

**Moorpark College General Catalog
and Announcement of Courses
1996-1997**

Moorpark College is accredited by the
Accrediting Commission for Community and Junior Colleges of
the Western Association of Schools and Colleges, an institutional
accrediting body recognized by the Commission on Recognition of
Postsecondary Accreditation and the U.S. Department of Education.

7075 Campus Road, Moorpark, CA 93021
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"Important Notice - The Ventura County Community College District and Moorpark College have made every reasonable effort to determine that the information provided in this general catalog is accurate. Courses, programs and requirements together with other matters contained herein are subject to change without notice by the Governing Board and Administration of the Ventura County Community College District. The District and the College further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures, consistent with applicable laws." All fees are subject to change at any time.

College Administrators:

Dr. James W. Walker.....President, Moorpark College
Dr. Ruth Hemming..... Interim President, Oxnard College
Dr. Larry Calderon..... President, Ventura College

The Ventura County Community College District Governing Board

Pete E. Tafoya..... President, Oxnard/Port Hueneme Area
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Timothy D. Hirschberg..... Member, Ojai/Santa Paula/Camarillo Area
Dr. Allan W. Jacobs..... Member, Simi/Moorpark Area
Dr. Norman J. Nagel..... Member, Conejo Area
Shawn Brennan..... Student Trustee

District Administrators:

Dr. Philip Westin..... Chancellor
Position Vacant..... Deputy Chancellor
Jerry D. Pauley.....Executive Director, Human Resources
Position Vacant..... Executive Director, Instruction and Student Services



Dr. Philip Westin
Chancellor



Dr. James W. Walker
President

1996-97 College Calendar

Fall Semester, 1996 -- August 19 - December 18, 1996

FALL 1996	
REGISTRATION	See Schedule of Classes
August 19	First day of instruction First day of late registration
August 30	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. <i>No refunds or credits after this date.</i>
September 2	Labor Day - legal holiday
September 13	Last date to drop semester-length classes without a transcript entry
September 20	Last date to declare Credit/No Credit grading option for semester-length classes
November 11	Veterans Day - legal holiday
November 22	Last date to drop semester-length classes with a "W" grade Last day to apply for Fall 1996 Associate Degree or Certificate of Achievement
November 28 & 29	Thanksgiving vacation
SPRING 1997	
REGISTRATION	See Schedule of Classes
December 12-18	Final examinations, Fall semester
December 18	End of Fall semester

Spring Semester, 1997 -- January 13 - May 14, 1997

January 13	First day of instruction First day of late registration
January 20	Martin Luther King's Birthday - Legal Holiday
January 27	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. <i>No refunds or credits after this date.</i>
February 7	Last date to drop semester-length classes without a transcript entry
February 14 & 17	Presidents' Days - legal holidays
February 20	Last date to declare Credit/No Credit grading option for semester-length classes
March 21	Last day to apply for Spring 1997 Associate Degree or Certificate of Achievement
March 24 - 28	Spring break
April 25	Last date to drop semester-length classes with a "W" grade
SUMMER SESSION	
REGISTRATION	See Schedule of Classes
May 12 - 16	Final examinations, Spring semester
May 16	Graduation End of Spring semester

Summer Session, 1997

Please consult the Summer Session Class Schedule for beginning and ending dates of specific classes.

A registration calendar and deadline dates for Summer will also be found in the Class Schedule.

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Introduction

History

Moorpark College was legally established by the Governing Board of the Ventura County Community College District on March 19, 1963. On September 11, 1967, the first classes were offered to 2,500 students. Dr. John J. Collins was appointed by the Governing Board as President of Moorpark College in 1966, followed by Dr. Robert A. Lombardi in 1971 and Dr. W. Ray Hearon in 1974. Dr. Stanley L. Bowers became Moorpark College's President in July 1989, Roger W. Boedecker in 1991, and the present President, Dr. James W. Walker, in 1992.

The original campus housed the Administration Building, Library, Science Building, Technology Building, and Campus Center. Built later were the Applied Arts Building, Communications Building, Creative Arts Building, Humanities-Social Science Building, Music Building, and Student Services Building. The Performing Arts Building will open Fall 1995.

The Moorpark College Foundation was formed in 1980 and spearheaded the construction of Griffin Stadium, the Charles Temple observatory and the Carlsberg Amphitheater. The Foundation Board of Directors is comprised of community leaders who are interested in helping the college through fund-raising activities, faculty grants, and student scholarships.

Located at the eastern edge of the city of Moorpark, Moorpark College is one of the most beautiful in California. The 150-acre campus is a short drive from the Thousand Oaks/Agoura Hills areas and is situated near the city of Simi Valley.

Today, Moorpark College has approximately 11,000 students -- ranging in age from 16 to 70 -- who are enrolled in day, afternoon and evening courses. Fifty-five percent of the students are women and forty-five percent are men. Ethnic minority students comprise twenty-four percent of enrollment. An active Disabled Students Program serves over 400 students. Our students come from the Conejo Valley (Newbury Park, Thousand Oaks, Westlake Village), Simi Valley, Camarillo, Agoura/ Calabasas, Somis, Fillmore, west San Fernando Valley, and Moorpark.

Some of the diverse programs offered at Moorpark College include a full range of general education transfer classes as well as vocation areas such as Criminal Justice, Child Development, Graphic Arts, Interior Design, Exotic Animal Training and Management, Radio/Television, Nursing, and Electronics. The college has

a Center for Learning Assistance Services where students receive personal and computerized help in reading, writing, English, and math skills.

Moorpark College Foundation

The Moorpark College Foundation 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.

Other facilities which cannot be provided for through available public funding also depend upon outside contributions. The Carlsberg Amphitheater and the development of Ventura County's first public zoo are outstanding examples of vital donations which enhance the college and enrich the community.

Because Foundation resources can be allocated with greater flexibility than those of the college itself, they possess an added potential for responding to the changing needs of the college and the community, including the financing of innovative projects.

Information can be secured by calling (805) 378-1409, 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.

Philosophy and Mission

Philosophy

A public California Community College, Moorpark College is devoted to the democratic ideal of making higher education accessible to all. Accordingly, Moorpark College has a strong commitment

to providing a dynamic learning environment and to achieving the goals of student equity by providing a campus climate conducive to the elimination of barriers to student success. Recognizing the diverse backgrounds, needs, and individual goals of students, Moorpark College is committed to preparing students for citizenship in a free society and for the challenges of technological and socio-economic change.

Moorpark College is also committed to providing affordable programs and services of high quality to the community. The responsibility for providing access and encouraging student success is shared by the faculty, staff, administrators, and students as they interact with business, industry, government, and other educational institutions.

Mission

The Mission of Moorpark College is to:

1. Provide students with an introduction to the broad areas of human knowledge and understanding.
2. Provide students with curriculum and services that support entry into the baccalaureate program of their choice.
3. Provide students with the training needed for entry into career as well as retraining and skill improvement.
4. Provide student support services sufficiently comprehensive to promote opportunities for success.
5. Provide transitional courses for students needing additional development before entry into transfer, occupational, or general education programs.
6. Provide students with the skills of critical thinking, writing, speaking, listening, and computing.
7. Provide students with courses designed to increase awareness, understanding, and respect for diversity.
8. Provide students with extracurricular activities that encourage involvement in the campus community, provide for the development of leadership skills, and support special interests.

Admissions Information

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, and International Students, which require special admissions procedures. For further information refer to respective catalog sections.

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 VIII.

Further information regarding residence requirements may be obtained from the Office of Admissions and Records.

Special Part-Time High School Admissions

In accordance with the California Education Code, high school students who are juniors and seniors are permitted to enroll in college courses. Enrollment fees are exempt for students concurrently enrolled in a high school.

An approved special part-time high school admissions form, signed by the student's parent/guardian and school principal (or designee) is required before a student is permitted to register.

Students under 18 years of age not enrolled in a public school may have their parents/guardian petition the Vice President, Student and Educational Services for admission as a special full-time student.

International Students

Definition

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.

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 foreign students, the Ventura County Community College District reserves the right to limit the number of international students admitted each year.

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. \$50 Application Processing Fee;
2. Personal letter indicating why you wish to attend Moorpark College;
3. Completed Moorpark College Application;
4. Translated transcripts from any secondary/postsecondary schools;
5. Letter of Recommendation from an official at a previous school;
6. Transfer form (only if student is transferring from a school in the U.S.);
7. Demonstrate proficiency in the English language (TOEFL is recommended or completion of Level 109 at any ELS Language Center will satisfy the English language requirement for admission);
8. Completed Foreign Student Information Application;
9. Completed Foreign Student Agreement;
10. Completed Foreign Student Financial Statement.

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

1. Completed Health Statement/Tuberculosis skin test (Mantoux);
2. Provide proof of major medical insurance coverage, or purchase insurance through the International Students Office;
3. Interview with International Student Specialist;

4. Attend orientation for new foreign students;
5. Take English and math placement tests;
6. Provide passport and I-94.

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 attend. (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 VIII.
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. Foreign students (F-1 visa) and holders of nonimmigrant visas (B, C, D, F, H, L, 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 status 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.

Matriculation

Matriculation is a process which results in an agreement between the college and the student for the purpose of defining and realizing the student's educational goal. This agreement includes responsibilities for both the college and the individual student, and results in a Student Educational Plan.

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

5. Establishing a process to monitor a student's progress and provide necessary assistance toward meeting educational goals.
6. Providing students with or directing them to written district procedures for challenging matriculation regulatory provisions.

Student Responsibilities Include:

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 goal.
6. Attending all classes and completing all course assignments.
7. Completing courses and maintaining progress toward their stated educational goals.

Matriculation Exemption Policy

All students applying to a college of the Ventura County Community College District (VCCCD) are encouraged to participate in all aspects of the college's matriculation program. Students, however, may *not* be exempt from the admissions or follow-up components. Students may be exempt from assessment, orientation, or counseling/advisement if they meet one of the exemption criteria listed below for each component:

Assessment:

1. Students who hold associate degrees or higher from regionally accredited institutions.
2. Students who have completed less than 15 units and whose educational goal is either:
 - a. Advancement in current job/career (update job skills).
 - b. Maintenance of certificate or license (e.g., nursing, real estate).
 - c. Educational development (intellectual, cultural).
3. Students who provide scores from recently taken VCCCD-approved assessment tests are exempt from the testing portion of assessment.

Orientation:

1. Students who hold associate degrees or higher from regionally accredited institutions.
2. Students who have completed less than 15 units and whose educational goal is either:
 - a. Advancement in current job/career (update job skills).
 - b. Maintenance of certificate or license (e.g., nursing, real estate).
 - c. Educational development (intellectual, cultural).
3. Students who are receiving matriculation services at another college and are attending a VCCCD campus concurrently.

Counseling/Advisement:

1. Students who hold associate degrees or higher from regionally accredited institutions.
2. Students who have completed less than 15 units and whose educational goal is either:
 - a. Advancement in current job/career (update job skills).
 - b. Maintenance of certificate or license (e.g., nursing, real estate).
 - c. Educational development (intellectual, cultural).
3. Students who are receiving matriculation services at another college and are attending a VCCCD campus concurrently.

Students who do not meet approved matriculation exemption criteria, but choose to be exempt from part of the matriculation components, may do so by completing a waiver form available at the Counseling Office.

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.

The application for admission may be obtained by contacting the Office of Admissions and Records in person, by writing to the Office of Public Information, Moorpark College, 7075 Campus Road, Moorpark, CA 93021, or by phoning (805) 378-1410 or (805) 986-5858. The application for admission is also printed in the Schedule of Classes.

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

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. a Veteran claiming benefits.

These transcripts must be sent directly from the institutions(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.

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 the 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.

Enrollment Fee

Students are charged a mandatory enrollment fee of \$13.00 per unit. The enrollment fee is waived for High School Special Admissions Program students.

Health Fee

A mandatory \$10.00 per semester (\$7.00 summer session) Health Fee is charged.

Instructional Materials Fee

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

Parking Fee (Optional)

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

*To encourage ride sharing and carpooling, for a student who certifies that he/she regularly has two or more passengers commuting to the college with him/her in the vehicle parked at the college, the fee shall not exceed twenty-five dollars (\$25) per semester and ten dollars (\$10) for summer session.

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 twenty dollars (\$20) per semester.

A parking permit is required in all lots on campus. Vehicles without permits must purchase a "One-Day Use Permit" for \$1.00. This permit 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 any one of three machines located on the main driveways of the campus. CITATIONS WILL BE ISSUED FOR VEHICLE WITHOUT A VALID PERMIT.

Nonresident Tuition Fee

In addition to enrollment fees, tuition is required of nonresident and international students. The 1996-97 tuition schedule has been established at \$114.00 per unit.

International Student Capital Outlay Surcharge

A \$14.00 per unit surcharge will be assessed to students who are both citizens and residents of a country other than the United States.

Payment of Fees

All mandatory fees are due and payable at the time of registration. There is no grace period. Financial Aid may be available to students who need help paying their fees and who qualify. Contact the Financial Aid Office for details.

Students are not dropped from classes for nonpayment of fees. All fees owed remain due. Nonpayment of fees will prevent access to services the student may require such as transcripts or verification of enrollment. Registration privileges are denied until all fees are paid.

Outstanding Obligations

Registration, transcript, and enrollment verification services are denied to students who have outstanding obligations. These obligations include but are not limited to the following: returned checks, library fines and/or overdue books, overdue financial aid loans, loan deferments, or exit interviews, unreturned athletic equipment.

Enrollment and Parking Refunds/Credits

Applications for *refund of the enrollment, health and parking fees* may be made through the end of the class adjustment period as stated in each semester's schedule of classes. The parking sticker must be turned in before a parking refund can be made. *Enrollment fees will be refunded minus a \$10.00 administrative fee.* Applications for refunds will be available in the Records Office or Campus 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 full amount credited toward a future registration or parking permit. A credit balance may not be used to buy books or supplies.

In order to qualify for a refund or credit, a student must officially drop or withdraw from class by completing the drop form available in the Records Office by the refund deadline date. Students unable to come to campus 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 Refunds and International Student Capital Outlay Surcharge Refund

Eligibility and amount of nonresident and international student surcharge fee refunds are determined by the date the student officially applies for a refund through the Office of Admissions and Records. Refunds require the approval of the Registrar's Office.

Refunds are determined by the number of units for which there were original financial charges. *NO* refunds shall be authorized beyond the third week of summer session or beyond the fourth week of the regular semester.

The Registrar's Office will notify the Campus Business Office in writing as to the amount of the refund. Refunds are based on the table of refunds which appears in Appendix VIII. 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 week.....	100% of Tuition
2nd week.....	75% of Tuition
3rd week.....	50% of Tuition
4th week.....	25% of Tuition
Summer Session	
1st week.....	100% of Tuition
2nd week.....	50% of Tuition
3rd week.....	25% of Tuition

International students please see Appendix IX.

Enrollment Verification

Verifications of enrollment for insurance and other purposes are provided for \$3.00 per verification. Verifications are completed within five to seven days of the signed student request. Rush (24-hour) service is available for \$5.00 per verification.

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

Transcript

Two transcripts are furnished to each student free of charge. A \$3.00 fee is charged for each additional transcript. A \$5.00 fee is charged for rush transcripts. Processing time is five to seven days but may be longer at the end of the semester. Rush transcripts are provided 24 hours after submission of a signed student request.

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

Expenses

Moorpark College, as one of California's public community colleges, charges resident students enrollment fees.

Other expenses students must consider in attending a community college include housing, food, and transportation. These costs may vary greatly from one student to another, depending on individual circumstances, i.e., whether the student is living with his/her parents or is living independently, is married or single, etc. It is estimated that the total annual cost of attendance at a community college to a full-time student and/or his/her parents could range from about \$1,000.00 to as much as \$7,000.00 for a resident and as much as \$10,000.00 for a nonresident.

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.

Policy on 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 — 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.

Unit Requirements for Benefits

In order to qualify for certain benefits, minimum unit requirements must be maintained as follows:

Veteran and war orphan benefits under GI Bill --

Full subsistence.....	12.0 or more units
3/4 subsistence.....	9.0 - 11.5 units
1/2 subsistence.....	6.0 - 8.5 units
Social Security Benefits.....	12.0 units
Automobile & Medical Insurances.....	12.0 units
Athletic Eligibility.....	12.0 units
Student Government.....	12.0 units
Student Loan Deferments --	
Full-time.....	12.0 units
Half-time.....	6.0 units

Academic Policies

Auditing Policy

Auditing enables a student to attend a class without receiving a grade, taking an exam, or earning unit credit. Students enrolled in classes to receive 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.

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.

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 the access students have to library resources.

Please see your college libraries 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 Vice President, Student and Educational Services 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 for reinstatement when just cause for absence exists. Such petition must be presented in writing to the Office of Admissions and Records for administrative review. The faculty member involved will be consulted prior to any action upon a student petition for reinstatement.

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. ~~(The applicability of these courses to General Education requirements may be found in the Degree Requirements and Transfer Information section of the catalog.)~~

All examinations require a score of 3, 4, or 5.

Examination	College Credit	M.C. Course Equivalencies
American Government.....	3 Units	Pol Sc 3
American History.....	6 Units	Hist 7A, 7B
Art: History.....	6 Units	Art 1A, 3 Units Humanities electives
Art: Studio Drawing.....	6 Units	3 Units Fine Arts/GE, 3 Units Humanities electives, Consult Art Department
Art: Studio General.....	6 Units	3 Units Fine Arts/GE, 3 Units Humanities electives, Consult Art Department
Biology.....	6 Units*	Biol 2A, 2B (No lab Units)
Chemistry.....	10 Units*	Chem 1A, 1B (No lab Units)
English Language and Composition.....	6 Units	Engl 1A, 3 Units of elective credit
English Literature and Composition.....	6 Units	Engl 1A, 1B
European History.....	3 Units	Hist 1B
French Language.....	8 Units	Fr 1, 2
French Literature.....	8 Units	Fr 3, 4

German Language.....	8 Units	Ger 1, 2
German Literature.....	8 Units	Ger 3, 4
Mathematics Calculus AB.....	5 Units	Math 25A
Mathematics Calculus BC.....	5 Units	Math 25B
Physics B.....	8 Units*	Ph 10A/10B (No lab Units)
Physics C Mechanics.....	4 Units*	Ph 20A (No lab units)
Physics C Elec. & Magnetism...	4 Units*	Ph 20B (No lab units)
Spanish Language.....	8 Units	Spn 1, 2
Spanish Literature.....	8 Units	Spn 3, 4

*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, 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 5, Hist 60T, NS 49, Photo 4, 9, RadT 49, 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.

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.

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.

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

Letter Grading Scale

The quality of a student's work will be measured by the following letter grades:

Symbol	Definition	Grade Points/Semester Unit
A	Excellent	4 points per semester unit
B	Good	3 points per semester unit
C	Satisfactory	2 points per semester unit
D	Passing, less than satisfactory	1 point per semester unit
F	Failing	0 points per semester unit
CR	Credit (at least satisfactory)	Units awarded not counted in GPA
NC	No Credit (less than satisfactory, or failing)	Units not counted in GPA

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).

Non-evaluative Symbols

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:

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.

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.

Prerequisites, Corequisites, and Recommended Preparation

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 do not currently deny students access to courses with prerequisites. Nonetheless, 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 elapsed 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.

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.

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.

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 "W's" 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.

See Appendix IV.

Student Services

Counseling and Guidance Services

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) aiding the student to insure 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) assessment/testing and interpretation as 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.

Assessment/Testing Center Information

Moorpark College has an open admissions policy and requires no entrance examination. However, to enroll in most English, reading and/or math classes, participation in the assessment process is strongly encouraged or satisfactory completion of a prerequisite college course. Assessment testing is for advisement purposes only in order to assist students in making appropriate course selection.

For your information, the College Catalog identifies course prerequisites. Please consult the testing schedules which appear in the semester Schedule of Classes. Students who have earned prior college credit ("C" or higher grade) for an English Composition or Math course may be exempt from placement tests. Students must provide a transcript of previously completed course work *prior* to enrollment. See the semester Schedule of Classes for additional exemption criteria. For meeting graduation competency requirements in English, Reading and/or Math, please contact the Assessment Center.

The Assessment Center maintains records of all test results, makes advisory referrals to classes and programs, provides counseling and instructional staff with test information, and

supervises standardized testing at Moorpark College. Testing for ESL Students is available through the Assessment Center and learning or physically disabled students may be tested through the Disabled Student Services Program.

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 to 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, particularly during the periods of time preceding and during registration. For students who may drop in for help with an academic problem, there is usually a counselor available at the counter in the Counseling Center between 8:00 a.m. and 4:00 p.m..

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 2 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, one 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 counselor. 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 Personal Development Center or Counseling Office for further information.

Career 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. Activities of the Center include:

Workshops offered throughout the year on a variety of topics related to transfer, careers, and being successful in college.

Publication of a monthly calendar, distributed throughout the campus, indicating Center activities, university representative visits, important deadlines.

Assistance with reference materials including catalogs, articulation agreements, campus videos, and computerized career information.

Assistance with university admissions, financial aid, and scholarship applications.

Scheduling and coordination of all four-year representatives' visits including Transfer Days.

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.

Scholarships

The Career Transfer Center. (805) 378-1551 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.

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. After graduation from college and completion of all Air Force ROTC requirements, cadets are commissioned as second lieutenants in the United States Air Force. Typical service is four years; service duration for pilots and navigators is longer. These individuals serve in a broad range of duties from actual flying to engineering to administrative and a host of other fields, depending on the individuals background.

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. Entry into the last two years of the program is on a competitive basis. Application for the two-year program must be submitted about eight to nine months prior to entering the two-year program in the Fall.

The program consists of one Aerospace Studies (ROTC) class and a two-hour per week leadership laboratory each term.

Below are the program locations in the greater Los Angeles area. Students can attend any accredited college and still take ROTC at one of the program locations through extension. For more information about Air Force ROTC, call the associated unit.

Program Location

UCLA
Cal State San Bernardino
USC
Loyola Marymount

Phone

(310) 825-1742
(909) 880-5440
(213) 740-2670
(310) 338-2770

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.

Student Accidents, college-related, need to be reported within 72 hours of occurrence. It is the student's responsibility to report the accident to 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, insurance claims, and answer any questions.

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

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

The Mary Baird 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, providing free family law advice for low income women, is held the first and third Tuesday of every month at 7:00 pm.

Student Financial Support Services

Financial Aid Programs

Financial assistance is based on the student's need for help in successfully pursuing an educational program. Eligibility for financial aid is determined by a Department of Education-approved needs analysis 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. Students interested in applying for financial aid should visit or write the Student Financial Services Office to obtain the Financial Aid Application Form and detailed application process instructions.

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 1972 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. Check with the Financial Aid Office for eligibility requirements. 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. These programs are funded by state and federal sources.

Grants

Grants are awarded to students who meet specific requirements for eligibility. Grants are available in varying amounts of assistance and, they may be considered gifts since they do not call for repayment. The grant programs are the Pell Grant, the Educational Opportunity Program Services & Grants (EOPSG), and the Supplemental Education Opportunity Grant (SEOG). Another grant program is the Cal-Grant which is funded and awarded by the State.

Loans

Students with financial eligibility 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 % 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.

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
- Specialization counseling
- Early registration
- Educational plan
- Tutoring referrals
- Job placement
- Health services
- Transfer assistance
- Scholarship

The goals of the EOPS Program are to motivate economically and socially disadvantaged students to pursue higher education at Ventura County community colleges and to assist them in transferring to four-year colleges and universities. The EOPS staff is comprised of a coordinator, a secretary, and a counselor assistant, all of whom are dedicated to the program's goals of providing services.

There are four steps to the application procedure:

- Step 1: Complete the Student Aid Application for California (SAAC) and/or Pell Grant applications for financial assistance. Apply early. (See the following section for financial aid information.) Assistance in filling out these forms is available at the EOPS Office.
- Step 2: Complete the EOPS Form 1 information sheet at the EOPS Office.
- Step 3: Make an appointment for an interview at the EOPS Office.
- Step 4: Provide proof of family income. A copy of Federal Income Tax Form 1040A or 1040 is required in order to document parents' past year income.

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

1. Be a resident of California,
2. Be a full-time student,
3. Be eligible to receive a Board of Governors (A or B) Grant
 - a. Be on AFDC or SSI/SSP or General Relief or be eligible for Deceased/Disabled Veterans' Dependent Fee Waiver or
 - b. If employed, last year's family income can not exceed \$17,000 for a family of four (add \$1,000 for each additional dependent).
4. Have not completed more than 70 units,
5. Be educationally disadvantaged by at least one of the following criteria:
 - a. High school GPA below 2.50
 - b. Been previously enrolled in remedial courses
 - c. Not eligible to enroll in Math 3 or

- d. Not eligible to enroll in Engl 2 or
 - e. Non high school graduate
 - f. Member of underrepresented group or
 - g. First generation college student
6. The 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.
 7. Each EOPS student must regularly attend tutorial counseling, vocational orientation, and the three EOPS individual appointments.

Further program details and advisement on application procedures are available from the EOPS Office.

Veteran's Services

The programs of Moorpark College are approved for veterans educational benefits. For information and eligibility requirements, please contact the Veterans Benefit Assistant located in the Administration Building.

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 provide scholarship information, and advise the Associated Students. We provide a diverse student activities program and organize events such as blood drives, job fairs, speakers programs, and the annual commencement ceremonies. Please stop by and see us at the Campus Center, (805) 378-1434.

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. 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. The 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 add on the employment opportunity board, please call (800) 999-8725. The ad will be posted on the internet and at Moorpark College.

Transportation

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

Campus 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. If dated material is posted, advertising a certain event, it 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 side-

walks. 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.

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 (805) 378-1400 ext. 1635.

Associated Student College Photo I.D. (\$7.50/semester or \$12/year)

Each semester the Associated Students sells the ASB card to help fund student services and campus activities. The student I.D. entitles you to significantly reduced admission to athletic events and theatrical productions held on campus, in addition to the right to compete for Associated Students scholarships. Several businesses, restaurants and movie theatres throughout Ventura County offer student discounts with the MC student I.D. You may buy the student I.D. when registering for classes or at any time during the year by paying for it at the campus student Business Office and bringing your receipt to the Associated Students office to have your photo taken. The Associated Students office is located inside the student lounge at the Campus Center, (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, please contact the Associated Students Office at (805) 378-1400 ext. 1635.

College Services and Programs

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 offered 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.

Cafeteria

The school cafeteria service is planned to satisfy a variety of appetites and pocketbooks. The food available ranges from quick snacks to complete hot meals.

Forensics Program

Moorpark College has established a reputation for having an excellent forensics program. The College's forensics teams consistently give outstanding performances in speech and debate tournaments at regional, state and national meets; Moorpark has earned championships at all levels repeatedly for several years. Students who are interested in participation in this program should contact one of the forensics coaches, either Mr. Richard Strong or Dr. James Wyman.

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.

Raider athletes are fortunate to attend a college which boasts both a beautiful campus and first-rate athletic facilities. Among the facilities are the Raider Pavilion, home of the Raider basketball, volleyball, and wrestling teams; a driving range and putting green for golf; ten tennis courts; many challenging cross country courses; excellent baseball and softball diamonds; and a comprehensive track and field stadium. The new Griffin Stadium highlights the community-wide effort to give the Moorpark College gridiron squad a great home field.

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.

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.

Music Performance Organizations

The music performance opportunities in the Moorpark College Music Department include nine different instrumental and vocal performance organizations which invite student and community participation. They are the Concert Choir, Moorpark Community Orchestra, Opera Theatre, Summer Music Theatre, Jazz Ensemble, Chamber Ensembles, Wind Ensemble, Piano Ensemble, 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 Community Orchestra continues to meet during the summer. These performance organizations offer students 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, or call the Music Department Office at (805) 378-1495, 378-1453 or the Humanities Office (805) 378-1443.

Student Grievance Policy

A complete description of the College Grievance Policy and the Student Conduct Code are contained in Appendices V and VI. Students seeking information about this policy should consult the Vice President, Student and Educational Services.

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.

Special Programs

Disabled Students Program & Services

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

The college is free of architectural barriers and thus provides physical access to all areas of the campus. Elevators have been installed in all two-story buildings. Special ramps, handrails and automatic doors have been installed. In addition to the removal of architectural barriers, every effort has been made to remove educational barriers and provide open access to students with disabilities to all educational programs.

Towards this end, a variety of special services are provided through the Disabled Student Services Office in the Student Services Building. The following special services are offered:

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

Learning Diagnostic Center

The Learning Diagnostic Center can assist learning-disabled students with the 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 tutorial assistance that considers the students' special needs and helps them to realize their full academic potential. Educational advisement and program planning is available at the Learning Diagnostic Center in the Student Services Building.

High Tech Center for the Disabled

The High Tech Center assists physically disabled students to access computers through the use of the most sophisticated adaptive devices available. Among the adaptations in the center are a voice-activated computer system, screen reader, screen text enlarger, and a special headset designed for students who cannot move a mouse manually. IBM, Mac, and Apple computer systems are available, and both DOS and Windows environments are offered.

In addition, special skills development computer programs are available for students with learning disabilities and acquired brain injuries. The center provides students with individualized, instructional, self-paced programs utilizing computer software in the areas of memory, critical thinking, learning strategies, reading, language skills, math skills, spelling, keyboarding, word processing, and career development.

A vocational computer course is also offered which focuses on DOS, WordPerfect, career guidance, and resume development. The High Tech Center is located in AA132.

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).

The College Library and Audio-Visual Services

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 63,000 books, 283 current periodical titles (magazines, newspapers and journals) and 214 periodical titles on microfilm. Also available are audio cassettes, video tapes and phonograph records.

The library reference collection maintains traditional research materials and also includes such resources as pamphlet files, college catalogs, CD-ROM index and database products, and an extensive collection of career and scholarship information. A computerized

subject index to periodical articles is located 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, one group study rooms, and a typing room 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. and Friday 8:00 a.m. -4:30 p.m.

Center for Learning Assistance Services (CLAS)

The educational philosophy that characterizes CLAS, the Center for Learning Assistance Services is one that focuses on the individual. It is one that not only allows, but also requires, the learner to participate in the learning process. It accommodates all students regardless of their learning rates, styles, strengths, or weaknesses. 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.

Essential Skills

Small group and individualized instruction are provided through Essential Skills (ES) laboratory courses provided by the Essential Skills Lab instructors. Diagnostic assessment, advisement, and specialized assistance are provided and multimedia and computer-aided instructional techniques and materials are assigned. 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 Program/Announcement of Courses section of the catalog.

Academic Skills Materials

Course-related materials for supplemental use are available in multimedia format including the use of computers.

Tutorials

This service offers one-on-one and small group, 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 word processing or instructional lessons in reading, writing, math, and study skills. The computers are available for typing reports or compositions for course assignments. Students must be proficient in the current word processing software used in the lab. A lab fee is charged per semester.

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.

Women's Studies Program

The Moorpark Women's Studies Program is a selection of outstanding courses dealing with various issues and concerns of women in today's society. These courses will assist women in obtaining a college degree, developing skills, increasing personal growth, and encouraging career options in non-traditional vocations. Units earned

are credited toward the A.A. degree as well as toward transfer to a four-year college.

The Women's Studies Program emphasizes freedom of choice and provides an academic setting to explore the varied options available to women today. The Women's Studies Program offers the students an opportunity to enjoy the company and support of other women while taking classes of special interest.

Courses offered in the program cover a wide range of interest. Included in the offerings are Psychology, History, Humanities, Film, English, Sociology, Physical Education, Business, Personal Growth, and other subjects that emphasize the woman's perspective. Consult the most recent schedule of classes for the current offerings.

International Student Program

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 the office if they have any questions and concerns. Some of the services provided by the staff in the International Student Office are:

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

Television Courses

Ventura County residents have the unusual opportunity to enroll in televised college credit courses offered by the Southern California Consortium for Community College Television. Students may enroll in these courses at Moorpark College. An instructor of record on campus will serve as a personal contact for each course to answer questions, to conduct review sessions and study projects, and to administer the midterm and final examinations. Students must view the telecasts, attend designated meetings, perform required projects, and take the midterm and final examinations to earn credit for the course. The credit granted for these courses is in semester units; the courses are normally transferable.

Company Specific Education and Training Program

Moorpark College offers special education programming through its Company Specific Education and Training efforts. Specifically the college works directly with business and industry in eastern Ventura County in the offering of educational programs designed to the direct specifications of business and industry needs. Most of the courses offered provide elective college credit. Those employees of the companies taking these courses are also encouraged to enroll in the regular college programs to earn certificates and degrees.

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. The semester programs have been offered at Oxford, England since 1988. There is a program of environmental study offered in Baja California.

The Oxford Program has consisted of courses in Political Science, History, English, Humanities, Geology, Geography, and Philosophy. 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 classes 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.

Participants in these programs experience cultural diversity and gain insights not available in a domestic academic setting.

Students interested in participating in the study abroad program should contact the Counseling Office.

Degree Requirements and Transfer Information

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 confers 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 W'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 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 6 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 - Satisfactory completion of Engl 50 or Engl 52 or Engl 02 or higher level course or a satisfactory score on the Reading Assessment test.
 - b. Written Expression - Satisfactory completion of Engl 2 or Engl 1A or satisfactory score on the English assessment test.
 - c. Math - Satisfactory completion of Math 1 or higher level course or satisfactory score on the Mathematics Assessment test.
- B. GENERAL EDUCATION REQUIREMENTS**
- I. Specific Associate in Arts and Associate in Science 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 other course in Social and Behavioral Sciences
 - c. Humanities - a minimum of 6 units
 - (1) One course in Fine or Performing Arts
 - (2) One other 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 two courses
 - (1) One or more courses in the area of health (a minimum of 2 units)
 - (2) One course in Physical Education activity or Dance Activity class
 - f. Ethnic/Women's Studies - one course which cannot be double-counted to satisfy other General Education Requirements above.
- II. 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 two courses 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 Sciences 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. One course in a Physical Education or Dance Activity class
 - F. Ethnic/Women's Studies - one course 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 1; Biol 1, 2A, 3, 5, 16, 17; Bot 1; Env Sc 2; Zoo 1.
 - (2) Physical Science: Astron 1, 1L, 2; Chem 1A, 12, 13; Env Sc 1, 3, 20; Geog 1, 5; Geol 1, 2, 2L, 3, 5, 21, 41, 61; Phy Sc 1/1L; Ph 1, 1L, 5, 5L, 10A/10AL, 20A/20AL.
- B. Social Sciences
 - (1) American History or Institutions: Ch St 4; Hist 2, 3, 4, 5, 6, 7A, 7B, 12, 14; Hum 1; Pol Sc 1, 3; Urban 1A.
 - (2) Social and Behavioral Sciences: Anth 2, 3, 4, 6, 7, 9, 11; Bus 30, 42; CD 30; Ch St 1, 2, 4; Econ 1, 30; EATM 4; Geog 2, 3, 4, 7, 10; Hist 1A, 1B, 2, 4, 5, 6, 7A, 7B, 8, 9, 12, 14; Hum 19, 42; Pol Sc 1, 2, 3, 4; Psych 1A, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, 14, 30; Soc 1, 2, 4, 5, 6, 7, 8; Urban 1A, 1B.
- C. Humanities
 - (1) Fine or Performing Arts: Art 1A, 1B, 1C, 2, 4A, 8A, 12A, 14A, 15A, 19; Dance 1A; Engl 10A; Hum 2, 3, 4, 6; Mus 1,

- 6, 7, 8, 9A, 9B, 10, 12, 15; Photo 1A, 2; RT 9; ThA 1, 2A, 4A, 4B, 9.
- (2) Humanities: Art 1A, 1B, 1C, 2; Bus 42; Dance 1A; Engl 1B, 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 29A, 29B, 30, 31, 33, 45, 46; Fr 1, 2, 3, 4; Ger 1, 2, 3, 4; Hum 1, 2, 3, 4, 5, 6, 10A, 10B, 18, 19, 42; Ital 1, 2, 3; Japan 1, 2, 3; Journ 1; Mus 6, 7, 8, 9A, 9B; Phil 1, 2, 3, 4, 6, 11, 12; Photo 1A, 2; RT 1; SL 1, 2; Spn 1, 2, 3, 4, 41; Spch 1; ThA 1.
- D. Language and Rationality
 - (1) English Composition: Bus 28; Engl 1A, 2; Hum 1,2; Journ 2.
 - (2) Communication or Analytical Thinking: CIS 4A; CS 1/1L, 10A/10AL, 18/18L; Engl 1B, 1C; Hum 1, 2; Journ 2; Math 3, 4A, 5, 6, 7, 10, 13, 14, 15, 16A, 25A; Phil 5, 7, 9; Spch 1,7.
- E. Health/Physical Education
 - (1) HE 1 or 7, 2, 5, 10 A-Z, or NtS 1, 4.
 - (2) Any PE course; or Dance course numbered 10A - 55.
- F. Ethnic/Women's Studies
 - Anth 2, 4, 6, 9; CD 36; ChSt 1, 2, 4; Engl 45, 46; Fr 1, 2, 3, 4; Ger 1, 2, 3, 4; Hist 2, 3, 4, 6, 8, 12, 14; Hum 18, 19; Ital 1, 2, 3; Japan 1, 2, 3; Psych 14; SL 1, 2; Soc 2, 6, 7, 8; Spn 1, 2, 3, 4, 41

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:

- Archaeology
- Art
- Behavioral Science
- Biology
- Business
- Chemistry
- Dance
- Environmental Studies
- International Studies
- Mathematics
- Music
- Social Science
- Theatre Arts - Acting
- Theatre Arts - Directing

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

- Astrophysics
- Biology
- Business
- Chemistry
- Child Development
- Computer Information Systems
- Computer Science
- Computerized Composition
- Criminal Justice
- Electronics Technology
- Engineering
- Environmental Science
- Exotic Animal Training and Management
- Geology
- Graphic Design
- Interior Design
- Journalism
- Network Engineer
- Nursing Science
- Photography
- Photojournalism
- Physics
- Printing Technology
- Radio/Television
- Radiologic Technology

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 Associated 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 Vice President, Student and Educational Services. 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:

Accounting Applications
Computer Information Systems
Early Childhood Education
Electronics Technology
Exotic Animal Training and Management
Interior Design
Management
Microcomputer Applications
Music
Network Engineer
Printing Technology

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:

Drafting Technology/CAD
School Age Child Care

Information for Transfer Students

Admission with advanced standing to the California public four-year colleges and universities is guaranteed to all students of this state who meet the specified minimum requirements. These requirements are, basically, the completion of 56 acceptable¹ units of college level courses with a minimum overall grade point average (GPA) of 2.0 (for CSU) and 2.4 (for UC).

