -- 3 Units
Current Issues in Nutrition
Prerequisite: NT S M1
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Focuses on contemporary nutrition concerns, including nutrition and stress, body image, wellness, nutrient supplements, energy balance and eating disorders. Includes review of career options in health care fields. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed -- one course if combined with NTS M01 and PHSO M02.

NTS M04 -- 3 Units
Nutrition, Fitness and Stress Management
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Offers integrated approach to good health and physical fitness. Applies basic principles of exercise, nutrition and human behavior to topics such as weight control, heart disease and stress management. Emphasizes habits and techniques of healthy life style. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU

NTS M05 -- 3 Units
Nutrition for the Health Professions
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP2811 for 45 contact hours.
Applies nutrition principles to common medical disorders. Includes techniques for evaluating nutritional status and promoting optimal nutrition. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU

NTS M22A/B -- 1 to 3 Units Each
Independent Studies in Nutritional Science
Prerequisite: A previous course in Nutritional Science
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of nutritional science through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU.

NTS M80 -- 1 to 4 Units
Internship in Nutritional Science
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. NTS formerly NIS. Applies to Associate Degree. Transfer credit: CSU; credit limitations.

NTS M89A-Z -- 0.5 to 3 Units Each
Institutes in Nutritional Science
Prerequisite: None
Class Hours: As arranged
Special series of short courses focusing on particular aspects of Nutritional Science not covered in general offerings. Provides opportunity for specialized study. Only offered credit/no-credit. NTS formerly NIS. Applies to Associate Degree.

OFFICE SKILLS
See courses in Computer Information Systems

PARENTING
See courses in Child Development

PERSONAL GROWTH/LEADERSHIP
Student Personnel Services provides two types of classroom instruction: personal growth classes emphasizing career development and personal self-help course work and leadership classes aimed at encouraging involvement in student government.

Dean
Ed Tenen, Phone (805) 378-1447

Faculty

Full-Time
Donna Proske Allyn, Denice Avila, Anitra Evans, Frank Bianchino, Chuck Brinkman, Donald Henderson, Edna Ingram, Mike Johnson, Letrisha Mai, Danita R. Redd, Ofelia Romero-Motlagh

Part-Time
Yvette Cruzalegui, Michael Orenstein

Counselors
Danita R. Redd, Anitra Evans, Donna Proske Allyn, Ofelia Romero-Motlagh

Personal Growth Courses

PG M01 -- 1 Unit
Student Success
Prerequisite: None
Class Hours: 1 lecture
Emphasizes techniques, attitudes and skills that promote academic success. Includes individualized needs assessment and introduction to campus resources. Focuses on overcoming typical obstacles by improving time and stress management, avoiding procrastination, setting goals, understanding addiction problems, and building successful relationships. Applies to Associate Degree. Transfer credit: CSU
PG M02 -- 3 Units
Career Development
Prerequisite: None
Class Hours: 3 lecture
Introduces self-assessment techniques and instruments that help identify interests and skills needed to set educational goals and explore career options. Reviews decision-making strategies, labor market trends, interviewing skills, resume writing, and application completion and job search techniques. Applies to Associate Degree. Transfer credit: CSU

PG M02A -- 1.5 Units
Career Development + Choosing a Major
Prerequisite: None
Class Hours: 3 lecture for 8 weeks
First half of PG M02. Introduces self-assessment techniques and instruments designed to establish realistic academic goals. Explores career research to determine major. Reviews labor market trends and decision-making strategies. (PG M02A and M02B equals PG M02). Applies to Associate Degree. Transfer credit: CSU (PG M02A+M02B)

PG M02B -- 1.5 Units
Career Development + Job Search
Prerequisite: None
Class Hours: 1.5 lecture
Second half of PG M02. Reviews traditional job search methods. Requires practice of interview skills through role-playing and production of resume and cover letter. Emphasizes job search as a pro-active self-marketing process. (PG M02A and M02B = PG M02). Applies to Associate Degree. Transfer credit: CSU (PG M02A+M02B)

PG M03 -- 0.5 Unit
Orientation
Prerequisite: None
Class Hours: 5 lecture
This Testing, Orientation, Planning Program (TOP) involves assessments and materials that assist students with placement decisions. Introduces College's programs and services. Includes assistance from counselors with educational planning and may include viewing of the Moorpark College Orientation video. Encourages attendance at Counseling Workshop in area of interest. Only offered credit/no-credit. Applies to Associate Degree.

PG M04 -- 1 Unit
Student Development in Higher Education
Prerequisite: None
Recommended Preparation: PG M03
Class Hours: 1 lecture
Extends introduction of College's services, programs, and technological resources, emphasizing student development, lifelong learning and meeting academic requirements. Introduces the role of higher education in life as well as study skills, learning styles, problem solving techniques, decision-making models, time management tools, and values clarification techniques. Explores individual long-term educational goals by developing Student Education Plan (SEP). Applies to Associate Degree. Transfer credit: CSU

PG M60A-Z -- 1 to 3 Units Each
Topics in Personal Growth
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. Only offered credit/no-credit. Does not apply toward a degree.

Developed topics include:

PG M60A -- 1 Unit
Confident Test Taking
Prerequisite: None
Class Hours: 1 lecture
Introduces problem-solving approaches and relaxation techniques to apply during test situations. Develops positive self-image while taking tests. May be taken four (4) times for credit. Does not apply toward a degree.

PHILOSOPHY

The study of philosophy provides students with the unique opportunity to carefully analyze and thoughtfully respond to the fundamental ideas and basic concerns present in the human experience. It requires the constructive re-experiencing of these problems and doubts in one's own life. The goal is to examine ourselves, our culture, and our world with the aims of criticizing and contributing toward a reformation of self and world. The program also develops analytical, critical writing skills that are an excellent preparation for professional and other careers.

Career Opportunities

Most careers require bachelors or graduate degree.
Social Worker, Lawyer, Public Administrator, Urban Planner, Management Trainer, Project Director

Dean
Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time
Janice Daurio, Victor Fontaine, Elton Hall

Part-Time
John Birmingham, Jerold Caplan, Vladimir Kalugin, Ron Mc Camy, Mark Pursley, Ron Reinsburg, Michael Rosenthal, Amir Salzavary, Henry Talier, Doug Thiel

Counselors
Danita R. Redd, Anita Evans

Philosophy Degree

Associate in Arts Degree

This program is designed to award an Associate of Arts degree in Philosophy and is for students who wish to record an emphasis in their lower division work and/or who anticipate majoring in philosophy, religious studies, interdisciplinary studies or related fields at a 4-year institution.

The program requires taking 21 units from the philosophy offerings in this catalog, of which 15 units must be as follows:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHIL M01 or PHIL M06</td>
<td>3</td>
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<tr>
<td>PHIL M02 or PHIL M04</td>
<td>3</td>
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<tr>
<td>PHIL M07 or PHIL M09</td>
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<td>PHIL M11 or PHIL M12</td>
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<tr>
<td>PHIL M13 or PHIL M14</td>
<td>3</td>
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<tr>
<td>TOTAL</td>
<td>15</td>
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Philosophy Courses

PHIL M01 -- 3 Units
Introduction to Philosophy
Prequisite: None
Class Hours: 3 lecture
Systematically explores the concepts of knowledge, reality, and value, including review of epistemology, metaphysics, ethics, aesthetics, political philosophy, and philosophy of religion. Introduces idealism, realism, skepticism, materialism, and relativism. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: PHIL 2

PHIL M02 -- 3 Units
Values and Society
Prequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces philosophy of ethics by exploring basic questions: What is good? What is right? How should I live? What are my obligations to others? Are morals relative? Does free will exist? Reviews ideas and arguments of philosophers concerning these and related issues. Encourages individual application of ideas presented. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: PHIL 4

PHIL M03 -- 3 Units
Social and Political Philosophy
Prequisite: None
Class Hours: 3 lecture
Introduces philosophical foundations of social and political thought. Emphasizes view of people when following individual roles, as group members within social roles, and as participants in legal relationships within political institutions. Demonstrates importance of philosophical assumptions about such collective human nature by clarifying differences and connections between these perspectives. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M04 -- 3 Units
Values and the Environment
Prequisite: None
Class Hours: 3 lecture
Introduces ethics by exploring basic questions about the environment and its nonhuman inhabitants: Do animals have rights? Do humans have obligations to nonhuman entities, including earth? Explores anthropocentrism, ecocentrism, ecofeminism and multicultural perspectives of humankind and nature. Reviews ideas and arguments of philosophers concerning these and related issues. Encourages individual application of ideas presented. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M05 -- 3 Units
Critical Thinking and Analytic Writing
Prequisite: ENGL M01A
Class Hours: 3 lecture
Introduces critical reasoning, including analysis and synthesis, induction and deduction, and identification of assumptions and perspectives. Emphasizes oral and written analysis and argumentation, clarifying fact, belief and value and identifying and avoiding common fallacies of thought, logic and language. Expands development of critical reading, analytic writing and the relation of writing to critical thinking beyond level achieved in ENGL M01A. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M06 -- 3 Units
Introduction to Non-Western Philosophy
Prequisite: None
Class Hours: 3 lecture
Systematically explores concepts of human knowledge, reality and thought as found in non-western traditions. Examines theoretical and practical concepts, including issues of free will, skepticism, dogmatism, materialism, epistemology, metaphysics and aesthetics. Directly corresponds to introduction provided by PHIL M01 but with a non-western emphasis. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M07 -- 3 Units
Introduction to Logic
Prequisite: None
Class Hours: 3 lecture
Explores deductive and inductive thought processes, emphasizing definition, verification, validity, forms of argument and of fallacious reasoning, and application of various areas of inquiry. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: PHIL 6

PHIL M09 -- 3 Units
Symbolic Logic
Prequisite: None
Class Hours: 3 lecture
Introduces symbolic logic, including the logic of connectives and quantifiers. Includes truth functional composition, consistency trees, derivations, and quantifications. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M10 -- 3 Units
Mythology
Prequisite: None
Recommended Preparation: ENGL M01A
Class Hours: 3 lecture
Explores nature and content of various mythologies, including Greek and Roman, Egyptian and Scandinavian as well as surveys of Middle Eastern and Indian mythology and the myths of archaic peoples. Examines theories of myth and mythic discourse, highlighting use of myth in literature, art and society. Discusses use of myth and mythic language in contemporary thought. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M11 -- 3 Units
Survey of World Religions: West
Prequisite: None
Class Hours: 3 lecture
Systematically introduces major ideas of the world's western religious traditions, including Judaism, Christianity and Islam. Explores cultural and historical contexts in which each religion arose as well as recent offshoots of these traditions. Views each religion from standpoint of its proponents. Emphasizes main similarities and differences exhibited within these traditions. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M12 -- 3 Units
Survey of World Religions: East
Prequisite: None
Class Hours: 3 lecture
Systematically introduces major ideas of the world's eastern religious traditions, including Hinduism, Zoroastrianism, Buddhism, Jainism, Sikhism, Taoism, Confucianism and Shinto. Explores cultural and historical contexts in which these religions arose. Views each religion from the standpoint of its proponents. Emphasizes main similarities and differences exhibited within these traditions. Applies to Associate Degree. Transfer credit: CSU; UC
PHIL M13 -- 3 Units
The Classical Mind
Prerequisite: None
Recommended Preparation: ENGL M01A
Class Hours: 3 lecture
Surveys ancient and medieval philosophy up to the Renaissance, emphasizing the development of central philosophical themes. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M14 -- 3 Units
The Modern Mind
Prerequisite: None
Recommended Preparation: ENGL M01A
Class Hours: 3 lecture
Surveys modern philosophy since the Renaissance, emphasizing the development of themes in contemporary philosophy. Applies to Associate Degree. Transfer credit: CSU; UC

PHIL M17 -- 3 Units
Health Care Ethics
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing.
Provider number CEP28111 for 45 contact hours.
Explores bioethical health care issues and implications from societal, institutional, individual and clinical perspectives. Provides legal foundation for analyzing and resolving ethical problems. Reviews bioethical theories and principles, legal liability, confidentiality, ethical conflict, and moral dilemmas. (Same course as HS M17). Applies to Associate Degree. Transfer credit: CSU

PHIL M22A/B -- 1 to 3 Units Each
Independent Studies in Philosophy
Prerequisite: A previous course in Philosophy
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of philosophy through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

PHIL M60A-Z -- 0.5 to 3 Units Each
Topics in Philosophy
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

Developed topics include:

PHIL M60A -- 1 Unit
Philosophy of Nonviolence
Prerequisite: None
Class Hours: 1 lecture
Explores theory and practice of nonviolence as both a political strategy and a philosophical approach to life. Reviews classical and contemporary texts, including works by Gandhi, Camus, and Thoreau. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

PHIL M80 -- 1 to 4 Units
Internship in Philosophy
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

PHIL M95 -- 3 Units
Honors in Philosophy: Ethics and Technology
Prerequisite: PHIL M01, or M02, or M04
Class Hours: 3 lecture
Investigates the moral issues and implications raised by recent developments of modern technology and provides a theoretical framework for moral reflection and judgement. Applies to Associate Degree. Transfer credit: CSU, UC

PHOTOGRAPHY

A comprehensive program designed to provide professional job skills for future photographers is the goal of this program.

Career Opportunities
Portrait Photographer, Aerial Photographer, Still Photographer, Photogaphic Restorer, Photograph Printer, Photojournalist, Audio-Visual Designer, Corporation Photographer, Photo Finishing Specialist, Slide Program Producer/Director, Fine Art Photographer, Editorial Photographer

Dean
Nabil Abu-Ghazaleh, Phone (805) 378-1443

Faculty
Full-Time
John Grywacz-Grey
Part-Time
Amani Fliers, James Parker

Counselors
Denise Avila, Don Henderson

Photography Degree (Occupational)

Associate in Science Degree
This program is designed for students to acquire the skills necessary to enter the very competitive profession of photography. Instruction in both black and white and color photography along with the latest equipment mastery is provided.
Required Courses: 
ART M04A ... Color and Design ........................................... 3
ART M01C ... Art History ..................................................... 3
PHOT M01A ... Beginning Photography .................................. 3
PHOT M01B ... Intermediate Photography ................................. 3
PHOT M02 ... History of Photography .................................... 3
PHOT M03 ... Basic Color .................................................... 3
PHOT M04 ... Advanced Photography ................................... 3
PHOT M06 ... Electronic and Digital Photography ..................... 3
PHOT M08 ... Basic Photo-Journalism .................................... 3
TOTAL minimum units required in major area ...................... 27

Recommended Courses: 
ART M01A, M01B, M04B, M12A, M12B, HUM M03

See Degree Requirements and Transfer Information section for General Education requirements.

Photo-Journalism Degree (Occupational)

Associate in Science Degree
This program is designed for the student seeking a professional career in newspaper or magazine photography. Students completing this program will be prepared for entry-level photography positions on newspapers, magazines or as freelance photographers.

Required Courses: 
JOUR M01 ... Media and Society ............................................. 3
JOUR M02 ... News Reporting and Writing .................................. 3
PHOT M01A ... Beginning Photography .................................. 3
PHOT M01B ... Intermediate Photography ................................. 3
PHOT M02 ... History of Photography .................................... 3
PHOT M03 ... Basic Color .................................................... 3
PHOT M04 ... Advanced Photography ................................... 3
PHOT M06 ... Electronic and Digital Photography ..................... 3
PHOT M08 ... Basic Photo-Journalism .................................... 3
TOTAL minimum units required in major area ...................... 27

See Degree Requirements and Transfer Information section for General Education requirements.

Certificate of Achievement in Photography
ART M04A ... Color and Design ........................................... 3
ART M01C ... Art History ..................................................... 3
PHOT M01A ... Beginning Photography .................................. 3
PHOT M01B ... Intermediate Photography ................................. 3
PHOT M02 ... History of Photography .................................... 3
PHOT M03 ... Basic Color .................................................... 3
PHOT M04 ... Advanced Photography ................................... 3
PHOT M06 ... Electronic and Digital Photography ..................... 3
PHOT M08 ... Basic Photo-Journalism .................................... 3
TOTAL units required ......................................................... 27

Certificate of Achievement in Photojournalism 
JOUR M01 ... Media and Society ............................................. 3
JOUR M02 ... News Reporting and Writing .................................. 3
PHOT M01A ... Beginning Photography .................................. 3
PHOT M01B ... Intermediate Photography ................................. 3
PHOT M03 ... Basic Color .................................................... 3
PHOT M04 ... Advanced Photography ................................... 3
GRD M30 ... Introduction to Computer Graphics ......................... 3
PHOT M09 ... "Reporter" Staff Photography .............................. 4
TOTAL units required ......................................................... 25

Photography Courses

PHOT M01A -- 3 Units
Beginning Photography
Prerequisites: None
Class Hours: 2 lecture, 1 lab
Explores photography as a means of creative expression. Introduces photographic theory, including camera operation, exposure, developing and printing. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU; UC; CAN: ART 18

PHOT M01B -- 3 Units
Intermediate Photography
Prerequisite: PHOT M01A or suitable portfolio
Class Hours: 2 lecture, 1 lab
Explores variety of traditional techniques in black and white, including high contrast images, solarization, posterization, gum bichromate printing and cyanotypes. Reviews film sensitivity testing, developer density parameters, paper and paper developer characteristics, archival processing, the use of medium format cameras, and introduction to the view camera. Emphasizes creativity. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU; UC

PHOT M02 -- 3 Units
History of Photography
Prerequisites: None
Class Hours: 3 lecture
Surveys history of photography from Daguerre to contemporary images. Explores genres and theories begun in past but which intensify and clarify current work. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU; UC

PHOT M03 -- 3 Units
Basic Color
Prerequisite: PHOT M01B or suitable portfolio
Class Hours: 2 lecture, 1 lab
Introduces principles of color photography. Develops expressive visual statement. Reviews processing of transparency materials, emphasizing creative special effects achieved through unique lighting, films and camera techniques. Encourages experimentation. May be taken two (2) times for credit. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU

PHOT M04 -- 3 Units
Advanced Photography
Prerequisite: PHOT M03 or suitable portfolio
Class Hours: 2 lecture, 1 lab
Refines technical and aesthetic understanding in black and white and/or color photography. Includes zone system, basic densitometry and camera/I light technique, and portfolio development. Intensifies personal statement through major individual projects. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU
PHOT M06 -- 3 Units
Electronic and Digital Photography
Prerequisite: One course in the discipline
Class Hours: 2 lecture; 3 lab
Focuses on Adobe Photoshop for photography, computer graphics, illustration and graphic design. The course will teach appropriate techniques for scanning negatives, transparencies, reflective materials, type effects, color correction, selection techniques, special effects, channel calculations, adjustment layers, output devices and clipping paths/groups. The course will look at the relationship between traditional film based photography and digital techniques. May be taken two (2) times for credit. Formerly PHOT M60I. (Same course as GR M27 - formerly GRD 60E). Applies to Associate Degree. Transfer credit: CSU; UC.

PHOT M08 -- 3 Units
Basic Photo-Journalism
Prerequisite: PHOT M01A or suitable portfolio
Class Hours: 2 lecture, 3 lab
Introduces aspects of photography applicable to mass communication as well as broadcast and print journalism. Concentrates on translating ideas to images for reproduction in magazines and newspapers and in book illustrations. Includes special effects, use of camera and light as creative tools, and basic motion picture techniques. May be taken two (2) times for credit. (Same course as JOUR M08). PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU

PHOT M09 -- 4 Units
Reporter Staff Photography
Prerequisite: PHOT M08 or suitable portfolio
Class Hours: 1 lecture, 9 lab
Introduces campus newspaper photographers to all phases of press photography: news, feature, illustration, portrait, sports, and advertising. Uses aesthetic and technical skill to communicate visually. May be taken two (2) times for credit. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU

PHOT M22A/B -- 1 to 3 Units Each
Independent Studies in Photography
Prerequisite: A previous course in Photography
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of photography through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU.

PHOT M60A-Z -- 1 to 3 Units Each
Topics in Photography
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. PHOT formerly PHOTO.

Developed topics include:

PHOT M60A -- 1 Unit
Field Studies in Photography
Prerequisites: None
Class Hours: 0.5 lecture, 1.5 lab
Concentrates on solving photographic problems of specific location, working in either black and white or color. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

PHOT M60B -- 2 Units
Field Studies in Photography
Prerequisites: None
Class Hours: 1 lecture, 3 lab
Concentrates on solving photographic problems of specific location, working in either black and white or color. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

M60C -- 3 Units
Field Studies in Photography
Prerequisites: None
Class Hours: 1 lecture, 6 lab
Concentrates on solving photographic problems of specific location, working in either black and white or color. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

PHOT M60D -- 1 Unit
Laboratory Practice
Prerequisites: None
Class Hours: 0.5 lecture, 1.5 lab
Offers instructor-supervised lab work for beginning, intermediate and advanced students. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

PHOT M60E -- 2 Units
Laboratory Practice
Prerequisites: None
Class Hours: 0.5 lecture, 4.5 lab
Offers instructor-supervised lab work for beginning, intermediate and advanced students. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

PHOT M60F -- 3 Units
Laboratory Practice
Prerequisites: None
Class Hours: 1 lecture, 6 lab
Offers instructor-supervised lab work for beginning, intermediate and advanced students. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree.

PHOT M80 -- 1 to 4 Units
Internship in Photography
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. PHOT formerly PHOTO. Applies to Associate Degree. Transfer credit: CSU, credit limitations.
PHYSICAL EDUCATION

Physical Education classes offer students an opportunity to enrich their education with emphasis on improved individual physical well-being as well as professional career options.

Career Opportunities

**Associate Degree Level**
Athlete, Recreation Specialist, Camp Counselor, Community Center Leader, Playground Director, Recreation Leader, Referee, Industrial Recreation Leader, Racquet Club Manager, Fitness Specialist

**Bachelors Degree Level**
Athletic Trainer, Teacher, Pre-Physical Therapist, Corrective Therapist, Exercise Test Technologist, Sports caster, Coach, Resort Sports Coordinator, Health and Safety Director, YM/YWCA Instructor, Sports Editor, Therapist, Recruiter

Dean
Al Nordquist, Phone (805) 378-1446

Faculty

**Full-Time**
James Bittner, Donald Green, Ronald Halleran, John Keever, MoDean McCullough, Gilbert Mendoza, Delbert Parker, Sherry Ruter, Nancy Stewart, Willard Thurston

**Part-Time**

Counselors
Michael Johnson, Donna Proske Allyn

Human Performance Degree

**Associate in Arts Degree**
This pre professional "core" program is designed to prepare students for transfer to bachelor degree programs in Physical Education, Physical Therapy, Athletic Training, Coaching and Fitness Management.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 90</td>
<td>2</td>
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<tr>
<td>PE M91</td>
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<td>PSY M01A</td>
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<td>ANAT M01</td>
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<tr>
<td>NTS M01</td>
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<tr>
<td>PE Activities</td>
<td>4.5</td>
</tr>
</tbody>
</table>

(See Degree Requirements and Transfer Information section for General Education requirements.)

TEAM
PE M23C/D + Baseball; PE M24C/D - Basketball;
PE M25C/D + Football; PE M27C/D - Soccer;
PE M28C/D + Softball; PE M29C/D - Track;
PE M30A/C/D + Volleyball

(College athletics in any area will be included)

**INDIVIDUAL**
PE M2B - Free Weights; PE M06 - Golf;
PE M08 - Power Lifting; PE M11 - Tennis
PE M38 - Wrestling; Any Dance activity class

**CARDIOVASCULAR**
PE M01A + Walking; PE M03A - Running; PE M04 + Aerobics; PE M07 - Step-Aerobics;
PE M12 — Extreme Aerobic Mix; PE M15 — Kick Boxing

Physical Education Courses

An Associate Degree requires one or more PE/Dance activity classes for a minimum of 1.5 units total. Any combination of PE activity courses of a particular kind (e.g., body conditioning, golf, tennis, etc.) may be taken a total of four (4) times.

Students planning to take more than 4 units of Physical Education activity courses should consult a counselor. The California State University (CSU) system accepts all PE courses for comparable semester credit, but the University of California (UC) system will only accept a total of four (4) units of credit.*

**Individual Sports Activities**

**PE M01A** — 1 to 1.5 Units
Walking for Fitness
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Provides exercise and fitness training, emphasizing cardiovascular conditioning to improve muscle tone. Applies to Associate Degree. Transfer credit: CSU; UC*

**PE M02A** — 0.5 to 1.5 Units
Body Conditioning/Fitness Lab
Prerequisite: None
Class Hours: 25 to 1 lecture; 1.5 to 2 activity
Emphasizes cardiovascular fitness, strength, muscle endurance and flexibility. Allows individual scheduling of required lab hours. Applies to Associate Degree. Transfer credit: CSU; UC*

**PE M02B** — 1 to 1.5 Units
Body Conditioning/Free Weights
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces overall body conditioning. Emphasizes improving the cardiovascular system, enhancing flexibility, and increasing muscular strength. Includes jogging, stretching, and specific free weight exercises. Applies to Associate Degree. Transfer credit: CSU; UC*

**PE M03A** — 1 to 1.5 Units
Running for Fitness and Conditioning
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Emphasizes improved physical health and cardiovascular fitness through running and overall conditioning. Includes endurance training with a gradual increase in distance. Applies to Associate Degree. Transfer credit: CSU; UC*
Physical Education

PE M03B -- 1 to 1.5 Units
Sprinting for Fitness and Conditioning
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Uses sprinting to improve physical fitness and general health. Emphasizes maximum speed performance and enhanced cardiovascular efficiency. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M04 -- 1 to 1.5 Units
Body Conditioning through Rhythms/Aerobics
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces series of simple but vigorous dances that improve circulation, respiration, digestion, agility, flexibility, coordination and rhythm as well as endurance and strength. Includes supervised practice. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M05 -- 1.5 Units
Bowling
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Introduces rules, etiquette, safety and techniques of bowling. Meets off campus. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M06A -- 1 to 1.5 Units
Beginning Golf
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces basic rules and skills needed for playing golf. Includes development of skills and analysis of technique. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M06C -- 1 to 1.5 Units
Intermediate Golf
Prerequisite: PE M06A
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Expands golfing skills through more extensive review of techniques and increased practice. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M06D -- 1 to 1.5 Units
Advanced Golf
Prerequisite: PE M06C
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Studies bio-mechanical principles of golf as preparation for golf competition. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M07 -- 1 to 1.5 Unit
Step-Aerobics
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Develops proficiency in step-aerobic skills and improved cardiovascular efficiency. Works every major muscle group in the lower body while strengthening and conditioning the upper body. Uses adjustable step platform to accommodate varying fitness and impact levels. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M08 -- 1 to 1.5 Units
Power Lifting/Free Weights
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces weight training and conditioning to build strength, power, and bulk. Focuses on the development of upper body strength, rehabilitation and strengthening of knee joints, and refinement of power lifting for the lower body. Emphasizes quickness, coordination, balance and speed through competitive drills and routines. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M09 -- 1 to 1.5 Units
Racquetball
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Emphasizes fundamentals of racquetball, including game rules, proper use and purchase of equipment, court etiquette, and safety. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M10 -- 1 to 1.5 Units
Shaping and Toning
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
This is a body conditioning course designed to improve the cardiovascular system, enhance flexibility and increase muscular strength. The class will include cardiovascular/aerobic conditioning, stretching exercises and specific free weight exercises designed to strengthen the entire body. May be taken for a maximum of 4 times. Applies to Associate Degree. Transfer credit: CSU; UC

PE M11A -- 1 to 1.5 Units
Beginning Tennis I
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces beginning tennis skills, including etiquette, rules, and basic techniques. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M11C -- 1 to 1.5 Units
Intermediate Tennis
Prerequisite: PE M11A
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Expands strategies, rules and techniques of tennis, emphasizing both singles and doubles play. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M11D -- 1 to 1.5 Units
Advanced Tennis
Prerequisite: PE M11C
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Expands experienced player's individual techniques. Reviews rules and strategies for both singles and doubles play. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M12 -- 1 to 1.5 Units
Extreme Aerobic Mix
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Designed to develop a high level of cardiovascular efficiency plus promote strength and flexibility through a variety of high-energy activities. This class utilizes aerobic dance, funk, hip-hop, step, cardio kickboxing, and plyometrics to achieve a high level of conditioning and coordination. May be taken for a maximum of 4 times. Applies to Associate Degree. Transfer credit: CSU; UC

PE M13 -- 2 Units
Hiking and Backpacking
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Uses lecture, field study and experience to introduce sport of hiking and backpacking. Covers conditioning, skills, information and resources. Emphasizes safety procedures. Requires field trips. Applies to Associate Degree. Transfer credit: CSU; UC*
PE M14 -- 2 Units
Pep Squad
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Provides training and practice techniques necessary to be a cheerleader. Applies to Associate Degree.