California's public four-year institutions are organized into two state-wide systems: nine campuses make up the University of California (UC) System and twenty campuses make up the California State University (CSU) System.² To insure admission to either of the systems students are advised to make application during the announced application-filing periods. Admission is not guaranteed to any particular campus of either system; nor is acceptance in the major area of the student's first choice assured. Because specific majors at some campuses may be impacted or may allow only limited enrollment, students may be redirected to campuses of their second choice for certain majors, or may need to change to a different major. Consequently, students are advised, and in some cases are required, to complete both the general education, or breadth, requirements and the lower-division courses required in the major before transferring to a four-year school. It is advantageous for students to choose the college or university of transfer as early in their educational careers as possible.

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 counselor.

¹The transfer credit for each Moorpark College course is shown with the course description in the Course Announcement section of this catalog.

²The UC system campuses: Berkeley, Davis, Irvine, Los Angeles, Riverside, San Diego, San Francisco, Santa Barbara, Santa Cruz. The CSU system campuses: Bakersfield, Chico, Dominguez Hills, Fresno, Fullerton, Hayward, Humboldt, Long Beach, Los Angeles, Monterey Bay, Northridge, Pomona, Sacramento, San Bernardino, San Diego, San Francisco, San Jose, San Luis Obispo, San Marcos, Sonoma, Stanislaus.

Transfer Requirements in General Education

General education, or breadth, 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 Lutheran University at Thousand Oaks.

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.

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. The IGETC will provide an option to the California State University General Education Requirements.

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 system without the need, after transfer, to take additional lower-division general education courses to satisfy campus General Education requirements.

Completion of the IGETC is not a requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division, gen-

eral education requirements of the CSU or UC prior to transfer. Students may find it advantageous to take courses fulfilling CSU's general education requirements or those of a particular UC campus. (Advanced Placement credit may be applied only to the first course in a sequence.)

Area 1: English Communication

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

Group A: English Composition, 1 course, 3 semester units.
Engl 1A.

Group B: Critical Thinking -- 1 course, 3 semester units.
Engl 01B, Engl 1C; Phil 5.

Group C: Oral Communication (CSU requirement only), 1 course, 3 semester units.
Spch 1, 2.

Area 2: Mathematical Concepts and Quantitative Reasoning
1 course, 3 semester units.

Math 5**, 7**, 14, 15, 16A, 16B, 25A**, 25B**.

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 1A, 1B, 1C, 2; Dance 1A; Hum 3, 4, 5, 6**, 18; Mus 1**, 6, 7, 8, 9A, 9B; Photo 2; ThA 1, 4A, 4B.

Humanities: Engl 1B, 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 29A, 29B, 30, 31, 33, 45, 46; Fr 3, 4; Ger 4; Hist 1A, 1B; Hum 10A, 10B; Ital 3, Japan 3; Phil 1, 2, 3, 4, 6, 11, 12; Spn 3, 4.

Area 4: Social and Behavioral Sciences

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

Anth 2, 3, 4, 6, 7, 9, 11; Ch St 1, 2, 4, 8; Econ 1, 2; Geog 2, 3, 4, 7, 10; Hist 1A*, 1B*, 3, 4, 5**, 6, 7A**, 7B**, 8, 9, 10, 12, 14, 15, 16; Pol Sc 1, 2, 3, 4, 8, 11; Psych 1A, 4, 5, 7, 8, 9, 13, 14; Soc 1, 2, 5, 7, 8; Urban 1A.

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: Astron 1, 1L(L), 2; Chem 1A(L), 1B(L), 12(L)**, 13(L)**; Env Sc 1(L); Geog 1, 1L(L), 5, 5L(L); Geol 1(L), 2, 2L(L), 3, 5, 21; Ph 1/1L(L)**, 10A/10AL(L)**, 10B/10BL(L)**, 20A/20AL(L)**, 20B/20BL(L); Phy Sc 1, 1L(L)**.

Biological Sciences: An 1(L)**; AnPhys 1, 1L(L); Anth 1; Biol 1(L)**, 2A(L), 2B(L), 3(L), 16, 17; Bot 1(L); Env Sc 2(L); Micro 1(L); Phys 1(L)**; Psych 1B; Zoo 1(L).

Language other than English (UC requirement only)

Complete 2 years of the same foreign language of high school level work with a grade of "C" or better OR earn a score of 3 or higher on the Foreign Language Advanced Placement Test, OR 550 on the College Board Achievement Test in Foreign Language OR complete 4-5 units from the courses below:

Fr 1, 2, 3, 4; Ger 1, 2, 3; Ital 1; Hebrew 1; Japan 1; Spn 1**, 1A and 1B, 2, 3, 4.

*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.

California State University System

Students admitted to the CSU system will be expected to possess basic competence in the English language and in mathematical computation. Each campus of that system must define appropriate entry level skills in the two subject areas and institute means for determining whether entering students possess such skills.

The CSU General Education-Breadth program calls for each student to complete a minimum of 48 semester units of requirements. Nine of those units must be after upper-division status is attained. At least nine of the 48 units must be earned at the campus granting the baccalaureate degree. Students should be aware that the 48-unit total is a minimum; some campuses of the

CSU system may elect to exceed this minimum in their General Education-Breadth Requirements.

The minimum 48 semester units for General Education-Breadth Requirements are distributed according to the following pattern:

Area A: A minimum of nine (9) semester units in communication in the English language, to include both oral and written communication, and in critical thinking, to include consideration of common fallacies in reasoning.

Area B: A minimum of twelve (12) semester units to include inquiry into the physical universe and its life forms, with some immediate participation in laboratory activity, and into mathematical concepts and quantitative reasoning and their applications.

Area C: A minimum of twelve (12) semester units among the arts, literature, philosophy and foreign language.

Area D: A minimum of twelve (12) semester units dealing with human social, political, and economic institutions and behavior and their historical background.

Area E: A minimum of three (3) semester units in study designed to equip human beings for life-long understanding and development of themselves as integrated physiological and psychological entities.

Each campus of the CSU system will be adopting its own pattern of requirements to be met for graduation, consistent with the minimum of 48 semester units. All students who intend to transfer to one of the CSU campuses have the responsibility to become acquainted with the General Education pattern for the schools to which they intend to transfer. The General Education-Breadth requirements at California State University, Northridge, vary from the basic CSU system pattern in total minimum units (52 rather than 48) and in the number of areas of study (6 rather than 5).

The six areas of the CSU Northridge General Education requirements are defined as follows:

Section A: Basic Subjects, includes those areas of study which develop skills which are essential in pursuing a university education.

Section B: Social Sciences, has as its purpose to familiarize the student with the kinds of questions to which social scientists address themselves and with the nature, scope and limits of the social science disciplines.

Section C: Natural Sciences, is designed to introduce the student to some of the fundamental scientific principles and to an understanding of the scientific method of inquiry.

Section D: Humanities, is designed to acquaint the student with the study of literature, the fine arts, and philosophy and religion.

Section E: Applied Arts and Sciences, is designed to develop the students' perspective of the role of the applied arts and sciences in the solution of current issues and problems.

Section F: Comparative Cultural Studies, is designed to give students an acquaintance with their own cultural heritage and also to give them a sympathetic understanding of the cultures of other nations and of minority groups within this nation.

Students will select a minimum of 52 units at CSUN in accordance with the pattern below:

Minimum CSUN General Education in the above areas are:

Section A:	Basic Subjects	12 units
Section B:	Social Sciences	9 units
Section C:	Natural Sciences	9 units
Section D:	Humanities	9 units
Section E:	Applied Arts and Sciences	4 units
Section F:	Comparative Cultural Studies	9 units

Moorpark College may certify a maximum of 39 semester units of lower-division General Education-Breadth requirements, with course work to be taken in five discrete areas that parallel the CSU pattern of distribution. The Moorpark College pattern of distribution maintains equal units among Areas A through D.

It is important that students understand that they are not required to follow Moorpark College's pattern of area units in order to satisfy the requirements at the CSU campus to which they transfer.

Because there are upper-division as well as lower-division units required for the baccalaureate degree *students may find more flexibility in their courses of study by not following Moorpark College's pattern but rather by following the pattern of a particular CSU campus.*

The Moorpark College distribution of the 39 lower-division units which may be certified follows the pattern shown below:

Area A:..... Communication/Critical Thinking..... 9 units

Area B:..... Natural Sciences/Mathematical Concepts.... 9 units

Area C: Arts, Literature, Philosophy and 9 units
Foreign Languages

Area D: Social, Political and Economic Institutions ... 9 units
and Behavior; Historical Background

Area E:..... Self Understanding/Development..... 3 units

The list of Moorpark College courses which may be used to satisfy the General Education requirements in the above five areas is shown following these important points to be kept in mind:

Pertinent points to keep in mind are:

1. No more than 39 semester units may be certified by Moorpark College. Should a student satisfy all the requirements in the five areas of the Moorpark College pattern, the college will certify to CSU institutions that the student has completed the minimum 39 lower-division units of the General Education-Breadth requirements.
2. Under the limitations set down by the CSU system, Moorpark College may certify no more than thirty (30) semester units in areas B through D inclusive.
3. Courses used to certify must be baccalaureate level and should have been completed at Moorpark College. However, Moorpark College may report completion of courses taken at other participating institutions provided all such courses would be certified by the institution offering them. Such courses shall be deemed to have been certified.
4. Although only 39 units may be certified by Moorpark College for the CSU General Education requirements, students may transfer a total of 70 units of baccalaureate level course work to any CSU system campus.
5. Students who plan to attend one of the campuses of the University of California or a private or out-of-state school consult the catalog of the particular school to determine the course work needed to meet General Education requirements at that institution.
6. Although it is not necessary for a student to complete an Associate Degree in order to transfer to a four-year school, many of the courses taken to satisfy Associate Degree requirements are transferable and, in many cases, may be used to meet transfer General Education requirements.
7. For additional information regarding California State University system general education requirements students should consult a counselor and check the CSUN Transfer Card.
8. Courses taken in the discipline of a student's major normally may not be used to fulfill General Education requirements.
9. The courses listed are subject to potential challenge by any of the schools of the CSU system.

Area A: Communication/Critical Thinking
9 units: One course from each group.

A1 - Oral Communication

Spch 1, 2

A2 - Written Communication

Engl 1A

A3 - Critical Thinking

Engl 1C

Phil 5, 7, 9

Spch 7

Area B: Natural Sciences/Mathematical Concepts

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

Astron 1, 1L, 2

Chem 1A(L), 1B(L), 12(L), 13(L)

Env Sc 1(L), 3

Geog 1, 1L, 5, 5L

Geol 1(L), 2, 2L, 3, 5, 21, 41, 61

Phy Sc 1/1L

Ph 1, 1L, 5, 5L, 10A/10AL, 10B/10BL, 20A/20AL, 20B/20BL

B2 - Life Science

An 1(L)

Anth 1

Biol 1(L), 2A(L), 2B(L), 3(L), 5(L), 16, 17

Bot 1(L)

Env Sc 2(L)

Micro 1(L)

Phys 1(L)

Psych 1B

Zoo 1(L)

B3 - Mathematical Concepts

Math 5, 6, 7, 13, 14, 15, 16A, 16B, 25A, 25B

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 1A, 1B, 1C, 2, 8A, 12A

Dance 01A, 10A, 11A, 12A, 14A

Hum 2, 3, 4, 5, 6

Mus 1, 6, 7, 8, 9A, 9B, 10, 21

Photo 1A, 2

ThA 1, 2A, 4A, 4B

C2 - Humanities

Engl 1B, 10A, 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 29A, 29B, 30, 31, 33, 45, 46

Fr 1, 2, 3, 4

Ger 1, 2, 3, 4

Hist 1A, 1B

Hum 10A, 10B, 18

Ital 1, 2, 3

Japan 1, 2, 3

Phil 1, 2, 3, 4, 6, 11, 12

Spn 1, 1A, 1B, 2, 3, 4, 41

Area D: Social, Political and Economic Institutions and Behavior; Historical Background

9 units: With courses taken in at least two disciplines.

D1 - Anthropology and Archaeology

Anth 2, 3, 4, 6, 7, 9, 11

D2 - Economics

Econ 1, 2

D3 - Ethnic Studies

Ch St 1, 2, 4

Hist 3, 14

Psych 14

D4 - Gender Studies

Hist 14

Hum 18, 19

Soc 7

D5 - Geography

Geog 2, 3, 4, 7, 10

D6 - History

Ch St 4

Hist 1A, 1B, 3, 4, 5, 6, 7A, 7B, 8, 9, 10, 12, 14, 16

D7 - Interdisciplinary Social or Behavioral Science

Bus 42

Hum 42

Journ 1

Phil 3

RT 1

D8 - Political Science, Government and Legal Institutions

Pol Sc 1, 2, 3, 4, 11

Urban 1A, 1B

D9 - Psychology

Psych 1A, 3, 4, 5, 7, 8, 9, 11, 13, 14, 30; Soc 5

D10 - Sociology and Criminology

Soc 1, 2, 4, 5, 6, 7, 8

Area E: Self Understanding/Development

3 units.

(No more than 1.5 units can be met by a PE activity course.)

CD 30

HE 1, 2, 5, 7

Hum 1

NtS 1, 4

PG 2

PE 1A, 2A, 2B, 3, 4, 5, 6A, 7, 8, 9, 11A, 13, 20A, 21, 26, 27, 28, 30, 38

Psych 1A, 3, 4, 5, 7, 8, 9, 10, 11, 13, 14, 30

Soc 5, 8

Spch 4

Satisfaction of Title V, Section 40404, 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

Ch St 4

Hist 3, 4, 5, 6, 7A, 7B, 12, 14

Government

Pol Sc 1, 3

Urban 1A

University of California, Los Angeles

College of Letters and Science

All entering students have the option of fulfilling the general education requirements as described below, or the Intersegmental General Education Transfer Curriculum.

BASIC PROFICIENCY LEVELS

English Composition -- Engl 1A or 1B with a grade of at least C or AP score of 4 or 5.

Quantitative Reasoning -- *One course from:* CS 10, 18; Math 7, 14, 15, 16A, 16B, 25A, 25B, 25C, 30, 31, 33, 35; Phil 9; or a Math SAT score of 600 or a CEEB Math score of 550.

Foreign Language -- *One course from:* Fr 2; Ger 2; Spn 2.

GENERAL EDUCATION REQUIREMENTS

Physical Sciences -- *Three courses or eight semester units, at least one course must have a lab component* (for Physical Science majors, only one course is required).

Astron 1, 1L; Chem 1A, 1B, 8, 8L, 12, 13; Env Sc 1; Geog 1, 1L, 5, 5L; Geol 1, 2, 2L, 3, 4, 5; Math 14, 16A, 16B, 25A, 25B; Phy Sc 1/1L; Ph 1, 10A/10AL, 10B/10BL, 20A/20AL, 20B/20BL, 20C/20CL.

Life Sciences -- *Three courses or eight semester units, at least one course must have a lab component* (for Life Science majors, only one course is required).

An 1; Anth 1; Biol 1, 2A, 2B, 3, 16, 17; Bot 1; Geog 7; Geol 5; Micro 1; Phys 1; Psych 1B; Zoo 1.

Social Sciences -- *Four courses:* Two from Historical Analysis and two from Social Analysis.

Historical Analysis -- (Historical Analysis majors are not required to satisfy this area.)

Ch St 4; Hist 1A, 1B, 3, 4, 5, 6, 7A, 7B, 9, 10, 15, 16; Hum 1.

Social Analysis -- (Social Analysis majors are not required to satisfy this area.)

Anth 2, 3; Ch St 1, 8; Econ 1, 2, 4; Env Sc 2; Geog 2, 3, 4, 7; Hum 19; Pol Sc 1, 2, 3, 4, 7, 8, 11; Psych 1A; Soc 1, 6; Urban 1A, 1B.

Humanities -- *Four courses:* One from Literature. No more than two from any other subgroup. (Humanities majors are required to take only one course, in addition to a literature course, for a total of 2 courses.)

Literature -- Engl 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 30, 31, 33.

Philosophy -- Phil 1, 2, 3, 11.

Language and Linguistics -- One semester of foreign language course 3 or above.

Culture & Civilization -- Anth 4, 6, 9; Ch St 2; Hum 10A, 10B; Spn 6.

Arts -- Art 1A, 1B, 1C, 2; Engl 20; Hum 2, 3, 4, 5, 6, 18; Mus 7, 8, 9A, 9B; ThA 1, 4A, 4B.

American History and Institutions -- This requirement does not count as part of the 32-unit minimum. One of the following courses:

Ch St 8; Hist 3, 4, 5, 6, 7A, 7B; Pol Sc 3.

32 SEMESTER UNITS MUST BE COMPLETED. *Courses from the major department are not applicable.* Required major preparatory courses from departments other than the major may be applied. Students need not take two from the group or subgroups which includes their major.

University of California, Los Angeles

School of the Arts

Students applying to the School of the Arts have the option of completing either the Intersegmental General Education Transfer Curriculum (recommended) OR the General Education Requirements of the School

The following courses will satisfy the *new* General Education Requirements for the School of the Arts.

English Composition

Engl 1A with a minimum grade of C or an AP score of 4. This course may not be taken on a Pass/No Pass basis.

Critical Reading and Writing

Engl 1B with a minimum grade of C or an AP score of 5. This course may not be taken on a Pass/No Pass basis.

Foreign Language

May be met by one of the following methods:

- (1) AP score of 3, 4, or 5 in French, German or Spanish;
- (2) completing one college-level foreign language course equivalent to UCLA's level 3 or above with an average grade of C or better;
- (3) presenting a UCLA foreign language proficiency examination score indicating competency through level 3.

NOTE: Foreign students may petition to use an advanced course in their native tongue for this requirement. A student whose entire secondary education has been taken in a language other than English may petition to be exempt from this requirement.

Courses to satisfy this requirement are:

Fr 2; Ger 2; Ital 2; Spn 2.

Mathematics

One course in mathematics, statistics or an introductory course in computers.

CIS 1; Math 14, 15, 16A, 16B, 20, 25A, 25B, 25C.

Science

Two courses from different departments in Physical or Biological Science.

An 1; AnPhys 1, 1L; Anth 1; Astron 1, 1L; Biol 1, 2A, 2B, 3, 5, 16, 17; Bot 1; Chem 1A, 1B, 8, 8L, 12, 13; Env Sc 1; Geog 1, 5; Geol 1, 2, 3, 4, 5; Micro 1; Phy Sc 1; Ph 1, 10A, 10B, 20A, 20B, 20C; Phys 1; Psych 1B; Zoo 1.

Social Science

Three courses, with at least one from each division.

Group A: Economics, History, Political Science

Ch St 1, 4, 8; Econ 1, 2, 4; Hist 1A, 1B, 3, 4, 5, 6, 7A, 7B, 9, 10, 15, 16; Hum 1; Pol Sc 1, 2, 3, 4, 7, 8, 11.

Group B: Anthropology, Geography, Psychology, Sociology, Women's Studies

Anth 2, 3; Geog 2, 3, 4, 7; Hum 19; Psych 1A; Soc 1, 6.

Humanities

Three courses, to include at least one in three of the four divisions.

Group A: Arts

Art 1A, 1B, 1C, 2 (not for Art or Design majors); Hum 2 (not for Art or Design majors), 3, 4, 5, 6, 18; Mus 7, 8, 9A, 9B (not for Ethnomusicology or Music majors); ThA 1, 4A, 4B.

Group B: Culture and Civilization

Anth 4, 6, 9; Ch St 2; Hum 10A, 10B.

Group C: Literature

Engl 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 30, 31, 33.

Group D: Philosophy/Religion

Phil 1, 2, 3, 11.

University of California, Santa Barbara

College of Letters and Sciences

Below are Moorpark College courses which satisfy UC Santa Barbara general education requirements for the College of Letters and Science.

Area A: English Reading and Composition - 2 courses required

English 1A, and 1B or 1C

Area B: Foreign Language - 1 course required

French 2; German 2; Italian 2; Spanish 2.

Area C: Science, Mathematics and Technology - 2 courses required

Anatomy/Physiology 1; Anatomy 1; Anthropology 1; Astronomy 1, 2; Biology 1, 2a, 16; Botany 1; Chemistry 1A, 12; Computer Information Systems 4A; Computer Science 2, 10, 18, 19, 30; Geography 1; Geology 1, 2, 5; Mathematics 15, 16a, 25A; Physics 1, 10A, 20A; Physiology 1; Zoology 1

Area D: Social Sciences - 2 courses required

Anthropology 2, 3, 4, 6; Chicano Studies 2, 4; Economics 1, 2; Geography 2; History 3, 4, 5, 6, 7A, 7B, 12; Political Science 1, 2, 3, 4; Psychology 1A, 4, 5, 8; Sociology 1, 5

Area E: Civilization and Thought - 1 two-course sequence required

History 01A and HIST 01B

Area F: Arts - 2 courses required for BA, 1 course for BS

Art 1A, 1B, 2, 3; Humanities 3, 4, 5, 6; Music 6, 7, 8, 9A, 9B; Photography 2; Theatre Arts 1, 4A, 4B
(not required for BFA or BM degrees)

Area G: Literature - 2 courses required for BA, 1 course for BS, BM, BFA degrees

English 13A, 13B, 14, 15A, 15B, 17, 18, 29A, 29B, 30, 31, 33, 46

Ethnicity Requirement - 1 course required

Anthropology 4, 6; Chicano Studies 1, 2, 4, 8; History 3, 4, 6; Political Science 7, 8; Sociology 6

American History and Institutions - 1 course required

Anthropology 6; Chicano Studies 1, 2, 4, 8; Criminal Justice 1; Economics 4; English 13A, 13B; History 3, 4, 5, 6, 7A, 7B, 8, 12; Political Science 1, 3, 7, 8, 11; Sociology 2, 6, 8; Urban Studies 1A

Additional Information

Courses used to satisfy general education requirements may simultaneously satisfy applicable major requirements. Courses used to satisfy Ethnicity, American History and Institutions, Non-Western Culture, and Quantitative Relationships requirements may simultaneously apply to Areas C through G of general education.

Foreign Language requirement may also be satisfied in one of the following ways:

1. The completion in high school of the third year of a foreign language with at least a C average in the third year.
2. A foreign language SAT II score of 500 or higher.
3. An Advanced Placement Examination in foreign language, passed with a score of 3, 4, or 5.
4. The completion in college of foreign language quarter course 3 or semester course 2. NOTE: Students who satisfy the foreign language requirement in this manner will be required to complete 4 additional overall and L&S units. See the General Catalog for details.
5. Pass a non-credit placement examination at UCSB after transfer.

American History and Institutions requirement may also be satisfied in one of the following ways:

1. After transfer, passing a non-credit exam in this subject offered by the UCSB Department of History the first week of each quarter.
2. A score of 3 or higher on the Advanced Placement Examination in American History or American Government.

Non - Western Culture

This requirement is considered satisfied if a student transfers with fewer than 4 omissions in Areas D, E, F, and G. Courses such as cultural anthropology, North American Indians, eastern religions and eastern philosophy satisfy this requirement. Courses that focus on the art, culture, history, literature, music or politics of non-western peoples will also apply. Courses must be at least three semester units.

Quantitative Relationships

This requirement is considered satisfied if Area C is entirely completed prior to transfer. Otherwise, courses in calculus, statistics, astronomy with lab, chemistry with lab, physics with lab, or physical geology with lab will apply.

Writing Requirement

This requirement is considered satisfied if Areas D, E, F, and G are fulfilled upon transfer to UCSB. Otherwise, the number of courses needed is determined by the number of omissions in these areas. Transfer courses do not apply, but the requirement is reduced for transfer students, at the time of admission, to the number of omissions in subject areas D through G.

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.

Check with the Counseling Office for current listing of CAN qualified courses.

Courses Qualified

California Articulation Number	Moorpark College Course	California Articulation Number	Moorpark College Course
CAN AJ 2	CJ 1, Intro to Criminal Justice	CAN GEOG 2	GEOG 1, Our Physical Environment
CAN AJ 4	CJ 2, Concepts of Criminal Law	CAN GEOG 4	GEOG 2, Cultural Environment
CAN AJ 6	CJ 4, Legal Aspects of Evidence	CAN GEOL 2	GEOL 2+2L, Physical Geology + Lab
CAN AJ 8	CJ 11, Criminal Investigation	CAN GOVT 2	POL SC 3, American Government & Politics
CAN ANTH 2	ANTH 1, Physical Anthropology	CAN H EC 2	NTS 1, Nutrition
CAN ANTH 4	ANTH 2, Cultural Anthropology	CAN HIST 2	HIST 1A, An Intro to Western Civilization
CAN ART 2	ART 1A, Art History	CAN HIST 4	HIST 1B, An Intro to Western Civilization
CAN ART 4	ART 1B, Art History	CAN HIST 8	HIST 7A, Social & Political History of the US
CAN ART 6	ART 8A, Beginning Ceramics	CAN HIST 10	HIST 7B, Social & Political History of the US
CAN ART 8	ART 12A, Drawing and Composition	CAN JOUR 2	JOURN 2, News Reporting and Writing
CAN ART 10	ART 16A, Painting	CAN JOUR 4	JOURN 1 OR RT 1, Media and Society
CAN ART 14	ART 4A, Color and Design	CAN MATH 8	MATH 6, Trigonometry
CAN ART 16	ART 4B, Three-Dimensional Design	CAN MATH 10	MATH 5, College Algebra
CAN ART 20	ART 15A, Beginning Printmaking	CAN MATH 16	MATH 7, College Algebra & Trigonometry
CAN BIOL 2	BIOL 2A, General Biology I	CAN MATH 18	MATH 25A, Calculus w/Analytic Geometry I
CAN BIOL 6	BOT 1, General Botany	CAN MATH 20	MATH 25B, Calculus w/Analytic Geometry II
CAN BIOL 10	AN 1, General Human Anatomy	CAN MATH 22	MATH 25C, Calculus w/Analytic Geometry III
CAN BIOL SEQ A	BIOL 2A + 2B, General Biology I & II	CAN MATH 24	MATH 35, Applied Differential Equations
CAN CHEM 2	CHEM 1A, General Chemistry	CAN MATH 30	MATH 16A, Applied Calculus I
CAN CHEM 4	CHEM 1B, General Chemistry	CAN MATH 32	MATH 16B, Applied Calculus II
CAN CSCI 4	CS 18+18L, Computer Programming-FORTRAN	CAN PHIL 2	PHIL 1, Introduction to Philosophy
CAN CSCI 8	CS 4A, Computer Programming I: COBOL	CAN PHIL 4	PHIL 2, Values and Society
CAN CSCI 10	CS 30 + 30L, Assembly Language + Lab	CAN PHIL 6	PHIL 7, Introduction to Logic
CAN DRAM 8	TH A 2A, Beginning Acting	CAN PHYS 2	PH 10A + 10AL, General Physics I + Lab
CAN ECON 2	ECON 2, Principles of Macro-Economics	CAN PHYS 4	PH 10B + 10BL, General Physics II + Lab
CAN ECON 4	ECON 1, Principles of Micro-Economics	CAN PHYS 8	PH 20A + 20AL, Mechanics of Solids & Fluids + Lab
CAN ENGL 2	ENGL 1A, English Composition	CAN PHYS 12	PH 20B + 20BL, Electricity & Magnetism + Lab
CAN ENGL 4	ENGL 1B, Literature: Critical Thinking/Comp	CAN PSY 2	PSYCH 1A, Introduction to Psychology
CAN ENGL 6	ENGL 10A, Creative Writing	CAN SOC 2	SOC 1, Introduction to Sociology
CAN ENGL 8	ENGL 15A, Survey of English Literature	CAN SOC 4	SOC 2, Social Problems
CAN ENGL 10	ENGL 15B, Survey of English Literature	CAN SPAN 10	SPN 4, Intermediate Spanish II
CAN ENGL 14	ENGL 13A, Major American Writers I	CAN STAT 2	MATH 15, Introductory Statistics
CAN ENGL 16	ENGL 13B, Major American Writers II		
CAN ENGR 2	ENGR 4, Engineering & Design/CAD		
CAN ENGR 4	ENGR 12, Engineering Materials		
CAN ENGR 6	ENGR 20+20L, Elect. I Engineering Fund. + Lab		
CAN ENGR 8	ENGR 16, Engin. Statics & Strength of Materials		

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. A maximum of 70 semester credits may be transferred from a community college.
2. Pass/Fail or Credit/No Credit courses may not be used to meet general education or major requirements. Credit by Examination will be allowed.
3. Both Bachelor of Arts and Bachelor of Science degrees are offered.
4. Most majors require at least 32 credits with 20-24 credits at the upper-division (Junior/Senior) level. Consult the CLU catalog for specific departmental requirements.
5. A personal, preliminary transfer evaluation may be obtained by contacting the Director of Transfer Programs at (805) 493-3135.
6. Courses which are technical, vocational or "personal enrichment" in nature are not transferable.

GENERAL EDUCATION REQUIREMENTS

Area I. Proficiencies

- A. Written Communication
 1. Engl 1A.
 2. Two courses; one must be upper division. (No Moorpark College equivalent available.) Those who transfer at the Junior or Senior level have only to complete the upper-division course in the student's major.
 - B. Oral Communication
 1. One course or passing score on the Oral Communication Proficiency Test to be taken at CLU (no credit given). Spch 1, 2, 5, 7.
 - C. Foreign Language
 1. Two sequential courses in one foreign language or successful completion of a foreign language course at the third semester level. Fr 1-4; Ger 1-4; Ital 1-3; Japan 1-3; Spn 1-4.
 - D. Computer Competency
 - Level 1: Waived for those students who have completed Engl 1A at Moorpark.
 - Level 2: No Moorpark College equivalent.
 - E. Mathematical Reasoning
 - College level math course or qualifying score on the CLU Math Placement Test.
 - OR
 - Complete with a C or better at Moorpark: Math 5, 6, 7, 10, 13, 14, 15, 16A, 16B, 25A, 25B, 25C or above.
- #### Area II. Perspectives
- A. Humanities
 1. History -- one course from: Any history course except Hist 22.
 2. Literature -- one course from: Engl 1B, 13A, 13B, 15A, 15B, 17, 18, 19, 20, 21, 30, 31, 33.
 3. Philosophy -- one course from: Phil 1, 2, 3.
 4. Religion -- two courses: Rel 100 at CLU and Phil 11 (waived for Junior level transfers).
 - B. Natural Sciences
 1. Two courses from different disciplines. One course must have a lab component: An 1; Biol 1, 2A, 2B, 3, 5; Bot 1; Chem 1A, 1B, 12, 13; Env Sc 1; Geog 1, 1L; Geol 1, 2, 2L; Micro 1; Phy Sc 1, 1L; Phys 1; and Physics with lab except 22; Zoo 1.
 - C. Social Sciences
 1. Two courses from different disciplines: Anth 2, 3, 4, 6; Econ 1, 2, 4, 30; Geog 2, 3, 4; Pol Sc 1-11 (Not California requirement); Psych 1-8; Soc 1-8.
 - 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 1A, 1B, 1C, 2, **4A-13D**, **16A-18D**; Dance **10A-51D**; Mus 1-2D, **3A**, 7-9B, **10-28** (except 22); Photo 1A-8; ThA 1, **2A-2D**, 3, 4A, 4B, **10-15B**, 16, **20**, 21, **23**, **24**. (Courses which are boldface meet the performance requirement.)

E. Health and Well-Being

1. NtS 4 or PE 2A.
2. Any other activity course.
3. A third PE activity course or HE 1 or 7.

(Note: Any students 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 45 or more units.
- B. American Studies: American History and Politics
 1. One course from: Hist 3, 4, 5, 6, 7A, 7B, 12; Pol Sc 1, 3; Urban 1A. (Students may not use this course to meet an additional requirement.)
- C. Gender and Ethnic Studies
 1. One course from: Anth 2, 4, 6, 9; Ch St 1, 2; Hist 12; Hum 18, 19; Pol Sc 7; Soc 6, 8.

Area IV. Integrated Studies

- A. Freshman Cluster
 - No Moorpark College equivalent. However, this requirement will be waived for those students who have completed Engl 1A before transferring, or have completed over 28 transferable units.
- B. Integrated Studies Capstone
 - One upper-division course after transfer.

Pepperdine University/Seaver College

GENERAL STUDIES REQUIREMENTS

English Composition (2 courses)

Engl 1A, 1B

Religion (2-3 courses)

To be completed at Pepperdine. Two courses are required for all transfer students; a third is required for students entering with fewer than 60 transferable semester units.

Western Heritage (4 courses)

- (1) Art 1A, 1B, 2; Hum 10A, 10B; Mus 8, 9A, 9B (one course)
- (2) Hist 1A or 1B (one course)
- (3) Two additional courses chosen from: Engl 15A, 15B, 30, 31, 33; Hist 1A, 1B; Hum 10A, 10B

These four courses will fulfill Seaver's 3-course sequence. Students completing only one of the above prior to transfer will still need all three Seaver courses.

Non-Western Heritage (1 course)

Anth 2; Hist 15, 16; Phil 11

American Heritage (2 courses)

Two courses chosen from:

- (1) Econ 1 or 2
- (2) Hist 5, 7A, or 7B
- (3) Pol Sc 1 or 3

Behavioral Science (1 course)

Psych 1A; Soc 1

Foreign Language (1 course)

Fr 3; Ger 3; Spn 3

First-year language study is also necessary for students who do not have the prerequisites to enroll in second-year foreign language.

Laboratory Science (1 course with laboratory)

An 1; AnPhys 1+1L; Astron 1+1L, 2+1L; Biol 1, 2A, 2B, 3, 5, 14; Bot 1; Chem 1A, 1B, 8+8L, 12, 13; Env Sc 1, 2; Geog 1+1L, 5+5L; Geol 1, 2+2L, 4; Micro 1; Phy Sc 1+1L; Ph 1+1L, 10+10AL, 20A+20AL; Phys 1; Zoo 1

Mathematics (1 course)

Math 5, 6, 7, 10, 13, 14, 15, 16A, 25A

Students needing a review of Intermediate Algebra should take it prior to transferring, as it is a prerequisite for all Seaver College math courses.

Speech & Rhetoric (1 course)

Spch 1, 2

Freshman Seminar (0-1 course)

To be completed at Pepperdine by students entering with 29 or fewer transferable semester units; waived for non-freshmen transfer students.

Physical Education (4 activity courses)

Students entering with 29 or fewer transferable semester units must take PE 100 at Seaver as one of their courses; non-freshmen transfers may take any four activity courses. Students must complete a minimum of four PE activity courses; a maximum of 4 semester units or 6 quarter units will apply toward graduation.

University of La Verne

GENERAL TRANSFER INFORMATION

Students who have a high school diploma, or equivalent, are eligible for admission to the University of La Verne. Transfer students may enter La Verne at the beginning of any semester. A total of 128 semester units are required for the B.S. degree, 44 of which must be upper-division, plus the completion of a specific major, and the general education requirements.

The University of La Verne will accept up to 84 semester units of lower division, transferable credit. These may include military credit and credit by CLEP examination; however, persons with military credit must see the ULV counselor before using such credit toward the AA/AS degree.

All courses completed under the associate degree will be acceptable at La Verne. Students without the associate degree will have their work evaluated on a course-by-course basis for transferability. Without an AA or AS degree, courses with a grade of D will not transfer. With an AA or AS, courses with a grade of D will transfer, however courses with a grade of D cannot be used to satisfy general education and / or major requirements.

A course taken to satisfy one area of General Education may NOT also be used to satisfy another area, but courses taken in the major may be used to satisfy General Education requirements. A grade of C or better is required to meet a specific requirement.

CAVEAT -- 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.

GENERAL EDUCATION REQUIREMENTS

Written English

Engl 1A and 1B.

Spoken English

One course from:
Spch 2, 3, 5, 7, 10A/B/C/D.

Physical Education

Two different courses (not team sports)

Aesthetic Experience

One experiential class in art, music, theatre, photography, or creative writing OR two semesters of music ensemble or music lessons, modern dance or ballet.

Aesthetic: Art 1A/B, 2, 3, 4A/B/C, 8A/B, 9A/B, 12A/B, 13A/B/C/D, 14A/B, 15A/B/C/D, 16A/B/C/D, 23, 24; Engl 10A/B; Mus 8, 9A/B, 17; Photo 1A/B, 2, 3; ThA 2A/B/C/D, 9, 10, 16.

Instruction: Dance 10A/B/C/D, 11A/B/C/D, 12A/B/C/D, 13A, 14A/B/C/D, 20A/B/C, 30A/B, 51A/B/C/D; Mus 10, 12, 15, 16, 17, 18, 19, 20, 21, 25A/B/C/D, 26, 32, 60J, 60K, 60P, 60T, 60V.

Mathematics

One course from:
Math 5, 7, 15, 16A/B.

Symbolic

One course from:
Programming: CS 1, 2, 10A/B/C, 18, 30.

Statistics: Math 15.

Elementary or Intermediate Foreign Language: Fr 1, 2, 3, 4; Ger 1, 2, 3, 4; Heb 1; Ital 1, 2, Japan 1, 2, Spn 1A/B, 2, 3, 4.

Logic: Phil 7, 9.

Music Theory: Mus 1.

Physical and Life Science

One course in Physical and one course in Life Science. One of the two courses must have a lab.

Physical Science: Astron 1, 1L, 2; Chem 1A/B, 8, 12, 13; Geol 1, 2, 2L, 3, 4, 5, 21, 41; Phy Sc 1, 1L; Ph 1, 1L, 10A/10AL, 10B/10BL.

Life Science: An 1; AnPhys 1; Biol 1, 2A/B, 3, 16; Bot 1; Phys 1; Zoo 1.

U.S. History

One course from:
Hist 5, 7A/B.

World Civilization

One course from:
Anth 2, 7; Hist 9, 10, 15, 16; Phil 11.

Social Science

One course from:
Econ 1, 2, 4; Geog 2, 3; Hist 5, 7A/B; Pol Sc 1, 2, 3, 11.

Behavioral Science

One course from:
Anth 1; Psych 1A, 7; Soc 1.

Humanities

Six semester units from two different areas:

Literature-Language: Engl 13A/B, 14, 15A/B, 17, 18, 19, 20, 21, 29A/B, 30, 31, 33, 45, 46, 60A, 60W; Fr 3, 4; Ger 3, 4; Ital 3; Japan 3; Spn 3, 4.

Philosophy-Religion: Phil 1, 2, 3, 7, 11.

Art-Music-Theatre Appreciation: Art 1A/B, 2; Mus 7, 8, 9A/B; ThA 1, 4A/B.

Humanities: Hum 1, 2, 3, 10A/B.

Transfer Curricula

The information on the following pages shows the requirements for advanced standing in selected majors at four-year institutions to which Moorpark College students normally transfer. Major requirements at other colleges and universities will be similar, but *students should refer to the catalogs of the schools to which they expect to transfer and consult with a counselor for more complete information.*

Each of the 22 campuses of the California State Universities and Colleges and the nine campuses of the University of California accepts the maximum of 70 semester units in transferable courses completed in a community college.

The curricula show those Moorpark College courses which may be used to meet the lower-division requirements for most of the majors selected by Moorpark students. This information is subject to change.

For Liberal Studies and Health Sciences majors please see the listing of courses under these headings in the Announcement of Courses section.

Anthropology

Major requirements for upper-division standing at:

California State University, Northridge: Anth 1, 2.

University of California, Berkeley: Anth 1, 2, 3.

University of California, Davis: (B.A.) Anth 1, 2, 3; Math 15; Geog 1, 1L; (B.S.) Anth 1, 2, 3; Biol 2A; Bot 1; Chem 1A, 1B; Chem 8, 8L; Math 25A or Math 16A; Math 15; Zoo 1.

Art

Major requirements for upper-division standing at:

California State University, Northridge: Art 1A, 1B, 4A, 4B, 12A,

13A, and 6-10 units of Art electives. (exclude Art 2)

UC Riverside: Art 1A, 1B; Photo 1A

Biology

Major requirements for upper-division standing at:

California State University, Northridge: (B.A.) Biol 2A, 2B; Chem 1A, 1B; Math 7; Ph 10A/10AL, 10B/10BL.

Select one of the following options for BS degree:

Cellular and Molecular - Environmental - Microbiology; - Medical Technology - Marine Biology.

University of California, Los Angeles: Bio 2A, 2B; Chem 1A, 1B, 7A, 7B, Math 25A, 25B, Ph 20A/B/C with labs

Business

Major requirements for upper-division standing at:

California Lutheran University: (B.A.) - Bus 2A, 2B, 30; Econ 2; Math 14.

(B.S.) - Bus 2A, 2B, 2C; Econ 1, 2; Math 14.

California State University, Chico: Bus 2A, 2B, 2C, 33; Econ 1, 2; Math 15, 16A or 25A. Additional requirements for options.

University of California: Berkeley: Bus 2A, 2B, CS 18/18L; Econ 1, 2; Math 15, 25A, 25B; Foreign language through Level 2 (or three years of high school foreign language with "C" or better). Engl 1A, 1B, 1C.

University of California, Riverside: Bus 2A, 2B, 2C; Econ 1, 2; Math 25A, 25B, 31, 15, CIS 1, 1L.

Chemistry

Major requirements for upper-division standing at:

California State University, Northridge: (B.A.): Chem 1A, 1B; Math 16A, 16B; Ph 10A/10AL, 10B/10BL. (B.S.): Chem 1A, 1B; Math 25A, 25B, 25C, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL. Biochemistry option: Add Biol 2A, 2B. Environmental Option: Add Phys 1.

University of California, Riverside: Chem 1A, 1B, Engl 1A, 1B or 1C; Math 25A, 25B, 25C; Ph 10AB with Labs or Ph 20ABC with Labs. (B.S.): Add Math 25C, 35; Ph 7A, 7B

Chicano Studies

Major requirements for upper-division standing at:

California State University, Northridge: Ch St 2 (or Anth 4).

California State University, Fresno: Ch St 1 or 2

Child Development

Major requirements for upper-division standing at:

California State University, Northridge: Math 15; Phys 1 or Psych 1B. Up to 12 units of approved electives may apply in the major.

See counselor.

California State University, Fresno: CD 30, 39A, 42; Psych 1A; Soc 1.

Computer Science

Major requirements for upper-division standing at:

California State University, Fresno: CS 10/10L, 20/20L; Math 25A, 25B; Phil 5 or 7; Ph 10A/10AL, 10B/10BL or Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Riverside: CS 10A/10AL, 10B/10BL, 30/30L; Engr 20; Math 25A, 25B, 25C, 35; Chem 1A; Ph 20A/B/C with labs; Engl 1A, 1B or 1C.

Criminal Justice

Major requirements for upper-division standing at:

California Lutheran University: CJ 1, 2.

San Diego State University: CJ 1; Math 15; Soc 1, 2.

Dance

Major requirements for upper-division standing at:

University of California, Riverside: Dance 12A, 12B, 12C, 14A, 14B; 4 units from Dance 10A/B/C, 13A/B, 31A/B.

San Jose State University: AnPhys 1/1L; Dance 10C, 11C, 12C.

Earth Science

Major requirements for upper-division standing at:

California State University, Northridge: Chem 1A/1B; Geog 5; Geol 2; Math 15 or 16A or 25A; Ph 10A/10AL, 10B/10BL.

Economics

Major requirements for upper-division standing at:

California State University, Fresno: Econ 1, 2.

University of California, Davis: Econ 1, 2; Math 15, 25A, 25B, 25C, 31.

University of California, Los Angeles: Bus 2A, 2B; Econ 1, 2; Engl 1B; Math 15, 25A, 25B.

Engineering

Major requirements for upper-division standing at:

California State University, Northridge: Chem 1A; Engr 4, 12, 16*, 20/20L; Engl 1A; Math 25A, 25B, 25C, 35; Ph 20A/20AL, 20B/20BL; Chem 1B or Ph 20C/20CL.

*Engr 227L to be taken after transfer.

English

Major requirements for upper-division standing at:

California State University, Northridge: Option I - Literature: Engl 14, 19, 20. (3 units) from: Engl 13A or 13B, 15A, 15B. Option II - Writing: Engl 10A or 10B and 3 units Engl 13A, 13B, 15A, 15B.

University of California, Davis: Engl 1A or 1B, 14, 15A, 15B.

Environmental Science

Major requirements for upper-division standing at:

California State University, Northridge: Environmental and Occupational Health Program: Biol 2A; Chem 1A and 1B or 12 and 13, 8, 8L; Math 7; Micro 1; Ph 10A/10AL, 10B/10BL; Phys 1; Psych 1A; Soc 1.

University of California, Riverside: Env Sc 1/1L; Engl 1A, 1B or 1C; Chem 1A, 1B; CIS 1, 1L or CS 1/1L; Math 7; PolSc 3; Additional requirements for options in: Natural Science, Social Science, Soil Science, and Environmental Toxicology.

University of California, Santa Barbara: Environmental Studies: Econ 1; Env Sc 1, 2; Geog 1 or Geol 2, 2L. Social Science/Humanities emphasis: Anth 2; Chem 1A or 12; Math 15, 16A, 16B; Pol Sc 3. Natural Science emphasis: Biol 2A, 2B; Chem 1A, 1B; Math 15, 25A, 25B, 25C, 35; Ph 10A/10AL, 10B/10BL or Ph 20A/20AL, 20B/20BL.

French

Major requirements for upper-division standing at:

California State University, Fresno: Fr 1, 2, 3, 4.

California State University, Northridge: FRENCH: Engl 30 and 31.

Additional lower-division courses to be taken at CSUN.

University of California, Davis: Fr 1, 2, 3, 4; Hist 1A, 1B.

Geography

Major requirements for upper-division standing at:

California State University, Northridge: Select one course from each of the following categories: : Geog 1 or 5. Human: Geog 2, 3, 4 or 7.

University of California, Davis: (B.S.) Biol 2A; Chem 1A, 1B; CS 1, 1L, or 10A/10AL; Math 15, 25A, 25B or Math 25A, 25B, 25C; Zoo 1 or Bot 1 or Geol 4 or Ph 10A/10AL, 10B/10BL.

Geological Sciences

Major requirements for upper-division standing at:

California State University, Northridge: (Geology option): Chem 1A, 1B; CS 10/10L; Geol 2, 3; Math 25A; Ph 10A/10AL, 10B/10BL or 20A/20AL, 20B/20BL; and two courses from: Math 15, Math 25B, CS 10A/L, or Ph 20C/20CL. (Geophysics option): Chem 1A, 1B; CS 10/10L, 18/18L; Geol 2; Math 15, 25ABC, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Davis: Chem 1A, 1B; Geol 2, 2L, 3, 4; Math 25A, 25B; Ph 10A/10AL, 10B/10BL.

German

Major requirements for upper-division standing at:

California State University, Fresno: Ger 1, 2, 3, 4.

California State University, Northridge: GERMAN: Engl 30 and 31;

Ger 3, 4. Additional lower-division courses to be taken at CSUN.

University of California, Davis: Ger 1, 2, 3, 4.

History

Major requirements for upper-division standing at:

California State University, Northridge: Hist 1A or 1B; 7A or 7B; 10 or 15 or 16

University of California, Riverside: Three courses from: Hist 1A, 1B, 7A 9, 15.

Humanities

Major requirements for upper-division standing at:

California State University, Northridge: Art 1A or 1B or 2; Hum 10A, 10B; Mus 8. Majors are required to demonstrate foreign language proficiency exam at the 1-2 level.

California State University, Chico: Hum 2; additional courses after transfer

Interior Design

Major requirements for upper-division standing at:

California State University, Fresno: Art 1B, 4A, 12A; DT 2; Engl 1A; Hist 7A or 7B; ID 5; Math 15; Phil 5 or 7; Photo 1A; Pol Sc 3; Psych 1A; Spch 1.

San Jose State University: Art 1A, 1B, 4A or 4B, 12A; additional requirements after transfer.

Journalism

Major requirements for upper-division standing at:

California State University, Fresno: Journ 1, 2, 8.

California State University, Northridge: Journ 2. (No more than 12 units in Journalism may be transferred from Moorpark.)

Mathematics

Major requirements for upper-division standing at:

California State University, Northridge: CS 10/10L; Math 25A, 25B, 25C, 31; Phil 9; Ph 20A/20AL, 20B/20BL.

University of California, Berkeley: Math 25A, 25B, 25C, 31, 35.

University of California, Davis: (B.A.) CS 10/10L or 18/18L; Math 25A, 25B, 25C, 31, 35; Ph 20A/20AL. (B.S.) add: Math 15; Ph 20BC with Labs.

Nutritional Science

Major requirements for upper-division standing at:

California State University, Northridge: Dietetics: Biol 2A; Chem 8, 8L, 12, 13; Engl 1A; Math 3 (for ADA requirement); Micro 1; Phys 1; Psych 1A; Soc 1; Spch 1.

University of California, Davis: Biol 2A; Bot 1; Chem 1A, 1B, 8, 8L; CS 1/1L; Math 15, 25A; 25B; Zoo 1.

Philosophy

Major requirements for upper-division standing at:

California State University, Fresno: Phil 5 or 7 or 9. See counselor for courses for options.

California State University, Northridge: Phil 9; additional lower-division courses to be taken after transfer.

University of California, Riverside: Phil 5 or 7, 9.

Physical Education

Major requirements for upper-division standing at:

California State University, Northridge: Core courses: An 1; Biol 1 or 2A; Phys 1; five units of professional activities.

Selected activities courses may substitute for these courses.

Contact CSUN Physical Education Department for details.

Physics

Major requirements for upper-division standing at:

California State University, Northridge: Core courses: Chem 1A; Math 25A, 25B, 25C; Ph 20A/20AL, 20B/20BL, 20C/20CL.

Physics option: Engr 20/20L

University of California, Davis: Chem 1A, 1B; CS 18/18L; Math 25A, 25B, 25C, 31, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

Political Science

Major requirements for upper-division standing at:

California State University, Northridge: Pol Sc 2, 3, 4.

University of California, Davis: Hist 1A, 1B; Pol Sc 2, 3, 4.

University of California, Santa Barbara: Econ 1, 2; Hist 1A, 1B (or 7A, 7B for Public Service emphasis only); Pol Sc 2 or 4, and Pol Sc 3, 10. International Relations must add Foreign Language 1, 2, 3, 4; Geog 4; Psych 5/Soc 5. Public Service must add Bus 2ABC; one course from CIS 4A or 4B or CS 10 or 18.

Psychology

Major requirements for upper-division standing at:

University of California, Davis: Biol 2A or Biol 1 and Anth 1; Math 15; Psych 1A.

Radio--Television--Film

Major requirements for upper-division standing at:

California State University, Northridge: Hum 3 or 4; RT 1, 3A or 7A.

San Diego State University: RT 1, 3A, 5, 7A; Hum 3

Religious Studies

Major requirements for upper-division standing at:

California State University, Northridge: Phil 11; other lower-division courses to be taken after transfer.

Sociology

Major requirements for upper-division standing at:

California State University, Northridge: Math 15; Soc 1, 3.

University of California, Davis: Anth 2; Phil 1 or 2; Soc 1 or 2, 5; one course from: Hist 1B, 7A, 7B, 10, 15, 16.

Spanish

Major requirements for upper-division standing at:

California State University, Northridge: SPANISH: Engl 30 and 31;

Spn 3, 4. Additional lower-division courses to be taken at CSUN.

University of California, Davis: Spn 1, 2, 3, 4.

Speech

Major requirements for upper-division standing at:

California State University, Northridge: Communication Studies option: Hum 3 or 4. General Major option: Spch 5, additional lower-division courses to be taken after transfer.

Theatre Arts

Major requirements for upper-division standing at:

California State University, Fresno: ThA 2A, 10, 20; (Acting) ThA 2B, 3; (General) ThA 2B or 3. (Dance) ThA 2A, 20

California State University, Northridge: ThA 1, 2A, 2B, 2C, 20, 23, 24. Th 300 to be taken after transfer.

Urban Studies

Major requirements for upper-division standing at:

California State University, Northridge: Econ 1, 2; Urban 1A.

Techniques Option: CS 10A/10AL and CIS 4A or 3A.

Political-Humanistics Option: Hist 3

Programs, Transfer Majors and Announcement of Courses

Announcement of Courses

In the section that follows there appears a brief description of every course in the Moorpark College curriculum. Included with each description is information regarding the unit value of the course, the weekly hours or total hours of the course meetings, and the transfer status of the course. In the case of those courses for which there are prerequisites (i.e., previous preparation of some nature is required), such prerequisites are stated before the course description is given.

The transfer status of the course with regard to the California State University and College system (CSU) and the University of California system (UC) is indicated following the course description. The course may be accepted for credit by the CSU system only, by both the CSU and UC systems, or by neither system. For some courses there are limitations to the credit granted in the UC system. It is emphasized that the limitations apply to the UC system only; each credit limitation is explained. In those instances where UC transfer credit is shown as pending, a counselor should be consulted. Should no transfer credit statement appear following a course description, that course is not acceptable for credit at any of the California public four-year institutions and, normally, not acceptable at private or out-of-state institutions as well.

Special Note:

- 1) The designations (*F*) indicates that the class is offered in the Fall only; the designations (*S*) indicates that the class is offered in the Spring only.
- 2) ★ Denotes course must be taken for Credit/No Credit.
- 3) The University of California system will accept a total of 6 units in any and all transferable courses numbered 22 or 60.

Adapted Computer Technology

All Adapted Computer Technology courses are listed with the Special Education courses. Refer to that section alphabetically for full course information.

Anatomy Anatomy/Physiology

All Anatomy and Anatomy/Physiology courses are listed with the Biology courses. Refer to that section alphabetically for full course information.

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	Expedition Guide
Environmental Impact Analyst	Population Analyst
Health Researcher	Recreation Specialist
Urban Planner Assistant	Travel Consultant
Exhibit Designer	Tour Guide
Cultural Resource Management	Museum Curator

Faculty

Full-Time	Part-Time	Counselor
John Baker	Diane Brabant	Mike Johnson
Robert Lopez	Charles Eastman	Ofelia Romero-
Thomas McAdam	Nadine Mandel-Toren	Motlaugh
Jack Reynolds	Michele Titus	

■ Archaeology

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 Archaeology. 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 the student 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 Archaeology. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards active participation in archaeological research projects.

Required Courses:	Units
AREA A: Core courses in Anthropology, in the order recommended, for a total of 9 units.	
Anth 3 Archaeology.....	3
Anth 2 Cultural Anthropology.....	3
Anth 1 Physical Anthropology.....	3
AREA B: Practical courses in Archaeological methodology for a total of 18 units. Courses in this area may be repeated two times.	
Anth 5 Archaeological Field Methods.....	3
Anth 10 Archaeological Reconnaissance.....	3
Anth 12 Archaeological Laboratory Procedures.....	3
AREA C: Electives for a total of 18 units selected from the following courses. Those courses indicated by (2X) may be repeated two times in this area.	
Anth 5 Archaeological Field Methods (2X).....	3
Anth 10 Archaeological Reconnaissance (2X).....	3
Anth 12 Archaeological Laboratory Procedures (2X).....	3
Anth 60C..... Indians of California.....	3

Anth 60I.....The Chumash and Their Neighbors.....	3
Anth 60R.....Archaeological Research Methods (2X).....	3
Anth 60S.....Introductory Archaeological Field Methods Supervision (2X).....	3
Biol 5.....Field Biology.....	3
Geog 6.....Map Use and Interpretation.....	2
Geol 4.....Mineralogy.....	4
Geol 21.....Geology of California.....	3
Photo 1A.....Beginning Photography.....	3
Total minimum units required in major area -- 45	

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

Anthropology Courses

ANTH 1 -- 3 Units

Physical Anthropology

Class Hours: 3 lecture

This course on human evolution and diversity includes such areas as genetics, evolution, primatology, paleontology, human variation and bicultural adaptation. *Transfer credit: CSU; UC. CAN: ANTH 2*

ANTH 2 -- 3 Units

Cultural Anthropology

Class Hours: 3 lecture

This course focuses upon the basic concepts and methods for analyzing cultural systems, illustrated with examples drawn largely from non-western societies. Emphasis will be on the structure and evolution of human behavior in all major aspects of cultures. *Transfer credit: CSU; UC. CAN: ANTH 4*

ANTH 3 -- 3 Units

Archaeology

Class Hours: 3 lecture

This course is an introduction to the history, goals, and methods of Archaeology. Emphasis will be on methods of interpreting and dating the prehistoric past through the rise of complex societies. Special emphasis will be placed on the archaeology of the New World and Ventura County in particular. *Transfer credit: CSU; UC*

ANTH 4 -- 3 Units

Chicano Culture*

Class Hours: 3 lecture

This study of the social and cultural heritage of the Chicano emphasizes middle American civilizations, and includes the cultural evolution of the Chicano, from the Spanish conquest to present-day America. The course is concerned with the contributions made by the Chicanos to the United States culture, especially in the fine arts, literature, and orally-transmitted heritage. (co-numbered Ch St 2) *Transfer credit: CSU; UC*

ANTH 5 -- 3 Units

Archaeological Field Methods

Prerequisite: Anth 3 or concurrent enrollment in Anth 3 or equivalent

Class Hours: 1 lecture, 6 laboratory

This is a course in practical archaeology that is intended for students who desire to expand their existing knowledge of archaeological inquiry. The emphasis of this course will be on actual site excavation and primary sorting of artifactual materials. May be taken four (4) times for credit. *Transfer credit: CSU*

ANTH 6 -- 3 Units

Introduction to Native American Studies*

Class Hours: 3 lecture

This course will be a broad survey of the origins, development, and attainments of Native Americans within the United States. *Transfer credit: CSU; UC*

ANTH 7 -- 3 Units

Peoples and Cultures of the World

Class Hours: 3 lecture

This class surveys various peoples and cultures around the world. Emphasis is on the different subsistence strategies which these groups employ to ensure their survival and on the effects these strategies have upon such factors as their social structure, belief system, and economic organization. *Transfer credit: CSU; UC*

ANTH 9 -- 3 Units
Anthropology of Women

Class Hours: 3 lecture

This course is an exploration of women's roles, stereotypes, and contributions, past and present. Drawing upon case studies from both traditional and contemporary world cultures, the course examines relationships among gender, kinship, economics, politics, myth and ideology. *Transfer credit: CSU; UC*

ANTH 10 -- 3 Units
Archaeological Reconnaissance

Prerequisite: Anth 3 or concurrent enrollment in Anth 3 or its equivalent
Class Hours: 1 lecture, 6 laboratory

This is a course in the practical application of a specific aspect of archaeological field research -- the discovery, evaluation, and recording of cultural resources. Students will be exposed to the use of a compass, evaluation of soil and terrain formations, plant resources, urban disturbance, and various data reporting techniques. May be taken four (4) times for credit. *Transfer credit: CSU*

ANTH 11 -- 3 Units
The Anthropology of Magic, Witchcraft and Religion

Class Hours: 3 lecture

This course will survey the various ways in which societies attempt to deal with the supernatural. Specifically, the course will focus on such topics as religion as a fact in nature, the Shaman as a religious specialist, classification of religions across cultures, ethnomedicine, and the relationship between science and religion. *Transfer credit: CSU; UC*

ANTH 12 -- 3 Units
Archaeological Laboratory Procedures

Prerequisite: Anth 3 or equivalent

Class Hours: 3 lecture

This course is an actual hands-on experience working with archaeological collections. Students will be taken through initial processing, sorting, washing, stabilizing and, finally, cataloging. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

ANTH 22A/B -- .5-3/5-3 Units
Independent Studies in Anthropology

Prerequisite: A previous course in Anthropology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of anthropology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ANTH 60A-Z -- 1-3 Units
Topics in Anthropology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Anthropology not covered in detail in the general Anthropology course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60C -- 3 Units
Indians of California

Class Hours: 3 lecture

This course offers students a multidimensional look at the aboriginal inhabitants of California before and since European contact.

60I -- 3 Units
The Chumash and Their Neighbors

Class Hours: 3 lecture

This will be an in-depth look at the Chumash, the major aboriginal population to occupy Ventura County in pre-contact times. Major consideration will be given to their social, political, and economic

structure and to their relations with their aboriginal neighbors and the later Spanish Colonial establishment.

60J -- 3 Units
Egyptology: Archaeology of the Land of the Pharaohs

Class Hours: 3 lecture

This course will emphasize the archaeological contributions to a better understanding of the historical and cultural development of ancient Egypt.

60R -- 3 Units
Anthropological Research Methods

Prerequisite: A previous course in Anthropology

Class Hours: 2 lecture, 3 laboratory

This is a course in the method and madness of undertaking various selected aspects of anthropological research. Students will be taught to use the tools of research through their explanation and application on actual research projects. May be taken four (4) times for credit.

60S -- 3 Units
Introductory Archaeological Field Methods Supervision*

Prerequisite: 12 units of Anth 5

Class Hours: 1 lecture, 6 laboratory

This course is designed to introduce an advanced student of Archaeology Field Methods to the training and management of an inexperienced "Pit Crew." May be taken four (4) times for credit.

*These courses are offered periodically.

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

Faculty

Full-Time	Part-Time	Counselors
Kirk Aiken	Lynn Creighton	José de la Peña
Christine Marx	William Dodgen	Don Henderson
Jack Noyes	Suzanne Duca	
Frank Sardisco	Richard Flores	
	Gaye Laguire	
	Gulhis Monezis	
	Margaret Phelps	
	Gerald Swigger	
	Bonese Turner	

■ Art

Associate in Arts Degree

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

Required Courses:	Units
Art 1A..... Art History	3
Art 1B..... Art History	3
Art 4A..... Color and Design	3
Art 4B..... Three-Dimensional Design	3
Art 12A..... Drawing and Composition	3
Art 12B..... Drawing and Composition	3
Art 13A..... Life Drawing	3

Required Additional Courses:

Select six (6) additional units of any other art or graphic communication/design courses.

Total minimum units required in major area -- 27

Recommended Courses: Art 2, 8A, 15A, 16A; GC 20; GRD 30; Photo 1A

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

Art Courses

Students planning to take more than 16 units of Art courses marked with * and/or more than 12 units of those marked with † (and Photography courses marked with *) should consult a counselor. The UC system accepts only that limited number of units in the respective cases.

ART 1A -- 3 Units

Art History (F)

Class Hours: 3 lecture

This survey of the history of art of the western world, from prehistoric times to the middle ages, includes ancient, medieval, classic, early Christian and Byzantine art. Emphasis is placed on techniques in

architecture, painting and sculpture as well as an examination of the key figures in art history. This course is required for art majors. *Transfer credit: CSU; UC. CAN: ART 2*

ART 1B -- 3 Units

Art History (S)

Class Hours: 3 lecture

The history of art of the western world from the middle ages to modern times continues an emphasis on the techniques of producing art as well as examination of the key figures in art history. This course is required for art majors. *Transfer credit: CSU; UC. CAN: ART 4*

ART 1C -- 3 Units

Art History

Class Hours: 3 lecture

This course investigates the theory and practice of the visual arts from about 1850 to the present by examining the various movements and how they reflect social and technological changes in the modern era. *Transfer credit: CSU; UC*

ART 2 -- 3 Units

Art Appreciation

Class Hours: 3 lecture

Through a study of the major techniques used by artists working in diverse media, this course helps students to develop informed perceptions and evaluations of works of art and to understand them in their historical and cultural contexts. *Transfer credit: CSU; UC (not recommended for Art majors)*

ART 4A -- 3 Units

Color and Design

Class Hours: 2 lecture, 3 laboratory

This basic course provides background in the use of design principles. Students are given specific problems in line, shape, texture, form, and the principles of abstraction. Emphasis is placed on color theory and its practical applications. Weekly projects will be introduced by one hour of lecture and the results will be evaluated by a one-two hour critique. *Transfer credit: CSU; UC†. CAN: ART 14*

ART 4B -- 3 Units

Three-Dimensional Design

Prerequisite: Art 4A

Class Hours: 2 lecture, 3 laboratory

Aspects of 3D design will be studied including the application of 2D design principles to the third dimension. Students will create form through interaction with various materials including clay, plaster, wire, found objects, papier-mache, and cardboard employing additive and subtractive techniques and various construction methods. *Transfer credit: CSU; UC. CAN: ART 16*

ART 4C -- 3 Units

Advanced Problems in Color and Design

Prerequisite: Art 4A

Class Hours: 2 lecture, 3 laboratory

This class is a further exploration of the two-dimensional design concepts mastered in Art 4A. Students are given advanced problems in line, shape, texture, form and specific subject matter as design motif. Emphasis is placed on both personal creativity expressed through standards of established criteria of excellence and a deeper study of principles as they apply to industry and commercial design. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

ART 8A -- 3 Units

Beginning Ceramics

Class Hours: 1 lecture, 6 laboratory

Students receive practice in the techniques of elementary clay construction, including pinch, coil and slab methods, as well as an introduction to the potter's wheel, glazing and firing techniques. *Transfer credit: CSU; UC†. CAN: ART 6*

ART 8B -- 3 Units

Beginning Ceramics

Prerequisite: Art 8A

Class Hours: 1 lecture, 6 laboratory

In addition to practicing the techniques of elementary clay construction, including pinch, coil and slab methods, students experiment in sculptural forms and in the development of glazes, decoration and firing methods. *Transfer credit: CSU; UC†*

ART 9A -- 3 Units

Ceramic Design

Prerequisites: Art 8B and Art 4A

Class Hours: 1 lecture, 6 laboratory

This is an advanced study in ceramics, with emphasis on exploration of clay bodies, glaze materials, glaze calculations, firing, and independent projects. The course is designed to develop growth and individual creative expression. *Transfer credit: CSU; UC†*

ART 9B -- 3 Units

Ceramic Design

Prerequisite: Art 9A

Class Hours: 1 lecture, 6 laboratory

Students make a more in-depth study of ceramics, with emphasis on clay bodies, glaze materials, glaze calculations, firing, and independent projects. *Transfer credit: CSU; UC†*

ART 12A -- 3 Units

Drawing and Composition

Class Hours: 1 lecture, 6 laboratory

Basic drawing experience stresses graphic representation of objects through a variety of media and techniques; particular emphasis is placed on the fundamental means of pictorial composition, depth perception, perspective and rendering. *Transfer credit: CSU; UC*. CAN: ART 8*

ART 12B -- 3 Units

Drawing and Composition

Prerequisite: Art 12A

Class Hours: 1 lecture, 6 laboratory

The drawing media of pen and ink and watercolor washes are further explored. Advanced problems in rendering, concepts of illustrative drawing and concepts of analytic abstraction will also be dealt with. *Transfer credit: CSU; UC**

ART 13A -- 3 Units

Life Drawing

Prerequisite: Art 12A or equivalent

Class Hours: 1 lecture, 6 laboratory

Students will learn to draw the human figure from the live model. Emphasis is placed on structure, proportion, form and composition, as well as on practice in the use of linear and tonal concepts. Many different media will be explored, including charcoal, conte crayon, pencil, pen and ink. *Transfer credit: CSU; UC**

ART 13B -- 3 Units

Life Drawing

Prerequisite: Art 13A

Class Hours: 1 lecture, 6 laboratory

Exercising freedom of expression, students learn how to draw the human figure from the live model. Emphasis is placed upon structure, proportion form and composition. The student will be expected to have mastered the elements of Art 13A. *Transfer credit: CSU; UC**

ART 13C/D -- 3/3 Units

Life Drawing

Prerequisites: Art 13B for 13C; Art 13C for 13D

Class Hours: 1 lecture, 6 laboratory

Students will draw the human figure, beginning with a skeletal structure, using many media, including charcoal, pencil, pen and ink, conte crayon and pastels. Emphasis is placed on structure, proportion, form and composition, as well as on practice in the use of linear and tonal concepts. *Transfer credit: CSU; UC**

ART 14A -- 2 Units

Silk Screen-Serigraph Printmaking

Prerequisite: Art 4A

Class Hours: 6 laboratory

In this introduction to and study of silk screen as an artist's tool in printmaking, students will construct a silk screen and learn basic techniques. Particular emphasis is given to various inks, stopouts and their solvents. Group and individual critiques are made. *Transfer credit: CSU; UC†*

ART 14B -- 2 Units

Advanced Silk Screen-Serigraph Printmaking

Prerequisite: Art 14A

Class Hours: 6 laboratory

Emphasis is on individual development of expression in printmaking. The student should expect to produce multicolor runs and is encouraged to develop a personal approach to silk screen. May be taken two (2) times for credit. *Transfer credit: CSU; UC†*

ART 15A -- 3 Units

Beginning Printmaking

Prerequisite: Art 4A

Class Hours: 1 lecture, 6 laboratory

This introduction to and exploration of the printmaking media available to the artist includes work in relief (wood block and linocut), as well as intaglio (etching, engraving, etc.), with emphasis on relief, collograph and embossed print. *Transfer credit: CSU; UC†. CAN: ART 20*

ART 15B -- 3 Units

Beginning Printmaking

Prerequisite: Art 15A

Class Hours: 1 lecture, 6 laboratory

An in-depth exploration of the intaglio techniques includes line etching, aquatint, sugar lift, experimental techniques. *Transfer credit: CSU; UC†*

ART 15C -- 3 Units

Advanced Printmaking

Prerequisite: Art 15B

Class Hours: 1 lecture, 6 laboratory

Advanced work in intaglio and relief print instruction places particular emphasis on individual solutions and in-depth exploration of experimental techniques. *Transfer credit: CSU; UC†*

ART 15D -- 3 Units

Advanced Printmaking

Prerequisite: Art 15C

Class Hours: 1 lecture, 6 laboratory

Advanced work in intaglio or relief printmaking places particular emphasis on individual solutions and in-depth exploration of experimental techniques. *Transfer credit: CSU; UC†*

ART 16A -- 3 Units

Painting

Prerequisite: Art 12A or Art 4A or equivalent

Class Hours: 1 lecture, 6 laboratory

Beginning course deals with the nature of structural and expressive values in contemporary painting. Students receive practice in the building of form, control or pictorial order, and the uses of color and light. It is designed to give beginning students a thorough background in the fundamental skills necessary to mastery of the basic techniques of painting. *Transfer credit: CSU; UC*. CAN: ART 10*

ART 16B -- 3 Units

Painting

Prerequisite: Art 16A

Class Hours: 1 lecture, 6 laboratory

The class continues to develop the skills and concepts necessary for a solid foundation in painting. Emphasis is placed on technical competence and individual concepts. Students experiment with both traditional and newer painting materials. *Transfer credit: CSU; UC**

ART 16C -- 3 Units

Advanced Painting

Prerequisite: Art 16B

Class Hours: 1 lecture, 6 laboratory

The class deals with more advanced painting concepts and techniques. The student will now attempt to build on the foundation laid in the first two semesters. The search will now be aimed at a more personal and unique form of self-expression in painting. The student will be encouraged to experiment more with subject matter that lends itself to more personal interpretations. The student teacher relationship will be on a one-to-one basis. *Transfer credit: CSU; UC**

ART 16D -- 3 Units

Advanced Painting

Prerequisite: Art 16C

Class Hours: 1 lecture, 6 laboratory

The class deals with advanced painting concepts and techniques. The search will now be aimed at a more personal and unique form of self-expression in painting. *Transfer credit: CSU; UC**

ART 17A -- 3 Units
Landscape Painting

Prerequisite: Art 4A or Art 12A or equivalent
Class Hours: 1 lecture, 6 laboratory

Painting from nature out of doors in various media, such as acrylics, oils, water color, and pastels. The course is designed to acquaint the student with painting skills and concepts as they apply to landscape. NOT ALL OUTDOORS. *Transfer credit: CSU; UC**

ART 17B -- 3 Units
Landscape Painting

Prerequisite: Art 17A
Class Hours: 1 lecture, 6 laboratory

The course is designed to further expand the skills and concepts of painting as they apply to landscape. More emphasis will be placed on a more personal and creative approach to landscape painting. *Transfer credit: CSU; UC**

ART 18A -- 3 Units
Water Color

Prerequisites: Art 4A, Art 12A or equivalent
Class Hours: 1 lecture, 6 laboratory

The course deals with a thorough understanding of the water color media. The class begins with simple water color exercises leading to more complex problems to be solved in a personal and creative way. *Transfer credit: CSU; UC**

ART 18B -- 3 Units
Water Color

Prerequisite: Art 18A or equivalent
Class Hours: 1 lecture, 6 laboratory

The course deals with more advanced water color techniques. The student will experiment with the use of the multiple image in subject matter. Both landscape and still life subjects will be explored. *Transfer credit: CSU; UC**

ART 18C -- 3 Units
Water Color

Prerequisite: Art 18B
Class Hours: 1 lecture, 6 laboratory

The course deals with more advanced water color techniques. The student will continue to experiment with the use of the multiple image in subject matter. Both landscape and still subjects will be explored as well as more advanced and personal areas of investigation that the student will bring to the course. *Transfer credit: CSU; UC**

ART 18D -- 3 Units
Water Color

Prerequisite: Art 18C
Class Hours: 1 lecture, 6 laboratory

The course deals with more advanced water color techniques. The student will continue to experiment but will be expected to bring something new, personal, and unique to the class. The emphasis will be on the personal growth and development of the individual. *Transfer credit: CSU; UC**

ART 19A -- 3 Units
Beginning Sculpture

Class Hours: 1 lecture/6 lab

This beginning course in sculpture is a class designed to develop an awareness for historical and contemporary concerns with regard to three-dimensional design concepts. Attention is given to personal expression through materials such as paper, cardboard, plaster, wood, wire, and clay. *Transfer credit: CSU; UC pending.*

ART 22A/B -- 1-3/1-3 Units
Independent Studies in Art

Prerequisite: A previous course in Art
Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of art on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ART 23 -- 3 Units

Beginning Stained Glass Design

Class Hours: 1 lecture, 6 laboratory

This introductory class is intended to familiarize students with the art of stained glass. It includes the exploration of design sources and principles and the study of fabrication and embellishment techniques. *Transfer credit: CSU*

ART 24 -- 3 Units

Advanced Stained Glass Design

Prerequisite: ART 23

Class Hours: 1 lecture, 6 laboratory

This advanced class is intended to expand student knowledge and ability regarding the art of stained glass. It includes exploration of more complex design sources and principles as well as advanced fabrication and embellishment techniques. May be taken two (2) times for credit. *Transfer credit: CSU*

ART 60A-Z -- 1-3 Units

Topics in Art

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Art not covered in detail in the general Art course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 1 Unit

Art Gallery Practices

Prerequisite: Art 4A or GRD 20A or Photo 1B

Class Hours: 1 lecture

Art 60A offers the student an introduction to gallery practices relating to exhibition selection, design, budgeting and installation techniques.