PE M15 -- 1 to 1.5 Units
Kick Boxing
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Designed to develop proficiency in kickboxing skills as well as the development of physical and general health. This comprehensive and balanced program works every major muscle group in the upper and lower body. The movements and speed of movements will vary to accommodate the fitness level of all students. Applies to Associate Degree. Transfer credit: CSU; UC

PE M22A/B -- 1 to 3 Units Each
Independent Studies in Physical Education
Prerequisite: A previous course in Physical Education
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of physical education through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

Team Activities

PE M21 -- 1 to 1.5 Units
Field Hockey
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Introduces fundamentals of field hockey, including individual skills (passing, receiving, and dribbling) as well as offensive and defensive tactics and team strategy. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M23C -- 1 to 1.5 Units
Intermediate Baseball
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops intermediate techniques and strategies for baseball. Emphasizes skills levels for use in games. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M23D -- 1 to 1.5 Units
Advanced Baseball
Prerequisite: PE M23C
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops advanced skills in baseball, emphasizing methods and styles of play. Requires participation in fall baseball program. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M24C -- 1 to 1.5 Units
Intermediate Basketball
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops intermediate techniques and strategies in basketball. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M24D -- 1 to 2 Units
Advanced Basketball
Prerequisite: PE M24C or varsity high school experience
Class Hours: 5 to 1.5 lecture; 1.5 to 2.5 activity
Introduces advanced skills and techniques in basketball. Uses game experience to develop different styles and formats of play. Develops cardiovascular fitness. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M25A -- 1 to 1.5 Units
Beginning Football
Prerequisite: None
Class Hours: .5 or 1 lecture, 1.5 or 2 activity
This course covers development of the beginning skills in football and the history of the sport. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M25C -- 1 to 1.5 Units
Intermediate Football
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops intermediate skills in football. Introduces theory behind different styles of play. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M25D -- 1 to 1.5 Units
Advanced Football
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Introduces advanced techniques, emphasizing both the offensive and defensive passing game. Includes conditioning and speed improvement. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M26 -- 1 to 1.5 Units
Team Sports
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Introduces basic rules, techniques and strategies of various seasonal team sports, including soccer, softball, football and basketball. Provides practice in each sport. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M27A -- 1 to 1.5 Units
Beginning Soccer
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops skills, rules, techniques and strategies of soccer. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M27C -- 1 to 1.5 Units
Intermediate Soccer
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops intermediate skills and strategies of soccer. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M27D -- 1 to 1.5 Units
Advanced Soccer
Prerequisite: None
Class Hours: .5 or 1 lecture; 1.5 or 2 activity
Develops advanced skills and strategies. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*
PE M28A -- 1 to 1.5 Units
Beginning Softball
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces the basic skills and strategies of fast-pitch softball. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M28C -- 1 to 1.5 Units
Intermediate Softball
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Develops intermediate skills and strategies of fast-pitch softball. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M28D -- 1 to 1.5 Units
Advanced Softball
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Develops advanced skills and strategies. Requires participation. Co-educational. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M29A -- 1 to 1.5 Units
Intermediate Track
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces intermediate techniques and strategies in track and field. Prepares for a competitive season, emphasizing skills needed for proficiency. Required of all varsity track candidates. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M29B -- 1 to 1.5 Units
Advanced Track
Prerequisite: PE M29C
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Practices advanced skills and strategies of track and field for a competitive season. Required of all varsity track candidates. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M30A -- 1 to 1.5 Units
Beginning Volleyball I
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces basic rules and techniques of power volleyball. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M30B -- 1 to 1.5 Units
Intermediate Volleyball
Prerequisite: PE M30A
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Practices the fundamental skills and strategies of volleyball, allowing two and three-player games. Requires participation. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M30C -- 1 to 1.5 Units
Advanced Volleyball
Prerequisite: PE M30C
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Continues skills development for the advanced player, allowing two and three-player volleyball. Requires participation. Applies to Associate Degree. Transfer credit: CSU; UC*

Combatives/Self-Defense

PE M36A -- 2 Units
Analysis of Sexual Assault and Self-Defense
Prerequisite: None
Class Hours: 2 lecture, 1 activity
Reviews issues of personal assault and rape, reviewing readings and physical responses. Introduces self-defense techniques. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M38 -- 1 to 1.5 Units
Wrestling
Prerequisite: None
Class Hours: 5 or 1 lecture; 1.5 or 2 activity
Introduces the basic skills of wrestling, including takedowns, rides, escapes and falls. Applies to Associate Degree. Transfer credit: CSU; UC*

Intercollegiate Athletics

(Passing a physical exam required for participation)

PE M62 -- 3 Units
Golf - Women
Prerequisite: None
Class Hours: 1 lecture, 9 activity
Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel and put in additional hours beyond the normal activity load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M64 -- 3 Units
Soccer-Men
Prerequisite: None
Recommended Preparation: Understanding of soccer skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M65 -- 3 Units
Soccer-Women
Prerequisite: None
Recommended Preparation: Understanding of soccer skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC*

PE M66 -- 3 Units
Baseball-Men
Prerequisite: None
Recommended Preparation: Understanding of baseball skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC*
PE M67 -- 3 Units
Basketball-Men
Prerequisite: None
Recommended Preparation: Understanding of basketball skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M68 -- 3 Units
Basketball-Women
Prerequisite: None
Recommended Preparation: Understanding of basketball skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M69 -- 3 Units
Cross Country-Men
Prerequisite: None
Recommended Preparation: Understanding of cross country skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M70 -- 3 Units
Cross Country-Women
Prerequisite: None
Recommended Preparation: Understanding of cross country skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M71 -- 3 Units
Football-Men
Prerequisite: None
Recommended Preparation: Understanding of football skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M72 -- 3 Units
Golf - Men
Prerequisite: None
Class Hours: 1 lecture, 9 activity
Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M73 -- 3 Units
Softball-Women
Prerequisite: None
Recommended Preparation: Understanding of softball skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M74 -- 3 Units
Tennis-Men
Prerequisite: None
Recommended Preparation: Understanding of tennis skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M75 -- 3 Units
Tennis-Women
Prerequisite: None
Recommended Preparation: Understanding of tennis skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M76 -- 3 Units
Track-Men
Prerequisite: None
Recommended Preparation: Understanding of track skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M77 -- 3 Units
Track-Women
Prerequisite: None
Recommended Preparation: Understanding of track skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

PE M78 -- 3 Units
Volleyball-Women
Prerequisite: None
Recommended Preparation: Understanding of volleyball skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC
PE M79 -- 3 Units
Wrestling-Men
Prerequisite: None
Recommended Preparation: Understanding of wrestling skills, rules, and strategies.
Class Hours: 1 lecture, 9 activity
Highly competitive. Requires advanced skills, travel, and competition against other institutions. Demands time beyond normal load. May be taken three (3) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC.

PE M80 -- 1 to 4 Units
Internship in Physical Education
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 activity as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office. Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

Instructional

PE M90 -- 2 Units
Introduction to Human Performance and Physical Education
Prerequisite: None
Class Hours: 2 lecture
Introduces aims, objectives and contemporary issues of Physical Education and Human Performance. Requires projects and fieldwork. Does NOT fulfill general education PE requirement. Applies to Associate Degree. Transfer credit: CSU, UC.

PE M91 -- 3 Units
Foundations of Fitness
Prerequisite: None
Class Hours: 2 lecture, 3 activity
Introduces physiological principles and other factors for the development and maintenance of optimal physical fitness. Requires observation and assistance in campus Fitness Laboratory. Does NOT fulfill general education PE requirement. Applies to Associate Degree. Transfer credit: CSU, UC*

Adaptive

PE M20 -- 1.5 Units
Adapted Physical Education
Prerequisite: None
Class Hours: 1 lecture, 2 activity
Meets special needs of students unable to participate in regular physical education activity classes. Provides individualized adapted fitness program. Requires evaluation by college physician to determine appropriate physical activity for each participant. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, UC*

PHYSICAL SCIENCE

The major in Physical Science is designed to prepare students for a diversity of professions requiring an understanding of the fundamentals of the physical sciences. Such professions include teaching science at the secondary level, technical administration in government and industry, legal work with patents, scientific librarianship, and scientific journalism.

Career Opportunities

Most careers require bachelors or graduate degree. Astronomer, Teacher, Patent Lawyer, Oceanographer

Dean

Floyd Martin, Phone (805) 378-1459

Faculty

Full-Time
Clinton Harper, Ron Wallingford

Part Time
Paul Coleman

Counselor
Danita R. Redd

Physical Science Courses

PHSC M01 -- 3 Units
Principles of Physical Science
Prerequisite: MATH M03
Class Hours: 3 lecture
Introduces facts, principles and laws from physics and chemistry. Includes motion, force, energy, wave motion, electricity and magnetism, light, atomic structure, chemical bonding and chemical reaction rates, and equilibrium. PHSC formerly PhysSc. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations -- no credit if taken after a college course in Astronomy, Chemistry, Geology or Physics

PHSC M01L -- 1 Unit
Principles of Physical Science Laboratory
Prerequisite: Completion of or concurrent enrollment in PHSC M01
Class Hours: 3 lab
Provides hands-on experience with fundamental concepts from physics and chemistry. PHSC formerly PhysSc. Applies to Associate Degree. Transfer credit: CSU; UC

PHSC M22A/B -- 0.5 to 3 Units Each
Independent Studies in Physical Science
Prerequisite: A previous course in Physical Science
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of physical science through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. PHSC formerly PhysSc. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

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PHYSICS

The strong emphasis in physics on fundamental concepts and problem solving makes it one of the most versatile majors available. The Physics major provides the basis for careers in applied physics and in interdisciplinary areas such as astronomy, biophysics, environmental science, oceanography, and scientific instrumentation.

Career Opportunities

Most careers require bachelors or graduate degree.
Laser Specialist, Seismologist, Researcher, Oceanographer, Geochemist, Weather Forecaster, Astronomer, Medical Technologist, Biomedical Engineer, Plasma Physicist, Fusion Engineer, Nuclear Physicist, Physical Chemist, Statistician, Chemical Physicist

Dean
Floyd Martin, Phone (805) 378-1459

Faculty

Full-Time
Balazs Becht, Clinton Harper, Fred Meyer, Ron Wallingford

Part-Time
Paul Coleman, Hadi Darejeh, Philip Klutch, Youssef Kohanzadeh, Joseph McNeil

Counselors
Latrisha Ma, Danita R. Redd

Physics Degree

Associate in Science Degree
This program is designed to award a designated associate degree to those students who have completed a course of specialization in Physics. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Physics offered by four-year institutions. Since the course work in physics is sequential, students may spend less time earning an Associate of Science Degree and/or Bachelor of Science Degree by deferring some of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in physics. In addition, the earning of this degree will be evidence of achievement of technical skills that may be helpful towards the seeking of immediate employment.

Preparation for the Major:
• Mathematics + two years high school algebra plus trigonometry or MATH M03 and M07 or equivalent.
• Chemistry + one year high school chemistry or CHEM M12 or equivalent.
• Physics + one year high school physics or PHYS M10A or equivalent.
Physics students are strongly encouraged to take advantage of summer school class offerings.

Required Courses:

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<th>Course</th>
<th>Units</th>
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<td>MATH M25A</td>
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<tr>
<td>PHYS M20C/20CL</td>
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</tbody>
</table>

Select one of the following options:

Physics Option
Core plus the following:
CHEM M01B General Chemistry II 6
MATH M35 Applied Differential Equations 3

Recommended Courses: CS M18/M18L, MATH M31

Applied Physics Option
Core plus the following:
CS M10/M10L Intro to Computer Science/Pascal/Lab 4
CS M18/M18L Computer Programming - FORTRAN/Lab 4
ENGR M13 Engineering Materials 3
MATH M35 Applied Differential Equations 3

Recommended Courses: CHEM M01B, MATH M31

Electro-Optics Option
Core plus the following:
CHEM M01B General Chemistry II 6
ET M10 Introduction to Lasers and Fiber Optics 2
MATH M31 Introduction to Linear Algebra 3
MATH M35 Applied Differential Equations 3

TOTAL minimum units required in major area 45-50

Recommended Courses: CS M10/M10L, ENGR M20/M20L

Suggested Course Sequence:

Physics Option

First Semester
CHEM M01A 6
MATH M25A 5
Total 11

Second Semester
CHEM M01B 6
MATH M25B 5
PHYS M20A/M20AL 5
Total 16

Third Semester
MATH M25C 5
PHYS M20B/M20BL 5
Total 10

Fourth Semester
MATH M35 3
PHYS M20C/M20CL 5
Total 8
Applied Physics Option

First Semester
- CHEM M01A ........................................... 6
- MATH M25A ........................................... 5
Total .................................................. 11

Second Semester
- CS M10/M10L ......................................... 4
- MATH M25B ........................................... 5
- PHYS M20A/M20AL .................................. 5
Total .................................................. 14

Third Semester
- ENGR M12 ........................................... 3
- MATH M25C ........................................... 5
- PHYS M20B/M20BL .................................. 5
Total .................................................. 13

Fourth Semester
- CS M18/M18L ......................................... 4
- MATH M35 ........................................... 3
- PHYS M20C/M20CL .................................. 5
Total .................................................. 12

Electro-Optics Option

First Semester
- CHEM M01A ........................................... 6
- MATH M25A ........................................... 5
Total .................................................. 11

Second Semester
- CHEM M01B ........................................... 6
- MATH M25B ........................................... 5
- PHYS M20A/M20AL .................................. 5
Total .................................................. 16

Third Semester
- ET M10 .............................................. 2
- MATH M25C ........................................... 5
- MATH M31 ........................................... 3
- PHYS M20B/M20BL .................................. 5
Total .................................................. 15

Fourth Semester
- MATH M35 ........................................... 3
- PHYS M20C/M20CL .................................. 5
Total .................................................. 8

See Degree Requirements and Transfer Information section for General Education requirements.

Physics Courses

**PHYS M01 -- 3 Units**

**Descriptive Physics**
- Prerequisites: None
- Class Hours: 3 lecture
- Introduces basic concepts of physics, using everyday examples. Includes classical mechanics; properties of matter, heat, sound, electricity and magnetism; light, atomic and nuclear physics; relativity; and astrophysics. Designed for non-science majors. Requires little math. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC. (No credit if taken after PH M10A or PH M20A.)

**PHYS M01L -- 1 Unit**

**Descriptive Physics Laboratory**
- Prerequisite: Completion of or concurrent enrollment in PHYS M01
- Class Hours: 3 lab
- Provides hands-on experience with elements of classical and modern physics for non-science majors. Covers mechanics, electricity and wave motion as well as heat, light, and atomic and nuclear physics. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC

**PHYS M05 -- 3 Units**

**Radiation Physics**
- Prerequisite: MATH M01
- Corequisite: PHYS M05L
- Class Hours: 3 lecture
- Introduces mechanics, electricity, magnetism and atomic physics, emphasizing fundamentals of x-ray production. Primarily designed for Radiologic Technology majors. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU

**PHYS M05L -- 1 Unit**

**Radiation Physics Laboratory**
- Prerequisite: MATH M01
- Corequisite: PHYS M05
- Class Hours: 3 lab
- Provides hands-on experience applying principles of mechanics, electricity, and magnetism as well as atomic and x-ray physics. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU

**PHYS M10A -- 4 Units**

**General Physics I**
- Prerequisite: MATH M06 or MATH M07 or equivalent skills measured by college assessment process
- Class Hours: 4 lecture
- Introduces mechanics of solids and fluids, heat, and wave motion. Designed for non-majors who need a non-calculus physics course. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 2 (PHYS M10A + M10AL)

**PHYS M10AL -- 1 Unit**

**General Physics I Laboratory**
- Prerequisite: Concurrent enrollment in PHYS M10A
- Class Hours: 3 lab
- Provides hands-on experience with classical mechanics and heat and wave motion. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 2 (PHYS M10A + M10AL)

**PHYS M10B -- 4 Units**

**General Physics II**
- Prerequisite: PHYS M10A
- Class Hours: 4 lecture
- Introduces electricity, magnetism, optics and modern physics. Designed for non-majors, requiring non-calculus based physics course. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 4 (PHYS M10B + M10BL)

**PHYS M10BL -- 1 Unit**

**General Physics II Laboratory**
- Prerequisites: PHYS M10A/M10AL
- Corequisite: PHYS M10B
- Class Hours: 3 lab
- Provides hands-on experience with electricity, magnetism, optics and modern physics. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 4 (PHYS M10B + M10BL)
PHYS M20A -- 4 Units
Mechanics of Solids and Fluids
Prerequisites: MATH M25A and PHYS M10A or one year of high school physics
Corequisite: MATH M25B
Class Hours: 4 lecture
Introduces statics and dynamics of particles and rigid bodies, hydrostatics and hydrodynamics. Designed for majors in physics, engineering, mathematics, chemistry, computer science and biology. Requires use of calculus. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 8 (PHYS M20A + M20AL), PHYS SEQ B (PHYS M20A, M20AL + M20B, M20BL + M20C, M20CL)

PHYS M20AL -- 1 Unit
Mechanics of Solids and Fluids Laboratory
Prerequisites: MATH M25A and PHYS M10A
Corequisite: MATH M25B, PHYS M20A
Class Hours: 3 lab
Provides hands-on experience with dynamics of particles and rigid bodies, hydrostatics, and hydrodynamics. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 8 (PHYS M20A + M20AL)

PHYS M20B -- 4 Units
Electricity and Magnetism
Prerequisites: MATH M25B and PHYS M20A
Corequisite: MATH M25C
Class Hours: 4 lecture
Introduces electricity, magnetism and electronic devices, emphasizing field theory. Includes electric and magnetic fields; Coulomb's Law; Gauss' Law; Faraday's Law; Ampere's Law; Biot-Savart Law; Ohm's Law; and A.C. and D.C. circuits. Requires calculus applications. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 12 (PHYS M20B + M20BL), PHYS SEQ B (PHYS M20A, M20AL + M20B, M20BL + M20C, M20CL)

PHYS M20BL -- 1 Unit
Electricity and Magnetism Laboratory
Prerequisites: MATH M25B and PHYS M20A/M20AL
Corequisite: MATH M25C, PHYS M20B
Class Hours: 3 lab
Provides hands-on experience in field theory, emphasizing electronic measurements, A.C./D.C. circuits, and basic active analog circuits and devices. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 12 (PHYS M20B + M20BL)

PHYS M20C -- 4 Units
Wave Motion, Heat, Optics and Modern Physics
Prerequisites: MATH M25C and PHYS M20B
Class Hours: 4 lecture
Introduces wave motion (sound and light), physical and isommetrical optics, thermodynamics, and selected topics in quantum mechanics and special relativity. Demonstrates problem solving with calculus and differential equations. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 8 (PHYS M20C + M20CL), PHYS SEQ B (PHYS M20A, M20AL + M20B, M20BL + M20C, M20CL)

PHYS M20CL -- 1 Unit
Wave Motion, Heat, Optics and Modern Physics Laboratory
Prerequisites: MATH M25C and PHYS M20B/M20BL
Corequisite: PHYS M20C
Class Hours: 3 lab
Provides hands-on experience with wave motion, heat, optics and modern physics. Stresses fundamental principles and use of modern lab instrumentation. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations. CAN: PHYS 8 (PHYS M20C + M20CL)

PH M22A/B -- 0.5 to 3 Units Each
Independent Studies in Physics
Prerequisite: A previous course in Physics
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of physics through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

PHYS M80 -- 1 to 4 Units
Internship in Physics
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. PHYS formerly PH. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

PHYSIOLOGY
See courses in Biological Sciences

POLITICAL SCIENCE

Political Science, the study of government and politics, leads to an understanding of the institutions of government and the role of citizens and leaders at every level of government.

Career Opportunities

Most careers require bachelor's or graduate degree.
Government Official, Journalist, Foreign Diplomat, Teacher, Attorney, Politician

Dean
Al Nordquist, Phone (805) 378-1445
Faculty

**Full-Time**
Gerald Bridgeman, Robert Herman, Jack Miller

**Part-Time**
Greg Freeland, Craig Gill, Luis Gomez, Herb Gooch, Rodrigo Hernandez, John Stepee

**Counselor**
Mike Johnson

**Political Science Courses**

**POLS M08 -- 3 Units**
**Political Patterns in the U.S.**
Prerequisites: None
Class Hours: 3 lecture
Introduces fundamental principles of U.S. Government, focusing on the state and local government of the Southwest. Emphasizes the legislative process, political parties, pressure groups, local implementation policies and the political participation of Mexican-Americans. (Same course as Chicano Studies M08). POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU; UC

**POLS M10 -- 3 Units**
**Public Administration and Policy Development**
Prerequisite: Prior course in Social Science
Class Hours: 3 lecture
Introduces public administration, exploring the decisions, tasks, and implementations of the public bureaucracy. Reviews administrative organizations, including personnel management, budget administration, public relations and government-service careers. POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU

**POLS M11 -- 3 Units**
**Law, Government, and Individual Rights**
Prerequisites: None
Class Hours: 3 lecture
Uses Constitutional Law to analyze origins, workings, procedures, and policies of American federal and state governments. Emphasizes the judicial system as well as the privileges, rights, and obligations of individuals. Includes review of Supreme Court decisions. POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU

**POLS M22A/B -- 1 to 3 Units Each**
**Independent Studies in Political Science**
Prerequisite: A previous course in Political Science
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of political science through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

**POLS M60A-Z -- 1 to 3 Units Each**
**Topics in Political Science**
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester’s Schedule of Classes.

**Developed topics include:**

**POLS M60C -- 3 Units**
**Politics in the Middle East**
Prerequisites: None
Class Hours: 3 lecture
Explores political developments and changes in the Middle East, emphasizing the Arab states, Israel, Iran and Turkey. Reviews the rich historical background of region, including cultural contributions and political conflicts before the 20th century; as well as current political processes, economic developments, and major problems. POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU; UC
POLS M80 -- 1 to 4 Units
Internship in Political Science
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. POLS formerly Pol Sc. Applies to Associate Degree. Transfer credit: CSU; credit limitation.

PSYCHOLOGY

The major in psychology provides a study of the behavior of individuals and groups in contemporary society. The graduate in this major is prepared for positions in research and teaching, counseling, and working with individuals in clinical settings. The major also provides the student with the background for graduate study in the field of psychology and related specialties.

Career Opportunities

Most careers require bachelors or graduate degree.
Psychologist, Administrative Assistant, Urban Renewal Specialist, Personnel Assistant, Social Insurance Representative, Veterans Claims, Examiner, Rehabilitation Counselor, Social Service Analyst, Employee Relations Specialist, Employee Development Specialist, Recreation Specialist, Social Worker, Family Counselor, Mental Health Officer, Program Analyst, Sales Personnel, Advertising Executive, School Psychologist, Probation Officer

Dean

Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time
Frank Bianchino, Judith Farrell, Carole Ginet, Lynn Meschan, Steven Pollock, Sally Ponce-O'Rourke, Carol Woodward

Part-Time
Bobbie Berg, Deena Case-Pall, Pat Devita-Vessa, Edrick Dorian, Michael Gardner, Carissa Klevens, Michelle LaBrie, John Lenahan, Deanna Riveira, Dean Richards, Norma Runyan, Corie Skolnick

Counselors
Chuck Brinkman, Anita Evans, Mike Johnson, Celia Romero-Molagh

Psychology Courses

PSY M01 -- 3 Units
Introduction to Psychology
Prerequisite: None
Class Hours: 3 lecture
Introduces the areas of history and systems, research methodology, biological bases of behavior, sensation and perception, motivation and emotion, learning and memory, cognition and intelligence, personality, stress and health psychology, behavior disorders (psychopathology) and treatments, human sexuality, life span development, and social and environmental psychology. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: PSY 2

PSY M01H -- 3 Units
Honors: Introduction to Psychology
Prerequisite: None
Class Hours: 3 lecture
Introduces Honors work in the areas of history and systems, research methodology, biological bases of behavior, sensation and perception, motivation and emotion, learning and memory, cognition and intelligence, personality, stress and health psychology, behavior disorders (psychopathology) and treatments, human sexuality, life span development, and social and environmental psychology. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: PSY 2

PSY M02 -- 3 Units
Introduction to Behavioral Neuroscience
Prerequisite: PSY M01
Class Hours: 3 lecture
Introduces neuropsychological bases for basic brain-behavior concepts including structure and function of the nervous system, neural conduction and synaptic transmission, psychopharmacology, structure of the nervous system, brain lateralization, neuropsychology, sensation and perception, internal body states, sexual behavior, emotional behavior, sleep and biological rhythms, biology of learning and memory, and psychopathological disorders. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC.

PSY M03 -- 3 Units
Psychology of Interpersonal Relationships
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces psychological principles involved in human relationships. Combines experiential and theoretical approaches to increase awareness, understanding, and decision-making. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU

PSY M04 -- 3 Units
Child Psychology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Focuses on the basic principles of developmental psychology, exploring the personal, societal, and cultural forces important from birth to puberty. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC
PSY M05 -- 3 Units
Social Psychology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces social relationships, emphasizing interpersonal attraction; person perception; long-term relationships; pro-social behavior; attitude formation and change; and the nature of prejudice, aggression, and conformity. (Same course as Sociology M05). PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M06 -- 3 Units
Introduction to Behavioral Research Methods
Prerequisite: PSY M01
Class Hours: 3 lecture
Introduces basic research concepts and principles of behavioral science; descriptive and experimental research approaches; problem identification, hypothesis formation and testing; experimental variables and controls; validity and reliability; experimental, quasi-experimental and single-participant research designs; and research ethics. Requires research study and manuscript using APA guidelines and format. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M07 -- 3 Units
Developmental Psychology (Life Span)
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces physical, emotional, cognitive, social and cultural aspects of development from conception to death. Emphasizes normative behaviors and developmental stages over the life span. Reviews developmental theories and contemporary issues. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed: None; course if combined with Child Development M30

PSY M08 -- 3 Units
Abnormal Psychology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Surveys field of abnormal behavior by reviewing patterns, causes, and history of maladaptive behavior; clinical assessment using the current Diagnostic and Statistical Manual; therapies; and prevention of behavioral disorders. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M09 -- 3 Units
Introduction to Gerontology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces physical, psychological, sociological, and economic aspects of aging, applying theories to current issues and problems facing the older population. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed is one course if combined with PSY M30.

PSY M10 -- 3 Units
Dying and Death
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Explores issues and decisions concerned with dying and death over the life span, including historical and cross-cultural perspectives, death socialization, medical ethics and the health-care system, legal issues and after-life concerns. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M11 -- 3 Units
Psychology of Assertive Communication
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces open, honest, direct communication and behavior, emphasizing perceptions and emotions, verbal and non-verbal communication, defense mechanisms, and conflict resolution. Examines problem areas and alternate behaviors, exploring how to express anger, change behavior, make requests, say "No," cope with criticism and resolve conflict. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU

PSY M12 -- 3.5 Units
Animal Behavior
Prerequisite: None
Class Hours: 3 lecture, 1.5 lab
Introduces the study of animal behavior, emphasizing learning theory and classical and operant conditioning. Applies concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Requires training a rat and conducting an observational research project on captive animals. (Same course as EEATM M04). PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU

PSY M13 -- 3 Units
Human Sexuality
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Explores psychological, biological, and sociological aspects of human sexual behavior, including sexual values, roles and lifestyles. Includes contraception, pregnancy, sexually transmitted diseases, sexual dysfunctions and treatments. Presents course content in an explicit, open, scientific and thoughtful manner. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M12 L
ANIMAL BEHAVIOR LAB
PSY M14 -- 3 Units
Cross-Cultural Psychology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Explores the impact of cultural and social influences on the psychological development of ethnic groups by integrating traditional theoretical approaches and current cross-cultural research and theory in the study of Latinos, Asian-Americans, African-Americans and Native Americans. Reviews definitions of culture; ethnic group demographics; family and gender roles; collectivism and individualism; research methodologies; identity formation and ethnicity; stereotypes; prejudice and discrimination; cognition and intelligence; language, bilingualism and non-verbal communication; psychosocial stressors; behavioral disorders, clinical assessment and cross-cultural counseling techniques; and improving intercultural interactions. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M15 -- 3 Units
Crime and Criminal Behavior
Prerequisite: None
Class Hours: 3 lecture
Introduces the factors, concepts and theories, and characteristics associated with the psychology of criminal behavior and victimology. (Same course as Sociology M15) PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU

PSY M16 -- 3 Units
Personality Theories
Prerequisite: None
Class Hours: 3 lecture
Reviews the major concepts and methods of personality theories and how they relate to the development and formation of personality. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC

PSY M17 -- 3 Units
Psychology of Leisure, Recreation, and Sport
Prerequisite: None
Class Hours: 3 lecture
Introduces the topical areas of the psychology of leisure, recreation, and sport including history and foundations of the field, research methods, psychobiology of activity; uses activity for physical and mental health; activities across the lifespan; and role of motivation, learning, information processing, attention, memory, and emotion in activity. Applies to Associate Degree. Transfer credit: CSU; UC.

PSY M18 -- 3 Units
Educational Psychology
Prerequisite: None
Class Hours: 3 lecture
Explores and synthesizes basic psychological issues and theories involved in learning, instruction, and evaluation. Introduces student learning processes influenced by cognition, development, motivation, and individual differences; instructional methods for teaching subjects such as reading, writing, science, and mathematics; instruction of learning and thinking strategies; and assessment techniques for evaluating student performance. Applies to Associate Degree. Transfer credit: CSU; UC.

PSY M22A/B -- 1 to 3 Units Each
Independent Studies in Psychology
Prerequisite: A previous course in Psychology
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of psychology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

PSY M30 -- 3 Units
Psychological Aspects of Aging
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Explores psychodynamic behaviors over the life span, focusing on the development and psychological needs of the aging adult as well as others' responses to these needs. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC maximum credit allowed: 6 one course if combined with PSY M9

PSY M60A-Z -- 0.5 to 3 Units Each
Topics in Psychology
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes.

Developed topics include:

PSY M60A -- 1 Unit
Biofeedback: Theory and Technique
Prerequisite: None
Class Hours: 1 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 15 contact hours.
Introduces theory, research, and practical applications of biofeedback. Provides academic discussion as well as practical training on biofeedback equipment. Only offered credit/no-credit. PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

PSY M60C -- 3 Units
Altered States of Consciousness
Prerequisite: None
Class Hours: 3 lecture
Discusses the meaning of consciousness and related concepts. Topics include introspection; split-brain research; daydreaming and stream of consciousness; and altered states of sleep and dreaming, hypnotism, meditation, and drugs. Applies to Associate Degree. Transfer credit: CSU

PSY M60V -- 3 Units
The Vietnam War
Prerequisite: None
Class Hours: 3 lecture
Examines circumstances leading to American involvement in Vietnam, the war itself, and the resulting consequences. Uses literature and film to explore historic, psychological and pop-cultural perspectives. (Same course as HIST M60V and HUM M60V). PSY formerly PSYCH. Applies to Associate Degree. Transfer credit: CSU; UC
PSY M80 — 1 to 4 Units
Internship in Psychology
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. PSY formerly PSYC. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

RADIO/TELEVISION

This major is designed for students who plan professional or academic careers in educational or commercial radio or television. The major provides training that leads to positions in management or creative capacities or in related scholarly areas. Study is directed toward developing competence in specific areas of the mass media professions and providing a general knowledge of mass communication theory.

Career Opportunities
Account Executive, Actor, Anchor (News), Announcer, Assistant Director, Art Director, Audio/Video Engineer, Camera Operator, Executive Producer, Floor Manager/Lighting Director, Lighting Assistant, Media-Librarian, News Director, News Writer, Reporter, Advertising Copy Writer, Makeup Specialist/Artist, ITV Specialist, Program Manager/Director, Publicity/Promotion Assistant, Public Relations Assistant, Property Master/Grip, Radio-Television Director, Operations Manager, Technical Director, Traffic Director, Research Specialist, Teleplay Writer, Videotape Editor, Station Manager/General Manager, Advertising Sales Director/Manager

Dean

Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time
Al Miller, Les Wieder

Part-Time

Counselors
Denise Avila, Don Henderson, Michael Johnson

Radio/Television Degree (Occupational)

Associate in Science Degree
This program offers a varied curriculum that provides students with introductory knowledge of broadcasting. Emphasis is possible through introductory specialization in such fields as broadcast journalism, production techniques, advertising/sales management.

Required Courses: Units
RT M01 Media and Society 3
RT M02A Broadcast Studio Operations 3
RT M02B Electronic Field Production/Post Production 3
RT M03A Television Production Workshop 3
RT M05 Radio-Television Writing 3
RT M07A Radio Production Workshop 3

Required Additional Courses:
Select nine (9) units from the following courses:
HUM M03 History of the Motion Picture 3
HUM M04 Main Currents in Modern Film 3
PHOT M01A Beginning Photography 3
RT M03B Television Directing and Editing 3
RT M07B Advanced Radio Production 3
RT M08 Voice and Diction 3
RT M09 Acting for Film and TV 3
RT M12 Broadcast Journalism 3

TOTAL minimum units required in major area 27

See Degree Requirements and Transfer Information section for General Education requirements.

Radio/Television Courses

RT M01 — 3 Units
Media and Society
Prerequisite: None
Class Hours: 3 lecture
Surveys history and nature of print and electronic media in America, examining social, political and cultural implications. (Same course as JOUR M01). Applies to Associate Degree. Transfer credit: CSU; UC. CAN: JOURN 4

RT M02A — 3 Units
Broadcast Studio Operations
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces basic equipment and operations of broadcast studio and control room. Emphasizes studio production including lighting, camera operation, switcher/fader operations, graphics, videotape, audio and operations. Reviews practical applications of program patterns, studio procedures, and ancillary activities such as floor management. Applies to Associate Degree. Transfer credit: CSU

RT M02B — 3 Units
Electronic Field Production/Post Production
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces use and operation of remote television and editing equipment. Emphasizes lighting, audio, and graphics. Requires field production as well as extensive post-production activities. Applies to Associate Degree. Transfer credit: CSU

RT M03A — 3 Units
Television Production Workshop
Prerequisite: RT M02B
Class Hours: 2 lecture, 3 lab
Introduces intermediate level work in production, including camera work, technical direction and lighting. Emphasizes creation of new program concepts and types. Requires producing an experimental TV program. Applies to Associate Degree. Transfer credit: CSU

RT M03B — 3 Units
Television Directing and Editing
Prerequisite: RT M03A
Class Hours: 2 lecture, 3 lab
Introduces advanced directing and editing skills appropriate for creating advanced level TV/video productions. Emphasis on integration of studio and field production elements and extensive post-production activities. Requires producing variety of television programs. Applies to Associate Degree. Transfer credit: CSU
RT M05 -- 3 Units
Radio-Television Script Writing
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Introduces the fundamentals of script format and professional methods as well as the ethics and restrictions involved in the broadcasting media.
Includes the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity, discussion programs, special events, talks and interviews. (Same course as ENGL M05). Applies to Associate Degree. Transfer credit: CSU

RT M07A -- 3 Units
Radio Production Workshop
Prerequisite: Completion of or concurrent enrollment in RT M01
Class Hours: 2 lecture, 3 lab
Integrates various radio broadcasting functions, including announcing, acting, disc jockeying, basic writing, program direction and production, advertising, radio interviewing, and station operations. Applies to Associate Degree. Transfer credit: CSU

RT M07B -- 3 Units
Advanced Radio Production
Prerequisite: RT M07A
Class Hours: 2 lecture, 3 lab
This is an advanced practical course designed to prepare students for entry-level positions as a radio announcer and/or newscaster at a radio station. Introduces various background skills needed as a radio personality, including working with and developing music formats and editing, re-writing, and gathering news. Provides practical preparation for entry-level positions outside of top 20 radio markets, including creation of audition tape and resume. Transfer credit: CSU

RT M08 -- 3 Units
Voice and Diction
Prerequisite: None
Class Hours: 3 lecture
Introduces theory and practice of voice control, emphasizing correct pronunciation, breathing control techniques, and regional and foreign dialects. Especially useful for those in theatre, forensics and broadcasting. May be taken two (2) times for credit. (Same course as THA M03 and SPCH M05). Transfer credit: CSU; UC. CAN: DRAM 6

RT M09 -- 3 Units
Acting for Film and TV
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces techniques pertinent to film and television acting, including blocking, movement, rapid line learning, and use of microphones. Includes performance in student-directed films and television shows. May be taken four (4) times for credit. (Same course as THA M09). Transfer credit: CSU; UC

RT M12 -- 3 Units
Broadcast Journalism
Prerequisite: None
Class Hours: 3 lecture
Provides advanced practice in preparation of radio and television newscasts. Develops interviewing skills. Includes writing original news copy and editing and rewriting wire service copy for on-air purposes. Requires use of remote recording equipment. (Same course as JOUR M12). Transfer credit: CSU

RT M22A/B -- 1 to 3 Units Each
Independent Studies in Radio/Television
Prerequisite: A previous course in Radio/Television
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of radio/television through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU

RT M60A-Z -- 1 to 3 Units Each
Topics in Radio/Television
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. Applies to Associate Degree. Transfer credit: CSU.

RT M80 -- 1 to 4 Units
Internship in Radio/Television
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1546. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; credit limitations.

READING
See courses in English

RADIOLOGIC TECHNOLOGY
See courses in Health Sciences
Recreation

Dean
Al Nordquist, Phone (805) 378-1446

Faculty

Part-Time
Dennis Gass

Counselor
Donna Proske Allyn

Recreation Courses

REC M01 -- 3 Units
Programs and Leadership
Prerequisites: None
Class Hours: 3 lecture
Introduces the philosophies, organization, promotion and leadership of various types of recreation programs, agencies and organizations, emphasizing effective leadership techniques and program services. Applies to Associate Degree. Transfer credit: CSU; UC pending

Science and Technology

Science and Technology provide students with an introduction to a variety of significant topics and experiments in the pure and applied sciences. The purpose of each class is to increase interest in science and technology and to foster exploration of challenging careers.

Dean
Floyd Martin, Phone (805) 378-1459

Science and Technology Courses

TECH M01A/B -- 0.5 to 2 Units Each
Introduction to High Technology
Prerequisites: None
Class Hours: .25 to 1 lecture, .75 to 3 lab
Introduces high technology subjects appropriate to and taught by various college departments. Topics selected to meet established needs and interests. Each course may be taken for a maximum of four (4) units. TECH formerly SCTECH. Applies to Associate Degree.

Sign Language

Dean
Rene Rodriguez, Phone (805) 378-1572

Faculty

Part-Time
Marilyn Carpenter

Counselor
Ofelia Romero-Motligh

Sign Language Courses

SL M01 -- 3 Units
Beginning American Sign Language I
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces fundamentals of American Sign Language, including basic vocabulary and finger spelling. Emphasizes grammatical structure and comprehension. Explores deaf culture. Applies to Associate Degree. Transfer credit: CSU, UC

SL M02 -- 3 Units
Beginning American Sign Language II
Prerequisite: SL M01
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Continues study of American Sign Language, emphasizing comprehension, grammar, expression and vocabulary. Introduces basic anatomy of the ear and audiology. Applies to Associate Degree. Transfer credit: CSU, UC

Social Sciences

The major in Social Sciences permits students to explore a broad spectrum of the courses in order to obtain an acquaintance with sociocultural, economic, and political aspects and develop a greater concentration in one of these areas of study. This major will satisfy much of the required liberal studies background for students who are planning to teach.

Dean
Al Nordquist, Phone (805) 378-1445

Faculty

Counselors
Anitra Evans, Michael Johnson

Social Science Degree

Associate in Arts Degree
This program is designed to award an A.A degree in Social Science with an emphasis in either Geography, History, Philosophy or Political Science. The basic requirements for the degree include completion of 21 units from the following:

Required Courses:

| AREA A: One three-unit course from each of the four discipline offerings: |
| Geography: M02, M03, M04, M07 | 3 |
| History: Any course offered, except M22, M60 series, or M80 | 3 |
| Philosophy: M01, M02, M03, M04, M06 | 3 |
| Political Science: M01, M02, URBN M01A | 3 |

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Sociology Courses

SOC M01 -- 3 Units
Introduction to Sociology
Prerequisite: None
Class Hours: 3 lecture
Analyzes major theoretical constructs involving human interactions, cultural origins, community organization, collective behavior, social change, institutional growth, and social movements. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SOC 2

SOC M02 -- 3 Units
Social Problems
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Analyzes causes and consequences of social problems confronting contemporary US society, including inter-group conflict, sexism, racism, ageism, sexual deviance, poverty, crime, delinquency, substance abuse, cults (religious, political, psychological), terrorism, health and environmental degradation by examining methodology, skills and resources applied to solving social problems. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SOC 4

SOC M03 -- 3 Units
Sociological Analysis
Prerequisite: SOC M01
Class Hours: 3 lecture
Examines basic concepts supporting the scientific analysis of society and social institutions. Studies conceptualization, operationalization, hypothesis construction, sampling and sampling designs. Requires collection and analysis of field data. Applies to Associate Degree. Transfer credit: CSU; UC

SOC M04 -- 3 Units
Intimacy, Relationships and Commitment
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Explores theoretical, historical, cross-cultural, sociological and personal perspectives of committed relationships, reviewing various perspectives on marriage and the family. Considers sex roles, socialization, sexuality, the single life, marriage, parenting, dual-career families; and conflict in relationships, separation, divorce, remarriage, and alternative choices. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: HBC 12

SOC M05 -- 3 Units
Social Psychology
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Introduces social relationships, emphasizing interpersonal attraction; person perception; long-term relationships; pro-social behavior; attitude formation and changes; and the nature of prejudice, aggression, and conformity. (Same course as PSY M05). Applies to Associate Degree. Transfer credit: CSU; UC
SOC M06 -- 3 Units
The Chicano in Contemporary Society
Prerequisite: None
Class Hours: 3 lecture
Explores the socioeconomic and political problems confronting the Chicano, emphasizing proposed solutions, similarities with other groups and the effects of social institutions on ethnic communities. (Same course as CHST M01). Applies to Associate Degree. Transfer credit: CSU; UC

SOC M07 -- 3 Units
Women in American Society
Prerequisite: None
Class Hours: 3 lecture
Investigates similarities and differences in women's experiences and roles in shaping American culture. Focuses on gendered ethnicity and the contributions of Anglo, African-American, Native American and Latino women. Examines feminism and other sociological theories and methodologies regarding gender. Applies to Associate Degree. Transfer credit: CSU; UC

SOC M08 -- 3 Units
Ethnicity, Class, and Gender
Prerequisite: None
Class Hours: 3 lecture
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 45 contact hours.
Examines discrimination and inequality within a society that values equality, freedom, and justice. Explores the diversity in American society and the nature of relationships among racial and ethnic groups. Reviews the variety of experiences within each group, paying close attention to how the racial and ethnic experience varies between males and females. Applies to Associate Degree. Transfer credit: CSU; UC

SOC M15 -- 3 Units
Crime and Criminal Behavior
Prerequisite: None
Class Hours: 3 lecture
Introduces the factors, concepts and theories, and characteristics associated with criminal behavior, crime, and victimology. (Same course as Psychology M15). Applies to Associate Degree. Transfer credit: CSU; UC

SOC M16 -- 3 Units
Sociology of Deviant Behavior
Prerequisite: None
Class Hours: 3 lecture
Examines the various perspective, theories, and forms of sociological deviance, such as: alcohol and drug use, sexual, criminal, mental, religious, and suicidal. Applies to Associate Degree. Transfer credit: CSU; UC

SOC M17 -- 3 Units
Sociology of Delinquency
Prerequisite: None
Class Hours: 3 lecture
Introduces the sociological study of delinquency in society, focusing on definitions and forms of delinquency; measurement and theories and delinquency; roles of family, school, youth culture, violence, gangs, and drugs on delinquency; and correctional options for juvenile delinquents. Applies to Associate Degree. Transfer credit: CSU; UC

SOC M22A/B -- 1 to 3 Units Each
Independent Studies in Sociology
Prerequisite: A previous course in Sociology
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of sociology through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

SOC M60A-Z -- 0.5 to 3 Units Each
Topics in Sociology
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the Schedule of Classes.

Developed topics include:

SOC M60A -- 3 Units
Sociological Field Methods
Prerequisite: Completion or concurrent enrollment in SOC M01 or SOC M02
Class Hours: 1 lecture, 6 lab
Expands knowledge of sociological theory through classroom and on-site involvement within governmental and/or social agencies. Transfer credit: CSU; UC credit limitations.

SOC M80 -- 1 to 4 Units
Internship in Sociology
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged.
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken for credit. Applies to Associate Degree. Transfer credit: CSU, UC credit limitations.

SOC M95 -- 3 Units
Honors in Sociology: Social Inequality - Privilege and Poverty
Prerequisite: One college-level course in Sociology with a grade of B or better.
Class Hours: 3 lecture
This is an honors seminar that investigates the unequal distribution of wealth, power, and prestige in societies. Various types of stratification systems (caste, estate, and class) are compared and contrasted throughout the world with primary focus given to the meanings, causes and consequences of social inequality in America. The basic question examined is who gets what and why in society. Applies to Associate Degree. Transfer credit: CSU; UC
SPANISH

Study in the Spanish language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principal area of employment, other careers may be found in interpreting, translating, research, diplomacy, library services, and the publishing business.

Career Opportunities

Most careers require bachelor's or graduate degree.
Bilingual Administrative Assistant, Bilingual Assistant in Social Science, Bilingual Public Relation Officer, Bilingual Receptionist, Diplomatic Office, Editor, Flight Attendant, Foreign Service Officer, International Exchange Trader, International Sales Representative, Journalist, Translator, Travel Agent, Tutor

Dean

Rene Rodriguez, Phone (805) 378-1572

Faculty

Full-Time
Grace Bodhaine, Raquel Olivera, Helga Winkler

Part-Time
Victoria Albright, Celia Alexander, Maria Brack, Diane Davis, Judith Krieger, Danilo Marano, Eva Ramirez, Renee Rosenberg, Kyrro Sovero, Eduad Thron

Counselors
Anitra Evans, Ofelia Romero-Motlagh

Spanish Degree

Associate in Arts Degree
This program provides students with a curriculum design that is preparatory for transfer to most universities.

Required Courses:

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<th>Course</th>
<th>Units</th>
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<td>SPAN M01</td>
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<td>SPAN M04</td>
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Required Additional Courses:

Select two more courses (6 or 7 units).

GROUP A

- ANTH M04 Chicano Culture
- CHST M01/SOC M05 The Chicano in Contemporary Society
- CHST M02 Chicano Culture
- CHST M03 Chicana Issues/La Mujer
- CHST M04/HIST M04 History of the Southwest
- CHST M08 Political Patterns in the US

GROUP B

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<td>SOC M08</td>
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TOTAL minimum units required in major area: 22

In the case that a student places out of SPN M1-M4, counseling with an instructor is necessary and the student must make arrangements to take Independent Studies in Spanish (SPAN M22A/B, 1-3 units).

See Degree Requirements and Transfer Information section for General Education Requirements.

Spanish Courses

SPAN M01 -- 4 Units
Elementary Spanish I
Prerequisite: None
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Introduces Spanish language, culture, history and people, emphasizing speaking, understanding, reading and writing skills. Requires individualized work in the lab each week. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC.

SPAN M01A -- 2 Units
Elementary Spanish
Prerequisite: None
Class Hours: 2 lecture, 0.5 lab as arranged
SPAN M01A covers first half of SPAN M01. Introduces Spanish language and culture, emphasizing skills and knowledge necessary for speaking and writing Spanish. Requires individualized work in the lab each week. Cannot receive credit for SPAN M01A/B sequence and SPAN M01. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU, UC.
SPAN M01B -- 2 Units
Elementary Spanish
Prerequisite: SPAN M01A or one year of high school Spanish
Class Hours: 2 lecture; 0.5 lab as arranged
SPAN M01B covers second half of SPAN M01. Introduces Spanish language and culture, emphasizing skills and knowledge necessary for speaking, reading and writing. Requires individualized work in the lab each week. Cannot receive credit for SPAN M01A/B sequence and SPAN M01. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC.

SPAN M02 -- 4 Units
Elementary Spanish II
Prerequisite: SPAN M01 or two years of high school Spanish (C or better)
Class Hours: 4 lecture; 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Further explores Spanish language and culture, emphasizing people and history as well as speaking, reading and writing proficiency. Requires individualized work in the lab each week. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC (SPAN M02 + M06 combined: Maximum credit one course). CAN: SPAN 4; SPAN SEQ A (SPAN M01 + M02)

SPAN M02A -- 2 Units
Elementary Spanish 2A
Prerequisite: SPAN M01 or SPAN M01A/B or two years high school Spanish
Class Hours: 2 lecture; 0.5 lab as arranged
Covers first half of SPAN M02. Introduces Spanish language and culture, emphasizing skills and knowledge necessary for speaking and writing Spanish. Requires individualized work in the lab each week. Cannot receive credit for SPAN M02A/B sequence and SPAN M02. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC pending.

SPAN M02B -- 2 Units
Elementary Spanish 2B
Prerequisite: SPAN M02A or two years of high school Spanish
Class Hours: 2 lecture; 0.5 lab as arranged
Covers the second half of SPAN M02. Introduces Spanish language and culture, emphasizing skills and knowledge necessary for speaking and writing. Requires individualized work in the lab each week. Cannot receive credit for SPAN M02A/B sequence and SPAN M02. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

SPAN M03 -- 4 Units
Intermediate Spanish I
Prerequisite: SPAN M02 or three years of high school Spanish
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Offers intensive review of basic grammar, including extension and refinement of fundamentals and increased proficiency in reading, writing, and speaking skills. Focuses on culture through study of selected literature and contemporary society. Requires individualized work in the lab each week. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SPAN 8; SPAN SEQ B (SPAN M03 + M04)

SPAN M03H -- 4 Units
Honors: Intermediate Spanish I
Prerequisite: SPAN M02 or three years of high school Spanish with a grade of B or better
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Provides honors work in Spanish literature. Offers intensive review of basic grammar, including extension and refinement of fundamentals and increased proficiency in reading, writing, and speaking skills. Focuses on culture through study of selected literature and contemporary society. Requires individualized work in the lab each week. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SPAN 8; SPAN SEQ B (SPAN M03 + M04)

SPAN M04 -- 4 Units
Intermediate Spanish II
Prerequisite: SPAN M03 or four years of high school Spanish
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Expands review of basic grammar, including extension and refinement of fundamentals and increased proficiency in reading, writing, and speaking skills. Focuses on culture through study of selected literature and contemporary society. Requires individualized work in the lab each week. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SPAN 10; SPAN SEQ B (SPAN M03 + M04)

SPAN M04H -- 4 Units
Honors: Intermediate Spanish II
Prerequisite: SPAN M03 or four years of high school Spanish with a grade of B or better
Class Hours: 4 lecture, 1 lab as arranged
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Provides honors work in Spanish literature. Offers intensive review of basic grammar, including extension and refinement of fundamentals and increased proficiency in reading, writing, and speaking skills. Focuses on culture through study of selected literature and contemporary society. Requires individualized work in the lab each week. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: SPAN 10; SPAN SEQ B (SPAN M03 + M04)

SPAN M05 -- 4 Units
Spanish for Spanish Speakers I
Prerequisite: None
Class Hours: 4 lecture; 1 lab as arranged
Recommended Preparation: Native ability to use Spanish in everyday conversation.
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Reviews basic grammatical concepts as well as linguistic and cultural matters of interest for native speakers of Spanish. Enriches expression and comprehension. Explores standard vs. vernacular usage, cross-language interference, and awareness of Spanish-speaking cultures. Requires individualized work in the lab each week. SPAN M05 parallels SPAN M01 for native speakers. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC.
SPAN M06 -- 4 Units
Spanish for Spanish Speakers II
Prerequisite: None
Class Hours: 4 lecture; 1 lab as arranged
Recommended Preparation: Native ability to use Spanish in everyday conversation
Provider approved by the California Board of Registered Nursing. Provider number CEP2811 for 60 contact hours.
Reviews grammatical constructs of Spanish, emphasizing linguistic and cultural concerns. Reinforces oral and written expression and comprehension, reviewing standard vs vernacular usage, cross-language interference, and cultural awareness of the Spanish-speaking world through study of literature. Requires individualized work in the lab each week.
SPAN M06 parallels SPAN M02 for native speakers. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC

SPAN M12 -- 3 Units
Spanish Civilization
Prerequisite: None
Class Hours: 3 lecture
Introduces history, culture, and civilization of Spain through a review of major events and landmarks. Emphasizes 20th century Spanish politics, culture, and society, focusing on contemporary developments reflected in literature, art, film, and music. (Same course as HUM M12). SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC

SPAN M14 -- 3 Units
Spanish for Health Care Professionals
Prerequisite: None
Recommended Preparation: SPAN M01
Class Hours: 3 lecture
Designed to provide those in the health sciences with entry-level communication skills needed to provide care for Spanish speaking clients. Students will gain conversational skills based on different themes related to providing health care. (Same course as HS M14). Applies to Associate Degree.