60C/D/E -- 1/2/3 Units

Printmaking Studio Practices

Prerequisite: Art 15A or 15B or 15C or 15D or equivalent

Class Hours: 3/6/9 laboratory

An in-depth exploration of intaglio, relief, pantographs or experimental techniques, geared to the individual student's needs. Work will be done under instructor's supervision.

60F -- 3 Units

Glaze Chemistry

Prerequisite: A previous course in ceramics

Class Hours: 2 lecture, 3 laboratory

This course is an introduction into glaze formulations and ceramic technology, including clays, kilns, firing, and continuation of wheel form, technique and design. May be taken four (4) times for credit.

Astronomy

Astronomers use the principles of physics and mathematics to answer questions about the fundamental nature of the universe, and about celestial bodies such as the sun, moon, planets, and stars. They may apply their knowledge to problems in navigation and space flight.

Career Opportunities

(Post bachelors degree necessary)

Astronomer
Astrophysicist

Faculty

Full-Time	Part-Time	Counselors
Balazs Becht	Hal Jandorf Philip Klutch Dennis Leatart Carolyn Mallory Ronald Wallingford	José de la Peña

■ Astrophysics

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 Astrophysics. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Astrophysics offered by four-year institutions. Since the course work in astrophysics 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 astrophysics. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:

	Units
Astron 1*An Introduction to Astronomy.....	3
Astron 10*Observational Astronomy.....	2
Chem 1A.....General Chemistry I.....	6
Chem 1B.....General Chemistry II.....	6
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Math 25C.....Calculus with Analytic Geometry III.....	5
Math 35.....Applied Differential Equations.....	3
Ph 20A/20AL...Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL...Electricity and Magnetism/Lab.....	5
Ph 20C/20CL...Wave Motion, Heat, Optics & Modern Physics/Lab.....	5
Total minimum units required in major area -- 50	

*Denotes a course required for the A.S. degree but not typically required for a B.S. degree in astrophysics.

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....	Astron 1.....
Math 25A.....	Math 25C.....
11	Ph 20B/20BL.....
	13

Second Semester	Fourth Semester
Chem 1B.....	Astron 10.....
Math 25B.....	Math 35.....
Ph 20A/20AL.....	Ph 20C/20CL.....
16	10

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

Astronomy Courses

ASTRON 1 -- 3 Units

An Introduction to Astronomy

Class Hours: 3 lecture

This course is a survey of modern astronomy. The fundamental principles are presented in a nonmathematical, descriptive way. Topics include: our solar system, stars, galaxies, and the origin and evolution of the universe. *Transfer credit: CSU; UC*

ASTRON 1L -- 1 Unit

An Introduction to Astronomy Laboratory

Prerequisite: Astron 1 or Astron 2, may be taken concurrently

Class Hours: 3 laboratory

This laboratory course reinforces some of the principles and techniques studied in Astron 1 or Astron 2. The student will obtain hands-on experience with telescopes, star charts, and other devices commonly used in astronomy. Observation and measurements are made of the moon, the planets, and the stars. *Transfer credit: CSU; UC*

ASTRON 2 -- 3 Units

Our Solar System: The Next Frontier

Class Hours: 3 lecture

This course includes a brief introduction to observational astronomy, followed by a review of the history of astronomy. The planets, satellites, asteroids, comets, and the sun are studied in detail. The laws of motion and the law of gravitation are discussed in connection with space travel. Space missions of the past, present and the future are reviewed and the question of colonization of other planets is explored. *Transfer credit: CSU; UC*

ASTRON 10 -- 2 Units

Observational Astronomy

Prerequisites: Astron 1/1L or Astron 2 and Math 6 or Math 7, or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 1.5 lecture, 1.5 laboratory

This course is an introduction to tools, techniques, and practices of observational astronomy through lectures, laboratory exercises and observing sessions. Topics covered include: data acquisition and reduction, motions, position and brightness of celestial objects, and use of data banks via computer access. *Transfer credit: CSU; UC*

ASTRON 22A/B -- .5-3/.5-3 Units

Independent Studies in Astronomy

Prerequisite: A previous course in Astronomy

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of astronomy on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Astronomy Hotline

For current information on astronomy news, call the 24-hour hotline (starline) (805) 529-7813 operated by the Ventura County Astronomical Society.

Behavioral Science

Faculty

Counselors
Frank Bianchino
Lisa Raufman

■ Behavioral Science

Associate in Arts Degree

Areas of Emphasis:

Anthropology, Psychology, Sociology

This program is recommended not only for students wishing an A.A. degree, but also for those who intend to transfer to a four-year institution or university with a major in Behavioral Science emphasizing Anthropology, Psychology or Sociology. Transfer students should consult the transfer requirements section as additional courses are required by transfer institutions.

AREA A: Required Courses:	Units
Anth 2Cultural Anthropology.....	3
Psych 1A.....Intro to Psychology.....	3
Soc 1Intro to Sociology.....	3

AREA B: Required Courses for Emphasis:

Anthropology Emphasis:

Any other two (2) Anthropology courses except Anth 1, 22 or 60 series courses.

Psychology Emphasis:

Any other two (2) Psychology courses except the 22 or 60 series courses.

Sociology Emphasis:

Any other two (2) Sociology courses except the 22 or 60 series courses.

AREA C: One additional required three-unit course outside the student's area of emphasis from the following courses:

Anthropology: any course other than Anth 1, 22 or 60 series courses.

Psychology: any course other than the 22 or 60 series courses.

Sociology: any course other than the 22 or 60 series courses.

Chicano Studies: 1, 2, 4.

History: 3, 4, 6, 8, 12.

Humanities: 18, 19.

Total minimum units required in major area -- 18

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

NOTE: Refer to individual course listings by discipline appearing in alphabetical order: Anthropology, Psychology, Sociology.

Biological Sciences

Study in biology leads to a wide range of careers upon the attainment of the baccalaureate degree. Many students prepare for entry into graduate or professional schools upon graduation; programs in dentistry, medicine, nursing, pharmacy, and similar professions depend upon emphasis in biological sciences. Careers are found in teaching, research, government service.

Career Opportunities

(Most careers require a bachelor and advanced degree)

Biological Technician	Food and Drug Agency Trainee
Public Health Biologist	Genetic Engineering Technician
Cytologist	Waste Management Technician
Clinical Lab Technologist	Laboratory Technician
Museum Curator	Research Assistant
Health Technician	Plant Ecologist
Science Librarian	Physical Therapist
Ecologist	Food Processing Technician
Athletic Trainer	

Faculty

Full-Time	Part-Time	Counselors
David Bishop	Michael Cornish	Edna Ingram
Maureen Harrigan	Harold Delisle	Letricia Mai
Thomas McAdam	Gerald Lasnik	Danita Redd Terry
Larry Miller	Douglas Markell	
Gary Ogden	Alan Schaub	
Jack Reynolds	Brad Seibel	
Eric Shargo	Cynthia Vodraska	

■ Biology

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 Biology. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Arts degrees in Biology offered by four-year institutions. Since the course work in biology 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 biology. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

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

Required Courses:	Units
Biol 2AB.....General Biology I/II	8
Chem 1AB.....General Chemistry I/II	12
Math 16AB.....Applied Calculus I/II	6
Ph 10A/10AL..General Physics I/Lab.....	5
Ph 10B/10BL..General Physics II/Lab.....	5
Total minimum units required in major area -- 36	

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....6	Biol 2A.....4
6	Math 16A.....3
	Ph 10A/10AL.....5
	12

Second Semester	Fourth Semester
Chem 1B.....6	Biol 2B.....4
6	Math 16B.....3
	Ph 10B/10BL.....5
	12

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

■ Biology

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 Biology. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Biology offered by four-year institutions. Since the course work in biology 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 biology. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
Biol 2AB.....General Biology I/II	8
Chem 1AB.....General Chemistry I/II	12
Math 25AB.....Calculus with Analytic Geometry I/II.....	10
Ph 20A/20AL..Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL..Electricity and Magnetism/Lab.....	5
Total minimum units required in major area -- 40	
Recommended Courses: Chem 8, 8L; Ph 20C/20CL	

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....6	Biol 2A.....4
6	Math 25B.....5
	Ph 20A/20AL.....5
	14
Second Semester	Fourth Semester
Chem 1B.....6	Biol 2B.....4
Math 25A.....5	Ph 20B/20BL.....5
11	9

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

Anatomy Courses

AN 1 -- 4 Units

General Human Anatomy

Prerequisite: Biol 1 or Biol 2A or equivalent

Class Hours: 2 lecture, 6 laboratory

This is a study of the functional anatomy of human organs and organ systems with some histological studies, using non-human mammals for dissection, but with emphasis on the human structure and demonstrations on human cadavers. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with AnPhys 1, 1L. CAN: BIOL 10*

AN 22A/B -- .5-3/.5-3 Units

Independent Studies in Anatomy

Prerequisite: A previous course in Anatomy

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of anatomy on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

Anatomy/Physiology Courses

ANPHYS 1 -- 3 Units

Introduction to Human Anatomy and Physiology

Prerequisite: Biol 1 or equivalent college course

Coresquisite: AnPhys 1L

Class Hours: 3 lecture

This course is a survey of human anatomy and physiology, covering major organ systems and their functions. Both microscopic and macroscopic functional morphology are emphasized. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with An 1 or Phys 1*

ANPHYS 1L -- 2 Units

Introduction to Human Anatomy and Physiology Laboratory

Coresquisite: AnPhys 1

Class Hours: 6 laboratory

This laboratory course in human anatomy and physiology covers major organ systems and their functions. Both microscopic and macroscopic functional morphology are emphasized. Dissection of a cat is required; a cadaver is used for demonstration. Physiological principles are illustrated with a variety of exercises and instruments. *Transfer credit: CSU; UC*

ANPHYS 1S -- 1 Unit

Anatomy and Physiology Study Session ★

Class Hours: 1 lecture

This course gives students opportunities to discuss and ask questions about material covered in the lecture and laboratory. Pre- and post-test reviews occur. Methods of taking notes and studying are considered. This course enables students to better comprehend course material and thus improve performance in the course.

Biology Courses

BIOL 1 -- 4 Units

Principles of Biology

Class Hours: 3 lecture, 3 laboratory

This is introductory biology for students not majoring in the natural sciences. Emphasis is on basic concepts, especially biological chemistry, cell biology, genetics, evolution and ecology. Particular attention will be given to the implications of biological areas in human affairs. Students planning to major in biology or related subject matter areas should enroll in Biol 2A. **NOTE:** Biol 1 is not a prerequisite for Biol 2B. *Transfer credit: CSU; UC*

BIOL 2A -- 4 Units

General Biology I

Prerequisite: Chem 12 or high school chemistry

Class Hours: 3 lecture, 3 laboratory

This course is the first semester of a two-semester sequence. This course covers biological chemistry, cell structure; function and regulation; bio-energetics, classical and molecular genetics, plant and animal development, and an introduction to evolution. *Transfer credit: CSU; UC. CAN: BIOL 2, CAN: BIOL SEQ A (Biol 2A & 2B)*

BIOL 2B -- 4 Units

General Biology II

Prerequisite: Biol 2A or equivalent college course

Class Hours: 3 lecture, 3 laboratory

This course is the second semester of a two-semester sequence. The course covers diversity and function of living systems, survey of five kingdoms; mammalian physiological processes including neural, hormonal, muscular, immune response and behavior; ecology, ecosystems, pollution and evolution. *Transfer credit: CSU; UC*

BIOL 3 -- 3 Units

Marine Life and Its Environment

Class Hours: 2 lecture, 3 laboratory

This course is the study of marine life to include algae, microorganisms, and animal life. Inshore and offshore habitats will be studied. Students will visit local tide pools, beach, mud flat and fouling communities. Emphasis will be on integration of organisms within their habitat. Students will see the effect of human population on the local marine environment. The place of the ocean in our worldwide habitat will be discussed. Field trips will be required. *Transfer credit: CSU; UC*

BIOL 5 -- 3 Units

Field Biology

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to the ecology, taxonomy, and natural history of plant life. Lecture topics include ecosystems, community structure, energy flow, nutrient cycling, evolution, and organismic adaptations to environment. Laboratories and field trips will stress plant identification and plant-animal-environment interactions as they occur in California: geological concepts are covered as they relate to vegetational processes in nature. Field trips will be required. *Transfer credit: CSU; UC*

BIOL 14 -- 3 Units

Natural History of Ventura County

Class Hours: 2 lecture, 3 laboratory

In this study of the natural features, animals and plants of Ventura County, the local ecological communities are visited and described. Attention is given to cultivated areas, Chumash culture, Channel Islands. Human impact on the environment, and basic geological concepts are covered. Field trips will be required. *Transfer credit: CSU*

BIOL 16 -- 3 Units

Human Biology

Class Hours: 3 lecture

This course explores the human species as an animal and the place of the species in the biosphere. Especially considered are population, energy and agronomy, genetics, behavior, normal human physiology, stress, nutrition, fitness, aging and death. *Transfer credit: CSU; UC*

BIOL 17 -- 3 Units

Heredity, Evolution and Society

Class Hours: 3 lecture

This is an introduction to the basic principles of modern genetics and evolutionary theory with specific references to the human species. Through the study of mechanisms of human inheritance and the influence of the environment, the origin and nature of human differences will be examined. The emphasis will be upon the social, political and psychological ramifications of the biological laws governing heredity and organic evolution. These laws will be applied to analyze the world's economic, demographic, and political problems with emphasis on future solutions. *Transfer credit: CSU; UC*

BIOL 22A/B -- .5-3/.5-3 Units

Independent Studies in Biology

Prerequisite: A previous course in Biology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of biology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Botany Courses

BOT 1 -- 5 Units

General Botany

Class Hours: 3 lecture, 6 laboratory

This introductory study of morphology; anatomy and physiology of plants emphasizes the biological principles of physical and chemical aspects of life. Cellular organization, reproduction, heredity, ecology, plant kingdom survey, with emphasis on seed plant anatomy and physiology will also be studied. *Transfer credit: CSU; UC. CAN BIOL 6*

BOT 22A/B -- .5-3/.5-3 Units

Independent Studies in Botany

Prerequisite: A previous course in Botany

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of botany on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Microbiology Courses

MICRO 1 -- 5 Units

Principles of Microbiology

Prerequisites: Chem 12 or equivalent or high school chemistry and a satisfactory grade in Biol 1 or Biol 2A or equivalent

Class Hours: 3 lecture, 6 laboratory

The major groups of microbes are reviewed and sections on microbial structure, physiology, growth, genetics and control are included. The last third of the course deals with various aspects of pathobiology and includes immunity, mechanisms of pathogenicity and a review of infectious diseases and their control. The laboratory deals with standard methods of staining and culture of microbes, the solving of an unknown and growth requirements of many bacteria. *Transfer credit: CSU; UC*

MICRO 22A/B -- .5-3/.5-3 Units

Independent Studies in Microbiology

Prerequisite: A previous course in Microbiology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of microbiology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Physiology Courses

PHYS 1 -- 5 Units

Human Physiology

Prerequisites: Chem 12 or equivalent or high school chemistry and Biol 1 or Biol 2A or equivalent

Class Hours: 4 lecture, 3 laboratory

Students will study functions of the human organism; and basic structure as necessary to understand the physiological principle involved; laboratory experiments and/or demonstrations to illustrate basic physiological principles, techniques and instruments. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with AnPhys 1, 1L*

PHYS 2 -- 3 Units

Physiology of Nutrition

Prerequisite: NtS 1

Class Hours: 3 lecture

This course is designed to offer an introduction to the physiological and molecular aspects of nutrition as opposed to a consumer orientation. The various systems of the body will be analyzed regarding the roles of nutrition and nutrients in normal function. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with NtS 1 or NtS 3*

PHYS 22A/B -- .5-3/.5-3 Units

Independent Studies in Physiology

Prerequisite: A previous course in Physiology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of physiology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

Zoology Courses

ZOO 1 -- 5 Units

General Zoology

Class Hours: 3 lecture, 6 laboratory

This is a general zoology course covering cell biology, genetics, evolution, taxonomy, physiology, behavior and ecology of animals. *Transfer credit: CSU; UC*

ZOO 22A/B -- .5-3/.5-3 Units

Independent Studies in Zoology

Prerequisite: A previous course in Zoology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of zoology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Botany

All Botany courses are listed with the Biology courses. Refer to that section alphabetically for full course information.

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, statistics, and computer information systems. 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	Billing Clerk
Account Clerk	Bookkeeping
Accounts Payable Clerk	Payroll Clerk
Accounts Receivable Clerk	
Bank Teller	
Management	
Administrative Assistant	Assistant Manager
Order Processor	Staff Assistant
Management Trainee	Human Resources /
Production Clerk	Personnel Clerk
Quality Control Clerk	Small Business Owner
Marketing	
Sales Representative	Sales Trainee
Market Research Assistant	Buyer Trainee/Assistant
Manufacturers Representative	Telemarketing Representative

Bachelors Degree Level

Accounting (B.A./B.S. level)	Tax Specialist/Accountant
Cost Accountant	City or County Auditor
Assistant Controller	Revenue Agent
Controller	Bank Examiner
Treasurer	Credit Counselor
Government Accountant	Estimator
Budget Analyst	Investment Planner
Credit Analyst	
Appraiser	
Management (B.A./B.S. level)	Management Trainee
Administrative Assistant	Supervisor
Office Manager	Area Manager
Administrative Specialist	Store Manager
Human Resource Manager	Branch Manager
Small Business Owner	Personnel Assistant
Small Business Manager	
Marketing (B.A./B.S. level)	Market Specialist
Product Planner	Promotion Manager
Advertising Assistant	Sales Executive
Account Executive	Sales Management
Manufacturers Representative	Sales Campaign Planner
Communications Consultant	Sales Representative
Advertising Manager	Advertiser
Merchandising Manager	Retail Merchandiser
Package Designer	Product Specialist
Consumer Research Analyst	Media Analyst
Industrial Marketing Manager	General Accountant
Customer Relations Manager	Financial Planner
Staff Accountant	Stock Broker
Securities Analyst	
Management Accountant	

Faculty

Full-Time	Counselors
Gerald Fecht*	Gail Goodman
Janice Feingold	Lisa Raufman
Gary Izumo	
Thomas Spraggins	
James Wyman*	
Kathleen Young*	
* full time faculty with partial assignment in Business & partial assignment in other disciplines	
Part-Time	
N. Dina Adler	Clinton Lininger
Ronald Boots	Brian McGilvray
John Bruton	Tim McGrath
Melvin England	John McNamara
Sharon Forkner-Rippon	Carl Olson
Rollyn Habeck	Humberto Sanchez
John Handlos	Frances Sheppard
Richard Hoffing	Timothy Weaver
Paula Hoffman	Jeffrey Wofford
Thomas LaMantia	

Business

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:	Units
Bus 2A Financial Accounting I	3
Bus 2B Financial Accounting II	3
Bus 30 Intro to Business and Economics	3
Bus 31 Introduction to Management	3
Bus 33 Business Law	3
or	
Bus 34 Legal Environment of Business	3
Bus 39 Business Communication Techniques	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1

Required Additional Courses:

Select one of the following options:

Management Option

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

Bus 32 Small Business Management	3
Bus 51 Human Resources Management	3
Bus 54 Organizational Behavior	3

Sales & Marketing Option

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

Bus 35 Sales Techniques	3
Bus 36 Retail Merchandising	3
Bus 37 Marketing	3
Bus 38 Advertising	3

Accounting Option

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

BIS 6 10-Key Mastery on the Computer	1
Bus 02C Managerial Accounting	3

Bus 8	Computerized Accounting	2
Bus 9A	Spreadsheets in Financial Accounting	2
Bus 9B	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.

Associate of Arts Degree

BUS 2A	Financial Accounting I	3
BUS 2B	Financial Accounting II	3
BUS 2C	Managerial Accounting	3
BUS 39	Business Communications	3
CIS 1	Introduction to Information Systems	3
CIS 1L	Information Systems Lab	1
BUS 30	Introduction to Business & Economics	3
AND		
ECON 01	Introduction to Micro-Economics	3
OR		
ECON 01	Introduction to Micro-Economics	3
AND		
ECON 02	Introduction to Macro-Economics	3
BUS 34	Legal Environment of Business	3
OR		
BUS 33	Business Law	3
Total minimum units required in major area - 25 units		

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

Accounting Applications

Certificate of Achievement

This program offers basic training in accounting for both students seeking employment and those already employed but needing skills improvement. Successful program completion should qualify individuals for beginning positions in accounting occupations.

Required Courses:		Units
BIS 1	Beginning Typewriting/Keyboarding I	1
BIS 6	10-Key Mastery on the Computer	1
BIS 10A	Intro to the PC and DOS	1
Bus 2A	Financial Accounting Principles I	3
Bus 2B	Financial Accounting Principles II	3
Bus 8	Computerized Accounting	2
Bus 9A	Spreadsheets in Financial Accounting	2
Bus 30	Intro to Business and Economics	3
Bus 39	Business Communication Techniques	3
CIS 1	Intro to Information Systems	3
CIS 1L	CIS Introduction Lab	1
Total minimum units required -- 23		

Management

Certificate of Achievement

BUS 2A	Financial Accounting I	3
BUS 2B	Financial Accounting II	3
BUS 2C	Managerial Accounting	3
BUS 30	Introduction to Business and Management	3
BUS 31	Introduction to Management	3
BUS 32	Small Business Management	3
BUS 34	Legal Environment of Business	3
or		
BUS 33	Business Law	3
BUS 39	Business Communications	3
BUS 51	Human Resource Management	3
CIS 01	Introduction to Information Systems	3
CIS 01L	Information Systems Lab	1
Total minimum units required - 31		

Certificate of Completion

This Certificate of Completion in Management offers the fundamental skills of students seeking to be managers in today's business world. Successful completion of the program should qualify individuals for entry level management positions.

BUS 2A	Financial Accounting I	3
BUS 31	Introduction to Management	3
BUS 32	Small Business Management	3
BUS 51	Human Resource Management	3
Total units required : -- 12		

Business Courses

BUS 1 -- 3 Units

Preparation for Accounting

Prerequisite: Math 9 or equivalent or eligibility for Math 1

Class Hours: 3 lecture

This course covers the fundamentals of double-entry bookkeeping and the debit/credit method of recording transactions. The bookkeeping cycle, from recording transactions to preparing financial statements, is included. Primary emphasis is on service and merchandising concerns operating as sole proprietorships.

BUS 2A -- 3 Units

Financial Accounting I

Prerequisites: Bus 1 or equivalent

Recommended Prep: Math 03 or equivalent and completion of ENGL 02 or eligible for ENGL 01A as measured by the college assessment process.

Class Hours: 3 lecture

This is a required course for all students intending to major in any business discipline. It examines financial accounting from both the user and preparer perspectives--examining what accounting is, why it is important, how it is used by economic decision makers, and the principles controlling how the information is recorded and presented. Focus is on operating and investing activities. Topics covered include: the accounting cycle, the financial statements of service and merchandising entities, information systems, internal control, and ethical issues. *Transfer credit: CSU; UC maximum credit allowed - one course when combined with BUS 2B.*

BUS 2B -- 3 Units

Financial Accounting II

Prerequisite: Bus 2A

Recommended Prep: Math 03 or equivalent and completion of ENGL 02 or eligible for ENGL 01A as measured by the college assessment process.

Class Hours: 3 lecture

This is a required course for all students intending to major in any business discipline. It continues the examination of financial accounting started in Financial Accounting I. Focus is on financing activities related to debt and equity. Topics covered include corporate accounting issues, stockholders' equity transactions, reporting issues for global corporations, preparation and use of the Statement of Cash Flows, and financial statement analysis. *Transfer credit: CSU; UC maximum credit allowed - one course when combined with BUS 2A.*

BUS 2C -- 3 Units

Managerial Accounting

Prerequisites: Bus 2B

Recommended Prep: MATH 03 or equivalent

Class Hours: 3 lecture

This course completes the introduction to accounting by focusing on its use by managers in making internal decisions relating to product/service costing, pricing, cost analysis and control, operational and capital budgeting, and responsibility accounting. This course is intended as a foundation for advanced study in business. *Transfer credit: CSU; UC*

BUS 7 -- 3 Units

Income Tax Law

Class Hours: 3 lecture

This course is designed to help students to understand the federal and California principles of income tax law as they relate to individual income taxes and for sole proprietorships. The preparation of federal and state income tax forms will be covered. *Transfer credit: CSU*

BUS 8 -- 2 Units**Computerized Accounting**

Prerequisites: Bus 2A, BIS 10A or equivalent

Class Hours: 1 lecture, 3 laboratory

Basic principles of accounting are studied and related to computerized accounting. Students become acquainted with the use of microcomputers in the field of accounting. Areas of emphasis are computerized general ledger, depreciation, accounts receivable, accounts payable, payroll and financial statements.

BUS 9A -- 2 Units**Spreadsheets in Financial Accounting**

Prerequisites: Bus 2B or concurrent enrollment, BIS 10A or equivalent

Class Hours: 1 lecture, 3 laboratory

This course provides accounting students with knowledge of and experience with the use of microcomputers in financial accounting applications. Emphasis is on the use of spreadsheet software for recording business transactions, and preparation of the worksheet and financial statements. Use of databases for control of inventory and property, plant, and equipment, as well as present value calculations are also included. *Transfer credit: CSU*

BUS 9B -- 1 Unit**Spreadsheets in Managerial Accounting**

Prerequisite: Bus 9A

Corequisite: Bus 2C

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course provides accounting students with knowledge of and experience with the use of microcomputers in managerial accounting applications. Emphasis is on the use of database software in performance evaluation, cost-volume-profit analysis through use of macros, and capital budgeting through what-if analysis. *Transfer credit: CSU*

BUS 22A/B -- 1-3/1-3 Units**Independent Studies in Business**

Prerequisite: A previous course in Business

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of business on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

BUS 28 -- 3 Units**Business English**

Class Hours: 3 lecture

Competency in the fundamentals and mechanics of business English usage is developed. Study includes grammar, sentence structure, punctuation, proofreading and written expression. Students are provided a background to write business letters and business reports. *Transfer credit: CSU*

BUS 30 -- 3 Units**Introduction to Business and Economics**

Recommended Prep: Completion of ENGL 02 or eligible for ENGL 01A as measured by college assessment process

Class Hours: 3 lecture

This course examines the basic concepts and functions of business and the application of economic principles to the operation of business. It explores business organization, ethics, finance, accounting, securities markets, supply and demand, the banking system, and international business. Emphasis is placed on the practical application of business principles in a contemporary economic and social environment. (Co-numbered ECON 30) *Transfer credit: CSU; UC*

BUS 31 -- 3 Units**Introduction to Management**

Recommended Preparation: Bus 30/Econ 30 and completion of ENGL 02 or eligibility for ENGL 01A as measured by the college assessment process

Class Hours: 3 lecture

This course will develop the fundamental concepts of management as applied to the performance of organizations, teams, and individuals. Topics such as strategic planning, organizational design, the evolving role of management, leadership, and business ethics will be addressed in the context of a changing and multicultural/international environment. *Transfer credit: CSU*

BUS 32 -- 3 Units**Small Business Management**

Recommended Prep: BUS 30/ECON 30 and completion of ENGL 02 or eligibility for ENGL 01A as measured by the college assessment process

Class Hours: 3 lecture

This course focuses on how to establish and manage a business. Topics include planning, financing, staffing, marketing, site selection, budgeting, legal concerns and regulatory issues. Students will gain an understanding of the rewards and perils of owning a business.

Transfer credit: CSU

BUS 33 -- 3 Units**Business Law**

Recommended Prep: BUS 30/ECON 30 and completion of ENGL 02 or eligibility for ENGL 01A as measured by the college assessment process

Class Hours: 3 lecture

This course deals with the fundamental principles of law pertaining to business transactions, including origins of the legal systems and procedures. Primary focus is on contract law with additional coverage of sales, torts, real and personal property, bailments and consumer protection. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Bus 34*

BUS 34 -- 3 Units**Legal Environment of Business**

Recommended Preparation: Bus 30/Econ 30 and completion of ENGL 02 or eligibility for ENGL 01A as measured by the college assessment process

Class Hours: 3 lecture

This course provides an overview of law and the legal system for business. Topics include contract and tort law as they apply to business and commerce, and the legal process and system, with primary emphasis on governmental regulation of business in the areas of employment, consumer transactions, competition and the environment. In covering each topic focus is on public policy, ethical issues, and management of concerns as they relate to domestic and international legal situations.

Transfer credit: CSU; UC maximum credit allowed -- one course if combined with BUS 33

BUS 35 -- 3 Units**Sales Techniques**

Recommended Preparation: Bus 30/Econ 30

Class Hours: 3 lecture

This course covers the fundamental principles of personal selling. Emphasis is placed on sales techniques, sales personality, sales planning, securing prospects, counseling buyers, handling objections, public relations and business ethics. Students will participate in the planning and presentation of actual sales demonstrations. *Transfer credit: CSU*

BUS 36 -- 3 Units**Retail Merchandising**

Recommended Preparation: Bus 30/Econ 30

Class Hours: 3 lecture

Management and merchandising activities in small and large retail operations are presented from the standpoint of the retail manager or owner. The course includes topics such as business plan, budgeting, buying behaviors, site selection, hiring, competition, pricing, management techniques, marketing, merchandising and selling. *Transfer credit: CSU*

BUS 37 -- 3 Units**Marketing**

Recommended Preparation: Bus 30/Econ 30

Class Hours: 3 lecture

A review of marketing from production to consumer, this course includes such topics as market research, marketing strategy, product development, environmental constraints, pricing, promotion and selection of appropriate channels of distribution. *Transfer credit: CSU*

BUS 38 -- 3 Units**Advertising**

Recommended Preparation: Bus 30/Econ 30

Class Hours: 3 lecture

Students examine the role of advertising in the marketing programs in business and industry. Topics include consumer analysis, ad media, budgeting, market research, layout, copy-writing, typography, advertising agencies and opportunities in advertising. *Transfer credit: CSU*

BUS 39 -- 3 Units**Business Communication Techniques**

Recommended Preparation: Equivalent skills which may be measured by the college assessment process or satisfactory completion of ENGL 02 or BUS 28. Ability to use a word processing program.

Class Hours: 3 lecture

This course is a survey of effective communications in the modern business organization. It provides practical training in analyzing and preparing business letters, brief business summaries and reports, and effective oral presentations. Emphasis is on methods for gathering, organizing, analyzing, and presenting information for decision making. Topics include interviewing and negotiation skills as well as the impact of cultural differences on business communications. *Transfer credit: CSU*

BUS 42 -- 3 Units**Business and Society**

Class Hours: 3 lecture

This course explores important issues including corporate responsibility, career/job satisfaction, ethics in the workplace, technological change and environmental health concerns. Specific readings from modern literature and analysis of relevant art and film production will be used to study the course topics. (co-numbered Hum 42) *Transfer credit: CSU*

BUS 51 -- 3 Units**Human Resources Management**

Class Hours: 3 lecture

This course presents the process of obtaining and developing an efficient work force. Topics include human resource planning, recruitment, selection, placement, training, development, safety, benefits and legal and regulatory concerns. *Transfer credit: CSU*

BUS 54 -- 3 Units**Organizational Behavior**

Recommended Preparation: Bus 30/Econ 30 and Bus 31

Class Hours: 3 lecture

This course is designed to teach managers organizational behavior techniques appropriate for the contemporary workplace environment. These techniques relate to the individual employee behaviors and also address group behaviors. The course culminates in managing the entire organizational process and the related dynamics. *Transfer credit: CSU*

BUS 56 -- 3 Units**Business and Professional Speech**

Class Hours: 3 lecture

Designed to hone the speech skills of business and industrial personnel in leadership positions, this course covers topics as presentation techniques, group and meeting dynamics, argumentation and persuasion, and structure content and organizations. Individual attention will be given to the needs and interests of the student. (co-numbered Spch 56) *Transfer credit: CSU*

BUS 60A-Z -- 1-3 Units**Topics in Business**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Business not covered in detail in the general Business course offerings. Topic courses are announced on a semester basis in the schedule of classes.

BUS 89A-Z -- .5-3 Units**Institutes in Business ★**

Class Hours: Variable

This is a series of special lectures and discussions on selected topics to be chosen as demand and opportunities arise. These will be of great interest to the business/economics student.

Business Information Systems

Instruction is provided for those interested in office occupations. Emphasis is placed on state-of-the-art automated office applications leading to skill attainment needed in today's modern office environment.

Career Opportunities

A.S. Level	
Office Manager	Data Entry Clerk
Word Processor	Receptionist
Office Clerk	Data Entry Operator
Administrative Aide	

Faculty

Full-Time	Part-Time	Counselor
Shay Collier	Stephen Abrams	Lisa Raufman
Louis Wolff	Ronald Barry	
Kathleen Young	Bruce Bassin	
	Henry Bouma	
	Guy Campbell	
	Joan Cantrell	
	Marjorie Corbell	
	Maria Ellis	
	Carole Eustice	
	Timothy Hedrick	
	Cathy Kriss	
	Mar Jean Lewis	
	Kelly Macone	
	Delores Moon	
	Christopher Vender	

Microcomputer Applications

Certificate of Achievement

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 business and industry.

Required Courses:	Units
BIS 2.....Beginning Typewriting/Keyboarding II.....	1
BIS 10A.....Intro to the PC and DOS.....	1
BIS 19.....Introduction to Windows.....	1
Bus 39.....Business Communication Techniques.....	3
Required Additional Courses:	
Select one (1) Word Processing A/B combination:	
BIS 15A/B.....WordPerfect I/II.....	1/1
BIS 20A/B.....Begin/Advanced WordPerfect for Windows.....	1/1
BIS 21A/B.....Word for Windows I/II.....	1/1
Select six (6) units from the following courses:	
BIS 10B.....Advanced DOS Functions.....	2
BIS 10C.....Hard Disk Management (DOS).....	0.5
BIS 13A/B.....Lotus 1-2-3 I/II.....	1/1
BIS 14A/B.....Intro to Database IV/Programming dBASE IV.....	1/2
BIS 15A/B/C...WordPerfect I/II/III.....	1/1/1
BIS 20A/B.....Begin/Advanced WordPerfect for Windows.....	1/1
BIS 21A/B.....Word for Windows I/II.....	1/1
BIS 24A/B.....Excel for Windows I/II.....	1/1
Total minimum units required --	14

Special Note: Many of the BIS courses that follow are applicable toward the Computer Information Systems Certificate of Achievement and Associate in Science Degree programs.

Business Information Systems Courses

BIS 1 -- 1 Unit

Basic Computer Keyboarding

Class Hours: 6 laboratory for 8 weeks

This course presents beginning keyboarding techniques for inputting information on computers. Emphasis is on the use of methods to build speed and accuracy to a speed of 20 words per minute. The custom-designed program guides students through the process of learning the keyboard while working in WordPerfect. No previous computer or typewriter experience is required. Not recommended for those who have taken a previous typing/keyboarding class. Students receiving credit in BIS 1 may not receive credit in BIS 1R. May be taken two (2) times for credit.

BIS 1R -- .5 Unit

Keyboarding Review

Recommended Preparation: A previous course in typing/keyboarding
Class Hours: 3 laboratory for 8 weeks

This course provides a review for those students who have had previous keyboarding experience and wish to renew their typing/keyboarding skills. Students receiving credit in BIS 1R may not receive credit in BIS 1.

BIS 2 -- 1 Unit

Intermediate Computer Keyboarding

Prerequisites: BIS 1, or BIS 1R, or ability to touch type 20 wpm
Class Hours: 6 laboratory for 8 weeks

This course is for the student who types at a speed of 20 words per minute. The custom-designed program guides students through the process of learning the figure and symbol keys, as well as speed building and accuracy development.

BIS 3 -- 1 Unit

Computer Keyboarding / Speed Building

Prerequisite: BIS 2 or the ability to type 35 wpm
Class Hours: 6 laboratory for 8 weeks

The emphasis in this course is on the continued development of keyboarding skills. A programmed series of timings and drills are designed to build speed and improve accuracy and can be customized to each student's particular needs. Course grade is based on the degree of improvement. May be taken two (2) times for credit.

BIS 6 -- 1 Unit

10-Key Mastery on the Computer

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course is designed for the student who needs to master the numeric keyboard and develop speed and accuracy for data entry applications or for spreadsheet and database applications in a book-keeping/accounting environment.

BIS 10A -- 1.5 Units

Introduction to the Personal Computer

Prerequisite: BIS 1 or equivalent

Class Hours: 16 lecture, 24 laboratory total

This course provides the novice with a brief look at computer terminology and Disk Operating System (DOS) concepts. Beginning DOS commands are studied. Also included is a brief look at Windows and how it compares with DOS as an operating system. May be taken three (3) times for credit.

BIS 10B -- 1.5 Units

Advanced DOS Functions

Prerequisite: BIS 10A

Class Hours: 16 lecture, 8 laboratory total

This course adds to the essentials of BIS 10A and explores the inner workings of DOS. The course includes expanded exposure to subdirectories, file management, backup and recovery techniques, and batch files. May be taken three (3) times for credit.

BIS 12 -- 1 Unit

Access for Windows

Prerequisite: BIS 19

Class Hours: 2 lecture/3 laboratory for 8 weeks

This course covers the basics of designing and building an Access database. Students will learn to create and use database applications using Microsoft's Windows-based database system. May be taken three (3) times for credit.

BIS 13A -- 1.5 Units

Lotus 1-2-3 Part 1

Prerequisite: BIS 10A

Class Hours: 16 lecture, 24 laboratory total

This course will provide students with an introduction to the Lotus spreadsheet program for DOS. Topics include saving and opening files, editing worksheets, using formulas and functions, printing worksheets, and using multiple worksheets and files. May be taken three (3) times for credit.

BIS 13B -- 1.5 Units

Lotus 1-2-3 Part 2

Prerequisite: BIS 13A

Class Hours: 24 laboratory total

This course includes developing charts, manipulating a worksheet database, creating database inquiries, recording macros to automate tasks, and using Lotus tools. May be taken three (3) times for credit.

BIS 14 -- 1.5 Units

Introduction to dBase IV★

Prerequisite: BIS 10A

Class Hours: 16 lecture, 24 laboratory total

This course is an introduction to the dBase IV database software program. Topics include creating a database; positioning and entering information; creating and using reports and labels; modifying and managing the database; sorting, indexing and searching the database; and dBase commands and functions.

BIS 16 -- 3 Units

Microsoft Office Professional

Class Hours: 2 lecture/3 laboratory

This course will briefly review Microsoft Word, Excel, Access and PowerPoint and provide the student with the ability to integrate these applications. The student will gain the full benefit of Microsoft Office by experiencing its integration features and its advanced OLE (Object Linking & Embedding) technology. May be taken three (3) times for credit.

BIS 17 -- 1.5 Units

PowerPoint for Windows

Prerequisite: BIS 19

Class Hours: 2 lecture/3 laboratory for 8 weeks

Students will use this program to prepare presentations composed of a series of images shown on the computer, slide projector, or overhead projector. Students will use Wizards to plan and complete a presentation utilizing animation, charts, clip art, pictures, shapes and sounds. May be taken three (3) times for credit.

BIS 18 -- 1.5 Units

Introduction to Windows 3.1

Recommended Preparation: BIS 10A

Class Hours: 2 lecture, 3 laboratory for 8 weeks

Students will be introduced to Windows 3.1, an operating system in a graphical environment that allows the user to run programs, enter and move data around, and perform DOS-related tasks. Topics covered include program and files management, Paintbrush, Write, and customizing Windows. May be taken three (3) times for credit.

BIS 19 -- 1.5 Units

Introduction to Windows 95

Recommended Preparation: BIS 10A

Class Hours: 2 lecture, 3 laboratory for 8 weeks

Students will be introduced to the Windows 95 operating system in a graphical environment. This system allows the user to run programs, enter and move data, and perform DOS-related tasks. Topics covered include program and files management using Explorer; Paint; WordPad; E-Mail, and sharing data between applications. May be taken three (3) times for credit.

BIS 20A -- 1.5 Units

WordPerfect for Windows Part 1

Prerequisite: BIS 19

Class Hours: 2 lecture, 3 laboratory for 8 weeks

This course presents essential introductory features of WordPerfect 6.1 for Windows. Topics covered include editing a document, formatting characters, formatting lines, changing margins and indents, using writing tools and producing customized documents. May be taken three (3) times for credit.

BIS 20B -- .5 Units

WordPerfect for Windows Part 2

Prerequisite: BIS 20A

Class Hours: 3 laboratory for 8 weeks

This course is a continuation of WordPerfect for Windows Part 1. Topics include advanced character and line formatting, inserting and creating graphics, changing paper size, creating columns, numbered paragraphs, outlines, headers, footers, footnotes and endnotes. May be taken three (3) times for credit.

BIS 20C -- .5 Units

WordPerfect for Windows Part 3

Prerequisite: BIS 20b

Class Hours: 3 laboratory for 8 weeks

This course is a continuation of WordPerfect for Windows, Part 2. Topics included are the merge feature, sorting data, desktop publishing, clipart, textart, WordPerfect styles, automated forms, locked cells and macros. May be taken three (3) times for credit.

BIS 21A -- 1.5 Units

Word for Windows Part 1

Prerequisite: BIS 19 or equivalent

Class Hours: 2 lecture, 3 laboratory for 8 weeks

This is a beginning course in Microsoft Word for Windows. Topics included are starting Word for Windows and creating a Word document; editing a document; formatting characters, paragraphs, and pages; changing fonts; using spell check, AutoCorrect, and the Thesaurus; manipulating tabs; inserting headers and footers, and creating footnotes and endnotes. May be taken three (3) times for credit.

BIS 21B -- .5 Units

Word for Windows Part 2

Prerequisite: BIS 21A

Class Hours: 3 laboratory for 8 weeks

This course is a continuation of Word for Windows Part 1. Topics include cutting and pasting text; working with multiple windows; conducting a find and 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.

BIS 21C -- .5 Units

Word for Windows Part 3

Prerequisite: BIS 21B

Class Hours: 3 laboratory for 8 weeks

This course presents advanced page and document formatting in the Word for Windows program. Skills include creating tables and charts; formatting text into columns; merging documents; sorting and selecting text and records; creating outlines, tables, indexes, and fill-in forms; and formatting with styles. May be taken three (3) times for credit.

BIS 22A/B -- 1-3/1-3 Units

Independent Studies in Business Information Systems

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of business information systems on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units.

BIS 23 -- 3 Units

Desktop Publishing I (IBM Compatible)

Prerequisite: GC 20 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will introduce the student to desktop publishing using Aldus PageMaker through the Windows environment. Emphasis will be placed on the fundamentals and basic operating procedures of PageMaker. Through practical applications the student will create camera-ready documents observing the principles of layout and typography. (co-numbered GC 23A)

BIS 24A -- 1.5 Units**Excel for Windows Part 1**

Prerequisite: BIS 19

Class Hours: 2 lecture, 3 laboratory for 8 weeks

This is a comprehensive introduction to the basics of an electronic spreadsheet. Students will become familiar with Excel's desktop environment and learn 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.

BIS 24B -- .5 Units**Excel for Windows Part 2**

Prerequisite: BIS 24A or equivalent

Class Hours: 3 laboratory for 8 weeks

In this course, students will learn to choose the appropriate chart and visual elements for professional presentations that will display analyses of investment or other financial decisions. Emphasis will be on linking, embedding, and consolidating worksheets, as well as designing a list or database. Database manipulation to extract specific criteria will be included. May be taken three (3) times for credit.

BIS 31 -- 2 Units**Adaptive Business Information Systems**

Prerequisites: ACT 2 or concurrent enrollment and knowledge of the keyboard

Class Hours: 1 lecture, 3 laboratory

This course is an introduction to the IBM Personal Computer, DOS functions, WordPerfect, and is an exploration of computer vocations. The curriculum is designed to be directed toward physically and learning disabled students and will be presented in approaches adapted for each student's specific disability. Additionally, students will be exposed to programs intended to assess and to build positive attitudes toward chosen vocations. Also covered will be resume writing and interviewing techniques. May be taken four (4) times for credit.

BIS 60A-Z -- .5-3 Units**Topics in Business Information Systems**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Business Information Systems not covered in detail in the general Business Information Systems course offerings. Topic courses are announced on a semester basis in the schedule of classes.

Topics which have been developed include:

60A -- .5 Unit**WordPerfect Workshop★**

Prerequisite: BIS 1 or equivalent

Class Hours: 1 lecture, 3 laboratory for 4 weeks

This course is offered to non-majors who wish to prepare papers on a computer. Students will learn to create, edit, save, and print a document using a popular word processing program.

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

B.S. Level

(Most careers require bachelors or graduate degree)

Chemist	Sanitation
Research Assistant	Research Scientist
Chemical Analyst	Biochemist
Laboratory Technician	Science Writer
Genetic Engineering Technician	Patent Research
Restoration Technician, Museum	Science Abstractor
Food and Drug Agency Trainee	Pharmacy Assistant
Art Restoration Specialist	

Faculty

Full-Time	Part-Time	Counselors
Eugene Berg	Hyla Acheson	Mary Martin
Deanna Franke	Dennis Anderson	Danita Redd Terry
Richard Kurtik	Dennis Gehri	
David Murphy	Gary Gilmartin	
	Vahak Harutunian	
	Marjorie Leerabhandh	
	William Lockman	
	Robert Miller	
	George Ogar	
	Bernardine Reeves	
	Ronald Surdzial	

Chemistry

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 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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

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

Required Courses:	Units
Chem 1A.....General Chemistry I.....	6
Chem 1B.....General Chemistry II.....	6
Chem 8.....Elementary Organic Chemistry.....	4
Chem 8L.....Organic Chemistry Lab.....	2
Math 16A.....Applied Calculus I.....	3
Math 16B.....Applied Calculus II.....	3
Ph 10A/10AL.....General Physics I/Lab.....	5
Ph 10B/10BL.....General Physics II/Lab.....	5
Total minimum units required in major area --	34

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....6	Math 16A.....3
6	Ph 10A/10AL.....5
	8
Second Semester	Fourth Semester
Chem 1B.....6	Chem 8.....4
6	Chem 8L.....2
	Math 16B.....3
	Ph 10B/10BL.....5
	14

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

Chemistry

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 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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
Chem 1A.....General Chemistry I.....	6
Chem 1B.....General Chemistry II.....	6
Chem 8.....Elementary Organic Chemistry.....	4
Chem 8L.....Organic Chemistry Lab.....	2
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Math 25C.....Calculus with Analytic Geometry III.....	5
Ph 20A/20AL.....Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL.....Electricity and Magnetism/Lab.....	5
Ph 20C/20CL.....Wave Motion, Heat, Optics & Modern Physics/Lab.....	5
Total minimum units required in major area --	48
Recommended Course: Math 35	

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....6	Math 25C.....5
Math 25A.....5	Ph 20B/20BL.....5
11	10
Second Semester	Fourth Semester
Chem 1B.....6	Chem 8.....4
Math 25B.....5	Chem 8L.....2
Ph 20A/20AL.....5	Ph 20C/20CL.....5
16	11

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

Chemistry Courses

CHEM 1A -- 6 Units

General Chemistry I

Prerequisites: Chem 12 or equivalent college course or one year of high school chemistry and Math 3 or equivalent college course, or eligibility for Math 5 or higher

Class Hours: 5 lecture, 3 laboratory

LECTURE: Topics covered include: 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.

LABORATORY: Use of analytical balance; spectroscopy; gravimetric and volumetric analysis; stoichiometry; thermochemistry; solutions; titrations; qualitative analysis; colligative properties and distillations. *Transfer credit: CSU; UC. CAN: CHEM 2*

CHEM 1B -- 6 Units

General Chemistry II

Prerequisites: Chem 1A or equivalent college course and Math 5 or equivalent college course, or eligibility for Math 25A or higher

Class Hours: 5 lecture, 3 laboratory

LECTURE: Topics covered include: phase equilibria; equilibria in gases and solutions; thermodynamics; chemical kinetics; precipitation reactions; acids and bases; complex ions; oxidation-reduction and electrochemistry; quantitative and qualitative analysis, and nuclear chemistry.

LABORATORY: Use of equilibria; thermodynamics; chemical kinetics; electrochemistry; titrations and qualitative analysis. *Transfer credit: CSU; UC. CAN: CHEM 4*

CHEM 7A -- 5 Units

General Organic Chemistry I

Prerequisite: Chem 1B or equivalent college course

Class Hours: 3 lecture, 6 laboratory

This course stresses molecular structure, chemical and physical properties, and the preparation of organic compounds with an emphasis on reaction mechanism, structure determination, synthesis, and applications. Laboratory experience involves using the appropriate methods, techniques, and instrumentation for the synthesis purification and identification of the organic compounds discussed in the lecture portion of the course. This is the first semester of a one-year course to fulfill the organic chemistry requirement of those majors requiring a full year of organic chemistry. *Transfer credit: CSU; UC maximum credit allowed -- 6 units if combined with Chem 8 and 8L*

CHEM 7B -- 5 Units

General Organic Chemistry II

Prerequisite: Chem 7A or equivalent college course

Class Hours: 3 lecture, 6 laboratory

This course continues the study of functional groups such as carboxylic acids and their derivatives, carbonyls, amines and pheols. The emphasis is on reaction mechanism, structure determination using nuclear magnetic resonance and infrared spectroscopy, synthesis and applications. A part of this semester is devoted to the study of biochemistry. Practical experience for the lecture concepts will be provided by the laboratory. *Transfer credit: CSU; UC*

CHEM 8 -- 4 Units

Elementary Organic Chemistry

Prerequisite: Chem 1A or Chem 12

Class Hours: 4 lecture

A study of the properties and reactions of carbon compounds with emphasis on structure and mechanism. Topics covered include: synthesis and characterization of organic compounds; nomenclature; biochemistry. *Transfer credit: CSU; UC maximum credit allowed -- 6 units if combined with Chem 7A and 8L*

CHEM 8L -- 2 Units

Organic Chemistry Lab

Prerequisite: Chem 8 (may be taken concurrently)

Class Hours: 6 laboratory

This lecture-laboratory course deals with the synthesis, characterization and spectroscopic analysis of organic compounds. *Transfer credit: CSU; UC maximum credit allowed -- 6 units if combined with Chem 7A and 8*

CHEM 12 -- 5 Units

Introductory Chemistry I

Prerequisite: Math 1 or equivalent college course, or eligibility for Math 3 or higher

Class Hours: 4 lecture, 3 laboratory

This course fulfills the needs of non-chemistry majors as well as those who need additional review of chemistry. It emphasizes basic principles of inorganic chemistry with reference to measurement, chemical nature of matter and energy, atomic theory, elements and compounds, periodic table, bonding, molecular structure, nomenclature; chemical reactions, equations, and calculations. Course fulfills prerequisite requirements for Chem 1A and Chem 13. *Transfer credit: CSU; UC credit limitations -- no credit at UC if taken after Chem 1A*

CHEM 13 -- 5 Units

Introductory Chemistry II

Prerequisite: Chem 12 or equivalent college course or one year of high school chemistry

Class Hours: 4 lecture, 3 laboratory

This is an introduction to the fundamental concepts of organic and biochemistry including structure, nomenclature and reactions; metabolism of carbohydrates, lipids, proteins, and nucleic acids; kinetics, equilibria, electrochemistry; with applications to agriculture, earth science, nutrition, and health sciences. *Transfer credit: CSU; UC credit limitations -- no credit at UC if taken after Chem 8, 9*

CHEM 22A/B -- .5-3/.5-3 Units

Independent Studies in Chemistry

Prerequisite: A previous course in Chemistry

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of chemistry on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Chicano Studies

The Chicano Studies curriculum examines the ethnic experience in America from historical, social, cultural, and political perspectives. Study of the Chicano enables the student to better understand the rich heritage of the American Southwest as well as providing a baseline for further study of other ethnic groups.

project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Career Opportunities

B.A. Level	Social Worker
Diplomat Corps	Travel Guide
Foreign Office	Translator
Foreign Correspondent	Company Representative
News Analyst	Advertising
Writer	Community Development
Import-Export Trade	

Faculty

Full-Time	Counselor
Tomás Sanchez	Ofelia Romero-Motlagh

Chicano Studies Courses

CH ST 1 -- 3 Units

The Chicano in Contemporary Society

Class Hours: 3 lecture

This course is an analysis of the socioeconomic and political problems confronting the Chicano with emphasis on proposed solutions. Similarities to other ethnic groups will be incorporated in this analysis. Particular focus is placed on the effects that social institutions have had on the ethnic communities of the Southwest. (co-numbered Soc 6) *Transfer credit: CSU; UC*

CH ST 2 -- 3 Units

Chicano Culture

Class Hours: 3 lecture

This study of the social and cultural heritage of the Chicano emphasizes middle American civilizations, and includes the cultural evolution of the Chicano, from the Spanish conquest to present-day America. The course is concerned with the contributions made by the Chicanos to the United States culture, especially in the fine arts, literature, and orally-transmitted heritage. (co-numbered Anth 4) *Transfer credit: CSU; UC*

CH ST 4 -- 3 Units

History of the Southwest

Class Hours: 3 lecture

This course surveys the history of the Chicano from pre-Columbian period to the present. Emphasis will be on the Mexican settlement of the American Southwest and the contributions of the Chicano to the development of the five Southwestern states (Arizona, California, Colorado, New Mexico, and Texas) in the context of American History. (co-numbered Hist 4) *Transfer credit: CSU; UC*

CH ST 8 -- 3 Units

Political Patterns in the U.S.

Class Hours: 3 lecture

Fundamental principles of U.S. Government: federal, state and local are studied in theory and practice. Emphasis is on state and local government of the Southwest, with particular attention given to the legislative process, political parties, pressure groups, and implementation of policy at county and municipal levels. Special emphasis is placed on the participation of the Mexican-American in our political institutions. (co-numbered Pol Sc 8) *Transfer credit: CSU; UC*

CH ST 22A/B -- 1-3/1-3 Units

Independent Studies -- The Chicano

Prerequisite: A previous course in Chicano Studies

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of Chicano studies on an independent study basis. The

Child Development

The Child Development Program prepares students for completion of the certificate in Early Childhood Education or an A.S. Degree in Child Development. Students develop subject matter, knowledge, and skills needed for success in occupational areas as well as transfer to a college or university. This program will be of interest to students who seek work in any of a variety of positions such as teacher or administrator in preschool settings, playground and recreation supervisors, parent educators, and other positions involving work with children and their families.

Career Opportunities

Preschool Teacher	Camp Counselor
Teacher's Aide	Children's Book Author
Parent Educator	Children's Television Producer
Residential Care Worker	Children's Toy Designer
Preschool Director	Children's Toy Marketer
Family Day-Care Provider	

Faculty

Full-Time	Part-Time	Counselors
Linda Cravens	Rosalie Bergman	Rick Cardoni
Kathleen Reid	Dianne Cohn	José de la Peña
	Mariann Harmon	Mary Martin
	Bonnie Hout	
	Carol Howell	
	Jennifer Lynch	
	Herlinda Murguía	
	Kathleen Reiter	
	Christabel Schadt	
	Dianne Smith	
	Maria Smith-Green	

■ Child Development

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. (Teacher - Title 5)

Required Courses:	Units
CD 30..... Human Development	3
CD 32..... Child Nutrition, Health & Safety.....	2
CD 36..... Equity Issues in ECE	3
CD 38..... Practicum I - Observation	3
CD 39A..... Practicum II - Participation	3
CD 39B..... Practicum III -Field Experience	3
CD 40..... Child/Family/Community	3
CD 41..... Programs in ECE	3
CD 43..... ECE Adult Communication.....	3

Required Additional Courses:

Select six (6) units from the following courses:

CD 51..... Music in ECE	3
CD 52..... Art in ECE	3
CD 53..... Science and Math in ECE	3
CD 54..... Language Arts in ECE.....	3

Total minimum units required in major area -- 32

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

Courses required by State of California for minimum 12 units for entry level employment (Title 22) or Associate Teacher (Title 5):

CD 30..... Human Development	3
CD 40..... Child/Family/Community	3
CD 41..... Programs in ECE	3

Select three (3) units from the following courses:

CD 51..... Music in ECE	3
CD 52..... Art in ECE	3
CD 53..... Science & Math in ECE.....	3
CD 54..... Language Arts in ECE.....	3

Early Childhood Education

Certificate of Achievement

This program offers training to students interested in working with young children in Early Childhood settings.

Required Courses:	Units
CD 30..... Human Development	3
CD 38..... Practicum I - ECE Observation	3
CD 39A..... Practicum II - ECE Participation	3
CD 39B..... Practicum III - ECE Field Experience	3
CD 40..... Child, Family and Community	3
CD 41..... Early Childhood Programs	3
CD 43..... Parent and Teacher Communications and Conferencing.....	3
General Education Courses	6
Required Additional Courses:	
Select one (1) of the following courses:	
Psych 1A..... Intro to Psychology	3
Psych 3..... Psychology of Interpersonal Relationships.....	3
Psych 4..... Child Psychology	3
Total minimum units required -- 30	

*Courses are to be selected from those that meet the General Education requirements for the Associate Degree.

Early Childhood Education

Certificate of Achievement

This program offers training to students interested in working with young children in public and private Early Childhood settings (Teacher - Title 5)

Required Courses:

CD 30..... Human Development	3
CD 32..... Nutrition/Health/Safety	2
CD 36..... Equity Issues in ECE	3
CD 38..... Practicum I —Observation	3
CD 39A..... Practicum II—Participation.....	3
CD 39B..... Practicum III—Field Experience.....	3
CD 40..... Child/Family/Community	3
CD 41..... Programs in ECE	3
CD 43..... ECE Adult Communication.....	3

Required Additional Courses:

Select six (6) units from the following courses:

CD 51..... Music in ECE	3
CD 52..... Art in ECE	3
CD 53..... Science and Math in ECE	3
CD 54..... Language Arts in ECE.....	3
Total minimum units required —32	

School Age Child Care

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. (Title 22)

Required Courses:	Units
CD 30..... Human Development	3
CD 40..... Child/Family/Community	3
CD 45..... School Age Programs	3
CD 32..... Nutrition/Health/Safety	2

select three (3) units from the following courses:

CD 51.....	Music in ECE	3
CD 52.....	Art in ECE	3
CD 53.....	Science and Math in ECE	3
CD 54.....	Language Arts in ECE.....	3
total minimum units required —14		

Child Development Courses

Courses required by State of California for minimum 12 units for entry-level employment:

CD 30	Human Development	3
CD 40	Child / Family / Community Programs in ECE	3
CD 41	Programs in ECE	3
Plus one of the following courses:		
CD 51	Music in ECE	3
CD 52	Art in ECE	3
CD 53	Science & Math in ECE	3
CD 54	Language Arts in ECE	3

CD 22A/B -- 1-3/1-3 Units

Independent Studies in Child Development

Prerequisite: A previous course in Child Development

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of child development on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

CD 30 -- 3 Units

Human Development

Class Hours: 3 lecture

This course is a study of human development from the prenatal period to adolescence. Cognitive, biosocial and psychosocial development is investigated. Research and theories are studied and applied to current issues and challenges regarding the developing human. *Transfer credit: CSU; UC*

CD 31 -- 3 Units

Infant Studies

Class Hours: 3 lecture

This course covers infant/toddler care based on the developmental needs of the child. Planning curriculum, designing an environment and observation of an existing program are included. Appreciation for helping parents with special needs children and understanding children from diversified cultural backgrounds will be addressed. *Transfer credit: CSU*

CD 32 -- 2 Units

Child Nutrition, Health & Safety

Class Hours: 2 lecture

Instruction is given in health protection and resources provided by the home, school, and community. Emphasis is placed on 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. This course complies with current legal statutes. The student will be required to take pediatric first aid and pediatric CPR in addition to this class. *Transfer credit: CSU*

CD 36 -- 3 Units

Equity Issues in ECE

Class Hours: 3 lecture

This course is an introduction to equity issues in early childhood education. The course focuses on: family lifestyle, economics, gender, special needs assessment, and ethnicity. *Transfer credit: CSU*

CD 38 -- 3 Units

Practicum 1 - Observation (F/S)

Recommended Preparation: CD 30 (prior or concurrent)

Corequisite: CD 38L

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to child observation techniques based on the study of the theories of Human Development. In the Child Development Center, students will use specific observation tools to observe children's development, activities, classroom materials and environment. Extended experiences are gained in community observation at other early childhood programs. *Transfer credit: CSU*

CD 39A -- 3 Units

Practicum 2 - Participation (F/S)

Recommended Preparation: CD 30

Class Hours: 2 lecture, 3 laboratory

This course provides procedures and practices for students who will be teaching young children and for family day-care providers or those employed in preschools, center-based child care or Head Start Centers. Students will gain practical experience in the application of theories of human development while teaching children in the Child Development Center. *Transfer credit: CSU*

CD 39B -- 3 Units

Practicum 3 - Field Experience (S)

Prerequisites: CD 30, CD 38, CD 39A

Class Hours: 2 lecture, 3 laboratory

This course is based on the student's knowledge of human development with special emphasis on the cognitive theories of Piaget, observation techniques and assessment tools, and the guided laboratory student teaching experience. The student will participate three hours each week as a student teacher in a community based early childhood program. This experience is essential to the content of the course and allows the student to further apply theoretical knowledge to practical teaching situations. *Proof of negative TB clearance is required. Transfer credit: CSU*

CD 40 -- 3 Units

Child / Family / Community

Class Hours: 3 lecture

This course facilitates awareness of the interaction and interdependency of home, school, and community. The course content includes: methods of advocacy, community resources, and application of theory to contemporary social issues. *Transfer credit: CSU*

CD 41 -- 3 Units

Programs in ECE

Recommended prep: CD30

Class Hours: 3 lecture

This course is an overview of the history and philosophies of early childhood education. Course content includes: an introduction to developmentally appropriate practices, career paths, role of the teacher, learning theories, classroom discipline, creating environment, curriculum development and lesson plans. *Transfer credit: CSU*

CD 42 -- 3 Units

Administration in ECE

Prerequisites: CD 30; CD 40; CD 41; and one curriculum course (CD 51,52,53, or 54)

Recommended Preparation: Three years preschool teaching experience

Class Hours: 3 lecture

This course covers the scope of the role of the director of an Early Childhood Program. The course includes: administrative structures, managerial styles and leadership, budget, personnel issues, types of schools, licensing requirements, legislative standards and development of both personal and school philosophies. This course meets the requirements defined by the California Department of Social Services and Title 22 for administering Early Childhood programs. *Transfer credit: CSU*

CD 43 -- 3 Units

Adult Communications

Class Hours: 3 lecture

This course is an introduction to effective communication between parents, teachers and caregivers. The course includes the impact of significant adults in the lives of children, the historical perspective of parent involvement, teacher facilitation of effective communication with parents and competency in specific communication skills. Parent-teacher conferencing techniques and procedures and developing a positive working relationship are emphasized. *Transfer credit: CSU*

CD 44 -- 2 Units

Parent Education (F)

Class Hours: 2 lecture

This course offers parents and Child Development students skills and resources that promote more effective parent and child interactions. It includes study of children's developmental stages, guidance principles and techniques that promote healthy self esteem, and application of developmental theories. Emphasis is placed on culture, race, ethnicity, family structures, economics, class, gender and special needs equity issues. May be taken two (2) times for credit.

CD 45 -- 3 Units**School Age Programs**

Class Hours: 3 lecture

This course introduces the student to the care of school age children. Designed to provide background and experience in the areas of before-and-after school programs and recreation, this course includes the information pertaining to family and school coordination and community resources. Developmentally appropriate curriculum is emphasized. *Transfer credit: CSU.*

CD 51 -- 3 Units**Childhood Music in ECE**

Class Hours: 3 lecture

This course will present creative movement, dance rhythm and song as essential components of physical social, emotional, creative and cognitive development of young children. The course will focus on the critical analysis of developmentally appropriate musical activities and the appreciation of individual and cultural diversity. Students will be encouraged to explore and evaluate children's music and develop applications for integrating music throughout the curriculum. *Transfer credit: CSU*

CD 52 -- 3 Units**Art in ECE**

Class Hours: 3 lecture

This course provides students with the opportunity to study a developmentally appropriate art curriculum for children. A review of current research will be used to explore the importance of art as an essential component of physical, social, emotional, creative and cognitive growth. Students investigate, present and evaluate children's art activities. Focus is on integration of art activities, media and resources throughout the curriculum. *Transfer credit: CSU*

CD 53 -- 3 Units**Science & Math in ECE**

Class Hours: 3 lecture

This course investigates science and math curriculum that is theoretically sound and developmentally appropriate for children. Emphasis is placed on the teacher's role as a facilitator of the inquiry approach to experiencing science and math and on the development and evaluation of curricular materials. *Transfer credit: CSU*

CD 54 -- 3 Units**Language Arts in ECE**

Class Hours: 3 lecture

This course explores current research in children's literature and language arts and demonstrates theoretical classroom applications. Emphasis is placed on evaluation of developmentally appropriate materials, experiences that support language as a means of communication and as a medium of creative expression, and as a tool in the development of logical thought. *Transfer credit: CSU*

CD 60A-Z -- 1-3 Units**Topics in Child Development (F/S)**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Child Development not covered in detail in the general Child Development course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU, see counselor.*

Topics which have been developed include:

60A -- 1.5 Units**Programs for Toddlers (F/S)**

Class Hours: 24 lecture total

This course is designed to include an environment for college students where they have access to toddlers and their parents, gain an in-depth understanding of developmental growth patterns of 2 and 3 year olds and become familiar with the philosophy programs and materials appropriate to an educational experience for this age group. May be taken four (4) times for credit.

60B -- 1 Unit**Early Childhood Classroom Management**

Class Hours: 16 lecture total

This short-term lecture-workshop course is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide opportunity to develop a knowledge

base in management techniques that integrate sound developmental theory with practical application in early childhood settings.

60C -- 1 Unit**Developing Cognitive Group Times in Early Childhood**

Class Hours: 16 lecture total

This short-term lecture-workshop course is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide the student with opportunity to create a developmental sequence for the various cognitive areas introduced at Group Times to children in early childhood programs.

60D -- 1 Unit**Exploring: The Process Approach to Teaching Young Children**

Class Hours: 16 lecture total

This short-term class is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide the student with opportunities to develop integrated curriculum which is developmentally appropriate and process oriented.

60E -- 1.5 Units**Language Development in Young Children (F)**

Recommended Preparation: CD 30

Class Hours: 24 lecture total

This is the exploration of language development from birth to school age. This course helps prospective teachers and parents of young children plan activities and materials to promote language growth.

60F -- 1 Unit**Investigating: The Process Approach to Teaching Young Children**

Class Hours: 16 lecture total

This short-term class will continue to explore the Process Approach to Teaching, which emphasizes process over product when working with young children. The EXPLORING class (CD 60D) is not a prerequisite course but can serve as setting and background for this INVESTIGATING class where additional topics will be presented.

60G -- 1 Unit**Anti-bias Curriculum in Early Childhood Education**

Class Hours: 16 lecture total

This course presents an educational philosophy as well as specific techniques and content. Teachers and administrators are taught to confront the issues of racial differences and similarities, cultural differences and similarities, gender identity, and disabilities.

60H -- 1 Unit**Parenting Young Children**

Class Hours: 16 lecture total

This course is designed to assist parents to understand children's needs and behavior. With the guidance of a competent instructor, parents interact with the materials and each other to learn sound parenting principles geared especially to the challenge of parenting babies, toddlers, and preschoolers. May be taken four (4) times for credit.

CD 89A-Z -- .5-3 Units**Institutes in Child Development★**

Class Hours: Variable

This short-term lecture-workshop series is designed primarily for preschool and day-care personnel in teaching and administrative roles. This series will provide opportunity to gain understanding and skills in the areas of communication with children, parents, staff, and community agencies.

Computer Information Systems

This program is designed for students interested in learning some basic skills of computer information systems with the goal of immediate employment in business or industry, utilizing computer information system techniques and equipment. Two tracks are provided: (1) traditional Information Systems, with emphasis on use of large-scale computers, and (2) Microcomputer Systems, with emphasis on in-the-office use of computer equipment.

Career Opportunities

A.S. Level in Business Data Processing	Junior Programmer
Computer Programming Coordinator	Computer Operator
Information Center Manager	Programmer Trainee
Information Systems Manager	Tape Librarian
Data Processing Sales Representative	Systems Analyst
Technical Information Specialist	Applications Specialist
Technical Services Manager	

A.S. Level in Microcomputer Data Processing	Data Entry Clerk
Office Manager	Receptionist
Word Processor	Data Entry Operator
Office Clerk	
Administrative Aide	

Faculty

Full-Time	Part-Time	Counselor
David Kay	Cheryl Barrett	Lisa Raufman
Louis Wolff	Guy Campbell	
	George Kurata	
	James Shea	

Computer Information Systems

Occupational Associate in Science Degree Certificate of Achievement

Either of these options may be used to obtain a Certificate of Achievement or, with suitable General Education courses, an Associate in Science Degree.

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.

Information Systems Option

Required Courses:	Units
Bus 2A.....Financial Accounting Principles I	3
Bus 2B.....Financial Accounting Principles II	3
Bus 30.....Intro to Business and Economics	3
CIS 1.....Intro to Information Systems	3
CIS 1L.....CIS Introduction Lab	1
CIS 3A.....Windows Programming: Visual BASIC I.....	3
CIS 3AL.....CIS Visual BASIC I Lab.....	1
CIS 3B.....Windows Programming: Visual BASIC II.....	3
CIS 3BL.....CIS Visual BASIC II Lab.....	1
CIS 4A.....Computer Programming I: COBOL	3
CIS 4AL.....CIS COBOL I Lab	1
CIS 4B.....Computer Programming II: COBOL	3
CIS 4BL.....CIS COBOL II Lab	1
CIS 6.....Systems Analysis.....	3
Total minimum units required in major area -- 28	
Recommended Courses: CIS 5A, 5B; CS 18/18L; Econ 1, 2	

Microcomputer Systems Option

Required Courses:	Units
BIS 10A.....Intro to the PC and DOS	1
BIS 10B.....Advanced DOS Functions.....	2
BIS 13A.....Lotus 1-2-3 I.....	1
BIS 13B.....Lotus 1-2-3 II.....	1
BIS 14A.....Intro to Database IV	1

BIS 14B.....Programming dBASE IV.....	2
Bus 2A.....Financial Accounting Principles I	3
Bus 30.....Intro to Business and Economics	3
CIS 1.....Intro to Information Systems	3
CIS 1L.....CIS Introduction Lab	1
CIS 3A.....Windows Programming: Visual BASIC I.....	3
CIS 3AL.....CIS Visual BASIC I Lab.....	1
CIS 3B.....Windows Programming: Visual BASIC II.....	3
CIS 3BL.....CIS Visual BASIC II Lab.....	1

Required Additional Courses:

Select one (1) of the following courses:

Bus 2B.....Financial Accounting Principles II	3
Bus 8.....Computerized Accounting	2

Select one (1) pair from the following courses:

BIS 15A.....WordPerfect I.....	1
BIS 15B.....WordPerfect II.....	1
BIS 20A.....Beginning WordPerfect for Windows	1
BIS 20B.....Advanced WordPerfect for Windows	1
BIS 21A.....Word for Windows I	1
BIS 21B.....Word for Windows II	1

Total minimum units required in major area -- 30-31

Recommended Courses: Bus 2B; CIS 4A, 5A; Econ 1, 2

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

Computer Information Systems Courses

The UC system allows credit for the first 6 courses taken in either Computer Information Systems or Computer Science or a combination thereof.