SPAN M22A/B -- 1 to 3 Units Each
Independent Studies in Spanish
Prerequisite: A previous course in Spanish
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of Spanish through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

SPAN M31A -- 3 Units
Elementary Conversational Spanish
Prerequisite: None
Class Hours: 3 lecture
Provides basic understanding and use of Spanish in practical situations, emphasizing elementary grammar and principles of usage for non-native speakers. May be taken two (2) times for credit. SPAN formerly SPN. Applies to Associate Degree.

SPAN M31B -- 3 Units
Elementary Conversational Spanish
Prerequisite: SPAN M31A
Class Hours: 3 lecture
Expands introduction and use of Spanish for non-native speakers, emphasizing intermediate grammar and principles of usage. May be taken two (2) times for credit. SPAN formerly SPN. Applies to Associate Degree.

SPAN M31C -- 3 Units
Elementary Conversational Spanish
Prerequisite: SPAN M31B
Class Hours: 3 lecture
Develops oral skills in Spanish to the advanced level for non-native speakers. Includes study of grammar and usage. SPAN formerly SPN. Applies to Associate Degree.

SPAN M32 -- 3 Units
Spanish for Public Employees
Prerequisite: None
Class Hours: 3 lecture
Introduces basic communication skills for public employees functioning in bilingual situations. Emphasizes practical and instructional vocabulary. Adaptable to needs of students job demands. SPAN formerly SPN. Applies to Associate Degree.

SPAN M41 -- 3 Units
Intermediate Conversational Spanish
Prerequisite: SPAN M2
Class Hours: 3 lecture
Develops oral skills while reviewing grammar and building vocabulary for intermediate non-native speakers. Discusses a variety of topics in Spanish. May be taken concurrently with SPAN M03 or SPAN M04. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU; UC

SPAN M80 -- 1 to 4 Units
Internship in Spanish
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. SPAN formerly SPN. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

SPAN M95 -- 3 Units
Honors in Spanish: Readings in Hispanic Literature
Prerequisite: SPAN M02 (grade B or better) or two years of High School Spanish (grade B or better)
Recommended: Completion of SPAN M03 (grade B or better) or three years of High School Spanish (grade B or better)
Class Hours: 3 lecture
An introduction to modern Hispanic/Spanish and Latin American literary texts and their historical, cultural, and theoretical contexts. Emphasizes critical reading and oral and written analysis of the literary works. Course is taught in Spanish. Applies to Associate Degree. Transfer credit: CSU, UC.
Speech

Speech is one of the most fundamental skills any student can acquire. Oral communication competence is the most highly prized and sought after skills in the professional world, and an indispensable requirement for succeeding in all academic disciplines. The Speech Department offers classes, which are both theoretical and practical in nature, as well as an Associate in Arts Degree.

Career Opportunities

Most careers require bachelors or graduate degree.
Lawyer, Politician, Management Trainee, Speech Therapist, Linguist, Lecturer, Sales

Dean

Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty

Full-Time
Charlene Arnold, Stephen Doyle, Jill McCall, Rolland Petrello, James Wyman

Part-Time
Barbara Anderson, Roberta Burnette, Marjorie Berg, Rita Gonzales, Cal Liedtke, Drew Lobenstein, John Matteson, Karen Peck

Counselors
Denise Avila, Anitra Evans, Michael Johnson

Speech Communication Degree

Associate in Arts Degree
This program is designed to provide students with a minimum of 28 units in the subject area. Additionally, these courses parallel the undergraduate coursework students will need for a bachelors degree in speech at a four-year institution.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCH M01</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M02</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M04</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M05</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M07</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M25</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M10A</td>
<td>2</td>
</tr>
</tbody>
</table>

Total: 20 units

Required Additional Courses:

Select a minimum of eight (8) units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCH M03</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M16</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M56</td>
<td>3</td>
</tr>
<tr>
<td>SPCH M10B</td>
<td>2</td>
</tr>
<tr>
<td>CITS M27</td>
<td>2</td>
</tr>
</tbody>
</table>

Speech Courses

SPCH M01 -- 3 Units
Introduction to Speech
Prerequisite: None
Class Hours: 3 lecture
Introduces basic communication theory, appropriate delivery skills, common organizational patterns, and thorough research techniques of effective oral communication. Includes practical training in feedback and listening skills. Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M02 -- 3 Units
Advanced Public Speaking
Prerequisite: SPCH M01
Class Hours: 3 lecture
Introduces principles of public speaking and analysis of public discourse, emphasizing audience adaptation. Requires presentations of various persuasive speeches and situations. Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M03 -- 3 Units
Voice and Diction
Prerequisite: None
Class Hours: 3 lecture
Introduces theory and practice of voice control, emphasizing correct pronunciation, breathing control techniques, and regional and foreign dialects. Especially useful for those in theatre, forensics and broadcasting. May be taken two (2) times for credit. (Same course as RT M08 and THA M05). Applies to Associate Degree. Transfer credit: CSU; UC. CANN: DRAM 6

SPCH M04 -- 3 Units
Interpersonal Communications
Prerequisite: None
Class Hours: 3 lecture
Introduces dynamics of one-on-one communication, focusing on experience, behavior, and rules governing interpersonal contexts such as friendships, families, and work relationships. Studies language, perception, non-verbal cues, listening, and status and roles. Includes conflict resolution, problem-solving techniques, and assertiveness skills. Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M05 -- 3 Units
Oral Interpretation of Literature
Prerequisite: None
Class Hours: 3 lecture
Blends speech and acting, introducing literary interpretation and performance techniques. Requires evaluation, analysis and performance of selections from major genres of literature (prose, poetry and drama). Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M06 -- 3 Units
Small Group Communication
Prerequisite: None
Class Hours: 3 lecture
Introduces dynamics of group discussion, including small problem solving, participation, leadership, decision-making, working in study groups, panel-forum, and symposium assignments. Includes practice and presentations. Applies to Associate Degree. Transfer credit: CSU; UC

192
SPCH M07 -- 3 Units
Argumentation and Debate
Prerequisite: None
Class Hours: 3 lecture
Introduces theory, methodology, and practice of critical listening, critical
thinking and oral argument, including training in propositions, methods of analysis, stock issue policy analysis, evidence and proof, and
cross-examination considerations. Examines types of debatable propositions, effective listening and note taking, research methodology, and
delivery skills. Practices team and debate formats on class-selected topics and issues. Requires final. Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M10A/B/C/D -- 2 Units Each
Forensics
Prerequisite: None
Class Hours: 1 lecture, 3 lab
Provides training, rehearsal, practice and performance necessary to succeed as a competitive speech team. Emphasizes argumentation and debate, informative and persuasive speaking, and impromptu and extemporaneous speaking. Involves research and one-on-one interactive training. Requires participation in interscholastic competition or community speakers bureau. Applies to Associate Degree. Transfer credit: CSU

SPCH M16 -- 3 Units
Readers Theatre
Prerequisite: None
Class Hours: 3 lecture
Introduces concepts and practices of oral interpretation of literature. Requires supervised performances in readers' theatre before community and college audiences. (Same course as Theatre Arts M16). Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M22A/B -- 1 to 3 Units Each
Independent Studies in Speech
Prerequisite: A previous course in speech
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of speech through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

SPCH M25 -- 3 Units
Introduction to Rhetorical Criticism
Prerequisite: ENGL M01A
Class Hours: 3 lecture
Introduces principles of reasoning and rhetoric and their application to the analysis and evaluation of public discourse. Examines rhetorical
strategies, quality of argument and support, use of language, awareness of fallacies, and audience expectations. Requires effective thinking, writing, and speaking. Applies to Associate Degree. Transfer credit: CSU; UC

SPCH M56 -- 3 Units
Business and Professional Speech
Prerequisite: None
Class Hours: 3 lecture
Focuses on effective speaking skills needed in leadership positions, including an awareness of presentation techniques, group dynamics, argumentation and persuasion strategies, and organizational structure. Builds on individual needs and interests. (Same course as BUS M56). Applies to Associate Degree. Transfer credit: CSU

SPCH M80 -- 1 to 4 Units
Internship in Speech
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

STUDY SKILLS
See courses in Essential Skills, Learning Skills and Personal Growth

TELEVISION
See courses in Radio/Television

THEATRE ARTS
Theatre Arts is a complex discipline that is truly a synthesis of the arts. Our program offers theoretical training and hands-on experience for students interested in careers in acting, directing, costume, light, set and makeup design, technical theatre and playwriting, as well as general education students who wish to enrich their appreciation of the art form, or enhance their abilities in communication and self expression.

Career Opportunities
Actor/Actress, Director, Playwright, Stage Manager, Designer (Set, Lights, Costume, makeup), Theatre Technician (Lights, Sound, Rigging, Stage Hand)

Dean
Nabil Abu-Ghazaleh, Phone (805) 378-1408

Faculty
Full-Time
Katherine Lewis, Les Wieder

Part-Time
Eric Augustiny, Paulette Brimie-Cox, Brian Frishman, Nancy Giacomi, Roy Howell, Cal Liedlke, Ben Martin

Counselors
Denice Avila, Anitra Evans
Theatre Arts -- Acting Degree

Associate in Arts Degree
Certificate of Completion
This program is designed to emphasize skills required for acting in those desiring to transfer to a university or college or who seek to enter the acting profession. Students completing the additional general education requirements of the college receive an associate degree.

Required Courses:

<table>
<thead>
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<tr>
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<tr>
<td>THA M02A</td>
<td>Beginning Acting</td>
</tr>
<tr>
<td>THA M02B</td>
<td>Intermediate Acting</td>
</tr>
<tr>
<td>THA M02C</td>
<td>Advanced Acting I</td>
</tr>
<tr>
<td>THA M02D</td>
<td>Advanced Acting II</td>
</tr>
<tr>
<td>THA M03</td>
<td>Voice and Diction</td>
</tr>
<tr>
<td>THA M04</td>
<td>History of the Theatre</td>
</tr>
<tr>
<td>THA M10</td>
<td>Production and Performance</td>
</tr>
<tr>
<td>THA M17</td>
<td>Free Dance/Improvisation I</td>
</tr>
<tr>
<td>THA M20</td>
<td>Stagecrafts</td>
</tr>
<tr>
<td>THA M24</td>
<td>Theatrical Costume and Makeup</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area: 33.5

Recommended Courses:
- DACM M12A
- ENGL M20, M17
- MUS M13A
- THA M02D, M09

See Degree Requirements and Transfer Information section for General Education requirements.

Theatre Arts -- Directing Degree

Associate in Arts Degree
Certificate of Completion
This program is designed to emphasize skills required for directing in those desiring to transfer to a university or college or who seek to enter the directing profession. Students completing the additional general education requirements of the college receive an associate degree.

Required Courses:

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</tr>
<tr>
<td>THA M04</td>
<td>History of the Theatre</td>
</tr>
<tr>
<td>THA M10</td>
<td>Production and Performance (taken twice)</td>
</tr>
<tr>
<td>THA M15A</td>
<td>Beginning Stage Direction</td>
</tr>
<tr>
<td>THA M15B</td>
<td>Intermediate Stage Direction</td>
</tr>
<tr>
<td>THA M20</td>
<td>Stagecrafts</td>
</tr>
<tr>
<td>THA M21A/B</td>
<td>Playwriting I/II</td>
</tr>
<tr>
<td>THA M23A</td>
<td>Lighting Design I</td>
</tr>
<tr>
<td>THA M25A</td>
<td>Scenic Design I</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area: 36.5

Recommended Courses: ENGL 20, M17, M23A, M24

See Degree Requirements and Transfer Information section for General Education requirements.

Theatre Arts - Technical Theatre Degree

Associate in Arts Degree
Certificate of Completion
This program is designed to emphasize skills required for technical theatre in those desiring to transfer to a university or college or who seek to enter professions in the area of technical theatre. Students completing the additional general education requirements of the college receive an associate degree.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>THA M01</td>
<td>Intro to the Theatre</td>
</tr>
<tr>
<td>THA M04</td>
<td>History of Theatre</td>
</tr>
<tr>
<td>THA M10</td>
<td>Production and Performance (taken twice)</td>
</tr>
<tr>
<td>THA M20</td>
<td>Stagecrafts</td>
</tr>
<tr>
<td>THA M23A</td>
<td>Lighting Design I</td>
</tr>
<tr>
<td>THA M23B</td>
<td>Lighting Design II</td>
</tr>
<tr>
<td>THA M25A</td>
<td>Scenic Design I</td>
</tr>
<tr>
<td>THA M25B</td>
<td>Scenic Design II</td>
</tr>
<tr>
<td>THA M26</td>
<td>Scene Painting &amp; Rendering</td>
</tr>
</tbody>
</table>

TOTAL minimum units required in major area: 30

Required Courses:
- THA M02A
- THA M15A/B
- THA M21A

NOTE: The following options may be substituted for courses marked with an *

COSTUME / MAKEUP DESIGN OPTION
- THA M24: Theatrical Costume and Makeup | 3

SCENE PAINTING AND RENDERING DESIGN OPTION
- THA M26: Scene Painting and Rendering | 3

See Degree Requirements and Transfer Information section for General Education requirements.

Theatre Arts Courses

THA M01 -- 3 Units
Introduction to the Theatre
Prerequisite: None
Class Hours: 3 lecture
Introduces theatre as an art form, emphasizing appreciation of its historical roots and its dramatic and cultural significance. Develops critical thinking and writing skills pertinent to the analysis of dramatic performances. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: DRAMA 18

THA M02A -- 3.5 Units
Beginning Acting
Prerequisites: None
Class Hours: 2 lecture, 4.5 lab
Introduces the art of acting, emphasizing exercises that develop individual insight, technique, and concentration. Focuses on improvisation. Includes some scene work. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: DRAMA 8

THA M02B -- 3.5 Units
Intermediate Acting
Prerequisite: THA M02A or equivalent level of skill
Class Hours: 2 lecture, 4.5 lab
Introduces middle-level acting techniques, emphasizing characterization through exercises in pantomime and improvisation. Includes practical experience with scenes from plays and work with stage movement. Applies to Associate Degree. Transfer credit: CSU; UC

THA M02C -- 3.5 Units
Advanced Acting I
Prerequisite: THA M02B or equivalent level of skill
Class Hours: 2 lecture, 4.5 lab
Introduces advanced acting techniques and characterization, refining timing, sense memory, and vocal styles. Requires performance in a variety of scenes from plays. Continues work with stage movement. Applies to Associate Degree. Transfer credit: CSU; UC
THA M02D -- 3.5 Units
Advanced Acting II
Prerequisite: THA M02E or equivalent level of skill
Class Hours: 2 lecture, 4.5 lab
Further expands characterization, emphasizing timing, vocal styles and sense memory. Requires performance in a variety of scenes from plays. Applies to Associate Degree. Transfer credit: CSU; UC

THA M03 -- 3 Units
Voice and Diction
Prerequisite: None
Class Hours: 3 lecture
Introduces theory and practice of voice control, emphasizing correct pronunciation, breathing control techniques, and regional and foreign dialects. Especially useful for those in theatre, forensics and broadcasting. May be taken two (2) times for credit. (Same course as RT M08 and THA M05). Applies to Associate Degree. Transfer credit: CSU; UC. CAN: DRAM 6

THA M04 -- 3 Units
History of the Theatre
Prerequisite: None
Class Hours: 3 lecture
Traces history of theatrical development from its earliest inception to the present. Applies to Associate Degree. Transfer credit: CSU; UC

THA M09 -- 3 Units
Acting for Film and TV
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces techniques pertinent to film and television acting, including blocking, movement, rapid line learning, and use of microphones. Includes performance in student-directed films and television shows. May be taken four (4) times for credit. (Same course as RT M09). Applies to Associate Degree. Transfer credit: CSU; UC

THA M10 -- 3 Units
Production and Performance
Prerequisite: None
Class Hours: 9 lab
Provides credit for range of supervised activities relative to Moorpark College Theatre Arts productions. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

THA M15A -- 3 Units
Beginning Stage Direction
Prerequisite: THA M01 or THA M02A or THA M20
Class Hours: 2 lecture, 3 lab
Introduces art and craft of stage direction, including historical review. Includes practical experience directing scenes by major playwrights. Often coordinates activities with THA M02B/C/D. Applies to Associate Degree. Transfer credit: CSU; UC

THA M15B -- 3 Units
Intermediate Stage Direction
Prerequisite: THA M15A
Class Hours: 2 lecture, 3 lab
Continues study of the art and craft of stage direction, including practical experience through student productions. Coordinates activities with THA M02A/B/C. Applies to Associate Degree. Transfer credit: CSU; UC. CAN: DRAM 12

THA M16 -- 3 Units
Readers Theatre
Prerequisite: None
Class Hours: 3 lecture
Introduces concepts and practices of oral interpretation of literature. Requires supervised performances in readers’ theatre before community and college audiences. (Same course as SPCH M16). Applies to Associate Degree. Transfer credit: CSU; UC

THA M17 -- 1.5 Units
Free Dance/Improvisation I
Prerequisite: None
Recommended Preparation: Concurrent enrollment in modern dance
Class Hours: 1 lecture, 2 lab
Encourages joy of movement, allowing unique and creative expressions in dance. May be taken 4 times for credit. (Same course as DANC M20A). Transfer credit: CSU; UC

THA M20 -- 3 Units
Stagecrafts
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces theory and practice of set construction, emphasizing lighting and audio operations, painting, costing, makeup, and special effects. Provides hands-on practice in all areas of performing arts production. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU; UC

THA M21A -- 3 Units
Play Writing
Prerequisite: None
Class Hours: 3 lecture
Recommended Preparation: THA M20A, THA M15A, ENGL M01A
Develops writing skills for the theatre with possible opportunity for production. (Same course as ENGL M25A). Applies to Associate Degree. Transfer credit: CSU

THA M21B -- 3 Units
Play Writing
Prerequisite: THA M25A
Class Hours: 3 lecture
Recommended Preparation: THA M02A, THA M15A, ENGL M01A
Focuses on the development of advanced writing projects for the theatre, with the possible opportunity for production. (Same course as ENGL M25B). Applies to Associate Degree. Transfer credit: CSU

THA M22A/B -- 1 to 3 Units Each
Independent Studies in Theatre
Prerequisite: A previous course in Theatre Arts
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of theatre arts through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. Applies to Associate Degree. Transfer credit: CSU; UC. Credit limitations.
Theatre Arts

THA M23A -- 3 Units
Lighting Design I
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces the study of composition, control and instrumentation in theatrical lighting as well as the aesthetics of color, distribution, intensity and movement of light to create mood, time, location, and visibility. Emphasizes hanging, focusing and identifying stagelighting equipment as well as understanding the principles that underlie their design. Includes the basics of electricity. Provides hands-on experience through work on actual productions. Applies to Associate Degree. Transfer credit: CSU; UC

THA M23B -- 3 Units
Lighting Design II
Prerequisite: THA M23A
Class Hours: 2 lecture, 3 lab
Focuses on the design aspect of stage lighting, developing a complete light plot and working schedule for a full-length play. Emphasizes projections and special effects. Includes practical application of computer software for lighting design and light plots. Provides hands-on experience through work on actual productions. Applies to Associate Degree. Transfer credit: CSU; UC

THA M24 -- 3 Units
Theatrical Costume and Makeup
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces fundamentals of theatrical costume design and construction as well as the design and application of theatrical makeup. Applies to Associate Degree. Transfer credit: CSU; UC pending

THA M25A -- 3 Units
Scenic Design I
Prerequisite: None
Class Hours: 3 lecture, 3 lab
Introduces stage scenery as an interpretive and collaborative art. Develops floor plans and drawing techniques, builds models, and reviews drafting conventions that assist in learning design scenery applications. Includes visits to scenic studio to develop painters' evaluations and renderings. Provides hands-on experience through work on actual productions. Applies to Associate Degree. Transfer credit: CSU; UC

THA M25B -- 3 Units
Scenic Design II
Prerequisite: THA M25A
Class Hours: 3 lecture, 2 lab
Explores various advanced elements of scenic design, emphasizing creative and investigative work. Provides practical applications ranging from simplified drawings/paintings to more sophisticated concepts that demonstrate an understanding of design principles. Enhances a play with a full set of drawings, painter's elevations, floor plans and models. Introduces Virus Walk Through Pro (3-D scenic studio program). Applies to Associate Degree. Transfer credit: CSU; UC

THA M26 -- 3 Units
Scene Painting/Rendering
Prerequisite: None
Class Hours: 2 lecture, 3 lab
Introduces special painting techniques to transform scenery in an acting space into an appropriate and visually pleasing dramatic environment. Applies to Associate Degree. Transfer credit: CSU; UC

Urban Studies

THA M80 -- 1 - 4 Units
Internship in Theatre Arts
Prerequisite: Completion of gr concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. Applies to Associate Degree. Transfer credit: CSU, credit limitations.

Urban Studies

This is an interdisciplinary program focusing on major problems that stem from the complexities and pressures of the urban environment in a highly industrialized society. The degree may lead to employment in governmental and voluntary agencies concerned with planning and providing human services. Some students may wish to enter graduate study in such professional schools as city planning, public administration, social welfare, or law.

Career Opportunities

Most careers require bachelors or graduate degree.
City Planner, Public Administration, City Manager, Urban Economist, Recreation Specialist, Urban Historian, Elected Official, Law Enforcement, Urban Design and Redevelopment, Substance Abuse Specialist, Traffic Analyst, Community Relations

Dean

Al Nordquist, Phone (805) 378-1445

Faculty

Full-Time
Jack Miller
Counselor
Michael Johnson

Urban Studies Courses

URBN M01A -- 3 Units
Contemporary Urban Issues
Prerequisite: None
Class Hours: 3 lecture
Introduces study of urban areas and politics, focusing on political responses to changes in social organization occurring as a consequence of population concentration and subsequent political, social and economic patterns and behaviors. Considers structural constraints (national-local and state-local relations) that limit local governments and the distribution of and response to political influence. Satisfies Title V United States Constitution requirement and the CA state and local government requirement. URBN formerly Urban. Applies to Associate Degree. Transfer credit: CSU; UC
URBN M01B -- 3 Units
Contemporary Urban Issues
Prerequisite: None
Class Hours: 3 lecture
Introduces ecological effects of urban growth; governmental structure and financing; cooperation and conflict between federal, state and local governmental bodies; housing; law enforcement; education; racial conflict; land use and urban renewal. Includes field research and library study. URBN formerly Urban. Applies to Associate Degree. Transfer credit: CSU; UC

URBN M22A/B -- 1 to 3 Units Each
Independent Studies in Selected Urban Issues
Prerequisite: A previous course in Urban Studies
Class Hours: 1 to 3 as arranged
Allows an independent project (approved by instructor and dean) to expand knowledge of urban studies through research, lab work or field trips. Includes one-on-one work with instructor. May be taken for a maximum of 6 units. URBN formerly Urban. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

URBN M60A-Z -- 1 to 3 Units Each
Topics in Urban Studies
Prerequisite: To be determined
Class Hours: To be determined
Each course deals with a specific topic not covered in general offerings. When offered, each course is announced in the semester's Schedule of Classes. URBN formerly Urban. Applies to Associate Degree. Transfer credit: CSU; UC credit limitations.

URBN M80 -- 1 to 4 Units
Internship in Urban Studies
Prerequisite: Completion of or concurrent enrollment in one course in the discipline.
Class Hours: 5 to 20 lab as arranged
Provides on-the-job learning to enhance coursework under the direct supervision of faculty and industry supervisors. Both supervisors provide feedback and written evaluations. Some meetings and workshops may be required as part of the course. To take this course, contact the Internship Office: Call (805) 378-1536. May be taken four (4) times for credit. URBN formerly Urban. Applies to Associate Degree.

URBN M89A-Z -- 0.5 to 3 Units Each
Institutes in Urban Studies
Prerequisite: Urban Service Personnel
Class Hours: As arranged
Series of short-term lectures/seminars on specialized urban issues designed for Urban Service Personnel. Only offered credit/no-credit. URBN formerly Urban. Applies to Associate Degree. Transfer credit: CSU

WOMEN'S STUDIES

As the richness and diversity of our society is recognized, issues and concerns of women are of importance to all women and men. These issues and concerns are explored through an interdisciplinary approach in the Women's Studies major. This program is recommended not only for students pursuing an A.A. degree but also for those transferring to a four-year college or university. Transfer students should consult the transfer requirements section of the catalog, which outlines the additional courses required by four-year institutions.

Dean
Al Nordquist, Phone (805) 378-1446

WORK EXPERIENCE

Opportunities to earn credit for on-the-job learning are available. See alphabetical listing under Internships/Work Experience. Call the Internship Office at (805) 378-1400, ext. 1668.

ZOOLOGY

See courses in Biological Sciences
ACADEMIC POLICIES

Academic Renewal Without Course Repetition
Students may petition to have a portion of previous college work disregarded in meeting academic requirements in the colleges of the Ventura County Community College District. Academic Renewal is intended to facilitate the completion of requirements necessary for an academic degree or certificate.

A student may petition, once only, to eliminate grade point calculations and credits from selected portions of previous college work which is not reflective of the student's present demonstrated ability and level of performance. The student may petition for Academic Renewal to disregard previous substandard college work by selecting one of the following options: 1. Disregard a maximum of 15 or fewer semester units of any courses with less than a C or equivalent grade taken during any one or two terms (maximum two terms), not necessarily consecutively; or 2. Disregard all courses from two consecutive terms (one summer or intersession may be regarded as equivalent to one semester at the student’s discretion). Courses and units taken at any institution may be disregarded.

Academic renewal may be granted only to a student who: is currently enrolled in at least one credit course in the college; has completed at least 12 units in residence in the colleges of the Ventura County Community College District; has submitted transcripts of all College work; has waited two years since the course work to be disregarded was completed; and has subsequently completed at least 30 semester units with a minimum 2.40 GPA.

The colleges of the Ventura County Community College District will honor similar actions by other accredited colleges and universities in determining grade point averages and credits. The petition for this purpose, “Petition for Academic Renewal,” is available in the Counseling Office. Upon granting the petition of Academic Renewal, the student’s permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

The student should be aware that other colleges or universities may have different policies concerning Academic Renewal and may not honor this policy.

Advertising/Poster Regulations
All flyers, posters, and advertisements that are posted on the Moorpark College campus must be stamped for approval by the Student Activities Office. Once approved, the items may be posted on the campus for a maximum of 30 days. Dated material advertising a certain event will be removed after the event has occurred. Unfortunately, the Student Activities Office cannot provide tacks, tape and staplers, so please bring your own when you come to campus. Please do not use duct tape or heavy shipping tape; it leaves a residue and is difficult to remove. Please be aware that advertisements may not be placed on glass or painted surfaces, the exterior of buildings, vehicles, or on sidewalks. We appreciate your cooperation in adhering to this policy. If you have questions regarding this policy, please call the Student Activities Office at (805) 378-1434.

Auditing Policy
Auditing enables a student to attend a class without receiving a grade, taking an exam, or earning unit credit. Students enrolled in ten or more semester units shall, with instructor consent, be allowed to audit one class without a fee. Students not enrolled in ten semester credit units may, with instructor consent, audit one class with a fee for auditing of fifteen dollars ($15.00) per unit per semester. Audit students must also pay the Health Fee.

Priority in class enrollment shall be given to students desiring to take the course for credit towards a certificate or degree. Therefore, students wishing to audit may register for classes in audit status by special petition only in the last two days of the add/drop period. This petition requires permission of the instructor. Laboratory classes are not normally available for audit. Students auditing a course shall not be permitted to change their enrollment in that course to receive credit for the course. Petitions for this purpose, “Petition to Audit a Course,” are available in the Office of Admissions and Records.