CIS 1 -- 3 Units

Introduction to Information Systems

Corequisite: CIS 1L

Recommended Preparation: BIS 1 or equivalent

Class Hours: 3 lecture

This introductory course covers the history, development, and application of information processing systems, with emphasis on the microcomputer. This course includes an overview of applications of computer languages in solving business problems. It includes hands-on experience in solving problems, design of program logic, and the writing and execution of programs in the language QBASIC. The course provides hands-on experience with the major microcomputer applications: word processing, spreadsheets, and computerized databases. Course design meets the requirements of the DPMA Model Curriculum. *Transfer credit: CSU*

CIS 1L -- 1 Unit

CIS Introduction Lab ★

Corequisite: CIS 1

Class Hours: 3 laboratory

This course provides hands-on laboratory experience to accompany CIS 1. Problems in BASIC and microcomputer applications will be run on IBM PC or equivalent. *Transfer credit: CSU*

CIS 3A -- 3 Units

Windows Programming: Visual BASIC I (Fall, evening only)

Prerequisite: CIS 1 or equivalent

Corequisite: CIS 3AL

Class Hours: 3 lecture

This is an introductory course in programming in a Windows environment using Microsoft Visual BASIC. It will include an overview of Windows and Visual BASIC and provide an introduction to Event Oriented programming; included are such topics as forms, events, properties, controls and event procedures, menus and dialog boxes, files and graphics, the user interface, managing projects, flow control, sorting, and advanced data handling. It will provide some basic understanding of and experience in the development and use of error handling and debugging procedures. *Transfer credit: CSU; UC*

CIS 3AL -- 1 Unit**CIS Visual BASIC I Lab★** (Fall, evening only)

Corequisite: CIS 3A

Class Hours: 3 laboratory

This course provides hands-on lab experience for those students who are enrolled in an introductory Visual BASIC programming course. *Transfer credit: CSU; UC credit limitations.*

CIS 3B -- 3 Units**Windows Programming: Visual BASIC II** (Fall, evening only)

Prerequisites: CIS 3A/3AL

Corequisite: CIS 3BL

Class Hours: 3 lecture

This is the second in a two-course sequence of instruction in programming in a Windows environment using Microsoft Visual BASIC. This course will build on the understanding of syntax and procedures learned in the first course, requiring the student to develop more complex and advanced programs. This course concentrates on the interaction of programs, the use of more advanced graphics and sound, and the handling of more complex data files and arrays. It will provide experience programming to implement a real-world business application. *Transfer credit: CSU; UC credit limitations.*

CIS 3BL -- 1 Unit**CIS Visual BASIC II Lab★** (Fall, evening only)

Corequisite: CIS 3B

Class Hours: 3 laboratory

This course provides hands-on lab experience for those students who are enrolled in a second semester-long Visual BASIC programming course. *Transfer credit: CSU; UC credit limitations.*

CIS 4A -- 3 Units**Computer Programming I: COBOL** (Spring, evening only)

Prerequisite: CIS 1 or equivalent

Corequisite: CIS 4AL

Recommended Preparation: For CIS majors, concurrent enrollment in or prior completion of CIS 2

Class Hours: 3 lecture

Students become familiar with basic computer programming concepts used in the solving of business computer information systems problems. Completion of assigned class problems provides experience in actual programming using COBOL language. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 8*

CIS 4AL -- 1 Unit**CIS COBOL I Lab★** (Spring, evening only)

Corequisite: CIS 4A

Class Hours: 3 laboratory

This course provides hands-on laboratory experience to accompany CIS 4A. Problems in COBOL will be run in the Lab on suitable micro-computer hardware. *Transfer credit: CSU; UC credit limitations.*

CIS 4B -- 3 Units**Computer Programming II: COBOL** (Spring, evening only)

Prerequisites: CIS 4A/4AL or equivalent

Corequisite: CIS 4BL

Class Hours: 3 lecture

A study of advanced COBOL programming techniques, with particular emphasis on disk file concepts, for solving business computer information systems problems such as payroll, accounts payable, inventory, etc. *Transfer credit: CSU; UC credit limitations.*

CIS 4BL -- 1 Unit**CIS COBOL II Lab★** (Spring, evening only)

Corequisite: CIS 4B

Class Hours: 3 laboratory

This course provides supervised hands-on laboratory experience with a set of interrelated COBOL programs that utilize the more advanced capabilities of the language in a realistic business-like process. Course includes all aspects of design, development and documentation. *Transfer credit: CSU; UC credit limitations.*

CIS 5A -- 3 Units**Local Area Networks (LAN)**

Prerequisite: CIS 1 or equivalent

Class Hours: 2.5 lecture, 1.5 laboratory

This course covers terminology, technology, topologies and software used in local area networks. Different topologies, hardware, and software are compared and evaluated for a variety of applications as

to cost and performance. This course is designed for computer users and managers of computer facilities who intend to install and work with LANs. System administrators will learn to support users, save user accounts, implement levels of security, apply diagnostics, and back up and maintain the software. Novell NetWare will be utilized as the focus of this course.

CIS 5B -- 3 Units**Advanced Microcomputer LAN Features**

Prerequisite: CIS 5A

Corequisite: CIS 5BL

Class Hours: 3 lecture

This course provides advanced study of local area networks. The course focuses on installing the network, troubleshooting the system, installing applications, and attaching peripherals. Students learn to customize a local area network to achieve an organization's specific goals. In addition, the course focuses on features such as system commands and performance, problem handling, program-fix installation and application, backup and recovery, and objects and queues. Students will work with system security and problem determination procedures. As with CIS 5A, the focus will be on Novell NetWare.

CIS 5BL -- 1 Unit**Advanced Microcomputer LAN Features Lab★**

Corequisite: CIS 5B

Class Hours: 3 laboratory

This course provides hands-on lab experience for those involved in an advanced study of local area networks. The course provides for installing network components, troubleshooting the system, installing applications, and attaching peripherals. Students gain experience in learning to customize a local area network to achieve an organization's specific goals, in using features such as system commands and performance, problem handling, program-fix installation and application, backup and recovery, objects and queues, and working with system security and problem determination procedures.

CIS 6 -- 3 Units**Systems Analysis** (By Arrangement Only)

Prerequisites: CIS 1 and a programming class or equivalent

Class Hours: 3 lecture

Study includes computer information systems systems and procedures, analysis of various existing business computer information systems principles. Course is required of most business and economics departments for non-data and data systems concepts. *Transfer credit: CSU*

CIS 9 -- 1 Unit**Computer Programming Laboratory★**

Corequisite: CIS 22A/B with subject that requires extensive lab work/computer usage

Class Hours: 3 laboratory

This course allows for laboratory experience credit, when deemed appropriate by the instructor, for an Independent Study contract. May be taken two (2) times for credit. *Transfer credit: CSU; UC credit limitations.*

CIS 22A/B -- 1-3/1-3 Units**Independent Studies in Information Systems**

Prerequisite: A previous course in Computer Information Systems

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of computer information systems on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

CIS 60A-Z -- 1-3 Units**Topics in Computers**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Computer Information Systems not covered in detail in the general Computer Information Systems course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Computer Science

This program prepares students for further study in Computer Science and can lead to careers in such fields as technical applications programming, design of computer operating systems and related software, systems analysis and design, etc.

Career Opportunities

B.S. Level (Requires bachelors or graduate studies)	
Computer Programmer	Business Programmer
Applications Engineer, Computer	System Designer
Microprocessing Technologist	Scientific Programmer
Naval Research Logistics	Forms Analyst
Process Control Programmer	Coder
Operational Research Manager	Software Analyst
Computer Service Technician	Software Engineer
Computer Lab Technician	Systems Analyst

Faculty

Full-Time	Part-Time	Counselors
Sheila Tan	Thomas Becker	Edna Ingram
	Donald Cook	Letricia Mai
	Larry Lace	Danita Redd Terry
	Takyiu Liu	
	Christine Salazar	

■ Computer Science

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.

Required Courses:	Units
CS 10A/10AL Introduction to Programming-C/Lab	4
CS 20/20L Data Structures and Program Design/Lab	4
CS 30/30L Assembly Language/Lab	4
CS 40 Computer Architecture	3
Math 25A Calculus with Analytic Geometry I	5
Math 25B Calculus with Analytic Geometry II	5
Math 31 Introduction to Linear Algebra	3
Required Additional Courses:	
Select two (2) of the following courses:	
CS 10B/10BL Object-Oriented Programming Using C++/Lab	4
CS 10C/10CL Windows Programming Using C++/Lab	4
CS 19/19L Software Engineering with Ada/Lab	4
CS 50 Files and Data Bases	3
CS 60/60L Concepts of Programming Languages/Lab	4
Math 25C Calculus with Analytic Geometry III	5
Math 35 Applied Differential Equations	3
Phil 9 Symbolic Logic	4
Total minimum units required in major area -- 38-41	

Suggested Course Sequence:

First Semester	Third Semester
CS 10A/10AL	CS 10B/10BL
Math 25A	CS 30/30L
<u>9</u>	<u>8</u>
Second Semester	Fourth Semester
CS 20/20L	CS 40
Math 25B	Math 31
<u>9</u>	<u>6</u>

The Suggested Course Sequence shown above does not include the two Required Additional Courses that students select for the Associate in Science Degree.
See Degree Requirements and Transfer Information section for General Education requirements.

Computer Science Courses

The UC system allows credit for the first 6 courses taken in either Computer Science or Computer Information Systems or a combination thereof.

CS 1 -- 3 Units Fundamentals of Computers and Programming/C

Corequisite: Concurrent enrollment in CS 1L required
Recommended Preparation: Math 1

Class Hours: 3 lecture

This course is an introduction to computers and computer science, problem-solving techniques, design of algorithms, and an introduction to structured programming in C. *Transfer credit: CSU; UC credit limitations.*

CS 1L -- 1 Unit Fundamentals of Computers and Programming/CI Laboratory★

Corequisite: Concurrent enrollment in CS 1 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 1. *Transfer credit: CSU; UC credit limitations.*

CS 2 -- 3 Units Introduction to UNIX and C

Corequisite: Concurrent enrollment in CS 2L required

Recommended Preparation: Familiarity with computer architecture and at least one high-level programming language

Class Hours: 3 lecture

This course is an introduction to the UNIX operating system and the C programming language. Topics include basic introduction to the UNIX environment such as vi editor, C shell, shell scripts, and other UNIX utility programs. The basic programming concepts and program design in C are introduced. *Transfer credit: CSU; UC credit limitations.*

CS 2L -- 1 Unit Introduction to UNIX and C Laboratory★

Corequisite: Concurrent enrollment in CS 2 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 2. *Transfer credit: CSU; UC credit limitations.*

CS 3 -- 3 Units Introduction to Computer Hardware and Systems Software

Recommended Preparation: CS 1

Class Hours: 3 lecture

This is an introduction to computer hardware and systems software concepts from the user's viewpoint. Topics include computer organization, data representation, operating systems, systems software design and use for the microcomputer. This is a course for non-computer science majors. *Transfer credit: CSU*

CS 10A -- 3 Units Introduction to Programming with C

Prerequisite: Math 6 or Math 7 or equivalent college course

Corequisite: Concurrent enrollment in CS 10AL required

Class Hours: 3 lecture

This course is an introduction to computer programming and the organization of computers. Basic programming concepts are studied including: algorithms, data and control structures, debugging, programs design, documentation, and structured programming. This course will use C to demonstrate the application of software engineering methodologies. *Transfer credit: CSU; UC credit limitations.*

CS 10AL -- 1 Unit**Introduction to Programming with C Laboratory★**

Corequisite: Concurrent enrollment in CS 10A required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 10.
*Transfer credit: CSU; UC credit limitations.***CS 10B -- 3 Units****Object-Oriented Programming Using C++**

Prerequisites: CS 10A/10AL or equivalent college course or proficiency in C

Corequisite: Concurrent enrollment in CS 10BL required

Class Hours: 3 lecture

This course provides in-depth understanding of fundamentals of object-oriented programming methodology, such as message-passing, data-hiding, encapsulation, class and inheritance using C++. *Transfer credit: CSU; UC credit limitations.***CS 10BL -- 1 Unit****Object-Oriented Programming Laboratory Using C++★**

Prerequisites: CS 10A/10AL or equivalent college course or proficiency in C

Corequisite: Concurrent enrollment in CS 10B required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 10B.
*Transfer credit: CSU; UC credit limitations.***CS 10C -- 3 Units****Windows Programming Using C++**

Prerequisites: CS 10B/10bL or equivalent college course or proficiency in C++

Corequisite: Concurrent enrollment in CS 10CL required

Class Hours: 3 lecture

The main components of a Windows application are studied, including the development environment, messaging model, user interface, graphic device interface, and memory management. *Transfer credit: CSU; UC credit limitations.***CS 10CL -- 1 Unit****Windows Programming Laboratory Using C++**

Corequisite: Concurrent enrollment in CS 10C required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 10C.
*Transfer credit: CSU; UC credit limitations.***CS 18 -- 3 Units****Computer Programming - FORTRAN**

Prerequisites: Math 5 and Math 6 or Math 7 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Corequisite: Concurrent enrollment in CS 18L required

Class Hours: 3 lecture

This course is an introduction to programming and the organization of computers using the FORTRAN language. Basic programming concepts are studied including: algorithms, data and control structures, debugging, program design, documentation, and structured programming. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 4 (CS 18 & 18L)***CS 18L -- 1 Unit****Computer Programming Laboratory - FORTRAN★**

Corequisite: Concurrent enrollment in CS 18 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 18.
*Transfer credit: CSU; UC credit limitations.***CS 19 -- 3 Units****Software Engineering with Ada**

Corequisite: Concurrent enrollment in CS 19L required

Recommended Preparation: Knowledge of at least one high-level language

Class Hours: 3 lecture

This is an introduction to concepts in software engineering using Ada. Topics include data abstraction and Ada's types, generics, exception handling, packages, tasking and parallel programming. *Transfer credit: CSU; UC credit limitations.***CS 19L -- 1 Unit****Software Engineering Laboratory with Ada★**

Corequisite: Concurrent enrollment in CS 19 required

Recommended Preparation: Knowledge of at least one high-level language

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 19.
*Transfer credit: CSU; UC credit limitations.***CS 20 -- 3 Units****Data Structures and Program Design**

Prerequisites: CS 10/10L or equivalent college course or proficiency in Pascal

Corequisite: Concurrent enrollment in CS 20L required

Class Hours: 3 lecture

Structured programming methods will be applied to abstract data types such as stacks, queues, trees, and graphs. The concepts of pointer variables, linked lists, list processing, recursion, simulation, algorithm analysis and verification will be presented. More advanced algorithm designs such as greedy algorithms, dynamic programming will also be presented. The concept of object-oriented programming is introduced. *Transfer credit: CSU; UC credit limitations.***CS 20L -- 1 Unit****Data Structures and Program Design Laboratory★**

Corequisite: Concurrent enrollment in CS 20 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 20.
*Transfer credit: CSU; UC credit limitations.***CS 22A/B -- .5-3/.5-3 Units****Independent Studies in Computer Science**

Prerequisite: A previous course in Computer Science

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of computer science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.***CS 30 -- 3 Units****Assembly Language**

Corequisite: Concurrent enrollment in CS 30L required

Recommended Preparation: Knowledge of at least one high-level language and CS 20/20L

Class Hours: 3 lecture

This course covers basic computer organization; assembly language programming; input-output programming; interrupt handlers. *Transfer credit: CSU; UC credit limitations.***CS 30L -- 1 Unit****Assembly Language Laboratory★**

Corequisite: Concurrent enrollment in CS 30 required

Recommended Preparation: Knowledge of at least one high-level language and CS 20/20L

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 30.
*Transfer credit: CSU; UC credit limitations.***CS 40 -- 3 Units****Computer Architecture**

Recommended Preparation: Knowledge of at least one high-level language and CS 30/30L

Class Hours: 3 lecture

This course is an introduction to the structure and organization of computer systems. Topics include: number systems, data representation, ALU design and function, memory micro programming, I/O handling and interrupts. *Transfer credit: CSU; UC credit limitations.***CS 50 -- 3 Units****Files and Data Bases**

Recommended Preparation: Knowledge of at least one high-level language and CS 30/30L

Class Hours: 3 lecture

This is an introduction to large files and data base management. Topics include the following file structures: sequential, indexed sequential, indexed, direct, inverted, tree, and ring. Multi-file data bases, objectives of data base organization, and data base structure are also studied. *Transfer credit: CSU*

CS 60 -- 3 Units

Concepts of Programming Languages

Corequisite: Concurrent enrollment in CS 60L required

Recommended Preparation: Knowledge of at least one high-level language and CS 20/20L

Class Hours: 3 lecture

Basic concepts of programming languages are studied. Topics include: syntax, BNF, scope of names, semantics, type checking, and storage management. Programming languages such as Pascal, Ada, FORTRAN, and Lisp are compared. *Transfer credit: CSU; UC credit limitations.*

CS 60L -- 1 Unit

Concepts of Programming Languages Laboratory★

Corequisite: Concurrent enrollment in CS 60 required

Recommended Preparation: Knowledge of at least one high-level language and CS 20/20L

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 60. *Transfer credit: CSU; UC credit limitations.*

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 Marshal
County Deputy Sheriff	Court Bailiff
State Traffic Officer (CHP)	State Police Officer
University/College Police Officer	Border Patrol Agent
Park Ranger (State/County)	Custodial Officer
Group Supervisor/Counselor	Private Investigation
Private Security/Loss Prevention	

Faculty

Full-Time	Part-Time	Counselors
David Harrington	Philip Anderson	Rick Cardoni
Mitchell Smith	James Murphy	Mike Johnson
	Michael Sayre	Mary Martin
	Michael Webb	

■ Criminal Justice

Occupational

Associate in Science Degree

This program offers training of 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:	Units
CJ 1 Introduction to Criminal Justice	3
CJ 2 Concepts of Criminal Law	3
CJ 3 Community Relations	3
CJ 4 Legal Aspects of Evidence	3
CJ 5 Principles/Procedures of the Justice System	3
CJ 6 Criminal Justice Report Writing	3
CJ 41 Intro to Probation, Parole and Corrections	3

Required Additional Courses:

Select six (6) units from the following courses:

CJ 10 Patrol Procedures	3
CJ 11 Criminal Investigation	3
CJ 14 Juvenile Procedure	3
CJ 18 Narcotics Investigation	3
CJ 19 Vice Control	3

Total minimum units required in major area -- 27

Recommended Courses: Pol Sc 3; Psych 1A; Soc 1

Suggested Course Sequence:

First Semester	Third Semester
CJ 1 3	CJ 4 3
CJ 2 3	CJ 41 3
6	Any Elective Course 3
	9

Second Semester	Fourth Semester
CJ 3 3	CJ 6 3
CJ 5 3	Any Elective Course 3
6	6

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

Criminal Justice Courses

CJ 1 -- 3 Units

Introduction to Criminal Justice

Class Hours: 3 lecture

Basic topics covered in this class include: the history and philosophy of criminal justice in America; recapitulation of the system; identifying of the various sub-systems; role expectations, and their interrelationships; theories of crime, punishment, rehabilitation; ethics, education and training for professionalism in the system. *Transfer credit: CSU; UC. CAN: AJ 2*

CJ 2 -- 3 Units

Concepts of Criminal Law

Class Hours: 3 lecture

This class deals with the following major topics: historical development and philosophy of law, including constitutional provisions, definitions, classification of crime, and their application to the Criminal Justice System; legal research, study of case law, methodology and concepts of law as a social force. *Transfer credit: CSU; UC. CAN: AJ 4*

CJ 3 -- 3 Units

Community Relations

Class Hours: 3 lecture

Students in this course make an in-depth exploration of criminal justice practitioners and their agencies. Through interaction and study the student will become aware of the interrelationship and role expectations among the various agencies and the public. Principal emphasis will be placed upon the professional image of the Criminal Justice System and the development of positive relationships between members of the system and the public. *Transfer credit: CSU; UC*

CJ 4 -- 3 Units

Legal Aspects of Evidence

Prerequisites: CJ 1 and CJ 2

Class Hours: 3 lecture

The student becomes acquainted with the origin, development philosophy and constitutional basis of evidence in this class. Other topics to be covered include constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. *Transfer credit: CSU. CAN: AJ 6*

CJ 5 -- 3 Units

Principles and Procedures of the Justice System

Class Hours: 3 lecture

The course provides an in-depth study of the role and responsibilities of each segment within the Criminal Justice System: law enforcement, judicial, and corrections. The student also learns about each sub-system procedure, from initial entry to final disposition, as well as the relationship each segment maintains with its system members. *Transfer credit: CSU*

CJ 6 -- 3 Units

Criminal Justice Report Writing

Prerequisite: Engl 2 or eligibility for Engl 1A

Class Hours: 3 lecture

This course, designed for criminal justice practitioners, emphasizes the mastery of report writing skills to record crime scenes, emergency response situations, and routine occurrences. Its goal is to help students translate observation into accurate, clear, concise, complete and acceptable standard written English so that documents are appropriate for court presentation. *Transfer credit: CSU*

CJ 10 -- 3 Units**Patrol Procedures (S)**

Class Hours: 3 lecture

Responsibilities, techniques, and methods of police patrol are emphasized in this class. The student learns about the handling of complaints, mechanics of arrest, preliminary investigations, field note taking, and report writing. *Transfer credit: CSU*

CJ 11 -- 3 Units**Criminal Investigation (F)**

Prerequisites: CJ 1 and CJ 2

Class Hours: 3 lecture

Instruction covers the fundamentals of investigation including crime scene search and recording; collection and preservation of physical evidence; scientific aids, modus operandi; source of information; interviews and interrogation; follow-up and case preparation. *Transfer credit: CSU. CAN: AJ 8*

CJ 14 -- 3 Units**Juvenile Procedure (S)**

Class Hours: 3 lecture

The course focuses upon the organization, functions, and jurisdiction of juvenile agencies. Other topics include the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures. *Transfer credit: CSU*

CJ 18 -- 3 Units**Narcotics Investigation (S)**

Class Hours: 3 lecture

Students will learn to identify marijuana, opiates, dangerous drugs, hallucinogens, and their paraphernalia. Principles of identifying and dealing with the "user" are also delineated. Other topics include: laws and court decisions relating to the offender, fundamentals of arrest, search, report writing, and court testimony. The prevention and control of drug abuse as it relates to society. *Transfer credit: CSU*

CJ 19 -- 3 Units**Vice Control (F)**

Class Hours: 3 lecture

This course covers the detection, repression and control of vice. Topics include gambling, prostitution, liquor, sex offender violations, vice law, and court procedures. The course is intended to provide knowledge and skill in the recognition, investigation, and control of vice offenders. *Transfer credit: CSU*

CJ 22A/B -- 1-3/1-3 Units**Independent Studies in Criminal Justice**

Prerequisite: A previous course in Criminal Justice

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of criminal justice on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

CJ 41 -- 3 Units**Introduction to Probation, Parole and Corrections**

Class Hours: 3 lecture

An introduction to the legal and practical aspects, practices, and procedures of probation, this course includes an analysis of both, with emphasis on rehabilitation and classification methods in criminology. *Transfer credit: CSU*

CJ 60A-Z -- 1-3 Units**Topics in Criminal Justice**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Criminal Justice not covered in detail in the general Criminal Justice course offerings. Topic courses are announced on a semester basis in the schedule of classes.

CJ 89A-Z -- .5-3 Units**Institutes in Law Enforcement★**

Prerequisites: CJ 1, 2, 3, 4 and 5 (Core) or possession of P.O.S.T. Basic Certificate

Class Hours: Variable

This short term lecture series concentrates on specialized law enforcement technology designed for criminal justice personnel.

Dance

People who study in the various specialities 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	Dancer
Agent	Fitness Trainer
Arts and Studio Management	Lighting Designer
Arts Consultant	Masseuse
Chiropractor	Movement Consultant
Choreographer	Movement Therapist
Community Center Leader	Physical Therapist
Costumer	Recreation Specialist
Dance Critic/Writer	Sports Trainer
Dance Historian	Stage Manager
Dance Teacher	

Faculty

Full-Time	Part-Time	Counselor
Stella Matsuda	Rene Baum	Don Henderson
	Avalon Garrett	
	Donald Hewitt	
	Margaret Hyun	
	Sandra Patterson	
	Dennon Rawles	

■ Dance

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 the four-year college or university catalog for specific requirements or see a Moorpark College counselor. Most universities require an audition for level placement in technique.

Required Courses:	Units
Dance 1A.....Dance Appreciation.....	3
Dance 52.....Children's Dance Theatre.....	3
Dance 51 or 55 Dance Performance or Ensemble.....	1.5 - 3
Select 4.5-6 units from the following:	
Dance 10A.....Ballet I.....	1.5
Dance 10B.....Ballet II.....	1.5
Dance 10C.....Ballet III.....	1.5
Dance 10D.....Ballet IV.....	2.0
Dance 40.....Ballet Variations.....	2.0

Select 3-6 units from the following:

Dance 11A.....Modern Jazz I.....	1.5
Dance 11B.....Modern Jazz II.....	1.5
Dance 11C.....Modern Jazz III.....	1.5
Dance 11D.....Modern Jazz IV.....	2
Dance 43.....Jazz Dance Roots.....	2

Select 4.5-6 units from the following:

Dance 12A.....Modern Dance I.....	1.5
Dance 12B.....Modern Dance II.....	1.5
Dance 12C.....Modern Dance III.....	2
Dance 12D.....Modern Dance IV.....	2
Dance 14A-D.....Choreography, Modern Dance.....	2

Select 1.5-3 units from the following:

Dance 13A.....Tap I.....	1.5
Dance 13B.....Tap II.....	1.5

Plus 3-6 units from the following:

Dance 20.....Free Dance/Improvisation.....	1.5
Dance 30.....Ballroom Dance.....	1.5
Dance 31.....World Dance.....	1.5
Dance 60A-Z.....Topics in Dance (as offered).....	1-3

Total minimum units required in major area -- 28

Recommended Courses: An 1; RT 3A; ThA 20

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

Dance Courses

Students planning to take more than 4 units of Dance courses marked with * and/or more than 12 units of those marked with † should consult a counselor. The UC system accepts only that limited number of units in the respective cases. All Dance courses are accepted for equal semester credit by schools in the California State University system.

Any combination of Dance activity courses of a particular kind (e.g., ballet, modern dance, etc.) may be taken for a total of four (4) times.

DANCE 1A -- 3 Units

Dance Appreciation

Class Hours: 3 lecture

This non-performance course examines dance through viewing dance performances and through lectures and discussions. Developments and factors which have influenced change in dance historically, culturally, and as an art form will be explored. *Transfer credit: CSU; UC*

DANCE 10A -- 1.5 Units

Ballet I-Fundamentals

Class Hours: 1 lecture, 2 activity

This is an introduction to basic ballet technique and terminology, general principles of alignment, centering and posture as it relates to ballet. Class will include exercises at the barre to develop flexibility, strength, control, coordination and resilience and center practice of Port des Bras, simple adage and allegro movements. *Transfer credit: CSU; UC†*

DANCE 10B -- 1.5 Units

Ballet II-Beginning

Prerequisite: Dance 10A

Class Hours: 1 lecture, 2 activity

This course continues to introduce new movements and terminology that are part of the basic ballet technique, both at the barre and in center. Basic movements will now be combined into adage and allegro patterns. Stress on increased technical skills is also included. *Transfer credit: CSU; UC†*

DANCE 10C -- 1.5 Units**Ballet III-Intermediate**

Prerequisite: Dance 10B or equivalent

Class Hours: 1 lecture, 2 activity

This course covers the knowledge and development of intermediate technique both at the barre and in center. Class will include more concentration on the disciplines of ballet form and the physical abilities necessary to execute movements. *Transfer credit: CSU; UC†*

DANCE 10D -- 2 Units**Ballet IV-Advanced**

Prerequisite: Dance 10C or equivalent

Class Hours: 1 lecture, 3 activity

This is a continuation of intermediate ballet. This course involves the analysis and application of kinesthetic principles as they apply to ballet to further develop one's skills, techniques, and physical capabilities. *Transfer credit: CSU; UC†*

DANCE 11A -- 1.5 Units**Modern Jazz I-Fundamentals**

Class Hours: 1 lecture, 2 activity

This course is an introduction of basic movement skills in modern jazz technique emphasizing an understanding and appreciation of jazz as an artistic dance form. *Transfer credit: CSU; UC*

DANCE 11B -- 1.5 Units**Modern Jazz II-Beginning**

Prerequisite: Dance 11A or equivalent

Class Hours: 1 lecture, 2 activity

This beginning course is a continued development of basic movement skills in modern jazz technique. Compositional forms and rhythm are practiced leading to an understanding and appreciation of jazz as an artistic dance form. *Transfer credit: CSU; UC†*

DANCE 11C -- 1.5 Units**Modern Jazz III-Intermediate**

Prerequisite: Dance 11B or equivalent

Class Hours: 1 lecture, 2 activity

This is a continuation of Modern Jazz I and II with emphasis on style and form as well as increased technical and choreographic skills. *Transfer credit: CSU; UC†*

DANCE 11D -- 2 Units**Modern Jazz IV-Advanced**

Prerequisite: Dance 11C

Class Hours: 1 lecture, 3 activity

This is a continuation of Modern Jazz III with an emphasis on performance style and form as well as increased technical and choreographic skills. *Transfer credit: CSU; UC†*

DANCE 12A -- 1.5 Units**Modern Dance I-Fundamentals**

Class Hours: 1 lecture, 2 activity

This course covers the fundamentals of modern dance techniques to develop flexibility, strength, control, coordination, endurance and form, basic principles, evaluation and application of dance composition, and the understanding of modern dance as an art form. *Transfer credit: CSU; UC†*

DANCE 12B -- 1.5 Units**Modern Dance II-Beginning**

Prerequisite: Dance 12A or equivalent

Class Hours: 1 lecture, 2 activity

This continues to develop the basic skills in modern dance technique, simple improvisation and composition, the understanding of the principles of alignment and motion, and to experience movement. *Transfer credit: CSU; UC†*

DANCE 12C -- 2 Units**Modern Dance III-Intermediate**

Prerequisite: Dance 12B or equivalent

Class Hours: 1 lecture, 3 activity

This is a continuing study of modern dance technique with emphasis upon increased flexibility, strength, and coordination. Study of the dance phrase combinations with integration of the elements of rhythm, design, dynamics and motivation. Understand and appreciate dance as a creative art form. *Transfer credit: CSU; UC†*

DANCE 12D -- 2 Units**Modern Dance IV-Advanced**

Prerequisite: Dance 12C or equivalent

Class Hours: 1 lecture, 3 activity

This is a continuation of intermediate modern dance technique with emphasis on skills of performance, development in techniques of dance composition and choreography. *Transfer credit: CSU; UC†*

DANCE 13A -- 1.5 Units**Tap I-Fundamentals**

Class Hours: 1 lecture, 2 activity

This course will introduce basic tap dance techniques and elementary tap dances, various routines and rhythm structures. It provides an opportunity to develop motor coordination and rhythm. Some history of tap dance will be included. *Transfer credit: CSU; UC†*

DANCE 13B -- 1.5 Units**Tap II-Beginning**

Prerequisite: Dance 13A or equivalent

Class Hours: 1 lecture, 2 activity

This course will be a continuation of basic and elementary techniques of tap dancing, including music theory concepts as they apply to the syncopated rhythms of tap dance. It provides an opportunity to develop motor coordination and rhythm. Some history of tap dance will be included. *Transfer credit: CSU; UC†*

DANCE 14A -- 2 Units**Choreography, Modern Dance-Fundamentals**

Prerequisite: Dance 12B

Class Hours: 1 lecture, 3 activity

This course explores the basic principles of dance composition as an art form and applies these guides through practical applications. It develops the concept of space, time and energy into creating dances. It integrates dance movement technique as a form of expression to communicate literal and non-literal themes. Solo and small group choreography will be emphasized as well as improvisations. *Transfer credit: CSU; UC*

DANCE 14B -- 2 Units**Choreography, Modern Dance-Beginning**

Prerequisite: Intermediate modern dance or equivalent

Class Hours: 1 lecture, 3 activity

This course continues to explore dance as a creative art form by integrating dance movement technique as a form of expression to communicate literal and non-literal themes. Solo and small group choreography will be emphasized as well as improvisations. *Transfer credit: CSU; UC*

DANCE 14C -- 2 Units**Choreography, Modern Dance-Intermediate**

Prerequisite: Intermediate modern dance or equivalent

Class Hours: 1 lecture, 3 activity

This course continues to explore more in depth dance as a creative art form combining movement with the use of music and sound. Emphasis will be to develop a substantial solo work that is ready to be performed in a concert setting. *Transfer credit: CSU; UC*

DANCE 14D -- 2 Units**Choreography, Modern Dance-Advanced**

Prerequisite: Advanced dance class or equivalent

Class Hours: 1 lecture, 3 activity

This course uses all the elements of space, time and energy as they apply to developing dance as an art form. Working with literal and non-literal themes, the student choreographer will have an opportunity to set a group dance for a concert piece. *Transfer credit: CSU; UC*

DANCE 20A -- 1.5 Units**Free Dance/Improvisation I**

Recommended Preparation: Concurrent enrollment in modern dance

Class Hours: 1 lecture, 2 activity

This course is designed to primarily stimulate one to discover the joy of movement and to enter into an environment that will encourage the individual to find unique and creative expressions in dance. *Transfer credit: CSU; UC†*

DANCE 20B -- 1.5 Units**Free Dance/Improvisation II**

Prerequisite: Dance 20A or equivalent

Class Hours: 1 lecture, 2 activity

This course is designed to assist the individual to explore in a creative, free environment, various stimuli that will heighten the expressive act of dance movements to communicate to others and to enjoy for one's own pleasure or for performance. *Transfer credit: CSU; UC†*

DANCE 20C -- 1.5 Units**Free Dance/Improvisation III**

Prerequisite: One beginning dance class or equivalent

Class Hours: 1 lecture, 2 activity

This course is an experience in creating appropriate movement responses to express ideas and feelings. Students will explore various stimulus situations with the ultimate aim at recreating and developing their initial spontaneous responses in the organic form of the dance. *Transfer credit: CSU; UC†*

DANCE 22A/B -- 1-3/1-3 Units**Independent Studies in Dance**

Prerequisite: A previous course in Dance

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of dance on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU, UC pending*

DANCE 30A -- 1.5 Units**Ballroom I**

Class Hours: 1 lecture, 2 activity

This course is designed to introduce students to ballroom dancing through developing an understanding of its history, music and fundamental practices of performance. Basic steps, variations and styling techniques for the fox-trot, swing, waltz, cha-cha, tango, rumba, samba, mambo, polka and selected novelty dances will be included. *Transfer credit: CSU; UC**

DANCE 30B -- 1.5 Units**Ballroom II**

Prerequisite: PE 30A

Class Hours: 1 lecture, 2 activity

This course is designed to further students' knowledge of and expertise in ballroom dancing. Students will review basic steps and increase their repertoire of variations and styling techniques for the fox-trot, swing, waltz, cha-cha, tango, rumba, samba, mambo, polka and selected novelty dances. Students will be expected to attend at least one out of class dance. *Transfer credit: CSU; UC**

DANCE 31A -- 1.5 Units**World Dance, Ethnic Folk Forms I**

Class Hours: 1 lecture, 2 activity

Students will study the development of Ethnic dance skills, understanding and appreciation including experiences in Folk, Square, and Round dancing. *Transfer credit: CSU; UC**

DANCE 31B -- 1.5 Units**World Dance, Ethnic Folk Forms II**

Prerequisite: Dance 31A or equivalent

Class Hours: 1 lecture, 2 activity

This course is a continuation of study in Folk, Square, and Ethnic dance skills. *Transfer credit: CSU; UC**

DANCE 40 -- 2 Units**Ballet Variations**

Prerequisite: Dance 10B 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. *Transfer credit: CSU; UC pending*

DANCE 43 -- 2 Units**Jazz Dance Roots**

Prerequisite: Dance 11C

Class Hours: 1 lecture, 3 activity

This course will explore the development of jazz dance from its outgrowth of early Theater and Modern Dance, the influences of

African/Tribal, Hindu/Indian, Cuban and South American Latin dances and their effect on the styles and trends of the day. The course will explore the development of Jazz Dance through the works of early dance pioneers, e.g., Martha Graham, Jack Cole and Kathryn Dunham, Broadway choreographers Bob Fosse, Agnes DeMille and Jerome Robbins, and international dance companies. *Transfer credit: CSU; UC pending*

DANCE 51A -- 1.5 Units**Dance Performance/Production I**

Prerequisite: Beginning dance class

Recommended Preparation: Concurrent enrollment in dance

Class Hours: 1 lecture, 2 activity

This course will aid in understanding the basic elements of production (i.e., staging, lighting, publicity, make-up, costumes, set design and construction, etc.) and experience these by participation in a production (dance) event. *Transfer credit: CSU; UC†*

DANCE 51B -- 1.5 Units**Dance Performance/Production II**

Prerequisite: Dance 51A

Recommended Preparation: Concurrent enrollment in dance

Class Hours: 1 lecture, 2 activity

This course is a practical involvement in the elements of dance production "behind the scenes" as well as on stage. *Transfer credit: CSU; UC†*

DANCE 51C -- 1.5 Units**Dance Performance/Production III**

Prerequisite: Beginning dance class or equivalent

Recommended Preparation: Concurrent enrollment in another dance class

Class Hours: 1 lecture, 2 activity

This course emphasizes practical experience in the many phases of dance productions, concerts and demonstrations, with particular emphasis on dance as a performing art. This class is also concerned with choreography, staging and the production elements of dance. *Transfer credit: CSU; UC†*

DANCE 51D -- 2 Units**Dance Performance/Production IV**

Prerequisite: Intermediate dance class

Recommended Preparation: Concurrent enrollment in dance class

Class Hours: 1 lecture, 3 activity

This course will offer practical experience in the many phases of dance productions, concerts and demonstrations. It will also be primarily concerned with the performing aspect of dance as well as some choreography and staging. *Transfer credit: CSU; UC†*

DANCE 52 -- 3 Units**Children's Dance Theatre**

Recommended Preparation: Concurrent enrollment in dance technique class

Class Hours: 2 lecture, 4 activity

This class offers students opportunities for participating in the creating, organizing, and producing of a dance production for children. Students may be involved in one or more aspects as well as performing. *Transfer credit: CSU*

DANCE 55 -- 3 Units**Dance Ensemble**

Prerequisites: A previous dance course; concurrent enrollment in dance technique class

Class Hours: 2 lecture, 4 activity

This course is a rehearsal and performance course focusing on learning various repertory choreographed by students, faculty and/or outside guest choreographers. Students will perform in a formal concert. *Transfer credit: CSU; UC†*

DANCE 60A-Z -- 1-3 Units**Topics in Dance**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Dance not covered in detail in the general course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU, UC pending*

Drafting Technology/CAD

The Drafting Technology program prepares the student for careers related to construction, architecture, and civil engineering. Students will be trained in the use of Computer-Aided Design (CAD) equipment as well as conventional drafting machines and instruments.

Career Opportunities

Drafter	Construction Trades
Architectural Assistant	Building Plan Reader
Construction Assistant	Civil Engineering Assistant

Faculty

Part-Time	Counselors
Ralph Arnold	Edna Ingram
Cheryl Barrett	Letricia Mai
Michael Berman	Danita Redd Terry
Tommie Craft	
Jamie Crowley	
Laurence Stanton	
Joyce Studebaker	
James Sutton	

■ Drafting Technology/CAD

Certificate of Completion

Preparation for the Major:

Math 1 or equivalent skills which may be measured by the college assessment process.

Required Courses:	Units
DT 1.....Intro to Drafting.....	3
DT 2A.....Computer-Aided Drafting I.....	3
DT 2B.....Computer-Aided Drafting II.....	3
DT 3.....Architectural Drafting I.....	3
DT 4.....Architectural CAD.....	3
DT 11.....Building Codes.....	3

Required Additional Courses:

Select one of the following options:

Architectural Option

This option is for students who are interested in jobs related to the design of buildings and structures. Students are required to complete the core curriculum plus the following courses:

DT 5.....Architectural Drafting II.....	3
DT 8.....Energy Conservation Code.....	3
DT 9.....Fundamentals of Structural Design.....	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:

DT 6.....Building Site Drafting.....	3
DT 9.....Fundamentals of Structural Design.....	3
DT 13.....Construction Materials.....	3

Construction Option

This option is for students that are interested in entry-level positions in the construction industry. Students are required to complete the core curriculum plus the following courses:

DT 5.....Architectural Drafting II.....	3
DT 10.....Construction Cost Estimating.....	3
DT 13.....Construction Materials.....	3
DT 14.....Construction Blueprint Reading.....	3

Total minimum units required -- 27-30

Drafting Technology/CAD Courses

DT 1 -- 3 Units

Introduction to Drafting

Class Hours: 2 lecture, 3 laboratory

This introduction to drafting and graphic practice includes use and care of drafting equipment and instruments, lettering, theory of orthographic projection, pictorial drawings, sketches, working drawings. Prerequisite to all drafting and design courses. *Transfer credit: CSU*

DT 2A -- 3 Units

Computer-Aided Drafting I

Prerequisite: DT 1 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course introduces the student to AutoCAD, Computer-Aided Design computer software. Students will interactively explore CAD drawing and editing concepts, principles, and commands while preparing technical drawings. May be taken two (2) times. for credit. *Transfer credit: CSU*

DT 2B -- 3 Units

Computer-Aided Drafting II

Prerequisite: DT 2A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will continue to develop the students' ability to use AutoCAD. Intermediate and advanced functions will be taught for two-dimensional and three-dimensional drawings. This course will prepare students to continue with AutoCAD into their desired discipline. May be taken two (2) times. for credit. *Transfer credit: CSU*

DT 3 -- 3 Units

Architectural Drafting I

Prerequisite: DT 1

Class Hours: 2 lecture, 3 laboratory

This is a course in the preparation and interpretation of architectural working drawings and specifications, with emphasis on light wood frame construction. Local planning ordinances, uniform building codes, architectural graphic standards and information published by Building Product Manufacturers will be utilized as reference materials. *Transfer credit: CSU*

DT 4 -- 3 Units

Architectural CAD

Prerequisites: DT 2B, DT 3 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will introduce students to the development of architectural drawings with the use of computer-aided drafting, utilizing three-dimensions for a walk-through effect. May be taken two (2) times. for credit. *Transfer credit: CSU*

DT 5 -- 3 Units

Architectural Drafting II

Prerequisite: DT 3

Class Hours: 2 lecture, 3 laboratory

This is a course in the preparation and interpretation of architectural drawings with emphasis on heavy timber, concrete, masonry, and steel construction. *Transfer credit: CSU*

DT 6 -- 3 Units

Building Site Drafting

Prerequisite: DT 3

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to civil engineering drafting which includes survey notation, graphic translation of survey notes, grading, site planning and utilities. *Transfer credit: CSU*

DT 8 -- 3 Units

Energy Conservation Code

Class Hours: 3 lecture

This course covers Title 24 of the State Energy Code. The course will cover requirements of the code and show the student how to complete the necessary forms.

DT 9 -- 3 Units

Fundamentals of Structural Design

Prerequisites: Math 1 or equivalent and DT 1

Class Hours: 3 lecture

The structural members of small frame buildings will be analyzed and designed. The complete structural calculations for a residence, a commercial and an industrial building will be developed.

DT 10 -- 3 Units

Construction Cost Estimating

Prerequisites: Math 1, DT 1 or equivalent

Class Hours: 3 lecture

The class covers principles and practices in making quantity surveys and labor estimates for construction projects. Three field trips.

Transfer credit: CSU

DT 11 -- 3 Units

Building Codes

Class Hours: 3 lecture

This course covers various building codes that relate to structural, plumbing, heating and air conditioning, and electrical components of buildings that are constructed in Southern California.

DT 13 -- 3 Units

Construction Materials

Class Hours: 3 lecture

Students learn use and apply building materials to the structural composition of modern residences, commercial and industrial buildings.

DT 14 -- 3 Units

Construction Blueprint Reading

Class Hours: 3 lecture

The student will learn to read construction drawings for typical buildings. These include wood frame, masonry, concrete and steel construction used in residential, commercial and industrial projects.

Transfer credit: CSU

DT 22A/B -- 1-3/1-3 Units

Independent Studies in Drafting Technology/CAD

Prerequisite: A previous course in Drafting Technology

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of drafting technology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units.

Transfer credit: CSU

DT 30 -- 3 Units

Mechanical Drawing

Prerequisite: DT 1 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course in mechanical drawing is designed to expand and increase skills in mechanical drawing. It will cover complete working drawings, exploded view and assembly drawings, emphasizing section views, screws and fasteners, inking and increased skill in lettering.

Transfer credit: CSU

DT 31 -- 3 Units

Interior Design Drafting

Class Hours: 3 lecture

This course covers floor plans, elevations, orthographic and isometric sketches and drawings, and building requirements that are used to prepare interior design drawings. *Transfer credit: CSU*

DT 32 -- 3 Units

Mechanical Blueprint Reading

Class Hours: 3 lecture

Students learn to interpret mechanical drawings typical of those found in the mechanical field theory of common types of projections, dimensioning principles, and machine standards, application by creative sketching and by interpretation of blueprints.

DT 89A-Z -- .5-3 Units

Institutes in Drafting Technology/CAD★

Class Hours: Variable

This short-term lecture series is designed to develop the abilities and skills of the participants through appropriate activities. Emphasis is placed on the acquisition of specialized knowledge in a particular segment of drafting.

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

B.S. Level
(Most careers require advanced degrees)

Economist	Securities Analyst
Assessor	Management Trainee
Financial Planner	Economic Development Coordinator
Stock Broker	

Faculty

Full-Time	Part-Time	Counselor
Peter Gucciardo	Rex Edwards	Lisa Raufman
Robert Herman	Fred Starner	

■Economics Courses

ECON 1 -- 3 Units

Principles of Micro-Economics

Class Hours: 3 lecture

The course is an introduction to economic institutions and to issues of economic policy, especially those issues relating to the efficient use of scarce resources. Students develop a method of thinking by investigating and applying the principles of economic inquiry. Students learn how exchange acts as a social system of making choices about the consumption, production, and distribution of those resources. *Transfer credit: CSU; UC. CAN: ECON 4*

ECON 2 -- 3 Units

Principles of Macro-Economics

Class Hours: 3 lecture

This course provides further development of a method of thinking by investigating and applying the principles of economic inquiry. It is an introduction to economic institutions and to issues of economic policy, especially as those issues relate to the levels of employment and prices and to the rate of economic growth. Exchange is studied as a social system of making choices that determine policies, that influence or determine aggregate economic activity. *Transfer credit: CSU; UC. CAN: ECON 2*

ECON 4 -- 3 Units

Economic Development of the United States

Class Hours: 3 lecture

This course concerns the evolution of U.S. economic institutions as revealed by economic analysis and quantitative data, as well as the application of economics to other social sciences, to social change, and to economic problems. *Transfer credit: CSU; UC*

ECON 22A/B -- 1-3/1-3 Units

Independent Studies in Economics

Prerequisite: A previous course in Economics

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of economics on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ECON 30 -- 3 Units

Introduction to Business and Economics

Recommended Prep: Completion of ENGL 02 or eligible for ENGL 01A as measured by the college assessment process

Class Hours: 3 lecture

This course examines the basic concepts and functions of business and the application of economic principles to the operation of business. It explores business organization, ethics, finance, accounting, securities markets, supply and demand, the banking system, and international business. Emphasis is placed on the practical application of business principles in a contemporary economic and social environment. (Co-numbered BUS 30). *Transfer credit: CSU; UC*

ECON 60A-Z -- 1-3 Units

Topics in Economics

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Economics not covered in detail in the general Economics course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 3 Units

The USSR in Transition: The Economy

Class Hours: 3 lecture

The course aims at exploring the environment of economic reforms in the Soviet Union.

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 it 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/day, 2400/1200 baud, N81.

Career Opportunities

A.S. Level

Automobile Electronics Technician	Bench Technician
Communications Technician	Computer Repair
Electronics Assembly Supervisor	Computer Technician
Electronics Maintenance Technician	Electronics Assembly
Electronics Metrology Technician	Electronics Sales
Electronics Troubleshooter	Electronics Technician
Field Service Representative	Equipment Technician
Instrumentation Technician	Microwave Technician
Numerical Control Technician	Robotics Technician
Test Equipment Technician	Traveling Technician

B.S. Level

Electronics Instructor	Sales Engineer
Field Engineer	Technical Trainer

Faculty

Full-Time	Part-Time	Counselors
Sergio Monteiro	Clara Grates	Edna Ingram
	Frank Jones	Danita Redd Terry
	Youssef Kohanzadeh	
	Mark Kopitz	
	Leon Rouge	

■ Electronics Technology

Occupational

Associate in Science Degree

Certificate of Achievement

The Moorpark College electronics technology program gives 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 1/1L or EL 1X prior to or concurrently with EL 10/10L.

Required Courses:		Units
EL 8	IBM-Clones Hardware for Novices	1
EL 10/10L	Passive Circuits/Lab	4
EL 16/16L	Analog Circuits/Lab	4
EL 17/17L	Digital Circuits/Lab	4
EL 18	Upgrading and Repairing PC's	1
EL 21	Microprocessors and Microcomputers	2
EL 23	Computer-Aided Circuit Analysis - PSpice	2
EL 24	Diagnostics, Trouble Shooting & Repair	2
EL 27	Microcomputer Applications	2

Elective Courses:

Select a minimum of four units from the following:

BIS 10A	Intro to the PC and DOS	1
BIS 10B	Advanced DOS Functions	2
EL 30	Broadcast Engineering Certification	3
EL 31	Telephone and Wire Communication Certification	3
EL 41	Introduction to NetWare	2
EL 42	NetWare Service and Support	2

Total minimum units required in major area -- 29

Recommended Course: EL 29

Suggested Course Sequence:

First Semester		Third Semester	
EL 10/10L	4	EL 21	2
EL 16/16L	4	EL 24	2
	8		4

Second Semester

EL 8	1
EL 17/17L	4
EL 18	1
EL 23	2
	8

Fourth Semester

EL 27	2
EL 30 or EL 31	3
	5

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

■ Network Engineer

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 which includes analog and digital electronics (listed in the Electronics Technology section), and DOS and Windows (listed in the Business Information Systems section). In addition to these required courses, students are encouraged to take advantage of college courses in word processing, spreadsheets, databases (listed in the Business Information Systems section), as well as C, C++, visual C and other programming languages (listed in the Computer Science section).

The 40s series of courses listed in this section is designed to prepare you for the Novell CNE certification tests (which must be taken outside Moorpark College, at one of the authorized centers).

Required Courses:		Units
BIS 10A	Intro to the PC and DOS	1
BIS 10B	Advanced DOS Functions	2
BIS 19	Introduction to Windows	1
EL 8	IBM-Clones Hardware for Novices	1
EL 10/10L	Passive Circuits/Lab	4
EL 16/16L	Analog Circuits/Lab	4

EL 17/17L	Digital Circuits/Lab	4
EL 18	Upgrading and Repairing PC's	1
EL 21	Microprocessors and Microcomputers	2
EL 23	Computer-Aided Circuit Analysis - PSpice	2
EL 24	Diagnostics, Trouble Shooting & Repair	2
EL 27	Microcomputer Applications	2
EL 41	Introduction to NetWare	2
EL 42	NetWare Service and Support	2
EL 45	Networking Technologies	1
EL 46	Network Installation and Troubleshooting	1
EL 48	NetWare Connect (WAN)	1
EL 49	NetWare Global MHS	1
Total minimum units required in major area --		34

Suggested Course Sequence:

First Semester		Third Semester	
BIS 10A	1	EL 21	2
BIS 19	1	EL 24	2
EL 10/10L	4	EL 41 (1st 8 wks)	2
EL 16/16L	4	EL 42 (2nd 8 wks)	2
	10		8
Second Semester		Fourth Semester	
BIS 10B	2	EL 27	2
EL 8	1	EL 45 (1st 8 wks)	1
EL 17/17L	4	EL 46 (1st 8 wks)	1
EL 18	1	EL 48 (2nd 8 wks)	1
EL 23	2	EL 49 (2nd 8 wks)	1
	10		6

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

■ Computerized Composition

See Graphic Communications for curriculum

Electronics Technology Courses

EL 1 -- 3 Units

Introduction to Electronics

Prerequisite: Math 1 or equivalent college course, or equivalent skills which may be measured by the college assessment process or one year of high school algebra

Class Hours: 3 lecture

This is an introductory course in electronics intended for both technically and nontechnically-minded students. The presentation of basic concepts and theory is reinforced by laboratory experiments in concurrent or later EL 1L enrollment. The scope ranges from electron theory to microcomputers, with emphasis on passive and active devices, amplifiers, oscillators and digital circuits. The course includes practical applications of electronics to business, science, industry and entertainment.

EL 1L -- 1 Unit

Introduction to Electronics Laboratory

Prerequisite: Concurrent or previous enrollment in EL 1

Class Hours: 3 laboratory

This course supplements lecture course EL 1 by providing laboratory experiments to illustrate and demonstrate application of lecture concepts. Practical use of electronic parts, circuit breadboarding and measurement equipment is emphasized.

EL 2 -- 3 Units

Introduction to Microprocessors

Class Hours: 3 lecture

This general introduction to the operation and application of the microprocessor will include numbering systems and basic logic building blocks, partitioning and architecture, interfacing and interface devices, the TTY, CRT, keyboard, cassette loader; programming, microprocessor applications, the 8080 microprocessor will be stressed throughout the course.

EL 8 -- 1 Unit

IBM-Clones Hardware for Novices

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This is an introductory course for persons with no previous exposure to computers and electronics. The student will learn some electronics as applied to the IBM-clones. The student will assemble an IBM-clone in the lab. May be taken four (4) times for credit.

EL 10 -- 3 Units

Passive Circuits

Prerequisites: Previous experience in electronics or concurrent enrollment in EL 1/1L or EL 1X

Corequisite: EL 10L

Class Hours: 3 lecture

This course studies the main passive components of electronic circuits including resistors, capacitors, and inductors. Their behavior in AC and DC circuits is discussed. Particular attention is paid to their variation with temperature, current, electronic environment as well as on their reliability and manufacturing methods.

EL 10L -- 1 Unit

Passive Circuits Laboratory

Corequisite: EL 10

Class Hours: 3 laboratory

Measurements are made on DC and AC circuits. Measurements include electrical potential and currents (magnitude and phase) as a function of frequency. Investigation of environmental factors (temperature, current, voltage humidity, aging, etc.) on passive devices are studied.

EL 16 -- 3 Units

Analog Circuits

Corequisites: EL 10/10L, EL 16L or equivalent course or equivalent electronics work experience

Class Hours: 3 lecture

Analysis of active electronic devices such as diodes, transistors, FETs, and op-amps will occur. Topics discussed include, but are not limited to, dB, gain, frequency response and feedback.

EL 16L -- 1 Unit

Analog Circuits Laboratory

Corequisite: Concurrent enrollment in EL 16

Class Hours: 3 laboratory

In this laboratory the student will build circuits similar to the circuits discussed in the lecture. There will be ample opportunity to discuss individual projects, in which the students may be involved, either in their work or as a hobby.

EL 17 -- 3 Units

Digital Circuits

Prerequisites: EL 1/1L or EL 1X or equivalent course or equivalent electronics work experience

Corequisite: EL 17L

Class Hours: 3 lecture

This course studies the main digital logic functions (e.g., AND, OR and other gates, Flip-flops, counters, decoders, etc.). These digital functions are studied in applications such as stopwatches, frequency counters, and digital oscilloscopes.

EL 17L -- 1 Unit

Digital Circuits Laboratory

Corequisite: Concurrent enrollment in EL 17

Class Hours: 3 laboratory

Students design and build projects compatible with the lecture part of this class. Examples of such projects are digital clock and stopwatch, and hardware logic to control a microwave oven. Students are encouraged to bring their own ideas and needs to use as class projects.

EL 18 -- 1 Unit

Upgrading and Repairing PC's

Corequisites: EL 17/17L or equivalent electronics work experience

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course is intended for individuals with a limited knowledge of the IBM-PC clone hardware, yet with some knowledge of digital hardware. Students will learn upgrading and repairing of personal computers. May be taken four (4) times for credit.

EL 20 -- 3 Units

Communication Electronics

Prerequisites: EL 16/16L

Class Hours: 3 lecture

This is an up-to-date survey of modern communication devices and systems. Course covers analog and digital communications, antennas, transmission lines, fiber optics, microwaves, as well as various modulation and demodulation techniques.

EL 20L -- 1 Unit

Communication Electronics Laboratory

Prerequisites: EL 16/16L and concurrent enrollment in EL 20

Class Hours: 3 laboratory

This laboratory course reinforces the principles discussed in the Communication Electronics lecture course. Basic communication circuits are constructed and tested. Troubleshooting is emphasized throughout the course.

EL 21 -- 2 Units

Microprocessors and Microcomputers

Prerequisites: EL 17/17L or equivalent course or equivalent electronics work experience

Class Hours: 1 lecture, 3 laboratory

This is a basic course in microprocessors and applications. Typical programming techniques, I/O functions and interface are studied. The course specifically discusses the Intel (80x86) line of microprocessors. Simple programs are implemented in the laboratory.

EL 22A/B -- .5-3/.5-3 Units

Independent Studies in Electronics

Prerequisite: A previous course in Electronics Technology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of electronics technology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units.

EL 23 -- 2 Units

Computer-Aided Circuit Analysis - PSpice

Prerequisites: BIS 10A or BIS 19 and EL 10/10L and EL 16/16L or equivalent work experience

Class Hours: 1 lecture, 3 laboratory

This is a course on computer simulation methods in electronics utilizing PSpice. The course covers the basics of creating the circuits, all the passive devices (resistors, capacitors, inductors, transformers, diodes), and some active devices (electric potential and current sources). Special emphasis is placed on AC network analysis, including passive filters and Fourier analysis.

EL 24 -- 2 Units

Diagnostics, Trouble Shooting and Repair

Prerequisites: EL 16/16L, EL 17/17L

Class Hours: 1 lecture, 3 laboratory

This is a basic course in the procedures and methods used in troubleshooting typical electronic equipment. The systematic approach is emphasized and applied to analog and digital circuits. Laboratory experiments reinforce the principles of troubleshooting.

EL 27 -- 2 Units

Microcomputer Applications

Prerequisites: EL 16/16L, EL 21 or equivalent

Class Hours: 1 lecture, 3 laboratory

This course offers a study of modern applications of microcomputers in science, engineering, and industry. The study is primarily hardware oriented, but the necessary software is also considered. Topics covered include: I/O procedures for the serial and parallel ports, RS232C, IEEE-488, process control, measurement techniques, numeric control, and microprocessor development.

EL 28 -- 3 Units

Industrial Electronics

Prerequisites: EL 17/17L, EL 21

Class Hours: 3 lecture

This course is a thorough overview of modern electronics in industry. The first part of the course deals with electrical power systems, transformers, motors, actuators, switches. The remainder of the course covers various electronic circuits that control/actuate electro-

mechanical devices; for example, power supplies, transducers, opto-electronic devices, computer control, and robotics. *Transfer credit: CSU*

EL 28L -- 1 Unit

Industrial Electronics Laboratory

Prerequisite: Concurrent enrollment in EL 28

Class Hours: 3 laboratory

This course provides "hands-on" experience with modern industrial electronics circuits. Frequently-used circuits will be built, tested, and repaired. The basic principles of process control are studied through the actual constructing and operating of control electronics hardware. *Transfer credit: CSU*

EL 29 -- 1 Unit

Industrial Seminar

Prerequisites: EL 16/16L, EL 17/17L

Class Hours: 1 lecture

This course is designed to acquaint the student with various aspects of the electronics industry by means of a series of guest lecturers. Typical topics of the seminars include: recent advancements in electronics, job placement, resume writing and job interviews, and working in the industrial environment.

EL 30 -- 3 Units

Broadcast Engineering Certification

Prerequisites: EL 16/16L and EL 17/17L or equivalent courses or equivalent electronics work experience

Class Hours: 3 lecture

This course will cover all aspects of electronics, communications, regulations and engineering technology to pass the certification exam in broadcast engineering. This certification is issued at the end of EL 30 to the students who pass the test.

EL 31 -- 3 Units

Telephone and Wire Communication Certification

Prerequisites: EL 16/16L and EL 17/17L or equivalent courses or equivalent electronics work experience

Class Hours: 3 lecture

This course will cover all 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. This certification is issued to the students who successfully complete the course.

EL 41 -- 2 Units

Introduction to NetWare

Prerequisites: BIS 10B and EL 8 or equivalent experience

Class Hours: 3 lecture, 3 laboratory for 8 weeks

This course encompasses the fundamental skills needed to install a NetWare network. This course begins with a discussion of networking and NetWare basics, then proceeds through the discussion of the hardware requirements to the final installation of a system. Topics covered in this course are network and NetWare; servers and clients; cables and applications. May be taken four (4) times for credit.

EL 42 -- 2 Units

NetWare Service and Support

Prerequisite: EL 41 or equivalent experience

Class Hours: 3 lecture, 3 laboratory for 8 weeks

This course focuses on installing, maintaining and troubleshooting NetWare networks. Class discussion topics include network adapter configuration, network cabling, disk expansion, troubleshooting techniques and common network problems. Frequent lab exercises give participants ample hands-on experience to implement the skills they learn in class. A lab exercise follows each installation and upgrade discussion, and the course culminates in troubleshooting lab exercises. May be taken four (4) times for credit.

EL 45 -- 1 Unit

Networking Technologies

Prerequisites: EL 8 and EL 41 or equivalent experience

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course focuses on the basic concepts of data communications, networking and connectivity. Topics discussed in this course include: OSI, data translation, data transmission, network structures, ethernet, token-ring and ARCnet, IEEE 802. May be taken four (4) times for credit.

EL 46 -- 1 Unit

Network Installation and Troubleshooting

Prerequisites: EL 8, EL 21 and EL 41 or equivalent experience

Corequisite: EL 27

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course focuses on the installation and troubleshooting of NetWare for SAA served-based system and the NetWare 3270 LAN Workstation client system. May be taken four (4) times for credit.

EL 48 -- 1 Unit

NetWare Connect (WAN)

Prerequisites: EL 8, EL 21 and EL 41 or equivalent experience

Corequisite: EL 27

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course serves Novell asynchronous connectivity products designed to provide multiple access methods to file services, applications services, and communication services on local and remote Wide Area Networks. Topics discussed are NASI connection services, Remote Node Services (RNS), asynchronous communication methods and modems. May be taken four (4) times for credit.

EL 49 -- 1 Unit

NetWare Global MHS

Prerequisites: EL 8, EL 21 and EL 41 or equivalent experience

Corequisite: EL 27

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This course provides information about the features and benefits of NetWare Global MHS. Upon completion of the course, participants will be able to install and configure NetWare Global MHS and transfer messages to other servers using asynchronous connections. May be taken four (4) times for credit.

EL 89A-Z -- .5-3 Units

Institutes in Electronics ★

Class Hours: Variable

This short-term lecture series designed to develop the abilities and skills of the participants through appropriate activities places emphasis on the acquisition of specialized knowledge in a particular segment of electronics.

Engineering

The field of engineering is a particularly broad one which 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

B.S. Level

(Opportunities are bachelor or post-graduate level)

Mechanical Engineer	Biomedical Engineer
Chemical Engineer	Industrial Engineer
Civil Engineer	Manufacturing Engineer
Electrical Engineer	Metallurgical Engineer
Water Quality Engineer	Mining Engineer
Nuclear Engineer	Naval Engineer
Environmental Engineer	Petroleum Engineer
Sanitary Engineer	Plastics Engineer
Process Engineer	Aeronautical Engineer
Hydraulic Engineer	Structural Engineer
Project Engineer	Traffic Engineer
Geotechnical Engineer	Electronic Systems Engineer
Systems Engineer	Automotive Engineer
Computer Engineer	Robotics Engineer
Stationary Engineer	Artificial Intelligence Engineer
Aerospace Engineer	Military Pilot

Faculty

Full-Time	Part-Time	Counselors
Fred Meyer	Robert Ayer	Edna Ingram
	Michael Mitchell	Leticia Mai
		Danita Redd Terry

Engineering

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 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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
Chem 1A.....General Chemistry I.....	6
Engr 4.....Engineering and Design/CAD.....	3
Engr 12.....Engineering Materials.....	3
Engr 16.....Engineering Statics and Strength of Materials.....	4
or	
Engr 20/20L...Electrical Engineering Fundamentals/Lab.....	4
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Math 25C.....Calculus with Analytic Geometry III.....	5

Ph 20A/20AL..Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL..Electricity and Magnetism/Lab.....	5
Ph 20C/20CL .Wave Motion, Heat, Optics & Modern Physics/Lab.....	5
Total minimum units required in major area -- 46	
Recommended courses: Chem 1B; CS 10A/10AL; CS 10B/10BL; CS 10C/10CL; CS 18/18L; Math 35	

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A.....	6	Engr 16*	4
Engr 4.....	3	Math 25C.....	5
Math 25A.....	5	Ph 20B/20BL.....	5
	14		10 or 14
Second Semester		Fourth Semester	
Engr 12.....	3	Engr 20/20L*	4
Math 25B.....	5	Ph 20C/20CL.....	5
Ph 20A/20AL.....	5		5 or 9
	13		

* - This degree requires either Engr 16 or Engr 20/20L

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 3 or equivalent.

Required Courses:	Units
Biol 1*.....Principles of Biology (A1).....	4
BIS 10A.....Intro to the PC and DOS.....	1
BIS 15A.....WordPerfect I.....	1
Chem 12.....Introductory Chemistry I.....	5
Chem 13.....Introductory Chemistry II.....	5
EL 1/1L.....Introduction to Electronics/Lab.....	4
Engl 1A*.....English Composition (D1).....	3
Engl 11.....Report and Technical Writing.....	3
Env Sc 1*.....Environmental Science (A2).....	4
Env Sc 2*.....Environment and Human Interactions (A1).....	4
Env Sc 4.....Environmental Regulations.....	1.5
Env Sc 5.....Environmental Sampling and Instrumentation.....	1.5
Geol 1.....Introductory Geology.....	3
HE 1*.....Health and Society (E1).....	2
Math 15*.....Introductory Statistics (D2).....	5
Ph 1.....Descriptive Physics.....	3
Spch 1*.....Introduction to Speech (C2).....	3
Total required units in major -- 53-25 (GE) = 28	

*General Education (A1-E1 define general education categories)

Note: EL 1X may be taken in lieu of EL 1/1L for a net reduction of two units in the major requirement.

Recommended Electives: BIS 13A; CIS; CS 1/1L; DT 1, 2A; Journ; Psych 11

We strongly recommend: CA Drivers License P with Hazard Material endorsement and Red Cross approved CPR course.

Suggested Course Sequence:

First Semester	
Biol 1.....	4
BIS 10A.....	1
BIS 15A.....	1
Engl 1A.....	3
Env Sc 1.....	4
HE 1.....	2
	<hr/>
	15

Second Semester	
EL 1/1L.....	4
Engl 11.....	3
Env Sc 2.....	4
Ph 1.....	3
General Education (E2).....	1.5
	<hr/>
	15.5

Third Semester	
Chem 12.....	5
Env Sc 4.....	1.5
Geol 1.....	3
Spch 1.....	3
General Education (B1).....	3
	<hr/>
	15.5

Fourth Semester	
Chem 13.....	5
Env Sc 5.....	1.5
Math 15.....	5
General Education (C1).....	3
General Education (B2).....	3
Psych 11 recommended.....	
	<hr/>
	17.5

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

Engineering Courses

The UC system allows credit for a maximum of 16 units of Engineering courses.

ENGR 4 -- 3 Units

Engineering and Design/CAD

Prerequisite: DT 1 or one year of high school drafting or equivalent
Class Hours: 2 lecture, 3 laboratory

This course is designed to further the student's understanding of the engineering profession. This is accomplished with lecture/discussion on selected topics including systematic design techniques, written communication, makeup of the various engineering programs, and an overview of the engineering profession. A laboratory in engineering graphics/design is provided, which includes extensive use of computer-aided drafting software. Design projects are required. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 2*

ENGR 12 -- 3 Units

Engineering Materials

Prerequisites: Chem 1A, Ph 20A/20AL
Class Hours: 3 lecture

This introductory course on the engineering properties of materials applies the basic principles of the atomic and crystal structure of solids to the study of properties, and to the selection and use of engineering materials. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 4*

ENGR 16 -- 4 Units

Engineering Statics and Strength of Materials

Prerequisites: Ph 20A/20AL
Class Hours: 4 lecture

This course 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, theories of strength. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 8*

ENGR 20 -- 3 Units

Electrical Engineering Fundamentals

Prerequisite: Ph 20B
Corequisites: Engr 20L, Math 35
Class Hours: 3 lecture

This course is an introduction to the theory and analysis of electrical circuits, basic circuit elements 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. Consideration will be given to power, energy, impedance, phasers, and frequency response. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 6 (Engr 20 & 20L)*

ENGR 20L -- 1 Unit

Electrical Engineering Fundamentals Laboratory

Prerequisite: Ph 20BL
Corequisite: Engr 20
Class Hours: 3 laboratory

Experiments in passive and active electrical circuits will be conducted to reinforce the concepts studied in Engr 20. *Transfer credit: CSU; UC credit limitations.*

ENGR 22A/B -- .5-3/.5-3 Units

Independent Studies in Engineering

Prerequisite: A previous course in Engineering
Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of engineering on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Engineering Technology

With emphasis on practical skills, the Engineering Technology courses are targeted at upgrade training 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	Electro-Optic Technician
Fiber Optic Technician	Research Technician
Fiber Optic Installer	Electro-Optical Sales Specialist

Faculty

Full-Time	Part-Time	Counselor
Clinton Harper	Hadi Darejeh	Edna Ingram

Associate in Science Degree

See Physics, Electro-Optics Option

Engineering Technology Courses

ET 10 -- 2 Units

Introduction to Lasers and Fiber Optics

Prerequisite: Math 3 or equivalent college course, or two years of high school algebra

Class Hours: 1.5 lecture, 1.5 laboratory

This is an introductory course in the theory, operation and applications of lasers, fiber optics and associated instrumentation. The course is designed for technicians, engineers, medical professionals or any individual who needs a comprehensive introduction to the subject. Emphasis will be on "hands-on" activities and practical applications.

ET 20 -- 2 Units

Introduction to Robotic Technology

Prerequisite: Ph 10A or one year of high school physics

Class Hours: 1.5 lecture, 1.5 laboratory

This course provides students with a broad overview and hands-on introduction to robotic technology with special emphasis on practical industrial applications. Topics include mechanical and electrical aspects of robot design, interfaces and integration, sensors, computer control and programming, application case studies, robot economics and future trends. An on-campus robotics lab provides students with practical hands-on experience working with real robots. A limited introduction to several advanced applications and topics such as: underwater robotics, robotic rovers, robots in hazardous environments, machine vision, artificial intelligence, and medical applications will be presented.

English

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.

Career Opportunities

B.A. Level

(Most careers require a bachelors degree)

Editor	Manager Trainee
Editor, House Publications	Scenario Writer
Copywriter	Legal Aide
Journalist	Report Writer
Library Reference Worker	Proofreader
Television Writer	Novelist
Technical Writer	Playwright
Publicist	Biographer
Researcher	Story Writer
Copy Editor	Magazine Writer
Program Developer	Poet
Civil Service Positions	Public Relations Worker
Executive Assistant	

Faculty

Full-Time	Part-Time
Barbara Baker	Dianne Armstrong
Gillian Dale	Dale Alan Bailes
John Davie	David Birchman
Bona Dillon	Jane Chapman
Richard Edwards	Bobbie Coleman
Hugo Ekback	Jimmy Crawford
Norman Garber	Matthew Crow
John Hanft	Deborah Dixon
Anne Kairschner	Ralph Edsell
Diana Lopez	Shaista Gill
Judith Ramos	Beth Gillis-Smith
Patricia Ross	Charles Grogg
Pamela Sheridan	Francine Hallcom
Sydney Sims	Diane Hanshaw
Michael Strumpf	Kate Harper
	Melissa Hartman
	Thomas Hughes
	Ila Jean Kragthorpe
	Clive Leeman
	Heather McGehee
	Thomas Neuburger
	Kathleen Patterson
	Marlene Pearson
	Sandra Rayl
	Todd Richardson
	Monika Savic
	Tracy Tennenhouse
	Sheryl Thompson
	Ann Warren
	Stuart Wilson

Counselors
Mike Johnson
Mary Martin
Lisa Raufman

English Courses

ENGL 1A -- 3 Units

English Composition

Prerequisite: Equivalent skills which may be measured by the college assessment process or satisfactory completion of Engl 2 or equivalent
Class Hours: 3 lecture

This course in composition emphasizes expository writing which demonstrates principles of rhetorical organization, control of diction, clear sentence construction and command of the mechanics of writing.

Course work will also include the study and analysis of literature as a model for composition. *Transfer credit: CSU; UC. CAN: ENGL 2*

ENGL 1B -- 3 Units

Literature: Critical Thinking/Composition

Prerequisite: Engl 1A

Class Hours: 3 lecture

This course 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. Students will learn to distinguish between deductive and inductive reasoning, to recognize and avoid logical fallacies, and to perceive relationships between language and meaning in literature, through discussion, analysis, and instruction and practice in writing. *Transfer credit: CSU; UC. CAN: ENGL 4*

ENGL 1C -- 3 Units

Critical Thinking and Composition

Prerequisite: Engl 1A

Class Hours: 3 lecture

This course is designed to develop critical thinking, reading, and writing skills beyond the level achieved in Engl 1A. The course will focus on the development of logical reasoning and analytical and argumentative writing skills. *Transfer credit: CSU; UC*

ENGL 2 -- 3 Units

Preparatory English

Prerequisite: Equivalent skills which may be measured by the college assessment process

Class Hours: 3 lecture

This course is intended for students who need help in learning to write at the college level. The course will emphasize the coherent development of a controlling idea to a reasoned conclusion. Course work will increase the student's ability to use a variety of sentence structures and to achieve relative freedom from basic errors when writing college-level papers. May be taken two (2) times for credit.