Students auditing a course are not permitted to take exams in class, nor are they permitted to challenge the course at a later date. Instructors are under no obligation to grade assignments of students auditing a course. Attendance requirements for students auditing courses are the same as for all other students as stated elsewhere in this college catalog. Audit fees are nonrefundable.

Availability of District Library Resources
The libraries at Moorpark, Oxnard and Ventura College are available to a student enrolled at any of the three colleges. The appropriate college identification card may be used at the college libraries. In addition, the Total Interlibrary Exchange (TIE) and the Black-Gold Exchange Systems permit a student to request materials from the other two libraries as well as from all members of the systems. This greatly increases Students’ access to library resources.

Please see Moorpark College Library under “Student Services” for further details.

Cheating or Plagiarism
Instructors have the responsibility and authority for dealing with any cheating or plagiarism which may occur in their classes. It is the policy of the Ventura County Community College District that the instructor may dismiss a student involved in such dishonest behavior from class with a grade of “F.” In addition, the faculty member may direct the matter to the Executive Vice President of Student Learning for further disciplinary action.

Class Attendance
Students are responsible for maintaining regular class attendance. It is also the responsibility of students, at the beginning of the semester, to become aware of the attendance and absence policies of the instructor for each class in which they are enrolled. When a student’s absence exceeds in number 1/9 of the total class contact hours for the session (e.g., absence from a semester-long class equal to twice the number of hours the class meets in one week), the instructor may, after due warning, request that the Office of Admissions and Records drop such student from the class and that a grade be recorded in accordance with the policy for “Dropping a Course.”
If other eligible students are present and seeking admission to a class, failure of a student to be present at the first scheduled meeting of that class may result in exclusion from that class.

In the event of being dropped or excluded, the student may petition the instructor for reinstatement when just cause for absence exists.

**College Board Advanced Placement**

Moorpark College grants college credit for successful completion of Advanced Placement Program examinations of the College Board. Students who complete special advanced placement courses in high school and who present scores of three or higher (3, 4, or 5) for the Advanced Placement Examinations to the College's Office of Admissions will receive credit for specific college courses. A student may not enroll in any course for which Advanced Placement exam credit has been allowed. The following table indicates equivalencies and credit allowances at Moorpark College. Other colleges or universities do have different policies concerning advanced placement and may not honor this policy. It is also possible that other colleges and universities may not honor Moorpark College transcript entries which award advanced placement credit for regularly offered credit courses.

All examinations require a score of 3, 4, or 5.

<table>
<thead>
<tr>
<th>Examination</th>
<th>College Credit</th>
<th>M.C. Course Equivalencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>3 Units</td>
<td>PS M03</td>
</tr>
<tr>
<td>American History</td>
<td>6 Units</td>
<td>HIST M07A, M07B</td>
</tr>
<tr>
<td>Art: History</td>
<td>6 Units</td>
<td>ART M01A, 3 Units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Humanities electives</td>
</tr>
<tr>
<td>Art: Studio Drawing</td>
<td>6 Units</td>
<td>3 Units Fine Arts/GE,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 Units Humanities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>electives, Consult</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Art Department</td>
</tr>
<tr>
<td>Art: Studio General</td>
<td>6 Units</td>
<td>3 Units Fine Arts/GE,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 Units Humanities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>electives, Consult</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Art Department</td>
</tr>
<tr>
<td>Biology</td>
<td>6 Units*</td>
<td>BIOL M02A, M02B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No lab Units)</td>
</tr>
<tr>
<td>Chemistry</td>
<td>10 Units*</td>
<td>CHEM M01A, M01B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No lab Units)</td>
</tr>
<tr>
<td>English Language and</td>
<td>6 Units</td>
<td>ENGL M01A, 3 Units</td>
</tr>
<tr>
<td>Composition</td>
<td></td>
<td>of elective credit</td>
</tr>
<tr>
<td>English Literature and</td>
<td>6 Units</td>
<td>ENGL M01A, M01B</td>
</tr>
<tr>
<td>Composition</td>
<td></td>
<td>and Composition</td>
</tr>
<tr>
<td>European History</td>
<td>3 Units</td>
<td>HIST M01B</td>
</tr>
<tr>
<td>French Language</td>
<td>8 Units</td>
<td>FREN M01, M02</td>
</tr>
<tr>
<td>French Literature</td>
<td>8 Units</td>
<td>FREN M03, M04</td>
</tr>
<tr>
<td>German Language</td>
<td>8 Units</td>
<td>GERM M01, M02</td>
</tr>
<tr>
<td>Mathematics Calculus AB</td>
<td>5 Units</td>
<td>MATH M25A</td>
</tr>
<tr>
<td>Mathematics Calculus BC</td>
<td>5 Units</td>
<td>MATH M25B</td>
</tr>
<tr>
<td>Physics B</td>
<td>8 Units*</td>
<td>PHYS M10A/M10B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No lab Units)</td>
</tr>
<tr>
<td>Physics C Mechanics</td>
<td>4 Units*</td>
<td>PHYS M20A</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No lab units)</td>
</tr>
<tr>
<td>Physics C Elec. &amp; Magnetism</td>
<td>4 Units*</td>
<td>PHYS M20B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No lab units)</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>8 Units</td>
<td>SPAN M01, M02</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>8 Units</td>
<td>SPAN M03, M04</td>
</tr>
</tbody>
</table>

*Does not meet lab requirement for General Education.

**Course Repetition**

A course in which a grade of C or better has been earned may not be repeated except as identified in the catalog course description or as stated below. Courses taken at any college in which a grade of D, F, NC or other substandard grade has been earned may be repeated for the purpose of improving a recorded grade. This policy may apply more than once to any particular course. A course taken at another institution, in which a substandard grade was earned, may be repeated at the colleges of the Ventura County Community District, subject to this policy. In order to identify acceptable equivalencies, course equivalency shall be determined chiefly by content, as defined in the catalog course description, and not by course title or units. Prior approval for course repetition shall be required. The petition for this purpose, "Petition for Course Repetition," is available in the Counseling Office.

Upon completion of the repeated course, the previous grade earned shall be omitted from the computation of the cumulative grade point average and lined through on the permanent record. The permanent record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Students should understand that other colleges or universities may not accept credit for work which represents a repetition of high school work. In addition, there is no assurance that repeated courses resulting in an improvement in grade will be accepted by other colleges or universities.

**Repetition of General Education Credit**

Lower-division credit units previously earned by a student to fulfill general education requirements for a baccalaureate degree may be accepted to fulfill general education requirements for a designated associate degree only.

**Credit by Examination**

Granting unit credit for a course by examination is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. If an examination indicates that the student possesses adequate equivalency and mastery of the subject, credit may be granted. All courses shall be open to credit by examination unless specifically exempted. Each division of the college shall determine the courses for which credit by examination may be granted and the Office of Instruction shall maintain a current list of courses excluded from this policy. For the purpose of this policy, a course shall mean an organized area of instruction as described in the college catalog. A student should be advised that the use of units given by credit by exam to establish eligibility for athletics, financial aid, and veterans benefits are subject to the rules and regulations of the external agencies involved.

Exceptions to the above may be made when necessary to meet provisions of California state law or the rules and regulations of state agencies governing programs of the California Community Colleges.

Credit by examination may be granted only to a student who: is currently enrolled in at least one course in the college; has completed at least 12 units in residence in the colleges of the Ventura County Community College District; is not on academic probation; has submitted transcripts of all previous course work; has not earned college credit in more advanced subject matter; and, has not received a grade (A, B, C, D, E).
F, CR, (NC) or equivalent, in the course for which he or she is seeking credit by examination at this or any other educational institutions. A student seeking credit by examination will receive a CR (credit) if he or she satisfactorily passes the examination; no other grade will be recorded. Students who are unsuccessful in an attempt to challenge by examination will not receive a NC (no credit) and no record of the attempt for credit by examination will appear on a student's transcript. However, students may challenge a course only once. A student may challenge no more than 12 units (or 4 courses) under the Credit by Examination policy towards an Associate degree or Certificate of Achievement. The amount of unit credit granted by examination to an individual shall not count towards the minimum 12 units required for residency. Credit by examination may be granted in only one course in a sequence of courses, as determined by prerequisites and may not be granted for a course which is prerequisite to the one in which the student is currently enrolled.

Exceptions to the proposed statement are permitted for each college in those occupational programs where curriculum makes this necessary. The exceptions are as follows:

1) The 12 unit residency requirement is suspended, permitting students to petition for Credit by Examination prior to completion of that requirement; when the residency requirement has been met, the course(s) successfully challenged shall be added to the student's record.

2) Credit by Examination may be granted for more than one course in a sequence of required courses, when approved by the administrator responsible for vocational programs.

The petition for this purpose, "Petition for Credit by Examination," is initiated in the Counseling Office. Approved petitions must be on file with the administering instructor by Friday of the tenth week of the semester. The examination is to be administered prior to the last day of the final examination period.

Credit (CR) is assigned for work of such quality as to warrant a letter grade of C or better. Transcript entries shall distinguish credits obtained by examination from credits obtained as a result of regular course enrollment. The student's academic record shall be clearly annotated to reflect that credit was earned by examination. Students should be aware that other colleges may not accept credit by examination for transfer purposes.

The following courses may not be taken under the "Credit by Examination" option: ANTH M05, HIST M60T, NS M49, PHOT M04, M09, RADI M49, and all Dance and PE activity courses.

Credit for Military Service

The colleges of the Ventura County Community College District will recognize and grant credit to service personnel for formal educational training completed in the United States armed forces provided such credit is not a duplication of work taken previously.

Service personnel may be allowed credit for formal service school courses offered by the United States Military Service recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. The credit allowed will be based upon the recommendations specified in the Guide. The maximum amount of credit which may be allowed toward satisfaction of college requirements shall be 12 units.

Service personnel will be allowed full advanced standing credit for college-level courses completed under the auspices of the Defense Activity for Nontraditional Education Support (DANTES) or the United States Armed Forces Institute (USAFI) as recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. Service personnel will be allowed full advanced standing credit for college-level courses completed at the Naval Construction Training Center (NCTC) at Port Hueneme based upon the recommendations of the Accredited Institutions of Postsecondary Education of the American Council of Education. Such credit will be treated in the same manner and under the same policies as allowing credit from regionally accredited colleges and universities.

Any work taken by service personnel while in military service at a regionally accredited college or university and for which the college or university issues a regular transcript showing the credits allowable towards its own degrees, will be allowed advanced standing credit toward the Associate Degree in the same manner as if the student had pursued the courses as a civilian.

Credit/No Credit Options

Colleges of the Ventura County Community College District may offer courses in two Credit/No Credit (CR/NC) options: 1. Courses which are offered on a Credit/No Credit basis only; and 2. Courses in which students may elect the Credit/No Credit option.

The first category includes those courses in which all students in the course are evaluated on a Credit/No Credit (CR/NC) basis as indicated in the course description in this catalog. This CR/NC grading option shall be used to the exclusion of all other grades in courses for which there is a single satisfactory standard of performance and for which unit credit is assigned. Credit shall be assigned for meeting that standard. No Credit for failure to do so.

The second category of Credit/No Credit options is comprised of courses designated by the college wherein each student may elect by no later than the end of the first thirty percent (30%) of the term or length of the class whether the basis of evaluation is to be Credit/No Credit or a letter grade. Once the thirty percent (30%) deadline has passed, the request cannot be withdrawn and the student becomes ineligible to petition to change a grade. It is the student's responsibility to notify the instructor of his or her intent to be graded on a Credit/No Credit basis and to file the appropriate form, otherwise a letter grade will be assigned. The petition for this purpose, "Request for Credit/No Credit," is available in the Records Office.

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

A student may apply a maximum of 20 units of credit earned under the Credit/No Credit option to an A.A. or A.S. degree or Certificate of Achievement. Exceptions to this unit limitation will be granted only to students enrolled in the designated occupational programs specified in the Credit by Examination policy of this catalog. Credit (CR) is used to denote "passed with credit" when no letter grade is given. Credit is assigned for work of such quality as to warrant a letter grade of C or better.
Units earned on a Credit/No Credit basis shall not be used to calculate grade point averages. However, units attempted for which NC is recorded shall be considered in probation and dismissal procedures.

Students should be aware that other colleges and universities may restrict the acceptance of courses taken on a Credit/No Credit basis, especially for satisfaction of major requirements.

Customized Services to Agencies/Vocational Programs

Agencies desiring support services for their clients will be charged a fee if such services are not normally provided to regular students. For additional information contact the Office of Institutional Advancement at (805) 378-1405.

Dean’s List

Special recognition is accorded students who complete a program of 12 or more units in letter grades with a 3.50 grade point average or higher during a semester. These students are placed on the Dean’s List and given appropriate recognition on campus and in the community. Students attending Moorpark College and concurrently enrolled at Oxnard and/or Ventura College may request that the units be combined for eligibility for the Dean’s List. Students attending more than one campus during any semester may choose one campus for placement on the Dean’s List.

Educational Workload

A student’s educational workload generally consists of fifteen (15) units of work per semester in order to make normal progress toward the A.A./A.S. degree and/or transfer requirements. Students desiring to take an overload 6 more than nineteen and a half (19.5) units but less than twenty-two (22) must have a counselor’s approval. Students desiring to take twenty-two (22) units or more must have the approval of the Vice President, Student and Educational Services in addition to the counselor’s approval.

Extension Course Credit

Normally credit is not granted for extension course work, including correspondence courses. The acceptance of such units for credit by the college will depend on the treatment of the particular course by the institution which offered the course. A petition for acceptance of such course work should be accompanied by material which explains the course content and indicates the kind of credit given by the offering institution.

In cases where the granting of credit for extension or correspondence courses is petitioned, it may be required that the student’s competency in such course work be validated according to credit-by-examination procedures, as explained elsewhere in this section.

Field Trips

Field trips are required activities for a number of courses in the college curriculum. For any such courses it is intended that they be clearly identified in the college catalog and in the schedule of classes. For other courses, a field trip may be an optional activity for the students enrolled. According to policy adopted by the college district’s Governing Board, all persons making any type of field trip or excursion shall be deemed to have waived all claims for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

Full-Time Student

A student is defined as full time if carrying 12 or more units in the regular semester or 4 units in the summer session. While students may qualify for benefits if enrolled in 12 units, 15 units is the minimum units per semester for traditional transfer and graduation-bound students.

Grade Changes

In any course of instruction in a college of the Ventura County Community College District for which grades are awarded, the instructor of the course shall determine the grade to be awarded each student in accordance with the grading system dealing with academic record symbols and grade point average. The determination of the student’s grade by the instructor shall be final in the absence of mistake, fraud, bad faith or incompetency. Procedures for the correction of a grade given in error shall include expunging the incorrect grade from the record. The petition for this purpose, “Petition to Change Grade,” is available in the Office of Instruction.

Withdrawal from a class may be authorized after the designated time limit by petition only in extenuating circumstances of verified cases of accidents, illnesses or other circumstances beyond control of the student. Approved petitions shall result in a “W” recorded on a student’s academic record. The petition for this purpose, “Petition to Change Grade to Withdrawal,” is available in the Office of Instruction. When grade changes are made, the students’ permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Grading Practices

Work in all courses acceptable in fulfillment of the requirements for associate degrees, certificates, diplomas, licenses, or baccalaureate-level work shall be graded in accordance with the provisions adopted by the District Governing Board for the following sections which relate to the letter grading scale, the Credit/No Credit options, or Credit by Examination.

Grading System

The quality of a student’s work will be measured by the following letter grades:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Points/Semester Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4 points per semester unit</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3 points per semester unit</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2 points per semester unit</td>
</tr>
<tr>
<td>D</td>
<td>Passing, less than satisfactory</td>
<td>1 point per semester unit</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0 points per semester unit</td>
</tr>
<tr>
<td>CR</td>
<td>Credit (at least satisfactory)</td>
<td>Units awarded not counted in GPA</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit (less than satisfactory, or failing)</td>
<td>Units not counted in GPA</td>
</tr>
</tbody>
</table>

Grades from the letter grading scale shall be averaged on the basis of the numerical grade point equivalencies to determine a student’s grade point average (GPA).

The District Governing Board has authorized the use of only the non-evaluative symbols I, RD and W which are defined in the following paragraphs.
Policies

I - Incomplete
Students who are at the end of a term and have failed to complete the required academic work of a course because of unforeseeable, emergency, and justifiable reasons may receive a symbol “I” (Incomplete) on their records. The conditions for receiving a letter grade and for the removal of the “I” must be stated by the instructor in a written record which must also state the grade to be assigned in lieu of the removal of the “I.” This record must be given to the student and a copy is to be placed on file with the Registrar until the conditions are met (the “I” is made up) or the time limit is passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The “I” may be made up no later than one year following the end of the term for which it was assigned. The “I” symbol shall not be used in calculating units attempted nor for grade points.

RD - Report Delayed
The “RD” symbol may be assigned by the Registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. “RD” shall not be used in calculating grade point averages.

W - Withdrawal
A student may withdraw from a class through the last day of the fourteenth week of instruction for full-semester classes or through seventy-five percent (75%) of a class less than a semester in length. The academic record of a student who remains in a class beyond this time limit must reflect a grade other than a “W.” No notation (“W” or other) shall be made on the academic record of the student who withdraws during the first four weeks of a term or thirty percent (30%) of a term, whichever is less. Withdrawal between the end of the fourth week and the last day of the fourteenth week of instruction for full-semester classes or through seventy-five percent (75%) of a class less than a semester in length shall be recorded as a “W” on the student’s record.

Forms for this purpose are available in the Records Office.

Grievance Policy
A complete description of the College Grievance Policy and the Student Conduct Code are contained in Appendices V and VII. Students seeking information about these policies should consult the EXECUTIVE VICE PRESIDENT, STUDENT LEARNING.

Independent Studies
The intent of Independent Studies is to enable students to further explore particular aspects of a subject by studying it in depth under the direction of an authorized instructor in that discipline. The student is expected to have completed a previous course in the subject matter. Students wishing to enroll in Independent Studies must be enrolled in at least three other units of course work at Moorpark College for the semester in which the Independent Study is to be taken. A student may be enrolled in no more than two independent studies in one semester and no more than one course in a discipline in a semester. A maximum of twelve total units of Independent Studies course work may be taken at Moorpark College, with a maximum of six units in one discipline. Students wishing to do Independent Studies should contact an instructor in the discipline in order to develop a program of study.

Offering of Course as Described in Catalog
Occasionally there may be course changes concerning prerequisites, contents, hours, or units of credit made after publication of catalog. Efforts will be made through the class schedules, public media, and at time of registration to notify students of any changes in the course descriptions as presented in this catalog.

PREREQUISITE means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. A prerequisite represents a set of skills or a body of knowledge that a student must possess prior to enrollment and without which the student is highly unlikely to succeed in the course or program. For example, a student enrolling in general chemistry will have difficulty without adequate preparation in algebra.

COREQUISITE means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. A corequisite represents a set of skills or a body of knowledge that a student must acquire through concurrent enrollment in another course and without which the student is highly unlikely to succeed.

Recommended preparation states the preparation suggested by the faculty to successfully complete a particular course. While encouraged to do so, students do not have to satisfy recommended preparation guidelines to enroll in a course.

Course prerequisites, corequisites or recommended preparation are specified within course descriptions announced in this catalog; they are also specified in the schedule of classes. A course has no prerequisites or corequisites unless so designated. Students must have satisfied the prerequisite or corequisite requirements for all courses in which they enroll.

Prerequisites have been established as a means of enhancing student success. Computerized admission procedures may deny students access to courses with prerequisites. It is highly recommended that students carefully review prerequisites before enrolling in classes.

Challenging a Prerequisite or Corequisite
It is recognized that students may have preparation equivalent to the stated prerequisites or corequisites or may wish to challenge a prerequisite or corequisite as allowed by state law. The petition for challenging a prerequisite or corequisite is available in the Counseling Office. The student shall bear the initial burden of showing that grounds exist for the challenge. The following is a list of the grounds under which a challenge may be pursued:

1) The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available.
2) The prerequisite or corequisite is not valid because it is not necessary for success in the course for which it is required (student documentation required).
3) The prerequisite or corequisite is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner (student documentation required).
4) The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite or corequisite (student documentation required).

Probation, Dismissal, and Readmission of Students

Probation, dismissal, and readmission policies and procedures are designed to assist students in making progress toward realistic academic, career, and personal goals.

Standards for Probation

A student who has attempted at least twelve (12) semester units as shown by the official academic record shall be placed on academic probation if the student has earned a grade point average below 2.0 in all units which were graded on the basis of the grading scale established by the Ventura County Community College District.

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

A student transferring to a college of the Ventura County Community College District from another college is subject to the same probation and dismissal policies as students of this college district.

Note: Probationary status is computed using only courses taken since Fall, 1981. Courses taken prior to Fall, 1981, are not in the computer data file and are not included in the calculation of probation. This may alter your probationary status.

Special Note to Students Claiming Veterans Benefits: A veteran is placed on academic probation when less than 50% of units attempted are completed, less than 2.0 semester grade point average was earned, or less than 2.0 cumulative grade point average is earned. Unsatisfactory progress is defined as being on academic probation for two consecutive semesters. The school will report unsatisfactory progress to the VA, resulting in termination of benefits. The veteran must receive academic counseling before benefits will be reinstated.

Notification of Probation

Each college in this District shall notify a student who is placed on probation at or near the beginning of the semester in which it will take effect but, in any case, no later than the start of the fall semester. The student grade report, provided for each enrolled student at the end of each term, specifies the student status for both academic and progress categories as either good standing or probation. A student placed on probation is, as a condition of continuing enrollment, to receive individual counseling, including the regulation of his or her academic program. Each student shall also receive any other support services to help the student overcome any academic difficulties.

Removal from Probation

A student on academic probation for a grade point deficiency shall be removed from probation when the student’s cumulative grade point average is 2.0 or higher.

A student on progress probation because of an excess of units for which entries of "W," "I," and "NC" are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).

Standards for Dismissal

A student who is on academic probation shall be dismissed if the student earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters.

A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled and for which entries of "W," "I," and "NC" are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

Notification of Dismissal

Each college in the Ventura County Community College District shall notify a student who is dismissed at or near the beginning of the semester in which it will take effect but, in any case, no later than the start of the fall semester. The student grade report, provided for each enrolled student at the end of each term, specifies the student status for both academic and progress categories as either good standing or dismissed. A student who is dismissed has the right of appeal. An exception to academic dismissal may be made only in the event of extreme and unusual medical and/or legal circumstances that can be supported by evidence provided by the student, or in the event of improved scholarship. The petition for this purpose, “Petition for Continued Enrollment or Readmission,” is available in the Counseling Office.

Continued Enrollment or Readmission

A student applying for continued enrollment or readmission must submit a petition to explain what circumstances or conditions would justify continued enrollment or readmission. A student applying for readmission shall not be reinstated until a minimum of one semester has lapsed after academic dismissal. A student who is petitioning shall receive counseling to assess his or her academic and career goals and must have counselor approval of his or her educational program prior to registration. The petition for this purpose, “Petition for Continued Enrollment or Readmission,” is available in the Counseling Office.

Counseling Services

Counseling services will be provided for students on academic or progress probation or subject to dismissal. Students on probation and subject to dismissal may have units limited and courses or an educational plan prescribed subject to the professional judgment of the counselor. Students subject to academic dismissal shall be required to meet with a counselor prior to registration.

Campus Solicitation

The solicitation, selling, exposing for sale, offering to sell, or endorsing any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental or sale at a college is prohibited except by written permission of the District Chancellor, President of the college or the President’s designee. This policy applies to all students, staff and citizens.

Student’s Right-to-Know

Moorpark College endorses and supports Public Law 101-524, the student right-to-know and Campus Security Act, as amended by Public Law 102-26. The college will make available, upon request, to any interested
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individual, information on policies regarding the use of the campus facilities, the reporting of criminal acts and/or emergencies which have occurred on campus.

Any individual interested in requesting this information may inquire at the Campus Police Office. The entire text of this Act is available upon request from the Executive Vice President in the administration building.

Transfer Credit from Foreign Colleges and Universities

Students wishing to receive credit for previous course work from foreign colleges or universities must have their transcripts evaluated by an approved credential evaluation service. Students may receive information regarding the credential evaluation service from the Moorpark College International Student Office or Counseling Department.

Course work attempted will normally be lower-division unit credit only. Requests for equivalent course credit are evaluated on an individual basis, based upon the recommendations of the transcript evaluation service and by the appropriate college discipline.

Transfer Credit from Regionally Accredited Colleges and Universities

Students transferring to the Ventura County Community Colleges from colleges accredited by the recognized regional accrediting associations will normally be granted lower-division credit for courses entered on officially certified transcripts. These transcripts must be sent to the Office of Admissions. They will be evaluated based upon the current Transfer Credit Practices of appropriate associations.

Students transferring to the Ventura County Community College District from other regionally accredited colleges and universities, are required to declare all previous college work. Failure to provide complete information may result in dismissal from the Ventura County Community Colleges.

Unit Requirements for Benefits

In order to qualify for certain benefits, minimum unit requirements must be maintained as follows:

Automobile & Medical Insurances .............................................. 12.0 units
Athletic Eligibility ................................................................. 12.0 units
Student Government ............................................................. 12.0 units
Social Security Benefits ......................................................... 12.0 units
Student Loan Deferrals ......................................................... 12.0 units

Financial Aid ................................................................. Contact Financial Aid Office

Veteran and war orphan benefits under GI Bill —

- Full subsistence ......................................................... 12.0 units
- 3/4 subsistence ......................................................... 9.0 units
- 1/2 subsistence ......................................................... 6.0 units

Less than 1/2 time - Please contact VA Specialist in Admissions & Records Office for details regarding eligibility.

Use of Listening or Recording Devices

State law in California prohibits the use by anyone in a classroom of any electronic listening or recording device without prior consent of the teacher and school administration. Any student who has need to use electronic aids must secure the consent of the instructor. If the instructor agrees to the request, the notice of consent will be filed with the Vice President, Instructional Services.

Withdrawal from Class

It is the student's responsibility to initiate a withdrawal when the withdrawal is desired by the student. Forms for this purpose are available in the Records Office.

Students or instructors may initiate a withdrawal through the end of the fourth week of instruction for full-semester classes or during the first thirty percent (30%) of a class less than a semester in length. This action results in no record of dropped classes on students' academic records (grade card or transcript).

Students or instructors may initiate a withdrawal between the end of the fourth week and the last day of the fourteenth week for full-semester classes, or through the first seventy-five percent (75%) of a class less than a semester in length. Withdrawal shall be authorized after informing the appropriate faculty. This action shall be recorded as "W" on students' academic records.

The academic record of a student who remains in a class beyond this time must reflect a grading symbol other than "W."

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

Withdrawal from a class may be authorized after the designated time limit by petition only in extenuating circumstances of verified cases of accidents, illnesses or other circumstances beyond the control of the student. Approved petitions shall result in a "W" recorded on a student's academic records. The petition for this purpose, "Petition to Drop after Deadline," is available in the Office of Admissions and Records.

All requests for withdrawal from class or withdrawal from college must be in writing and include the student's signature.

Withdrawal from College

It is the student's responsibility to formally withdraw from all classes if he or she intends to withdraw from college. A student who withdraws after the end of the fourth week of instruction for full-semester classes or after the end of the first thirty percent (30%) of a term for short-term or less than full-semester classes shall have an entry made on his or her permanent record in accordance with the regulations specified in the Withdrawal from Class policy.

Forms for this purpose are available in the Records office.
APPENDIX

Appendix I
Privacy Rights Governing Student Records

The colleges in this District establish and maintain information on students relevant to admission, registration, academic history, career, student benefits or services, extra-curricular activities, counseling and guidance, discipline or matters related to student conduct, and shall establish and maintain such information required by law.

Right of Access
Any currently enrolled or former student has a right of access to any or all student records relating to the student maintained by this District. The editing or withholding of such records is prohibited except as provided by law.

Requests for access shall be in writing, addressed to the Executive Vice President, Student Learning at the college of attendance. Requests by students to inspect and review records shall be granted no later than 15 days following the date of request. The inspections and review shall occur during regular school hours. The Executive Vice President, Student Learning shall notify the student of the location of all official records which have been requested and provide personnel to interpret records where appropriate.

Student records are maintained in a manner to ensure privacy of all such records and the colleges in this district shall not, except as authorized, permit any access to or release of any information therein.

Access to student records may be permitted to any person for whom the student has executed written consent specifying the records to be released and identifying the party to whom the records may be released. Information concerning a student shall be furnished in compliance with a lawfully issued subpoena. The College shall make a reasonable effort to notify the student in advance of such compliance if lawfully possible within the requirements of the judicial order.

One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College or District in an administrative, supervisory, academic or research, or support staff position (including law enforcement personnel and health staff); a person or company with whom the College or District has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, 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.

Students may request copies of records for review. A fee of $3 will be charged.

Directory Information

The colleges in this District maintain directory information which may be released: student’s name, address, telephone number, and place of birth, major field of study, class schedule, participation of officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent public and private school attended by the student.

Students may indicate that directory information which shall not be released providing written notification is given the Executive Vice President, Student Learning at the college of attendance at the time of enrollment or earlier if the activity occurs prior to the opening of school.

Challenge
Any student may file a written request with the President of the college or the designee to remove student records which the student alleges to be: (1) inaccurate, (2) an unsubstantiated conclusion of inference, (3) a conclusion or inference outside of the observer’s areas of competence, (4) not based on personal observations of the named person with the time and place of the observation noted.

Students filing a written request shall be provided a hearing and receive, in writing, a decision either sustaining or denying the allegations. Allegations which have been denied by the college may be further appealed to the Chancellor of the Ventura County Community College District or his designee. Allegations which have been denied by the Chancellor may be further appealed to the Governing Board of the Ventura County Community College District who shall meet with the student, within 30 days of receipt of such appeal, to determine whether to sustain or deny the allegations. All decisions of the Governing Board shall be final.

Appendix II
Statement of Nondiscrimination

The Ventura County Community College District and its three colleges -- Moorpark College, Oxnard College, and Ventura College -- are committed to providing an equal opportunity for admissions, student financing, student support facilities and activities, and employment regardless of race, color, religion, sex, national origin, handicap, age, marital status or Vietnam veteran status, in accordance with the requirements of Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 (as amended by the Equal Employment Opportunity Act of 1972), sections 503 and 504 of the Rehabilitation Act of 1973 and the Rehabilitation Act Amendments of 1974, Executive Order 11246 (as amended by Executive Order 11375), and the Federal Age Discrimination Employment Act of 1967 and the Age Discrimination Employment Act Amendments of 1978 and the Americans with Disabilities Act of 1992. The 504 coordinator is Floyd Thionnet, phone (805) 378-1431.

Equal Opportunity Act

The Ventura County Community College District subscribes to and promotes the principles and implementation of Equal Opportunity and Affirmative Action.

Pursuant to the provisions of Assembly Bill 803, the Governing Board has adopted a policy and procedure to ensure that its programs and activities are available to all persons without regard to ethnic group identification, religion, age, sex, color, or physical or mental disability. Both the policy and the procedure apply to students, employees, and applicants.

Inquiries regarding these laws and regulations, and the corresponding Board policies may be directed to the District Affirmative Action Officer — c/o District Office, 333 Skyway Drive, Camarillo, California 93010, phone: (805) 384-8300.

Appendix III
Sexual Harassment Complaint Procedure

1. Introduction

It is the Policy of the Ventura County Community College District to pro-
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dide an educational, employment and business environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communications (including voice and e-mail telecommunications, fax machines, etc.) constituting sexual harassment as defined and otherwise prohibited by state and federal statutes.

It shall be a violation of this policy for anyone (employee, student, or contractor) to engage in sexual harassment. Within the Ventura County Community College District, sexual harassment is prohibited, regardless of the status and/or relationship of the affected individuals.

Disciplinary action, up to and including termination or expulsion, may be instituted for behavior described in the definition of harassment set forth in this policy.

Any retaliation against a student or employee for filing a harassment charge, making a harassment complaint or otherwise being involved in a harassment investigation is prohibited. Any persons found to be retaliating against another employee or student shall be subject to disciplinary action up to and including termination or expulsion.

Any student or employee who receives a harassment complaint, observes, or otherwise learns of harassing behavior in the educational/business environment or workplace, must direct the concern to the appropriate Sexual Harassment Intake Facilitator or to the Vice Chancellor of Human Resources at the District Office. Students are encouraged to follow the same procedure.

II. Complaint Procedure

Any student, employee, job applicant, or contractor who believes he/she has been harassed should direct his/her concerns to either of the following:

- Sexual Harassment Intake Facilitators at Moorpark College: Denise Avila, Counselor — (805) 378-1417; Patti Ross, Management Intern — (805) 378-1400, ext. 1704.
- Vice Chancellor of Human Resources, Ventura County Community College District: Marion Boenheim — (805) 384-8308.

Anyone who receives a harassment complaint, observes, or otherwise learns of harassing behavior in the work place, may direct the complaint or complainant to either Sexual Harassment Intake Facilitators at Moorpark College or to the Vice Chancellor of Human Resources at the District Office.

III. Investigative Procedure

The Sexual Harassment Intake Facilitator or Vice Chancellor of Human Resources will initiate a sexual harassment investigation that shall include, but may not be limited to:

- Interviews with 1) the complainant; 2) the alleged harasser; and 3) any other persons the investigator has reason to believe have relevant knowledge concerning the complaint.
- Review of the factual information gathered during the investigation to determine whether the alleged conduct occurred and whether such conduct constitutes harassment under this policy, based on the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct, and the context in which the alleged incident(s) occurred.
- Using the District Reporting Form as a guide, the Intake Facilitator will prepare a written report setting forth the results of the investiga-

The findings shall be reported to the Vice Chancellor of Human Resources.

- Final disposition shall be reported back to the complainant and the alleged harasser in a timely manner and will also be filed with the State Chancellor's office in Sacramento.

IV. Remedial Action

- If it has been determined that a violation of this policy has occurred, prompt and effective corrective action shall be taken.
- Reasonable steps shall be taken to protect the complainant from further harassment and/or retaliation.

V. The Definition of Sexual Harassment

Sexual Harassment has been defined by the Equal Employment Opportunity Commission Guidelines (29 C.F.R. 1604.11) and the California Education Code (212.5), and includes unwelcome sexual advances, requests for sexual favors, or any other visual, telecommunications, verbal or physical conduct of a sexual nature made by someone from or in a work or education setting, under any of the following conditions:

Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.

Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.

The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.

Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the District.

Examples of behavior which could constitute sexual harassment include but are not limited to:

- Verbal: repeated sexual innuendoes or sexual epithets, derogatory slurs, off-color jokes, propositions, threats, or suggestive or insulting sounds;
- Visual/Non-verbal: derogatory posters, cartoons or drawings; suggestive objects or pictures; graphic commentaries; leering; or obscene gestures;
- Physical: unwanted physical contact including touching, interference with an individual's normal work movement, such as blocking; or assault.

VI. Additional State and Federal Procedures

In addition to the District's procedure for reporting sexual or other prohibited types of harassment, both the State of California and the federal government have established processes by which student and employee claims of sexual harassment may be reported.

Department of Fair Employment and Housing - 1-800-884-1684.
Equal Employment Opportunity Commission - (213) 894-1000.
Chancellor's Office of the California Community Colleges - (916) 445-8752.
California Department of Education - (916) 657-2451.
Department of Education - (415) 556-4275.
If you feel you are a victim of sexual harassment, please report the incident immediately. Keep records to track dates, places, times, witnesses, and the nature of the harassment.

THINK TWICE ABOUT... 
Consensual sexual relationships between faculty and student, or between supervisor and employee, while not expressly forbidden, are generally deemed unwise. Such relationships though they may be appropriate in other settings are inappropriate when they occur between members of the teaching staff and students, or between a supervisor and an employee.

Appendix IV
Student Rights & Responsibilities

I. Associated Students
The Governing Board of the Ventura County Community College District recognizes the need for and authorizes the operations of the Associated Students in accordance with Education Code sections 10701 to 10705, inclusive.

II. Privileges of Student Organizations
A. To use the name of one of the colleges or to use college facilities for regular meetings or special events, student organizations must be chartered by the Associated Students.
B. Recognized student organizations shall not use District facilities for the purpose of planning or implementing off-campus political or social events, nor use the name of the colleges in conducting such off-campus events, unless authorized by the Associated Students.
C. A chartered student organization shall have a faculty advisor who shall be chosen by the members of that organization and approved by the Executive Vice President, Student Learning. Institutional recognition shall not be withheld or withdrawn solely because of the inability of a student organization to secure an advisor.
D. Chartered student organizations shall be open to all students without respect to race, creed or national origin.

III. Off-Campus Affiliations
Any organization (whether official or unofficial) of students on the college campuses which, in its constitution or method of operation, vests control of its policies in an off-campus organization, shall not be recognized as an official college organization and shall not be allowed to use the facilities of the District.

IV. Advocacy and Free Expression
A. Purpose. The primary purpose of a college is the advancement and dissemination of knowledge. Free inquiry and expression are indispensable to the attainment of this purpose. The colleges of the Ventura County Community College District have the responsibility to establish and maintain general conditions conducive to an orderly and open examination of ideas and issues relevant to the primary purpose referred to above.
B. Registered Students. Students of the Ventura County Community College District have the right of free expression and advocacy and may exercise this right within the framework outlined below:
   1. That the cause or issue being advocated is legal.
   2. That the District's outside speaker policy is observed.
   3. That college rules regulating time, place, and manner, developed by a student/faculty/administrator committee at each college and approved by the college President or his designated representative are respected.

4. That if, in the judgment of the President of the college or his designated representative, an activity or event is disruptive or incompatible with the educational objective of the college, he may order individual students or chartered student organizations, to discontinue the activity or event pending due process by either college and/or civil agencies. Due process is defined by a student/faculty/administrator committee at each college and approved by the college President.

C. Non-Students. The colleges of the Ventura County Community College District are provided for the purposes commonly ascribed to higher education. Non-students who wish to pursue these purposes at one of the colleges of the District are encouraged to enroll as registered students. However, in regard to any event or activity that takes place on one of the college campuses of the Ventura County Community College District, non-students are governed by the same rules that apply to registered students.

D. Maintenance of Order. It shall be the policy of the Governing Board of the Ventura County Community College District to cooperate with all established governmental agencies in the maintenance of order on and about its properties. This cooperation shall be in no way infringe upon or limit the use of these properties for the purposes historically and legally reserved for them. The President of the Board, as appropriate, shall convene a special meeting for the purpose of taking proper action to support the District and college administrations in carrying out the policy referred to in this section.

V. Dress Code
The dress of persons appearing on the campuses of the Ventura County Community College District shall comply with generally accepted standards of hygiene and good taste. Clothing that is worn shall be such as to avoid interference with the educational responsibilities of the District, or with any other approved activities taking place within the District's jurisdiction.

VI. Solicitation
The solicitation, selling, exposing for sale, offering to sell, or endorsing any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental or sale at a college is prohibited except by written permission of the District Chancellor, President of the college or the President's designee. This policy applies to all students, staff and citizens.

Nothing in this policy shall be construed to revoke the rights and privileges of students and staff as specifically granted by Education Code sections and board policy with regard to fund raising activities (EC 76062), examination of instruction materials (EC 78904, 78905), or other activities sanctioned by federal, state and local regulations.

VII. Notices & Posters
Student and other college developed posters and flyers may be distributed or displayed as follows:

Any posters, flyers or other materials which advertise instructional programs, student activities or any other events that can be CLEARLY IDENTIFIED as having Moonpark College sponsorship may be circulated and posted without bearing the "approved for posting" stamp.

VIII. Use of College Facilities
A. The purpose of these policies is to assure the full effective use and enjoyment of the facilities of the college campus as an educational
institution. Orderly procedures are necessary to promote the use of facilities by students and college personnel, to conserve and protect facilities for educational use and to prevent interference with college functions.

B. Available college facilities may be used and shall be reserved in advance for meetings and other events related to their purpose by:

1. chartered student organizations
2. certificated personnel
3. organizations of college employees
4. the associated students
5. groups of ten or more students
6. community organizations and groups under the Civic Center Act. (Education Code, 16551-16556).

C. Reservation of college facilities shall be made in the Office of the Dean, Instructional Services a reasonable time in advance of the event to arrange a schedule. Reservations will be granted in the order of application, unless considerations of format, room size or equitable distribution of special facilities will require adjustments. Student groups should also seek approval from the Advisor to Student Activities.

D. The college may make reasonable charges for the use of college facilities by community groups in accordance with the civic center charges as published by the Ventura County Community College District.

E. Outdoor Meetings and Events

1. Students and college personnel may gather at reasonable places and times on the campus consistent with the orderly conduct of college affairs and the free flow of traffic. Interference with entrances to buildings and college functions or activities, disturbance of offices, classes and study facilities and harm to property are prohibited.

2. The campus center patio is available as a discussion area. The Executive Vice President, Student Learning may approve other areas if unusual circumstances require.

3. Voice amplification will be permitted in the above areas between 1:30 a.m. and 12:30 p.m. on Fridays. Voice amplification equipment will be provided by the college upon request and without charge. No other voice amplification equipment may be used. The Executive Vice President, Student Learning may arrange for voice amplification at other times or places on the campus if unusual circumstances require it to implement the purposes of these regulations. The volume and direction of voice amplification will be adjusted to reach no farther than the audience present.

F. Tables

1. Student organization and groups cited may maintain a table in the following areas:
   - Foyer of the campus center, patios of the campus center or mall
2. Tables shall be staffed at all times. The name of the sponsoring organization shall be displayed at each table.
3. Tables shall be furnished by the Associated Students. Posters shall be attached to the tables.

4. Tables may be used to distribute and exhibit, free of charge, non-commercial announcements, statements and materials and for fund raising. Distributing or soliciting by means of accosting individuals or by shouting is prohibited.

Appendix V

Student Grievance

I. Purpose
Students are encouraged to pursue academic studies and other college-sponsored activities in order to promote intellectual growth and personal development. In seeking these ends, students should be free from improper interference by other members of the college community.

A grievance may be initiated by a student whenever the student believes that she or he has been subject to unjust actions or denied normal rights as stipulated in college regulations and in the State Education and Administrative Codes. A grievance may be initiated by a student against any other student or employee of the college.

II. Definition
A grievance is an allegation of unjust action or denial of student rights. A grievance exists only when a specific educational wrong has occurred to a single student. This wrong must involve an unjust action or denial of student rights as defined in a specified college, college district or superior legal covenant or judgment. A grievance exists only when such an error or offense has some demonstrably correctable result. The outcome of a grievance must produce a tangible benefit to the student complaining or an actual redress of the wrong rather than a punishment for the person or persons found in error.

III. Procedures

A. Informal Processes
When a student believes that a personal injustice has been sustained, an attempt should first be made to resolve the concern by informal means. Consultation should be made with the student, faculty member, administrator or classified person involved in order to seek direct resolution. If this process fails or, for some reason, cannot be accomplished, the aggrieved student should confer with the direct supervisor of the person allegedly causing the problem. If both of these steps are unsuccessful, the aggrieved student should discuss the problem with the Executive Vice President, Student Learning (for all other college programs and services).

B. Formal Processes
If the aggrieved student believes that the informal consultation processes mentioned in III A have failed, the procedures and rules described below must be followed by both the student and the college. This process represents the formal grievance procedure of the college. However, the entire formal grievance process shall be discontinued at any time the parties can informally agree on a mutually satisfactory result. All formal records will be destroyed in this instance.

Resolution of grievances may not abrogate state or federal laws and applicable Governing Board rules and policies.

1. A college Grievance Committee shall be established by the college President at the opening of each academic year. This committee shall be composed of one faculty member, one enrolled student and one administrator. The chairperson will be designated by the President. Committee members are appointed by
and serve at the pleasure of the President. If, in the judgment of either participant in a formal grievance or the President, a conflict of interest or bias exists with any committee member, that member will be excused and a substitute appointed for the case in question only.

A formal grievance must be filed with the Executive Vice President, Student Learning within 90 calendar days of the final event in a sequence of events if any. The 90-day period shall commence on the day of the event or on the day of first knowledge of the event by the complaining party. Proof of the latter delayed date is the responsibility of the complaining party.

2. A formal grievance exists when the Executive Vice President, Student Learning receives a signed written charge specifying the time, place and nature of the injury from the aggrieved student. This written charge should be dated and must be on behalf of an individual student only. Group or class action grievances are not permitted. This charge must also clearly specify the informal consultation attempts made and described in Section A.

3. The Executive Vice President, Student Learning will verify the completeness of the written charge and present the charge to the Grievance Committee within ten working days of receipt.

4. The Grievance Committee will review the charges made (Section B.2.) within five working days and request a response in writing from the person accused. This person must reply within ten working days. Upon receipt of this response, the committee shall meet and recommend to the President that (a) the case be dismissed or (b) the reasonable cause for a hearing exists. This action must take place within five working days.

5. The President will then either dismiss the case with the reasons set out in writing to both parties or request that the Grievance Committee hold a formal hearing. The President must take this action within five working days of receipt from the committee (Section B.4.).

6. Formal hearing procedures:
   a. A hearing will be called by the chairperson within fifteen working days of receipt of the President's request (Section B.5.).
   b. Both parties will be asked to attend the hearing and will be given sufficient notice in writing to the time and place. Notice shall be given by certified mail at least five working days prior to the hearing date.
   c. At the time of the hearing, the chairperson shall state the charge. The committee shall hear testimony, examine witnesses and receive all evidence pertaining to the charge.
   d. Both parties shall have the right to present statements, testimony, evidence and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney.
   e. The accused person and/or representative may be present as well as the aggrieved person and/or his/her representative. No other persons except scheduled single witnesses and the Grievance Committee members shall be present.
   f. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.
   g. The committee shall judge the relevancy and weight of testimony and evidence. It shall make its findings on fact and limit investigation to the formal charge. It shall also make a recommendation for disposition of the charge to the college President. Actions in this procedure shall be completed within five working days.
   h. The committee shall submit its findings of fact and recommend action to both parties and to the President of the college. Upon receipt of the findings and recommendations, the President of the college shall:
      (1) concur with the committee's recommendation.
      (2) not concur with the committee's recommendation.
      (3) take alternative action.
      (4) state in writing the reasons for the action taken on the committee's recommendation. The President shall act within ten working days.
   i. If either party does not agree with the decision of the college President at this time, an appeal may be made to the Chancellor of the Ventura County Community College District.
   j. If he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.
   k. Records of all proceedings shall be maintained by the college President in accordance with rules of confidentiality and board/state/federal laws, rules, regulations and contracts. Insertion of information regarding a case in employee's personnel records will only be made in compliance with board/state/federal laws, rules, regulations and contracts.

Appendix VI
Sexual Assault
California Education Code Section 67385 requires that community college districts adopt and implement procedures to ensure prompt response to victims of sexual assault which occur on campus or during official campus events, as well as providing the victims with information regarding treatment options and services.

Ventura County Community College District exercises care to keep its campuses free from conditions which increase the risk of crime. Crimes of rape and other forms of sexual assault are violations of VCCCD standards and will not be tolerated on campus. California statutes and the VCCCD Standards of Student Conduct prohibit sexual assaults. Where there is cause to believe the District's regulations prohibiting sexual assault have been violated, the District will pursue strong disciplinary actions including suspension or dismissal from the college.

Ventura County Community College District is committed to providing prompt, compassionate services to those individuals who are sexually assaulted, as well as follow-up services, if needed.

Administrative Regulations and Procedures Concerning Incidents of Sexual Assault on Campus
I. Introduction
Education Code Section 67385 requires that the governing board of each community college district adopt and implement clear, consis-
tent, and written procedures to ensure that specific victims of sexual assault which occurred on campus property or during college sponsored events shall receive information regarding available treatment options and services, both on and off campus, as well as to ensure that the colleges will promptly respond to the option selected by the victim.

II. Definitions
For the purpose of the legislation, the following definitions are offered:

1. “Specific population” and “specific victim” include students, faculty and staff.

2. “Sexual assault” is any kind of sexual activity which is forced upon a person against his or her will. The definition includes, but is not limited to: rape (including “date” or “acquaintance rape”), forced sodomy, forced oral copulation, rape by a foreign object, or sexual battery or threat of sexual assault.

3. “On campus” is defined quite broadly to include: 1) any building or property owned or controlled by the District within the same reasonable contiguous geographic area and used by the District in direct support of, or related to, its educational purposes; or 2) any building or property owned or controlled by student organizations recognized by the institution.

4. “Official college sponsored events” include, but are not limited to, all classes off campus, field trips or any event on the college calendar.

5. “Victim” of sexual assault is generally referred to here as being female, but could also include a male.

III. College Policy
Moorpark College exercises care to keep the campus free from conditions which increase the risk of crime. Crimes of rape and other forms of sexual assault will not be tolerated on campus.

The Ventura County Community College District Code of Student Conduct prohibits sexual assaults, as do California criminal statutes.

The Board of Trustees commits the college to taking prudent action to prevent sexual assaults from occurring and to ensure that students, faculty and staff are not adversely affected for having brought forward a charge of rape or other forms of sexual assault. Where there is cause to believe the college’s regulations prohibiting sexual assault have been violated, Moorpark College will pursue strong disciplinary actions which include the possibility of suspension or dismissal from the college.

In addition, a student, faculty, or staff member charged with sexual assault can be prosecuted under California criminal statutes in addition to being disciplined under the Code of Student Conduct or Education Code, as applicable. Even if prosecution does not take place, the campus may pursue disciplinary action.

The Board of Trustees is also committed to provide prompt, compassionate services to those individuals who are sexually assaulted and follow-up services if needed.

IV. Guidelines, Procedures and Personnel Responsible for Responding to a Sexual Assault Incident
The INDIVIDUAL INITIALLY NOTIFIED about the sexual assault will provide a secure setting for the victim. (This could be an unoccupied office or classroom, a well-lighted area or, ideally, the Student Health Services Office.) The Campus Police Office and the HEALTH SERVICES COORDINATOR should be notified, if possible.

The involved college personnel should then:
1. Listen to the victim’s needs.
2. Assess the situation. Determine the seriousness of the victim’s injuries; call “911” if injuries are severe and transportation is needed by ambulance to a hospital.
3. Ask the victim what she/he wants to do. A consent form (available in English or Spanish) may be completed by the victim for any of the following options:
   a) Does the victim want to be taken to a hospital or private doctor’s office? Does the victim want to contact a friend or family member? If the victim does not want to contact anyone, a campus police officer may take the victim to the hospital. If possible, a female should accompany the victim if the officer is male.
   b) Does the victim want to have the Ventura County Coalition Against Domestic and Sexual Violence contacted? The mission of the Coalition is to coordinate and implement services to the victim of sexual assault.
   c) Does the victim want to report the incident to police? NOTE: If the victim is younger than 18, the sexual assault must be reported to the police. If the victim is 18 years or older, it is the victim’s decision whether or not to involve the police. (California law requires hospitals to report injuries by criminal act to a law enforcement agency.)

If the victim of a sexual assault decides to involve the police, the CAMPUS POLICE LIEUTENANT will notify the appropriate police department and may request an officer of like gender of the victim for the report. The officer will take a police report, transport, accompany or meet the victim at an appropriate medical facility for the evidentiary examination, may conduct a follow-up interview, and may transport the victim home with consent.

The COORDINATOR OF HEALTH SERVICES will notify the parent, guardian, spouse or friend, if appropriate and with the consent of the victim.

Upon consent of the victim, the COORDINATOR OF HEALTH SERVICES may arrange for college personnel or a RASAC advocate to accompany the victim, if appropriate, through hospital procedures and encounters with law enforcement agencies.

The CAMPUS POLICE LIEUTENANT will complete a confidential incident report and keep records of the incident for statistical purposes.

As early as possible in the process outlined above, the EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING or the administrator on duty at the college should be notified. That individual should go to the victim’s location and assist in the administration of these procedures, as well as notifying other campus and/or District officials, as appropriate.

IN THE EVENT THE SEXUAL ASSAULT INCIDENT OCCURS WHEN THE CAMPUS IS NOT OPEN (“AFTER HOURS”), THE INDIVIDUAL INITIALLY NOTIFIED about the sexual assault will notify the campus police by calling on any campus phone (ext 1455); the CAMPUS POLICE LIEUTENANT will follow the same procedures as described above.

IN THE EVENT THE SEXUAL ASSAULT INCIDENT OCCURS AT AN OFF-CAMPUS EVENT and it is not possible to contact the CAMPUS POLICE, then the INDIVIDUAL INITIALLY NOTIFIED will contact the LOCAL LAW ENFORCEMENT AUTHORITY if the victim is under 18 years old (if 18 or over, if the victim wishes).
FOLLOW UP PROCEDURES BY COLLEGE STAFF:
The EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING and CAMPUSS POLICE LIEUTENANT will do a follow-up interview with the victim to inform her/him of the legal options available for filing a civil suit or a criminal action. If she/he wants to pursue criminal action, the appropriate police department will conduct the follow-up criminal investigation.
The COORDINATOR OF HEALTH SERVICES will provide the victim with information on the treatment and counseling of sexual assault and provide referrals for appropriate assistance such as the COLLEGE PSYCHOLOGIST (or alternative counseling services) and the COLLEGE PHYSICIAN. The EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING will explain disciplinary procedures and actions available. The ASSOCIATE VICE CHANCELLOR OF PERSONNEL SERVICES, if appropriate, will explain disciplinary procedures and actions available in cases involving faculty or staff. The EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING will be responsible for ensuring that all follow-up procedures are completed.

V. Legal Reporting Requirements and Procedures
The reporting of rape and other forms of sexual assault follows the same procedures as the reporting of any crime. No special information is required, but the report needs to include certain standard information such as where the incident occurred, to whom (identified by name and age) and exactly what happened.

Once a victim of sexual assault has chosen to notify authorities about the assault and chooses to pursue prosecution, a medical-legal examination should be performed as soon after the assault as possible and within hours for evidence.

VI. List of Campus Services and Personnel Available to Assist with Incidents of Sexual Assault.
Campus Police, ext 1455; Campus Health Services Office, ext 1413; Office with Evenng and Weekend Responsibility, ext 1404.

VII. Procedures for Ongoing Case Management
Follow-up intervention may be provided with the victim's consent and as needed by the COLLEGE PSYCHOLOGIST for psychological counseling. The EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING will track the victim's academic progress and will assist, when requested, by arranging academic counseling, tutoring, and other services deemed appropriate. ACADEMIC COUNSELORS may assist with developing an education plan. The EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING or VICE CHANCELLOR OF PERSONNEL SERVICES will initiate disciplinary procedures and inform the victim of the status of any disciplinary actions and the EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING will keep the COLLEGE PRESIDENT informed.

The following individuals may also be contacted, as appropriate, on a need-to-know basis by the aforementioned administrators: Coordinator, Disabled Student Services, Division Directors, Instructors, Chancellor, Vice Chancellor, Personnel Services, Public Information Officer.

VIII. Procedures to Guarantee Confidentiality
In all associations with the public, the media, family and friends of the victim, and in accordance with the Family Rights and Privacy Act and the Buckley Amendment, the name of the victim and/or specific details of the assault will be released only when essential to the health and safety of the individual assaulted or that of other members of the campus community. The PUBLIC INFORMATION OFFICER will be kept informed and will interface with the media, general public, students and staff. Other campus personnel dealing with the incident should refer any inquiries to the public information office.

In addition, and in full accordance with Chapter 593 of the Education Code, no person, persons, agency or organization permitted access to student records (including security records about incidents involving the college's students) shall permit access to any information obtained from those records by any other person, persons, agency or organization WITHOUT THE WRITTEN CONSENT OF THE STUDENTS INVOLVED.

However, the victim of any sexual assault which is the basis of any disciplinary action taken by the community college shall be permitted access to that information in compliance with the Buckley Amendment. Access to this information shall consist of a notice of the results of any disciplinary action taken by the college and the results of any appeal. This information shall be provided to the victim within three days following the said disciplinary action or appeal.

IX. Information Regarding Other Options
Criminal Actions: Once an incident of sexual assault has been reported to the appropriate police department by college personnel, it is up to the police department to collect information, including the legal/medical exam, and to investigate the matter. The information is then turned over to the District Attorney's office to determine if criminal prosecution is appropriate. The District Attorney's office has the ultimate responsibility to determine whether the incident is a criminal offense and to bring it before the courts for punitive action against the assailant. Punitive consequences can include fines, probation and incarceration. If there is not sufficient evidence for the case to be passed on to the District Attorney, the police may decide to initiate an investigation to gather the necessary information which could lead to a prosecution.

Civil Actions: If the victim of the sexual assault decides that she/he wants to pursue a civil action for damages against the perpetrator, then the victim should consult with an attorney for the civil legal action. The District Attorney's office is reluctant to refer to any particular civil attorney, but the Ventura County Coalition Against Domestic and Sexual Violence has a complete referral list of local attorneys with whom they have had experience. In addition, the names of attorneys may be obtained through the Ventura County Bar Association.

Disciplinary Process Through the College: Various forms of discipline may be imposed on a student who is guilty of misconduct ranging from reprimand, probation, and suspension, to expulsion. The student disciplinary procedures of the college are described in this catalog. They are initiated by the EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING. Faculty and staff are subject to the college’s disciplinary action policies.

Mediation Services: Mediation between any of the “specific population” involved in a sexual assault incident at the college is available and may be arranged through the EXECUTIVE VICE PRESIDENT OF STUDENT LEARNING.

Academic Assistance Alternatives: Academic assistance for victims of sexual assault includes tutoring, switching to different sections or classes, academic counseling, “Incomplete” or “Withdrawal”, or assistance in transferring.

Harassment Restraining Order: Under California law (section 527.6 of the Code of Civil Procedure), courts can make orders to protect people from being harassed by others. These orders are enforced by law enforcement agencies. A victim who desires to obtain such an order must file an
action in the Superior Court. Simplified procedures for obtaining such orders have been established by the courts. An instructional booklet that tells what court orders a victim of harassment can obtain and how to get them is available from the Clerk of the Ventura County Superior Court, Hall of Justice, 800 South Victoria Avenue, Ventura, CA 93009.

Appendix VII
Student Conduct Code

Standards of Student Conduct (E.C.S. 66500)
In joining the academic community, the student enjoys the right and shares the responsibility in exercising the freedom to learn. Like members of the academic community, the students are expected to conduct themselves in accordance with the standards of the college that are designed to perpetuate its educational purposes. Students shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the city, county, state, and nation. A charge of misconduct may be imposed upon a student for violating provisions of college regulations and the State Education and Administrative Codes. Where a student is subject to a charge of misconduct, such charge shall be processed in accordance with the following policy and procedure.

Disciplinary action may be imposed upon a student by an instructor, an administrator or the Governing Board for proven misconduct or actual violation of specified college rules and state regulations. Instructors and administrators may place students on probation or temporary exclusion with respect to actions in a classroom, on campus or at a college-sponsored activity within the procedures specified in this document. The Executive Vice President, Student Learning shall have the power to impose suspension and to recommend expulsion.

Students are subject to charges of misconduct for any of the following acts on college-owned or controlled property or at a college-sponsored activity:

1. Willful disobedience to directions of college officials acting in performance of their duties.
2. Violation of college rules and regulations including those concerning student organizations, the use of college facilities, or the time, place and manner of public expression or distribution of materials.
3. Dishonesty, such as cheating, or knowingly furnishing false information to the college.
4. Unauthorized entry to or use of the college facilities.
5. Forging, alteration, or misuse of college documents, records or identification.
6. Obstruction or disruption of classes, administration, disciplinary procedures, or authorized college activities.
7. Theft of or damage to property or possession of stolen property belonging to the college, a member of the college community, or a campus visitor.
8. Disorderly, lewd, indecent, or offensive conduct.
9. Obscene, libelous or slanderous expression, or expression which so incites students as to create a clear and present danger of the commission of unlawful acts on the college's campus, the violation of lawful college regulations or the substantial disruption of the college's orderly operation.
10. Assault or battery, abuse, or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.
11. Use, possession, distribution of alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, or other dangerous drugs, or presence on campus while under the influence of alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, or other dangerous drugs, except as expressly permitted by law.
12. Possession, while on the college campus or at an on- or off-campus college-sponsored function, of any of the following weapons (except persons given permission by the college President or his/her designated representatives or members of the law enforcement agencies, as police officers); any instrument or weapon of any kind commonly known as blackjack, slingshot, fire bomb, billy club, sand club, sandbag, metal knuckles; any dirk, dagger, firearm (loaded or unloaded), as pistol, revolver, rifle, etc.; any knife having a blade longer than five inches, any switchblade longer than two inches, any razor with an unguarded blade; any metal pipe or bar used or intended to be used as a club; or any item used to threaten bodily harm.

Student Conduct: Disciplinary Action

Student conduct must conform to the Student Rules of Conduct established by the Governing Board of the Ventura County Community College District in collaboration with college administrators and students. Violations of such rules are subject to the following types of disciplinary actions which are to be administered by appropriate college authorities against students who stand in violation. The Ventura County Community College District has established due process for the administration of the penalties enumerated here. Penalties are listed in degree of severity. College authorities will determine the appropriate penalty(ies):

1. WARNING* -- Notice to the student that continuation or repetition of specified conduct may be cause for other disciplinary action.
2. REPRIMAND* -- Written reprimand for violation of specified rules. A reprimand serves to place on record that a student's conduct in a specific instance does not meet the standards expected at the college. A person receiving a reprimand is notified that this is a warning that continued conduct of the type described in the reprimand may result in a formal action against the student.

*Note: Warnings and reprimands may be appealed directly to the President. They are not subject to a student conduct hearing.

3. DISCIPLINARY PROBATION -- Exclusion from participation in privileges or extracurricular college activities set forth in the notice of disciplinary probation involves notification in writing of the reason for disciplinary probation to the student(s) or president of the student organization involved.
4. RESTITUTION -- Reimbursement for damage or for misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
5. SUMMARY SUSPENSION -- A summary suspension is for the purposes of investigation. It is a means of relieving the tension of the student body or individual class due to a serious infraction of student behavior standards, removing a threat to the well-being of the students, or removing for the good order of the college a student or students whose presence would prevent the continued normal conduct of the academic community. Summary suspension is limited to that period of time necessary to ensure that the purpose of the summary suspension is accomplished and in any case, no more than a maximum of five school day.
days. Summary suspension is a type of suspension other than that ordinarily invoked by the instructor for disciplinary reasons in the classroom. The college President, Executive Vice President, Student Learning, or other staff member designated by the President may summarily suspend a student when he or she deems it necessary for the safety and welfare of the college.

6. DISCIPLINARY SUSPENSION -- Disciplinary suspension follows a hearing based on due process. It shall be invoked by the college President, appropriate administrator, or other staff member designated by the President, upon the student for misconduct when other corrective measures have failed or when the seriousness of the situation warrants such action.

7. EXPULSION -- An expulsion is a long term or permanent denial of all campus privileges including class attendance. The Governing Board may expel a student who has been convicted of a crime arising out of a campus disturbance, or after a hearing by a campus body, and has been found to have willfully disrupted the orderly operation of the campus.

Student Conduct: Due Process

A. Preliminary Action

1. The Executive Vice President, Student Learning shall receive and may issue any charge of alleged misconduct made against a student by another student, faculty member, administrator, or classified personnel. Such person shall sign and submit a written statement specifying the time(s), place(s), and nature of the alleged misconduct.

2. The Executive Vice President, Student Learning shall confer with the student for the purpose of advising the student of the charge, possible sanctions imposed upon him/her and his/her rights under college regulations, state and federal laws.

3. The Executive Vice President, Student Learning may also procure information relating to the charge from the student and other persons or sources. Whenever appropriate, the Executive Vice President, Student Learning shall assess, or cause to have assessed, damage to property and injury to persons or other forms of misconduct.

4. At this point, the Executive Vice President, Student Learning may take any of the following actions:
   a. Dismiss the charge for lack of merit.
   b. Issue a warning or letter of reprimand.
   c. Place the student on disciplinary probation, require restitution, place on summary or disciplinary suspension.
   d. Recommend expulsion.
   e. Remand the case to a Student Conduct Hearing.

5. At this time, if the student does not accept the Executive Vice President, Student Learning's decision, the Executive Vice President, Student Learning shall arrange for the meeting of the Student Conduct Hearing Committee, following the procedures outlined in Sections B and C of this document.

B. Composition of Student Conduct Hearing Committee

1. The Student Conduct Hearing Committee, hereafter referred to as the Hearing Committee, shall be set up as follows:
   a. One student, one faculty member, and one administrator (other than the Executive Vice President, Student Learning and his/her immediate staff). These persons are appointed by the college President.
   b. The President shall designate the chairperson of the Hearing Committee.
   c. A minimum of one committee shall be selected annually.
   d. Upon notification of the committee composition, each party is allowed one preempts challenge, excluding the chairperson.
   e. A quorum shall consist of all three members of the committee.
   f. The chairperson will allow any proposed member of the committee to decline participation in the hearing.

C. Formal Hearing Procedures

1. A hearing will be called by the chairperson within fifteen working days of the receipt of the Executive Vice President, Student Learning's request.

2. Both parties will be asked to attend the hearing and will be given sufficient notice in writing as to the time and place. Notice shall be given by certified mail at least five working days prior to the hearing date.

3. At the time of the hearing, the chairperson shall state the charge. The committee shall hear testimony, examine witnesses and receive all evidence pertaining to the charge.

4. Both parties shall have the right to present statements, testimony, evidence and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney.

5. The accused person and/or representative may be present as well as the aggrieved person and/or his/her representative. No other persons except scheduled single witnesses and the Hearing Committee members shall be present.

6. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.

7. The Hearing Committee shall judge the relevancy and weight of testimony and evidence. It shall make a recommendation for disposition of the charge to the college President. Actions in this procedure shall be completed within five working days.

8. The Hearing Committee shall submit its findings of fact and recommend action to both parties and to the President of the college. Upon receipt of the findings and recommendations, the President of the college shall:
   a. Concur with the committee's recommendation.
   b. Not concur with the committee's recommendation.
   c. Take alternative action.
   d. State in writing the reasons for the action taken on the committee's recommendations. The President shall act within ten working days.

9. If either party does not agree with the decision of the college President at this time, an appeal may be made to the Chancellor of the Ventura County Community College District; if he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.
Appendix VIII
Drug Free Campus Policy

Standards of Conduct
A student enrolling in Moorpark College assumes an obligation to conduct himself/herself in a manner compatible with the college’s function as an educational institution.

Student conduct at Moorpark College must conform to established rules and regulations. Violations of such rules and regulations, for which students are subject to disciplinary action, include, but are not limited to the following:

Possession, use or distribution of alcoholic beverages, narcotics, or other dangerous drugs on campus or at any off-campus sponsored activity (except for legally prescribed for personal use).

Any act, defined as a felony or misdemeanor under the laws of the State of California or which violates adopted college rules or regulations.

Section 10605 of the Education Code provides: “The governing board of any school district may make and enforce all rules and regulations needful for the government and discipline of the schools under its charge. Any governing board shall enforce the provisions of this section by suspending, or if necessary, expelling a pupil who refuses or neglects to obey any such rules or regulations.”

The Dangers of Drug Use
In spite of efforts to keep drug use a hidden habit, there are often visible effects on the user. Use of the drugs specified below may result in:

1. Alcohol
   a. Decreased performance
   b. Poor judgment and coordination
   c. More accidents
   d. Drowsiness and mood swings
   e. Lower morale and increase in conflict with others

2. Marijuana
   a. Disruption of space and distance
   b. Slower physical reflexes and poor coordination
   c. Forgetfulness and diminishing mental powers
   d. Drowsiness and mood swings

3. Cocaine/Crack
   a. Shortened attention span
   b. Impairment of judgment and decision-making ability
   c. Lack of dependability
   d. Irritability and depression
   e. Crime (stealing to cover cost of drug)

4. Opiates - (heroin; pain pills: codeine, darvon, vicodin, percodan)
   a. Impaired judgment and lowered efficiency
   b. Drowsiness and mood swings
   c. Disinterest in classroom safety
   d. Increase in illness and health problems

5. Hallucinogens - (PCP, LSD, MDMA (Ecstasy), Designer Drugs)
   a. Loss of memory and concentration
   b. Sudden bizarre changes in behavior
   c. Moodiness and interpersonal conflict

6. Amphetamines - (Benzedrine, dexedrine-cross tops, whites, uppers, Methamphetamine-crack, crystal)
   a. Impaired reflexes
   b. Sluggishness or hyperactivity
   c. Increased accidents
   d. Impaired judgment and decision making

7. Sedatives - (Barbiturates; tranquilizers-valium, xanox; secanol, tranquil-reds, downers)
   a. Slowed reflexes and lower productivity
   b. Slower mental processes and depression

8. Anabolic Steroids
   a. Kidney Dysfunction
   b. Sperm reduction
   c. Breast enlargement
   d. Premature baldness
   e. Acne

Both drugs and alcohol may be damaging to the development of an unborn fetus. Physical and psychological addiction to these substances is clearly a risk.

Penalties for Campus Drug Use Warning
The college is required by federal law to take disciplinary action up to and including suspension or expulsion from school for students convicted of a campus drug offense.

Students who have been convicted of certain drug-related Federal or State offenses may have their eligibility for Federal benefits, including financial aid, suspended. Students with three or more drug-related convictions may permanently lose eligibility for Federal financial aid.

State and Federal penalties apply to anyone convicted of the manufacture, distribution, dispensation, possession or use of controlled substances.

Misdemeanor convictions for campus drug use can result in a fine and incarceration of up to a year in a County jail. Relatively few drug-related infractions may be considered misdemeanor offenses, however. Most drug use convictions are defined as felony acts.

Felony convictions for campus drug use can result in a substantial fine and a lengthy jail sentence in state prison. Convictions for manufacturing or possession for sale or use of substances are felony offenses.

The bottom line? The price for drug use is high... let's keep Moorpark College a Drug-Free Campus!

Drug Free Campus Policy pamphlets are available in the Student Health Center. Confidential and non-punitive help is also available in the Student Health Center including referral to College Psychologist and community resources.

Moorpark College Campus Crime Statistics
The Crime Awareness and Campus Security Act of 1990 requires institutions to report data for certain criminal acts that occur on campus. The Ventura Community College District’s Campus Police office reported the following crimes on the Moorpark College campus in 1999.

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## The College Community

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FULL-TIME FACULTY

Dean, Student Learning
B.S., M.S., University of California; M.A., Ph.D., University of California, Los Angeles

Aguilera, Christine S. Ruiz (1972)
Professor, Mathematics/Computer Science
B.A., University of California, Irvine; M.A., University of California, San Diego; M.S., University of California, Los Angeles

Aiken, Kirk (1969)
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Alexander, Judy (1968)
Professor, Nutritional Science
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Allyn, Donna Proske (1988)
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Arnold, Charlene (1986)
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Baker, Jeffrey (2000)
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Baker, John R. (1990)
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Darro, Janice (1996)
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Davie, John (1971)
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Dillon, Bona I. (1989)
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Professor, Learning Resources Coordinator
B.A., M.A., California State University, Long Beach

Ehrrott, Andrea (2000)
Instructor, GIS/Geography
B.A., California State University, Northridge

Ekback, Hugo (1971)
Professor, English/Humanities
B.A., University of California, Riverside; M.A., California State University, Chico

Epping, Beatrice (1990)
Professor, Nursing
B.S., College of Saint Teresa; M.N., University of California, Los Angeles

Evans, Anitra (1999)
Instructor, Counseling
B.A., University of Oregon; M.A., Pepperdine University

Farrell, Judith (1974)
Professor, Psychology
B.A., Ventura College; B.A., California State University, Northridge

Fecht, Gerald R. (1969)
Professor, History/Humanities/Marketing
A.A., Los Angeles Valley College; A.B., M.S., Ph.D., University of Southern California

Feingold, Janice C. (1989)
Department Head, Business; Professor, Business
B.A., University of California, Davis; M.S., California State University, Northridge

Fink, Kathryn E. (1981)
Professor, Mathematics
B.A., University of California, Santa Cruz; M.A., University of Oregon

Professor, Philosophy
B.A., M.A., Ph.D., University of Fribourg; M.A., M.B.A., University of California, Los Angeles

Franke, Deanna R. (1994)
Associate Professor, Chemistry
B.S., California Lutheran University; Ph.D., University of California, Santa Barbara

Garber, Norman (1986)
Professor, English
B.A., University of Connecticut; M.A., Ph.D., University of California, Santa Barbara

Dean, Student Learning
B.S., M.Ed., De Paul University; Ed.D., Nova University

Ginet, Carole (1968)
Professor, Sociology/Humanities
A.B., University of California, Berkeley; M.S., University of Southern California

Gonzalez, Joseph (1971)
Professor, History
A.A., Santa Barbara City College; B.A., M.A., Ph.D., University of California, Santa Barbara

Green, Donald R (1997)
Instructor, Physical Education
B.A., California Lutheran University; M.A., California Lutheran University

Grzywacz-Gray, John M. (1971)
Professor, Photography, Graphic Design, Journalism
Institute of Design

Gucciono, Peter (1971)
Professor, Economics
A.B., California Lutheran College; M.A., University of Southern California

Habib, Faten M. (1997)
Instructor, Librarian
B.A., American University of Beirut; M.S., University of Southern California

Hall, Elton A. (1992)
Professor, Philosophy
B.A., Occidental College, Los Angeles; M.A., University of California, Santa Barbara

Halleran, Ronald (1975)
Department Chair, Health/Physical Education
Professor, Health Education/Physical Education
B.S., California State University, Hayward; M.S., Utah State University; M.A., California Lutheran College

Harma, Roberta L. (1999)
Instructor, Geology
B.S., California State University, Northridge; M.S., University of Hawaii
Harper, Clint D. (1978)
Professor, Engineering Technology/Physical Science/Physics
B.S., M.S., California State University, Northridge; A.M., Ph.D., University of Southern California

Harrigan, Maureen (1996)
Assistant Professor, Biology
B.S., Santa Clara University
Ph.D., University of Southern California

Harrington, G. David (1992)
Professor, Criminal Justice
A.S., Moorpark College;
B.S., M.S., California State University, Los Angeles

Hemming, Ruth (1997)
Professor, Vice President, College Services
B.A., University of California, Berkeley;
M.A., Mount Holyoke College;
Ed.D., University of La Verne

Henderson, Donald (1974)
Professor, Counselor
B.A., Austin College;
M.S., California State University, Los Angeles

Herman, Robert (1968)
Department Chair, History and Institutions;
Professor, Political Science/Economics
B.A., M.A., University of California, Santa Barbara

Higashida, Carol (1997)
Instructor, Nursing
B.S., M.N., University of California, Los Angeles.

Professor, Mathematics
B.S., University of Northern Iowa;
M.S., University of Oregon

Hoffmans, Kimberly D. (1993)
Professor, Nursing
B.S.N., University of Texas, Austin;
M.S.N., Texas Woman's University

Hopkins, Ranford B. (1989)
Professor, History
B.A., M.A., University of California, Santa Barbara

Ingersoll, Orbie (1967)
Professor, Music
B.A., California State University, Northridge;
M.A., University of California, Santa Barbara

Ingram, Edna M. (1986)
Professor, Counselor
B.A., Roosevelt University;
M.A., California State University, Northridge

Izumo, Gary (1995)
Associate Professor, Business
B.A., Occidental College;
M.B.A., University of California, Los Angeles

Izumo, Susan (1981)
Professor, Counselor
A.B., M.A.T., Whittier College;
M.S., California Lutheran College

Johnson, Michael (1989)
Professor, Department Chair - Counseling
B.S.S.W., M.S.W., St. Louis University

Kairyschner, Anne J. (1989)
Professor, English/Humanities
B.A., University of California, Santa Cruz;
M.A., University of California, San Diego

Kay, David (1984)
Professor, Computer Information Systems/Mathematics
B.A., M.S., California State University, Northridge

Keever, John (1969)
Coordinator, Athletics;
Professor, Physical Education
B.A., University of California, Santa Barbara;
M.A., California State University, Chico

Kell, Robert N. (1997)
Instructor, Organic Chemistry
B.S., University of California, Berkeley;
Ph.D., University of California, Santa Barbara

Kennedy-Luna, Pamela (2000)
Instructor, Counselor
B.A., Ventura College; B.A., M.A., University of California, Santa Barbara

Kessner, Dolly E. (1990)
Professor, Music
A.B., M.A., University of California, Los Angeles;
Ph.D., University of Southern California

Kurtik, Richard (1971)
Department Chair, Chemistry/Environmental/Earth Sciences; Professor, Chemistry
B.S., California State College;
M.A., University of California, Santa Barbara

LaBarge, Mary L. (1983)
Associate Librarian; Professor, Mathematics
B.A., University of California, Santa Barbara;
M.L.S., University of Southern California

Letinsky, Norma (1995)
Associate Professor, High Tech Center Specialist
B.A., University of California, Los Angeles
M.A., California State University, Los Angeles

Lewis, Katherine (1975)
Professor, Theatre Arts
B.A., M.A., University of California, Los Angeles;
Ph.D., University of California, Santa Barbara

Professor, Nursing
B.S.N., University of Illinois Medical Center;
M.S.N., California State University, Los Angeles

Lopez, Diana (1970)
Professor, English
A.A., Ventura College;
B.A., M.A., San Francisco State University;
Ed.D., Nova University

Lopez, Robert (1971)
Professor, Archaeology/Anthropology
B.A., M.A., California State University, Northridge

Instructor, Child Development
B.S., Iowa State University
M.A., California State University, Northridge

Mai, Letrisha (1995)
Associate Professor, Counselor
B.A., M.S., California State University, Northridge

Manakas, Sharon L. (1992)
College Nurse;
Professor/Coordinator, Student Health Services
A.S., Ventura Community College;
B.S., M.S., California State University, Dominguez Hills

Martin, Floyd (1967)
Professor, Dean - Student Learning
B.S., M.A., Arizona State University

Marx, Christine E. (1990)
Professor, Art History
B.A., M.A., University of California, Santa Barbara

Masters, Melanie (1998)
Instructor, Learning Disabilities Specialist
B.A., University of California, Los Angeles;
M.A., California State University, Los Angeles

McAdam, Thomas M. (1980)
Department Chair, Life Sciences
Professor, Biology/Anthropology
B.A., California State University, Northridge;
M.S., California Polytechnic State University, San Luis Obispo

McCall, Jill (2000)
Instructor, Speech/Forensics
B.S., Bradley University; M.A., Ball State University

McCullough, MoDean (1969)
Professor, Physical Education
B.S., Jamestown College, North Dakota;
M.S., University of North Dakota

McDill, Linda (1986)
Professor, Sociology
B.A., M.A., Pepperdine University

Mendoza, Gilbert R. (1973)
Professor, Physical Education
B.A., California State University, Fresno;
M.A., California Polytechnic State University, San Luis Obispo

Meschan, Lynn M. (1990)
Professor, Psychology
A.A., City College, San Francisco;
B.A., M.A., California State University, Sonoma

Department Chair, Physics/Astronomy/Engineering
Professor, Physics/Mathematics/Engineering
B.S., M.A., California State University, Long Beach

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Nordquist, Allyn (1967)  
Professor, Dean - Student Learning  
B.A., San Diego State University;  
M.A., California State University, Long Beach

Ogden, Gary (1976)  
Professor, Biology/Botany  
B.A., M.A., California State University, Fresno;  
Ph.D., University of California, Santa Barbara

Olivera, Raquel Antonia (1992)  
Professor, Spanish  
B.A., M.A., University of California, Santa Barbara

Pagson, Paul K. (1970)  
Professor/Coordinator,  
Extended Opportunity Program Services  
B.A., Loyola University, Los Angeles;  
M.S., Mount St. Mary's College

Panae, Marie T. (1997)  
Associate Professor, Microbiology  
B.A., University of San Diego;  
M.A., Wesleyan University;  
Ph.D., University of California, Davis

Parker, Delbert M. (1969)  
Professor, Physical Education/Health Education  
B.S., M.S., University of California, Los Angeles

Peddic, James F. (1991)  
Professor, Exotic Animal Training and Management  
D.V.M., Cornell University

Petrello, Rolland C. (1991)  
Professor, Speech  
A.A., Moorpark College;  
B.S., Southern Utah State College;  
M.A., Miami University of Ohio

Piquest, Sunni (1999)  
Instructor, Auto CAD/Drafting  
A.S., Reed College; B.S., Utah Valley State College;  
M.S., Utah State College

Pollock, Steven J. (1968)  
Department Chair, Behavioral Sciences;  
Professor, Psychology  
B.A., Whitman College;  
M.A., Ph.D., Claremont Graduate School

Ponce O'Rourke, Sally (1999)  
Instructor, Psychology  
B.A., University of California, Santa Barbara;  
M.A., California State University, Northridge

Rahmanie, Mahyad Z. (1988)  
Professor, Mathematics  
B.S., Pahlavi University, Iran;  
M.S., Ph.D., University of Southern California;  
M.S., California State University, Northridge

Professor, English  
B.A., Immaculate Heart College;  
M.A., California State University, Northridge;  
M.A., California State University, Los Angeles

Associate Professor, Counselor  
B.A., M.A., California Polytechnic State University, San Luis Obispo

Reynolds, Jack G. (1969)  
Professor, Anatomy/Anthropology/Biology  
B.A., M.A., University of California, Berkeley

Ritchie, Deborah J. (1986)  
Professor, Mathematics  
A.A., College of Sequoias;  
B.S., M.A., California Polytechnic State University, San Luis Obispo

Rode, Benjamin L. (1989)  
Professor, Mathematics  
B.A., M.A., University of California, San Diego

Rodriguez, Rene G. (1992)  
Professor, Dean - Student Learning  
B.A., M.A., University of California, Santa Barbara

Romero-Motlagh, Ofelia (1989)  
Professor, Counselor - Bilingual  
AA., Moorpark College;  
B.A., California State University, Northridge;  
Ph.D., University of California, Los Angeles

Ross, Patricia A. (1991)  
Professor, English  
A.A., Citrus College;  
B.A., Pomona College;  
M.A., Purdue University

Ruter, Sherry A. (1999)  
Instructor, Physical Education/Health Education  
B.A., California State University, Chico;  
M.A., Azusa Pacific University

Sanchez, Tomás (1991)  
Professor, History/Chicano Studies  
B.A., California State University, Northridge;  
M.A., University of California, Santa Barbara

Sardiscio, Frank V. (1967)  
Professor, Art  
B.A., University of California, Los Angeles;  
M.F.A., Otis Art Institute

Schaak, J. Fred (1981)  
Professor, Mathematics  
B.S., University of California, Davis;  
M.S., California State University, Northridge

Schulz, Hart (1989)  
Professor, English  
B.A., M.A., California State University, Northridge

Shargo, Eric S. (1992)  
Professor, Anatomy/Physiology/Biology/Zoology  
B.A., M.S., California State University, Northridge;  
Ph.D., University of California, Los Angeles

Sheridan, Pamela (1969)  
Professor, English  
B.A., M.A., University of California, Santa Barbara
Shubert, Brenda (1982)
Professor, Dean - Student Learning
B.S., Medical College of Georgia;
M.N., University of California, Los Angeles

Sims, Sydney (1989)
Department Chair, Language Arts
Professor, English
B.A., University of California, Los Angeles;
M.A., University of Pennsylvania;
Ph.D., University of California, Berkeley

Slattum, Nils (2000)
Instructor, English
B.A., California Lutheran University; M.A.,
Northern Arizona University

Song, James J. (1991)
Professor, Music
B.M.E., M.M., University of Colorado, Boulder

Professor, Accounting/Business
B.S., California State University, Northridge;
M.S., Colorado State University;
M.A., California Lutheran College;
Certified Public Accountant

Department Chair, Performing Arts
Professor, Music
B.A., Goshen College;
M.A., M.S.M., Southern Methodist University

Stephens, Robert T. (1968)
Department Chair, Mathematics
Professor, Mathematics
B.S., Brigham Young University;
M.S., University of California, Riverside

Stewart, Nancy L. (1980)
Professor, Physical Education/Health Education
B.A., California State University, Long Beach;
M.S., Wisconsin State University

Stewart, Sexton (1974)
Department Chair, Visual & Communication Arts; Professor, Graphic Communications
B.S., Southern University, Louisiana;
M.A., San Francisco State University

Strumpf, Michael (1967)
Professor, English/Reading
B.S., M.S., University of Southern California

Sukinnik, Diane (1974)
Professor, Counselor - Matriculation Coordinator
B.A., State University of New York, Albany;
M.A., Columbia University;
Ed.D., Nova University

Szydlewicz, Arthur (1986)
Professor, Mathematics
B.A., M.A., University of California, Los Angeles

Tan, Shih-ling Sheila (1991)
Professor, Computer Science
B.A., Tunghai University, Taichung, Taiwan;
M.Ed., M.A., M.S., University of California, Santa Barbara

Tennant, Margaret (1999)
Instructor, CalWORKS Specialist
B.A., University of California, Berkeley;
M.S., California Lutheran University

Tennen, Edward F. (1980)
Dean
B.A., California State University, Long Beach;
M.A., M.S.L.S., University of Southern California;
Ed.D., Nova University

Tennenhous, Tracy S. (1998)
Instructor, English
B.A., University of California, Los Angeles;
M.A., Ph.D., University of California, Santa Barbara

Thionnet, Floyd D. (1972)
Dean
A.A., Bakersfield College;
B.S., University of Arizona;
M.S., California Polytechnic State University, San Luis Obispo

Thompson, Joan (1974)
Professor, Music
B.A., M.A., California State University, Northridge

Thurston, Willard J. (1991)
Professor, Physical Education
B.A., California State University, Northridge;
M.A., Azusa Pacific University

President
B.S., M.A., Loyola University, Los Angeles;
M.S., University of Notre Dame;
Ed.D., University of Southern California

Instructor, Astronomy/Physics
B.S., M.S., University of California, Los Angeles

Walters, J. Roger (1971)
Professor, Mathematics
B.A., University of California, Los Angeles;
M.A., University of Oregon

Weinstein, David S. (1991)
Professor, Mathematics
B.A., M.S., California State University, Northridge

Wieder, Les (1977)
Professor, Theatre Arts/Radio/Television
B.A., M.A., California State University, Northridge

Wilson, Gary L. (1985)
Professor/Coordinator, Exotic Animal Training and Management
A.S., Moorpark College;
B.A., M.A., University of California, Santa Barbara

Winkler, Helga (1996)
Assistant Professor, Spanish
B.A., Arizona State University, Tempe
B.A., University of Aachen;
M.A., University of Kiel;
Ph.D., University of Texas, Austin
Faculty Emeritus

**Adler, Sidney (1968)**

- **Dean**
- B.A., M.A., City College of New York; Ph.D., University of Southern California
- *Retired June, 2000."

**Ainge, Kenneth E. (1967)**

- **Director, Business and Technology Division**
- A.B., University of California, Santa Barbara; M.A., University of California, Los Angeles; Ed.D., Brigham Young University.
- *Retired June, 1987."

**Allen, Judith (1968)**

- **Professor, English**
- A.B., Pennsylvania State University; M.A., California State University, Sacramento; M.L.S., Immaculate Heart College.

**Anderson, Donald (1968)**

- **Coordinator, Equine - Rancho Sierra Vista**
- **Professor, Agriculture**
- B.S., California State University, Fresno; M.A., California Polytechnic State University, San Luis Obispo;
- Ph.D., Colorado State University.
- *Retired May, 1994."

**Bassett, Estella M. (1967)**

- **College Nurse, Health Education**
- R.N., Saint Mary's Hospital School of Nursing; M.S., State University College, Brockport, N.Y.; M.P.H., University of California, Los Angeles.
- *Retired June, 1974."

**Bendat, William L. (1970)**

- **Dean, Student Services**
- B.A., University of California, Los Angeles; M.A., San Diego State University; Ph.D., Nova University.

**Bettini, Arthur J. (1967)**

- **Dean, Physical Education/Health Education Division/Social Science Division**
- B.A., M.A., University of California, Los Angeles.
- *Retired December, 1994."

**Bishop, David (1968)**

- **Department Head, Life Sciences**
- **Professor, Biology/Microbiology**
- B.S., Washington State University; M.A., University of California, Santa Barbara.
- *Retired May, 1997."

**Black, Richard (1968)**

- **Professor, English**
- B.A., M.A., University of California, Santa Barbara.
- *Retired May, 1991."

**Bowen, Donald C. (1967)**

- **Professor, Accounting**
- B.S., San Diego State University; M.B.A., University of California, Los Angeles; M.S., California State University, Northridge.

**Brisby, William L. (1969)**

- **Exotic Animal Training and Management**
- B.S., Colorado State University; M.S., University of Southern California.
- *Retired June, 1985."

**Broadbooks, Jane M. (1986)**

- **Department Head, Mathematics**
- **Professor, Mathematics**
- B.S., University of Michigan; M.A., Washington University.
- *Retired May, 1997"

**Buckner, Kenneth (1968)**

- **Professor, Sociology**
- B.S., M.A., University of Southern California.
- *Retired May, 1992."

**Corbell, Marjorie L. (1970)**

- **Professor, Business Information Systems**
- A.A., Kansas City Junior College; B.S., Central Missouri State College; M.A., California State University, Long Beach.
- *Retired May, 1993."

**de la Peña, José P. (1988)**

- **Professor, Counseling**
- A.A., Laredo Junior College; B.A., Texas A&M University, Kingsville; M.A., San Jose State University.
- *Retired May, 1997."

**Deutsch, Dolores (1970)**

- **Professor, Child Development**
- B.A., University of California, M.A., California State University, Northridge.
- *Retired June, 1988."

**Dillon, Joanna P. (1980)**

- **Professor, Learning Disabilities**
- B.S., University of Illinois; M.S., California Lutheran College.
- *Retired May, 1995."

**Dodgen, William W. (1971)**

- **Professor, Art**
- B.A., Drury College; M.F.A., Wichita State University.
- *Retired May, 1994."

**Dunham, F. Paul (1967)**

- **Director, Physical Education/Health Education Division; Director, Athletics**
- B.A., University of California, Santa Barbara; M.A., California State University, Northridge.


- **Professor, English**
- A.B., University of California, Santa Barbara; M.A., Yale University.
- *Retired May, 1997."

**Evans, Brook (1974)**

- **Professor, Business**
- A.A., Orange Coast College; B.S., California State University, Long Beach; M.B.A., California State University, Northridge; M.A., California Lutheran College.
- *Retired May, 1992."

**Fink, Paul (1970)**

- **Professor, Philosophy**
- B.A., Pennsylvania State University; M.A., University of Rochester.
- *Retired May, 1992."

**Fleming, Jack (1968)**

- **Director, Continuing Education**
- B.A., California State University, Sacramento; M.A., California Lutheran College.
- *Retired June, 1992."

**Gayle, James R. (1967)**

- **Vice President, Instructional Services**
- B.S., United States Naval Academy; M.S., Purdue University.
- *Retired June, 1988."


- **Professor, Biological Sciences**
- B.S., M.S., St. Mary's College; M.S., University of Southern California.
- *Retired February, 1978."

**Griffith, W. Randolph (1967)**

- **Professor, History**
- B.A., University of California, Riverside; M.A., University of California, Los Angeles.
- *Retired June, 1986."

**Hanft, John (1967)**

- **Professor, English**
- B.A., University of California, Riverside; M.A., California State University, Chico.
- *Retired May, 1997."

**Harris, Verle D. (1968)**

- **Professor, Drafting Technology**
- B.S.E., California State University, Long Beach.
- *Retired May, 1995."

**Heydenreich, John (1971)**

- **Professor, Counseling**
- B.S., University of Southern California; M.S., California State University, Los Angeles.
- *Retired June, 1992."

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Hughes, Frances E. (1985)
Professor, Nursing
R.N., Fresno General Hospital;
B.A., California State University, Fresno;
M.S., University of California, Los Angeles;
M.Ed., University of British Columbia.

Hurley, John (1967)
Professor, Associate Librarian
B.A., M.A., San Diego State University;
M.L.S., University of California, Los Angeles;
Ed.D., Nova University.
Retired June, 1983.

Inbach, Marjorie (1971)
Director, Community Services and Publications
B.A., University of California, Santa Barbara;
M.A., University of California, Los Angeles.

Professor, Business
B.S., Shippensburg State College;
M.S., Ph.D., University of Pittsburgh.

Lloyd, Lawrence G. (1967)
Vice President, Administrative Services
B.A., M.A., University of Southern California.

Long, Alicia A. (1979)
Dean, General/Transfer Education
B.A., University of Minnesota;
M.A., California State University, Northridge.

Long, Knox T. (1968)
Professor, Counseling/History
B.A., University of California, Santa Barbara;
M.A., California State University, Los Angeles.

Associate Professor, Sociology
B.A., B.D., Concordia Seminary;
M.S., Los Angeles State College;
Ph.D., University of Southern California.

Professor, Dance
B.S., University of California, Los Angeles;
M.A., California Lutheran College.

Matthews, Donald O. (1988)
Director, Business and Technology Division
AA., Ventura College.

Mehr, Sheldon (1970)
Professor, Music
B.A., University of California, Los Angeles;
M.A., California State University, Los Angeles.

Miller, Robert W. (1967)
Professor, Chemistry/Environmental Science
A.B., Temple University;
M.S., University of Arizona.

College Nurse;
Professor/Coordinator, Student Health Services
R.N., Jefferson Medical College Hospital;
B.S., B.L.N., Catholic University of America;
M.A.E., California Lutheran College.

Noyes, Jack (1970)
Professor, Art
B.S., M.A., University of Michigan.

Pacheco, A. Darlene (1969)
Vice President, Instructional Services
B.A., Colorado State University;
M.A., Ed.D., Northern Colorado State University.

Patterson, James (1974)
Professor, Exotic Animal Training and Management
B.S., California State Polytechnic University, Pomona;
M.A., California Polytechnic State University, San Luis Obispo.

Pearson, Beverley J. (1967)
Professor, Spanish
B.A., University of Michigan;
M.A., University of California, Berkeley.

Sarnecky, Dorothy (1967)
Professor, Geology
B.A., University of Notre Dame;
M.S., Stanford University.

Professor, Biology/Chemistry
A.B., M.S., Ed.D., University of So. California.

Scott, Delmore E. (1969)
Professor, Art
B.F.A., M.F.A., University of Southern California.

Shindo, Kokki (1969)
Professor, Mathematics
A.B., Ripon College;
A.B., M.A., University of California, Los Angeles;
M.S., Western Washington State.

Siegel, A. Howard (1967)
Professor, Humanities/French/English
B.A., Queens College;
M.A., Kansas State University;
Ph.D., University of Southern California.

Slama, Michael M. (1966)
Director of Library Services
J.D., Charles University, Prague, Czechoslovakia;
M.A., University of Denver.
Retired February, 1980.

Smith, Mitchell L. (1972)
Professor, Criminal Justice
B.A., M.A., San Diego State University.

Straughan, Jerry E. (1975)
Professor, Political Science/Urban Studies
B.A., University of California, Los Angeles;
M.A., California Lutheran College.

Stringer-Eilers, Pauline (1970)
Professor, Interior Design
B.S., Oklahoma State University;
M.S., California State University, Northridge;
Ed.D., Nova University.

Strong, Richard (1971)
Professor, Speech/Forensics
B.A., M.A., University of Redlands.
Retired May, 1999.

Sturgeon, James H. (1967)
Professor, Art
B.A., M.F.A., University of California, Santa Barbara.
Retired June, 1986.

Thomsen, John E. (1969)
Professor, Electronics/Engineering
B.S., M.S., University of California, Los Angeles.

Treviso, Manuel O. (1971)
Professor, Physical Education
A.B., M.A., California State University, Chico.

Treviso, Sandra Kay (1988)
Associate Professor, Librarian
AA., Ventura College;
B.A., California State University, Chico;
M.L.S., University of Southern California.

Professor, Computer Information Systems / Business Information Systems
B.S., M.S., University of La Verne.
COLLEGE/DISTRICT ADMINISTRATION

Administration of the College

President and
Vice Chancellor of Educational Outreach .......................... Dr. James Walker

Office of Student Learning
Executive Vice Pres., Student Learning .......................... Dr. Eva E. Conrad
Dean, Student Learning ............................................. Rene G. Rodriguez
Dean, Student Learning ............................................ Dr. Victoria Borolussi
Dean, Student Learning ............................................ Dr. Judith A. Gerhart
Dean, Student Learning ............................................ Nabil Abu-Ghazaleh
Dean, Student Learning ............................................. Dr. Edward F. Tenen
Dean, Student Learning ............................................ Floyd Martin
Dean, Student Learning ............................................ Alvin Nordquist
Dean, Student Learning ............................................. Brenda Shubert
Dean, Student Learning ............................................. Floyd Thionnet

Office of College Services
Vice President, College Services .......................... Dr. Ruth Hemmig
Director, Auxiliary Services ....................................... David Leyba
Director, Maintenance and Operations ......................... Jim Ferguson

Organization of Departments and Programs

Coordinators
Athletics ......................................................... John Keefer
Child Care/Child Development .............................. Linda A. Cravens
Extended Opportunity Program Services ..................... Paul K. Baggen
Exotic Animal Training/Management ...................... Gary L. Wilson
Health Science ................................................. Denise L. Byrne
Special Education ............................................... Janet M. Andriotte
Student Health Services ....................................... Sharon L. Manakas

Department Chairs
Behavioral Sciences ............................................. Steven J. Pollock
Business .......................................................... Janice C. Feingold
Chemistry/Environmental/Earth Sciences ...................... Richard Kurtik
Child Dev/Criminal Justice/Interior Design ................. Linda Cravens
CIS/CS/Drafting ................................................... Mary Mills
CS/CNSE ............................................................ Martin Chetlen
Counseling .......................................................... Mike Johnson
History and Institutions ........................................ Robert Herman
Language Arts ..................................................... Sydney Sims
Life Sciences ....................................................... Larry Miller
Mathematics ........................................................ Robert Stephens
Modern Languages and ESL ................................ Judy Ramos
Music/Dance ........................................................ Dolly Kesser
Physical Education ............................................... Ronald Halleran
Physics/Astronomy/Engineering .............................. Clint Harper
Theatre Arts/Speech ............................................... Katherine Lewis
Visual and Communication Arts ............................. Sexton Stewart

Title IX Representative ......................................... Dr. Eva Conrad
Title V Facilitator (Affirmative Action) .................... Sally Ponce-O’Rourke
504 Facilitator (Handicapped) ............................... Floyd Thionnet

Accreditation
Moorpark College is accredited by the Accrediting Commission for community and Junior Colleges of the Western Association of Schools and Colleges, 5402 Mendocino Avenue, Santa Rosa, CA 95403, (707) 569-9177, an institutional accrediting body recognized by the Commission on Recognition of Post-secondary Accreditation and the U.S. Department of Education.

The Ventura County Community College District
333 Skyway Drive, Camarillo, California 93010, phone: (805) 384-8300.

Governing Board
Dr. Allan W. Jacobs .............................................. President, Simi/Moorpark Area
Robert Gonzalez ........................... Vice President, Ojai/Santa Paula/Camarillo Area
Dr. Norman J. Nagel .............................. Member, Conejo Area
John Tallman ................................................. Member, Greater Ventura/North Oxnard Area
Vacant ................................................................. Oxnard/Port Hueneme Area
Beverly Lawson .............................................. Student Trustee

District Administrators
Dr. Philip Westin .............................................. Chancellor
Michael Groby .................................................... Deputy Chancellor

Moorpark College Foundation

The Moorpark College Foundation was formed in 1980 and is a nonprofit, tax-exempt auxiliary organization which accepts and solicits gifts, donations, trusts, and bequests for college related use. It provides tax deductible advantages to the donor. It also provides a method for the college to interact with businesses, government, and other nonprofit agencies in the broader Southern California community.

Though public funds provide support for most of the instructional and related activities and facilities at the college, donations, gifts and bequests provide a significant addition to institutional accomplishments.

Private contributions are essential for the support of creative faculty efforts which extend beyond normal institutionally supported areas, including scholarships for incoming honor students and needed physical facilities such as the Charles Temple Observatory, Griffin Stadium, and special instructor created projects which enhance a student’s learning experience.

Information can be secured by calling (805) 378-1407, or by addressing a letter to the Moorpark College Foundation, 7075 Campus Road, Moorpark, CA 93021, a 501(c)(3) nonprofit corporation recognized by the Internal Revenue Service.

Important Notice - The Ventura County Community College District and Moorpark College have made every reasonable effort to determine the information provided in this catalog is accurate. Courses, programs and requirements are subject to change without notice by the Governing Board and Administration of the Ventura County Community College District. All fees are subject to change at any time.
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1. I plan to attend:
   ☐ Moorpark College ☐ Oxnard College ☐ Ventura College

2. I am applying for the:
   ☐ Spring Semester ☐ Summer Session ☐ Fall Semester
   Year 20__

3. Social Security Number: _______ - _______ - _______
   (If Available)

4. Name: __________________________
   __________________________
   __________________________
   Last Name    First Name    Middle Initial

5. Previous Last Name (If you attended under another name):

6. Date of Birth: ____________
   Month    Day    Year

7. State of Birth:
   ☐ California ☐ Other (See page 226 for state codes) ______

8. Sex: ☐ Male ☐ Female

9. Address:
   ______________________________________________________

10. City/State: __________________________________________

11. Zip Code: __________________________

12. Day Phone (Include area code): _______ - _______ - _______

13. Evening Phone (Include area code): _______ - _______ - _______

14. Last High School Attended (Use H.S. code on page 226)
   Name: __________________________
   City: __________________________
   State: __________________________

15. High School Graduation or Date Last Attended:
    ____________
    Month    Year

16. Proposed Major (Use code on page 226):

17. Last College Attended (Use code on page 226):
   Name: __________________________
   City: __________________________
   State: __________________________
   Degree Earned: ☐ AA/AS ☐ Bachelor or Higher

18. California Driver's License Number: __________________________

19. Ethnic Survey:
   A ☐ Asian
   AC ☐ Chinese
   AI ☐ Asian Indian
   AJ ☐ Japanese
   AK ☐ Korean
   AL ☐ Latvian
   AM ☐ Cambodian
   AV ☐ Vietnamese
   AX ☐ Other Asian
   B ☐ Black, Non-Hispanic
   F ☐ Filipino
   H ☐ Hispanic
   HM ☐ Mexican, Mex.-Amer., Chicano
   HR ☐ Central American
   HS ☐ South American
   HX ☐ Other Hispanic
   N ☐ American Indian, Alaskan Native
   O ☐ Other Non-White
   P ☐ Pacific Islander
   PG ☐ Guamanian
   PH ☐ Hawaiian
   PS ☐ Samoan
   W ☐ White
   X ☐ Unknown
   XD ☐ Decline to state

20. Primary Language:
    ☐ E ☐ English
    ☐ N ☐ Not English

21. Citizenship Status:
    ☐ U.S. Citizen
    ☐ NOT a U.S. Citizen
       ☐ Permanent Resident (Immigrant) Visa
       ☐ Temporary Resident/Army
       ☐ Refugee/Asylee
       ☐ Student Visa (F-1 or M-1)
       ☐ Other Visa or Visa type
       ☐ Unknown

22. Student Academic Level:
   (Please indicate your education status at the beginning of the semester for which you are applying. Mark the highest level of education attained.)
   ☐ Not a High School graduate:
       ☐ 000 Not a graduate of, and no longer enrolled in high school
       ☐ 100 Special admit student currently enrolled in high school
       ☐ 200 Currently enrolled in Adult School
       ☐ 300 Received High School diploma
       ☐ 400 Received a Certificate of California High School Proficiency Exam
       ☐ 500 Passed the GED, or received a High School Certificate of Equivalency/Completion
       ☐ 600 Foreign Secondary School Diploma/Certificate of Graduation
       ☐ 700 Received an Associate Degree
       ☐ 800 Received a Bachelor Degree or higher
       ☐ Unknown
       ☐ Date of the highest level of education attained:
          ____________
          Month    Year

23. Student Enrollment Status: (Mark one)
    ☐ First-time student. A student enrolled in any college for the first time
    ☐ First-time transfer student. A student enrolled at this college for the first time and who has transferred to another college after earning credit.
    ☐ Returning transfer student. A student who has previously attended this college, transferred to another college, and has now returned to this college.
    ☐ Returning student. A student enrolled at this college after an absence of one or more regular sessions without regular attendance at another college.
    ☐ Special admissions student. A student who is currently enrolled in K-12 or a senior high school student currently enrolled in 11-12.

24. Student Educational Goal: (Select your highest priority)
    ☐ Obtain a bachelor's degree after completing an associate's degree
    ☐ Obtain a bachelor's degree without completing an associate's degree
    ☐ Obtain a two year associate's degree without transfer
    ☐ Obtain a two year vocational degree without transfer
    ☐ Earn a vocational certificate without transfer
    ☐ Discover/formulate career interests, plans, goals
    ☐ Prepare for new career (acquire job skills)
    ☐ Advance in current job/career (update job skills)
    ☐ Maintain certificate or license (e.g., Nursing, Real Estate)
    ☐ Educational development (intellectual, cultural)
    ☐ Improve basic skills in English, reading or math
    ☐ Complete credits for high school diploma or GED

DECLARATION OF LEGAL RESIDENCE

All students classified incorrectly as residents are subject to recategorization and payment of all nonresident fees.

ALL APPLICANTS MUST COMPLETE THIS SECTION

NOTICE TO STUDENTS: If additional information is needed to determine your residence status, you will be required to complete a supplemental residence questionnaire and/or to present evidence in accordance with Education Code Sections 68040 et seq. The burden of proof to clearly demonstrate both physical presence in California and intent to establish California Residence lies with the student. Failure to present such proof will result in a classification of non-resident.

SOCIAL SECURITY NUMBER ____________________________ TODAY'S DATE ____________________________

NAME (Print full legal name. DO NOT use nicknames, initials, or abbreviations)

Last ____________________________ First ____________________________ Middle ____________________________

Age ____________________________ Birthdate ____________________________ Birthplace ____________________________

RESIDENCE ADDRESS (Legal / permanent address. DO NOT use P.O. Box Number)

Number / Street ____________________________ City ____________________________ State ____________________________ Zip ____________________________

I have lived at this address since ____________________________ (If less than 2 years, show previous address below)

Number / Street ____________________________ City ____________________________ State ____________________________ Zip ____________________________

Number / Street ____________________________ City ____________________________ State ____________________________ Zip ____________________________

When did your present stay in California begin? ____________________________ ____________________________ ____________________________

Yes ☐ No ☐

Are you a United States Citizen?

☐ ☐ If you are not a United States citizen, have you been admitted to the U.S. as a resident alien?

If yes, give date admitted ____________________________ and Alien Registration Number ____________________________

If no, list visa type (example: B-2, Visitor visa - dependent), duration of status, and country of citizenship:

Visa type ____________________________ Duration of Status ____________________________ Country of Citizenship ____________________________

★ Verification of visa status is required. Students must present proof of status ★

☐ ☐ Have you or (if under 19 and unmarried) your parents filed California State Income Tax last year?

If not in California, in what state did you last file state taxes? ____________________________ For what year(s) ____________________________

☐ ☐ Registered to vote in a state other than California?

If yes, where & when ____________________________

☐ ☐ Petitioned for divorce in a state other than California?

If yes, where & when ____________________________

☐ ☐ Attended an out-of-state institution as a resident of that other state?

If yes, where & when ____________________________

☐ ☐ Declared nonresidence for California State Income Tax purposes?

If yes, where & when ____________________________

☐ ☐ Are you on active military duty?

If yes, what date did your tour begin in California? (month/day/year) ____________________________

State of legal residence on military records: ____________________________

☐ ☐ Are you a dependent of an active duty military person?

If yes, when did your sponsor's tour begin in California? (month/day/year) ____________________________

☐ ☐ Have you been discharged from active military duty within the last year?

If yes, submit copy of DD-214

To be completed by all unmarried students under 19

Name of Father (if living) ____________________________ Name of Mother (if living) ____________________________

Name of Legal Guardian ____________________________

Legal Address (number & street, city, state, zip) ____________________________ Dates (month / year) ____________________________

Father ____________________________ From ____________________________ To ____________________________

Mother ____________________________ From ____________________________ To ____________________________

Guardian ____________________________ From ____________________________ To ____________________________

If less than 2 years, give previous address(es) for past 2 years.

Relationship ____________________________ St. & No. ____________________________ City ____________________________ State ____________________________ Zip ____________________________ Fr. ____________________________ To. ____________________________

Relationship ____________________________ St. & No. ____________________________ City ____________________________ State ____________________________ Zip ____________________________ Fr. ____________________________ To. ____________________________

I certify under penalty of perjury that the information on this application is correct and I understand that falsification of failure to report change in residence may result in my dismissal.

Student Signature ____________________________ Date ____________________________

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