ENGL 3 -- 3 Units

Writing Skills

Class Hours: 3 lecture, 2 laboratory

This course is strongly recommended for students who need to strengthen their basic writing skills. It involves intensive practice in developing ideas, making clear statements and organizing information at the level of the short essay. Grammar, spelling, vocabulary building, and sentence structure are also emphasized in order to compose, revise and edit written essays. Students are expected to write regularly and to learn word processing skills on a computer (computer provided) as part of the composing process. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 4A -- 4 Units

English as a Second Language: Beginning Listening / Speaking

Class Hours: 4 lecture, 1 laboratory

This course develops the listening and speaking skills of beginning students of English. It emphasizes vocabulary acquisition, accurate pronunciation, and mastery of basic sentence structures. Students participate in paired and small group conversations, word games, and class discussions. Other activities include 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. (College credit only. Does not apply toward a degree.)

ENGL 4B -- 4 Units

English as a Second Language: Oral Language Practice

Prerequisite: Engl 4A

Class Hours: 3 lecture, 2 laboratory

This course provides practice in intermediate level English speaking and listening skills to students who are able to comprehend and express themselves in basic English. It emphasizes pronunciation, vocabulary, American English speech patterns, sentence phrasing,

syllabication, and idioms. Students participate in paired, group, and class projects which improve comprehension and verbal expression. Speeches, debates, audio and video information programs, lectures, and discussion of news clips prepare the student to handle material across the college curriculum. Grammar study and brief readings and writings on a variety of topics further increase oral language proficiency. May be taken three (3) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 4C -- 3 Units

English as a Second Language-Advanced Conversation (Speaking and Listening)

Prerequisite: Engl 4B or an appropriate score on the ESL assessment test

Corequisite: None, but Engl 6C is strongly recommended

Class Hours: 3 lecture, 2 laboratory

This course offers practice in advanced level English speaking and listening skills to students who have gained fluency in intermediate conversational English. Special focus is placed on pronunciation and vocabularies of various professions. Students discuss contemporary world events and subject-matter content of college courses. Students preparing to enter programs or careers demanding a high level of communications skills can practice these skills using the vocabulary appropriate to their majors. May be taken three (3) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 5 -- 3 Units

Radio-Television Writing

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course deals with the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity, discussion programs, special events, talks and interviews. Training is given in the fundamentals of script format, professional methods, and the ethics and restrictions involved in the broadcasting media. (co-numbered RT 5) *Transfer credit: CSU*

ENGL 6A -- 4 Units

English as a Second Language-Beginning Reading and Composition

Prerequisite: Engl 4A or an appropriate score on the ESL assessment test

Corequisite: None, but Engl 4A is strongly recommended

Class Hours: 4 lecture, 1 laboratory

This course 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. Students receive practice in reading and writing about daily experiences using newspapers, grocery ads, magazines and beginning texts. Students are introduced to basic English syntax and sentence structure, spelling, phonics, present/past/future tenses. Simple paragraph writing and revising is introduced. May be taken three (3) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 6B -- 4 Units

English as a Second Language-Intermediate Reading and Composition

Prerequisite: Engl 6A or an appropriate score on the ESL assessment test

Corequisite: None, but Engl 4B is strongly recommended

Class Hours: 4 lecture, 1 laboratory

This course offers practice in reading and writing intermediate level English to students whose native language is not English but who have gained fluency in beginning spoken and written English. Students receive opportunities to strengthen and improve their English vocabulary, reading comprehension and writing. Readings include subject-matter content found in college courses. Students' compositions are based on world events and on their readings or personal experiences. May be taken three (3) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 6C -- 4 Units

English as a Second Language-Advanced Reading and Composition

Prerequisite: Engl 6B or an appropriate score on the ESL assessment test

Corequisite: None, but Engl 4C is strongly recommended

Class Hours: 4 lecture, 1 laboratory

This course offers practice in advanced level English reading and composition skills to students whose native language is not English but who have gained fluency in intermediate level English reading and writing. Students have opportunities to strengthen their vocabulary, comprehension and critical analysis of cross-cultural reading selections, as well as selections taken from subject matter of their college courses. Students' writing experiences are expanded to include essays of five or more paragraphs and responses to college essay questions. May be taken three (3) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 10A -- 3 Units

Creative Writing

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This writing workshop designed to concentrate on the techniques of writing fiction and poetry provides practice in original writing, followed by discussion and analysis of student writing. *Transfer credit: CSU; UC CAN: ENGL 6*

ENGL 10B -- 3 Units

Creative Writing

Prerequisite: Engl 10A

Class Hours: 3 lecture

This is an advanced study of literary forms with emphasis on prose and poetry; practice in original writing followed by discussion and analysis. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

ENGL 11 -- 3 Units

Report and Technical Writing

Prerequisite: Engl 1A

Class Hours: 3 lecture

The course will provide extensive practice in writing proposals, memoranda, letters, technical reports, and technical manuals. Students will analyze writing situations and use appropriate structuring, developmental, and stylistic techniques. They will do careful research and documentation and incorporate data and graphics to produce complete, accurate and useful written communications. *Transfer credit: CSU*

ENGL 13A -- 3 Units

Major American Writers I

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course is a survey of American writing from the colonial era to the end of the Civil War in fiction, non-fiction, and poetry. It includes major statements by 17th and 18th century writers such as Anne Bradstreet, Edward Taylor, Jonathan Edwards, and Benjamin Franklin, as well as 19th century masterpieces by Poe, Melville, the New England Transcendentalists and Walt Whitman. *Transfer credit: CSU; UC. CAN: ENGL 14*

ENGL 13B -- 3 Units

Major American Writers II

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course is a survey of American writing from the post-Civil War era to the present in fiction, non-fiction, drama, and poetry. It includes works by Mark Twain, Henry James, and selected authors, poets, dramatists, and essayists. *Transfer credit: CSU; UC. CAN: ENGL 16*

ENGL 14 -- 3 Units

Study of Poetry

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is the study of poetry through a study of imagery, figurative language, allegory, rhythm, rhyme, etc., in American and British poetry. The close reading and discussion of selected poems will provide a basis for the writing of critical essays. *Transfer credit: CSU; UC*

ENGL 15A -- 3 Units

Survey of English Literature

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course focuses on selected works by major British writers from the beginnings to the end of the 18th Century, in their historical and cultural contexts. *Transfer credit: CSU; UC. CAN: ENGL 8*

ENGL 15B -- 3 Units

Survey of English Literature

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course focuses on selected works by major British writers in their historical and cultural contexts, from Blake to the present. *Transfer credit: CSU; UC. CAN: ENGL 10*

ENGL 17 -- 3 Units

Shakespeare

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is a survey of twelve plays, including romantic comedies, chronicles, tragedies, "dark" comedies, and romances. Class work will also include lectures, critical papers, and discussions. *Transfer credit: CSU; UC*

ENGL 18 -- 3 Units

The Modern American Novel

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is the study of representative novels by prominent American novelists from the post Civil War period to the present. Through lecture, classroom discussions, essays and tests the student will gain knowledge and a critical perspective of the unique literary contributions of major modern American novelists, as well as their relations to and reflections of their historical and cultural backgrounds. *Transfer credit: CSU; UC*

ENGL 19 -- 3 Units

Introduction to Short Story

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

The form and meaning of short stories are studied through intensive analysis of selected American, British and continental examples. *Transfer credit: CSU; UC*

ENGL 20 -- 3 Units

Study of Drama

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

English 20 is an introduction to the study of drama in its historical, cultural, and biographical context. Plays studied will range from ancient Greek tragedy to the Theatre of the Absurd. Emphasis will be on analysis and developing sound critical judgment. Critical essay writing is required. *Transfer credit: CSU; UC*

ENGL 21 -- 3 Units

Contemporary Novels

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

Students read and analyze post-World War II novels, American and foreign, selected because of their popularity as well as their innovative importance and literary quality. *Transfer credit: CSU; UC*

ENGL 22A/B -- 1-3/1-3 Units

Independent Studies in English

Prerequisite: A previous course in English

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of English on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ENGL 25 -- 3 Units

Play Writing

Class Hours: 3 lecture

This course is designed for the student to develop his skills in writing for the theatre with the possible opportunity of production. (co-numbered ThA 21) *Transfer credit: CSU*

ENGL 29A -- 3 Units

Old Testament as Literature

Class Hours: 3 lecture

Students read and discuss the Books of the Old Testament, including the thirty-nine books from the Genesis to Malachi, and acquire an understanding of the history of the Old Testament Apocrypha. Form, theme, and style are studied. *Transfer credit: CSU; UC*

ENGL 29B -- 3 Units

New Testament as Literature

Class Hours: 3 lecture

Students read and discuss Books of the New Testament, which includes nine of the twenty-seven books of the New Testament, from Matthew to Revelation. Form, theme, and style are also studied. *Transfer credit: CSU; UC*

ENGL 30 -- 3 Units

Masterpieces of World Literature I

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is a survey of representative authors from the time of Homer to the Renaissance, with intensive study of selected Greek, Roman, Medieval and Renaissance masterpieces. *Transfer credit: CSU; UC*

ENGL 31 -- 3 Units

Masterpieces of World Literature II

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is a survey of major literature from the Renaissance to the present, including such authors as Locke, Moliere, Rousseau, Goethe, Emerson, Tolstoy, Ibsen, and Mann. *Transfer credit: CSU; UC*

ENGL 33 -- 3 Units

Modern European Fiction

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This study of major modern European fiction includes the work of Dostoevsky, Tolstoy, Flaubert, Camus, Verga, Hesse, Gogol, Gide, Babel, and Mann. *Transfer credit: CSU; UC*

ENGL 45 -- 3 Units

Hispanic American Literature

Class Hours: 3 lecture

This course will provide a critical, analytical survey of Hispanic/Latino literature and screenplays. The influences of culture on the authors' perceptions will be the focus and discussions will emphasize a cross-cultural examination of poetry, prose, fiction, non-fiction, and film. *Transfer credit: CSU; UC*

ENGL 46 -- 3 Units

African-American Literature

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is an historical survey and critical analysis of African-American literature. The goal is to understand the Black Experience as it is embodied in American writing. Figures from the 19th and 20th centuries will be discussed, with emphasis given to the writers of the Harlem Renaissance and to the most recent authors. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

ENGL 47 -- 3 Units

Magazine Editing

Class Hours: 2 lecture, 3 laboratory

This is a course in the analysis, development, composition and layout of magazines or similar publications. Emphasis is given to coordinating feature stories and related articles with attractive pictorial displays. Instruction is also given in the graphic arts as related to magazine production. (co-numbered Journ 11A) *Transfer credit: CSU*

ENGL 50 -- 3 Units

Academic Reading and Study Skills

Class Hours: 3 lecture

This course is designed to prepare students for college-level work by improving comprehension, speed, study skills, vocabulary development, awareness of current events, goal setting, and time management.

ENGL 52 -- 3 Units

Advanced Academic Reading and Study Skills

Recommended Preparation: Placement through assessment testing is encouraged

Class Hours: 3 lecture

This advanced reading course provides instruction and practice in analyzing prose from various disciplines and difficulty levels. The emphasis is on the ability to recognize sophisticated prose structures, idea organization, and interrelationship of concepts. The student will learn how to make inferences, draw conclusions and critically evaluate

prose. Special emphasis will be on vocabulary development, summarizing skills and all study skills. *Transfer credit: CSU*

ENGL 60A-Z -- 1-3 Units

Topics in English

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in English not covered in detail in the general English course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 3 Units

The Poetry of Chaucer

Prerequisite: Engl 1A

Class Hours: 3 lecture

This course emphasizes "The Canterbury Tales" and "Troilus and Criseyde." It examines Chaucer's language and literary techniques, in close reading and discussion of his major work which will be the basis for critical essays.

60W -- 3 Units

Women in Medieval Literature

Prerequisite: Engl 1A

Class Hours: 3 lecture

This course is a study of literature by and about women in medieval Europe. Students will read and discuss historical, religious, and literary works of the Middle Ages with attention to their presentation of the nature and status of women.

ENGL 89A-Z -- .5-3 Units

Institutes in English★

Class Hours: Variable

This is a series of special lectures and discussions on selected topics to be chosen as demand and opportunities arise. These will be of great interest to the English student.

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 the Engineering section.

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

Faculty

Full-Time	Part-Time	Counselors
Muthena Naseri	Gary Gilmartin Dagmar Gloutak Robert Miller Rashid Sani	José de la Peña Mary Martin

Environmental Studies

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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra or Math 3 or equivalent.

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

Required Courses:	Units
Anth 2 Cultural Anthropology.....	3
Chem 12 Introductory Chemistry I.....	5
Econ 1 Principles of Micro-Economics.....	3
Env Sc 1 Environmental Science.....	4
Env Sc 2 Environment and Human Interactions.....	4
Geol 2 Physical Geology.....	3
Geol 2L Physical Geology Lab.....	1
Math 15 Introductory Statistics.....	5
Math 16A Applied Calculus I.....	3
Math 16B Applied Calculus II.....	3
Pol Sc 3 American Government and Politics.....	3
Total minimum units required in major area -- 37	

Suggested Course Sequence:

First Semester	Third Semester
Econ 1.....	Chem 12.....
Env Sc 1.....	Math 16A.....
Pol Sc 3.....	
10	8

Second Semester	Fourth Semester
Env Sc 2.....	Anth 2.....
Math 15.....	Geol 2.....
	Geol 2L.....
	Math 16B.....
9	10

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

Environmental Science

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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
Biol 2A General Biology I.....	4
Biol 2B General Biology II.....	4
Chem 1A General Chemistry I.....	6
Chem 1B General Chemistry II.....	6
Econ 1 Principles of Micro-Economics.....	3
Env Sc 1 Environmental Science.....	4
Env Sc 2 Environment and Human Interactions.....	4
Math 25A Calculus with Analytic Geometry I.....	5
Math 25B Calculus with Analytic Geometry II.....	5
Math 25C Calculus with Analytic Geometry III.....	5
Ph 20A/20AL.. Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL.. Electricity and Magnetism/Lab.....	5
Total minimum units required in major area -- 56	

Suggested Course Sequence:

First Semester	Third Semester
Chem 1A.....	Biol 2A.....
Econ 1.....	Math 25B.....
Env Sc 1.....	Ph 20A/20AL.....
13	14

Second Semester		Fourth Semester	
Chem 1B.....	6	Biol 2B.....	4
Env Sc 2.....	4	Math 25C.....	5
Math 25A.....	5	Ph 20B/20BL.....	5
	<u>15</u>		<u>14</u>

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

■ Environmental Technology Option

Occupational

See Engineering for curriculum

Environmental Science Courses

ENV SC 1 -- 4 Units

Environmental Science

Class Hours: 3 lecture, 3 laboratory

This course presents the basic chemistry and physics of ecosystems. Emphasis is placed on the scientific method and natural laws in understanding energy, population, food, water, and pollution. Laboratory experiments and field trips are designed to correspond with lecture topics. Individual student projects are part of the laboratory. (Physical Science credit) *Transfer credit: CSU; UC*

ENV SC 2 -- 4 Units

Environment and Human Interactions

Class Hours: 3 lecture, 3 laboratory

This course introduces the biological principles governing ecosystems. An analysis of environmental problems as they relate to world demography and human activities is also covered. Topics include: population dynamics; major world biotic communities; and the urban environment. Field study of California's major plant communities and study of the local environment will be part of the course. Basic toxicology, fundamentals, target organs, and regulations of toxic chemicals are discussed. (Biological Science credit) *Transfer credit: CSU; UC*

ENV SC 3 -- 3 Units

Energy Resources and Conservation

Class Hours: 3 lecture

This course is an overall quantitative survey of current energy resources, alternate methods of energy generation and various energy conservation methods. Emphasis is placed on practical application relevant to today's economy and technology. Basic physics of energy and environmental utilization relevant to energy use are stressed. *Transfer credit: CSU*

ENV SC 4 -- 1.5 Units

Environmental Regulations

Class Hours: 24 lecture total

This lecture course will familiarize the students of Environmental Technology with the basic knowledge of current laws and regulations that govern air and water pollution, solid waste and hazardous material management. Federal, state, and local regulations will be reviewed as well as responsibilities and interrelationship of regulatory activities.

ENV SC 5 -- 1.5 Units

Environmental Sampling and Instrumentation

Class Hours: 72 laboratory total

This course will introduce the students to the instrumentation used to collect and monitor environmental field data. Emphasis is placed on hands-on operation, calibration, and basic maintenance of instruments currently being utilized in industry. Sampling procedures and data collection from automatic recording devices will be addressed.

ENV SC 20 -- 3 Units

Environmental Systems

Class Hours: 2 lecture, 3 activity/laboratory

The objective of this course is to develop an understanding of the physical environment of ecosystems including: geographic formations; soils (types, textures and structure); basic rock types; elements of weather and oceanic influences, including tides and currents. This course consists of a nine-day field trip to a selected environment (e.g., deserts of Death Valley or Baja, Mexico), plus 32 hours of pre- and post-trip lectures. The field study provides first-hand experience in

collecting, interpreting and reporting field data while the lecture periods provide background in the scientific method, measurements, instrumentation use, the chemistry of sea water, geologic features, rock identification, and biological indicators and adaptations. *Transfer credit: CSU*

ENV SC 22A/B -- .5-3/.5-3 Units

Independent Studies in Environmental Science

Prerequisite: A previous course in Environmental Science

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of environmental science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Essential Skills

Essential Skills classes are offered to students who need specific information, abilities, and techniques to improve their chances of succeeding in all of their college classes, in the job market, and in the society. In completing the Skills Developmental Laboratory course(s), students will become prepared to undertake successfully further education and training at a college level.

Faculty

Full-Time
Patricia Dozen

Counselors
Rick Cardoni
Danita Redd Terry

Essential Skills Courses

ES 1 -- 1 Unit

Library Success Skills

Class Hours: 16 lecture total

This course is designed to teach basic library skills necessary for research, term paper development and classroom assignments. Skills taught will include use of the card catalog, periodical and newspaper indexes, basic reference sources, and how to compile a bibliography for term paper assignments. (College credit only. Does not apply toward a degree.)

The following courses are part of the supervised, self-paced, individualized Skills Development Laboratory program which uses teaching and tutorial techniques along with multimedia and computer-aided instruction. Following appropriate diagnostic testing and discussion with an instructor, enrollment in the appropriate course(s) for an appropriate number of units necessary to reach the student's goals will be recommended. Students may be enrolled in these classes at any time during a semester and, once having met the course and hourly requirements, they may receive college credit (not degree credit) based on an attendance formula.

For each of the following five courses, enrollment is preceded by diagnostic assessment.

ES 2 -- .5-1.5 Units

Skills Development Laboratory - Reading ★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in reading skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multimedia materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 3 -- .5-1.5 Units

Skills Development Laboratory - Writing ★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in writing skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multimedia materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 4 -- .5-1.5 Units

Skills Development Laboratory - Mathematics ★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in mathematical skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multimedia materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 5 -- .5-1.5 Units

Skills Development Laboratory - Study Skills ★

Class Hours: 24-72 laboratory total

This course is designed to provide students with the basic skills and information required for a successful college academic experience. Time management and study strategies, effective listening, note taking, informal outlining, how to read texts, memory improvement principles and techniques, effective test-taking techniques, and how to reduce stress and anxiety before and during tests are but some of the study skills that will be available. Following diagnostic assessment each student will be provided with individual and group assistance in conjunction with the use of multimedia materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 6 -- .5-1.5 Units

American English Pronunciation ★

Class Hours: 24-72 laboratory total

This course provides intensive and individualized instruction to students who aspire to form more accurate habits in English phonics. The instruction includes a simplified augmented alphabet (44 sounds) designed to assist students in the appropriate American English pronunciation. With this emphasis, students may improve spelling and heighten vocabulary. Students will improve their communication skills with peers and instructors. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 10 -- 1 Unit

Pre Math 9 ★

Class Hours: 2 lecture for 8 weeks

This course is a complete review of arithmetic with positive whole numbers. Topics covered include addition, subtraction, multiplication and division of positive whole numbers, as well as place value, rounding and estimation, factoring and order of operations. Using whole-number skills to solve real-world problems is emphasized. Using a hand-held calculator as an aid to doing arithmetic is also discussed. This course provides the opportunity to review and master the whole-number arithmetic skills that are needed for success in Math 9 - Pre-Algebra. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ES 11 -- 1 Unit

Pre Math 1 ★

Class Hours: 2 lecture for 8 weeks

This course is a concise review of the arithmetic and pre-algebra topics needed for success in algebra. Topics covered include arithmetic with fractions, decimals and signed numbers, as well as a review of such topics as percent, proportion and measurement. A brief introduction to algebra may also be included. This course is intended for the student with reasonable arithmetic skills who would like a brief but complete review of arithmetic prior to beginning a study of algebra. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.) Note: This course does not satisfy the prerequisite requirements for Math 1 - Elementary Algebra.

ES 89A -- 1 Unit

Fundamentals of Tutor Training ★

Class Hours: 1 lecture for 16 weeks

This institute is a general introduction to the methods of peer tutoring with emphasis on preparing students to be more effective tutors by training in tutor methodology, learning strategies and study skills. (College 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 Handler
Animal Trainer	Veterinary Assistant
Conservation/Wildlife Educator	Kennel Worker

Faculty

Full-Time	Part-Time	Counselor
James Patterson	Carole Doria	Susan Izumo
James Peddie	Nancy Hollenbeck	
Gary Wilson	Cynthia Wilson	
	Brenda Woodhouse	

Procedures for Applying to the EATM Program

The requirements, procedures, application dates and program offerings are subject to change. Consult the EATM staff or counselor for current information.

Applicants will be selected in the Spring semester for admission into the Fall classes subject to available openings.

January 31 -- EATM application, school transcripts, and three letters of recommendation from employers or teachers, must be submitted to the EATM office by this date.

April 15 -- Applicants accepted for personal interviews will be notified.

May 15 -- Notification of accepted candidates for the EATM program.

Qualifying Requirements

- One of the following must be completed before applying to the program:
 - High school graduation and GPA of 2.5 or
 - General Education Development (GED) with a score of 45 and a minimum of 12 units of college with a 2.25 GPA or
 - High school graduate with less than a 2.5 GPA and a minimum of 12 units of college with a GPA of 2.25.

Note: Applicant may be in the process of completing above requirements at time of filing application; admission to the program will be contingent on satisfaction of requirements.
- The following documents must be on file at the EATM Program Office at Moorpark College by January 31:
 - All official high school and college transcripts
 - Completed EATM program application form
 - Three letters of recommendation from counselors, instructors, or employers other than relatives
- An application to Moorpark College must be filed for the appropriate semester.
- All applicants must demonstrate freedom from physical handicaps which would affect their ability to safely and satisfactorily perform the responsibilities required of all EATM students. This requires applicants to pass a physical examination administered by the College Health Center.

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.

Program Requirements

The EATM program prepares the student for positions in the animal care industry which 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 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, oceanariums, 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.

Required Core Courses:	Units
EATM 1.....Animal Diversity	3
EATM 2.....Animal Health and Safety.....	2
EATM 3.....Exotic Animal Nutrition.....	2
EATM 4.....Animal Behavior.....	3
EATM 5.....Zoo Horticulture	3
EATM 6.....Animal Anatomy/Physiology	2
EATM 10.....Projects in EATM	1
EATM 11AExotic Animal Care and Handling.....	5
EATM 11BExotic Animal Care and Handling.....	5
EATM 13AExotic Animal Management & Supervision.....	5
EATM 13BExotic Animal Management & Supervision.....	5
EATM 15.....Education & Entertainment in Animal Parks.....	3
EATM 21AExotic Animal Training	1
EATM 23AElementary Veterinary Procedures	4
EATM 23BElementary Veterinary Procedures	4
EATM 35.....Animal Park Planning & Administration.....	2
EATM 40AField Experience in EATM.....	4
EATM 40BField Experience in EATM.....	1
EATM 45.....Advanced Education & Entertainment in Animal Parks.....	2-2
HE 5.....Safety and First Aid.....	3

Required Additional Courses:

Select one of the following options:

General Exotic Animal Training and Management Option

This option is for students interested in preparing for the widest range of careers in the animal field. Students are required to complete the core curriculum plus the following courses:

EATM 15L.....Education & Entertainment Lab.....	1
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EATM 21BExotic Animal Training1
EATM 21LExotic Animal Training Laboratory2
EATM 40BField Experience in EATM3

Animal Behavior Management Option

This option is for students interested in the management of 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 21BExotic Animal Training1
EATM 21LExotic Animal Training Laboratory2-2
EATM 40BField Experience in EATM2

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 15LEducation & Entertainment Lab1
EATM 21LExotic Animal Training Laboratory2
EATM 40BField Experience in EATM2
EATM 46Wildlife Education3
Total minimum units required in major area -- 68-70		

Suggested Course Sequence:

First Year:

First Semester

EATM 13
EATM 22
EATM 5 or EATM 63-2
EATM 11A5
EATM 153
HE 53
<hr/>	
	18-19

Second Semester

EATM 32
EATM 43
EATM 5 or EATM 63-2
EATM 11B5
EATM 15L1
<hr/>	
	13-14

Interim

EATM 40A1
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	1

Summer Session

EATM 40A3
<hr/>	
	3

Second Year:

General EATM Option

Third Semester

EATM 101
EATM 13A5
EATM 21A1
EATM 21L or EATM 40B2-3
EATM 23A4
EATM 452
<hr/>	
	15-16

Fourth Semester

EATM 13B5
EATM 21B1
EATM 21L or EATM 40B2-3
EATM 23B4
EATM 352
EATM 452
<hr/>	
	16-17

Interim

EATM 40B1
<hr/>	
	1

Animal Behavior Management Option

Third Semester

EATM 13A5
EATM 21A1
EATM 21L2
EATM 23A4
EATM 40B2
EATM 452
<hr/>	
	16

Fourth Semester

EATM 101
EATM 13B5
EATM 21B1
EATM 21L2
EATM 23B4
EATM 352
EATM 452
<hr/>	
	17

Interim

EATM 40B1
<hr/>	
	1

Wildlife Education Option

Third Semester

EATM 101
EATM 13A5
EATM 21A1
EATM 21L2
EATM 23A4
EATM 40B2
EATM 452
<hr/>	
	17

Fourth Semester

EATM 13B5
EATM 23B4
EATM 352
EATM 452
EATM 463
<hr/>	
	16

Interim

EATM 40B1
<hr/>	
	1

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

Exotic Animal Training and Management Courses

EATM 1 -- 3 Units

Animal Diversity

Class Hours: 3 lecture

This course is a survey of the vertebrate animals, both terrestrial and marine. Topics covered include the general characteristics, adaptations, and evolutionary history of classes and families, natural history of representative species, and basic concepts of ecology and conservation. When possible, demonstration animals will be brought into the classroom. *Transfer credit: CSU*

EATM 2 -- 2 Units

Animal Health and Safety

Prerequisite: Acceptance into the EATM major

Class Hours: 2 lecture

This course covers the health and safety problems of keeping animals in captivity. Students are instructed in emergency procedures, zoonotic diseases, and the care and husbandry of exotic species. The techniques of capture and restraint of animals are discussed as well as methods of transporting non-domestic animals.

EATM 3 -- 2 Units

Exotic Animal Nutrition

Prerequisite: EATM 2

Class Hours: 2 lecture

This course is designed to provide the student with a basic understanding of those factors relating to the feeding and nutritional needs of exotic animals in captivity as well as in the wild.

EATM 4 -- 3 Units

Animal Behavior

Class Hours: 3 lecture

This course is an introduction to the study of animal behavior with an emphasis on learning theory, especially classical and operant conditioning. It is designed to provide the student with an understanding of how to apply the concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Each student will be required to train a rat. (co-numbered Psych 12) *Transfer credit: CSU*

EATM 5 -- 3 Units

Zoo Horticulture

Prerequisite: Enrollment in EATM program

Class Hours: 2 lecture, 3 laboratory

This course is designed to provide the student with an 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. Also the relationship of plants and zoo animals as it relates to the EATM facility will be stressed.

EATM 6 -- 3 Units

Animal Anatomy/Physiology

Prerequisite: Admission to EATM major

Class Hours: 3 lecture

This course will serve as an introduction to the science of veterinary medicine as it applies to non-domestic mammals, birds, reptiles, amphibians, fish, and invertebrates. The course is designed to present to the student a practical system-by-system approach to the basic structure (anatomy) and function (physiology) of the previously mentioned groups. *Transfer credit: CSU*

EATM 10 -- 1-3 Units

Projects in EATM

Prerequisites: EATM 1, EATM 4, EATM 11A/B

Corequisite: EATM 13A or EATM 13B

Class Hours: 3-9 laboratory

A number of projects will be offered, each with an emphasis in a different area of the animal industry. This will allow students to gain more experience in an area of particular interest. Work will consist of field experience with professionals. May be taken four (4) times for credit.

EATM 11A -- 5 Units

Exotic Animal Care and Handling

Prerequisite: Acceptance into the EATM major

Class Hours: 1 lecture, 12 laboratory

This course provides students with instruction in the maintenance of domestic and non-domestic animals in captivity. The laboratory time gives the students the opportunity to apply this knowledge to the care of the college's animal collection. Essential zoo keeping skills are developed through this "hands-on" approach.

EATM 11B -- 5 Units

Exotic Animal Care and Handling

Prerequisite: EATM 11A

Class Hours: 1 lecture, 12 laboratory

This course deals with the problems of catching and restraining animals as well as construction of animal enclosures. The student applies this knowledge while working in the college's animal facility.

EATM 13A -- 5 Units

Exotic Animal Management and Supervision

Prerequisites: EATM 1, EATM 11B

Class Hours: 1 lecture, 12 laboratory

This course explores the problems of supervising and training workers. Techniques of supervision are discussed and the student is given the opportunity to apply this knowledge in the college's animal facility. Special topics pertaining to animal management are explored.

EATM 13B -- 5 Units

Exotic Animal Management and Supervision

Prerequisite: EATM 13A

Class Hours: 1 lecture, 12 laboratory

This course deals with the problems of managing an animal facility. Techniques of management and creative problem solving are presented. Special topics pertaining to animal management are explored.

EATM 15 -- 3 Units

Education and Entertainment in Animal Parks

Prerequisite: Acceptance into the EATM major

Class Hours: 2 lecture, 3 laboratory

This course instructs the student in the techniques of interpretation as they are utilized in zoos and live animal presentations. Some of the topics covered include public speaking, program design, and the handling of animals. Public relations methods and problems of animal parks are also presented with instruction in the production of press materials and publications. Students will make presentations utilizing live animals.

EATM 15L -- 1 Unit

Education and Entertainment Laboratory

Prerequisite: EATM 15

Class Hours: 3 laboratory

The student will make use of the techniques learned in EATM 15 to perform educational and entertaining presentations using live animals.

EATM 21A -- 1 Unit

Exotic Animal Training

Prerequisites: EATM 2 and EATM 4

Class Hours: 1 lecture

Students will learn techniques for training a variety of animals through lecture. The concepts developed in other EATM courses will provide a foundation on which to build an understanding of methods applicable to particular species.

EATM 21B -- 1 Unit

Exotic Animal Training

Prerequisite: EATM 21A

Class Hours: 1 lecture

Students will learn advanced techniques for training exotic animals in a variety of specialized situations including working in front of the movie camera.

EATM 21L -- 2 Units

Exotic Animal Training Laboratory

Prerequisites: EATM 2 and EATM 4

Corequisite: EATM 21

Class Hours: 6 laboratory

The student will apply the knowledge acquired in EATM 21AB to train three animals: a bird, an herbivore, and either a primate or a carnivore. With this "hands-on" approach, the student will learn the importance of proper timing and how to read the body language of animals. May be taken two (2) times for credit.

EATM 22A/B -- 1-3/1-3 Units

Independent Studies in Exotic Animal Training and Management

Prerequisite: A previous course in Exotic Animal Training and Management

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of exotic animal training and management on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units.

EATM 23A -- 4 Units

Elementary Veterinary Procedures

Prerequisite: EATM 2, EATM 3, EATM 6

Corequisite: EATM 13A

Class Hours: 3 lecture, 3 laboratory

This course serves as an introduction to the science of veterinary medicine as it applies to non-domestic animals, birds, and reptiles. It is designed to present the student with a practical system-by-system approach to the anatomy and physiology of the aforementioned groups. This is then related to the various disease processes involved with these systems, with the emphasis on how to recognize such disease processes. *Transfer credit: CSU*

EATM 23B -- 4 Units

Elementary Veterinary Procedures

Prerequisite: EATM 23A

Corequisite: EATM 13B

Class Hours: 3 lecture, 3 laboratory

This course will build on the information and skills learned in EATM 23A. It will further the student's understanding by introducing the concepts of laboratory diagnostic aids, nursing care for exotics, disease processes and mechanisms, reproduction and newborn care, and the process of death. Special emphasis will be placed throughout this course on the practical approach to the application of the material presented. *Transfer credit: CSU*

EATM 26L -- 1 Unit

Nonhuman Primate Behavior Laboratory

Prerequisite: EATM 4

Class Hours: 6 laboratory for 8 weeks

This course serves as an introduction to primate behavior and its application to successful handling and training of nonhuman primates. Students will receive "hands-on" experience with primates under the direct supervision of the instructor.

EATM 35 -- 2 Units

Animal Park Planning and Administration

Prerequisite: EATM 11B

Class Hours: 2 lecture

This course deals with the operation of animal facilities beginning with planning and developing of such an operation and includes operational activities. Topics covered include personal and business financial management, business plan development, the business team, regulatory aspects, blueprint interpretation, contracts, behavioral enrichment techniques and an exposure to the successes and failures of captive bred release projects. Field trips may be required.

EATM 40A/B -- 1-3 Units
Field Experience in EATM

Prerequisite: EATM 11A

Class Hours: 48-144 laboratory total

This course provides the student with the experience of working in a zoo with a variety of animal species. Hands-on experience is provided at the Moorpark College Teaching Zoo, Los Angeles Zoo, and Santa Barbara Zoo. EATM 40A is for first-year students while EATM 40B is for second-year students. May be taken four (4) times for credit.

EATM 45 -- 2 Units

Advanced Education and Entertainment in Animal Parks

Prerequisite: EATM 15

Class Hours: 6 laboratory

The emphasis of this course is placed on actually performing with animals before all types of audiences. Each student will be assigned an animal to train and work in public shows. Students will be instructed and evaluated on their performance. Techniques of solving training problems will be discussed. May be taken two (2) times for credit.

EATM 46 -- 3 Units

Wildlife Education

Prerequisite: EATM 15

Corequisite: EATM 45

Class Hours: 2 lecture, 3 laboratory

Student will design, develop and implement wildlife education programs for audiences of various ages, cultural orientations, and developmental levels. The student will gather information on environmental and conservation issues and incorporate this material into educational presentations. May be taken two (2) times for credit.

EATM 60A-Z -- 1-3 Units

Topics in Exotic Animal Training and Management

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Exotic Animal Training and Management not covered in detail in the general Exotic Animal Training and Management course offerings. Topic courses are announced on a semester basis in the schedule of classes.

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, libraries, and the publishing business.

Career Opportunities

B.A. Level	
Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Part-Time	Counselor
Sarah Cordova	Mary Martin
Sami Dagher	Ofelia Romero-Motlagh
Vega Rice	
Howard Siegel	
Sara Wheeler	

French Courses

FR 1 -- 4 Units

Elementary French I

Class Hours: 4 lecture, 1 laboratory by arrangement

In this intensive study of the French language and culture, special emphasis will be given to the skills and knowledge necessary for speaking, understanding, reading and writing French and the unique nature of the people and their history. The language laboratory will be used extensively in the class and students will be expected to arrange an additional hour of language laboratory time each week. *Transfer credit: CSU; UC*

FR 2 -- 4 Units

Elementary French II

Prerequisite: Fr 1 or 2 years of high school French with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

Training is given in the basic principles of grammar and pronunciation; development of the ability to understand and to express French in oral and written form; extensive use of the language laboratory. All study is in the language laboratory. *Transfer credit: CSU; UC*

FR 3 -- 4 Units

Intermediate French I

Prerequisite: Fr 2 or 3 years of high school French with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

This is a further study of basic grammar and composition and development of ability to read with greater ease, with a continued emphasis on oral and written expression. All students will be expected to spend one additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

FR 4 -- 4 Units

Intermediate French II

Prerequisite: Fr 3 or 4 years of high school French with an equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

Grammar review and vocabulary development are emphasized in this course. Emphasis on oral and written expression continues. Study and discussions of representative literary works are carried out in French. Students are expected to spend an additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

FR 22A/B -- 1-3/1-3 Units

Independent Studies in French

Prerequisite: A previous course in French

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of French on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

FR 31A -- 3 Units

Beginning Conversational French

Class Hours: 3 lecture

Designed for students who wish to understand and use French in practical situations, this introductory course for nonnative speakers of French includes use of elementary grammar and principles of usage. May be taken two (2) times for credit.

FR 31B -- 3 Units

Intermediate Conversational French

Prerequisite: Fr 31A or equivalent

Class Hours: 3 lecture

This intermediate course for nonnative speakers of French includes study of grammar and principles of usage. It is designed for students who have some basic conversational French, but who wish to continue work in this area. May be taken two (2) times for credit.

FR 60A-Z -- 1-3 Units

Topics in French

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in French not covered in detail in the general French course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 3 Units

Advanced Studies in French

Prerequisite: FR 4

Class Hours: 3 lecture

This course is for advanced students who wish to maximize their knowledge and potential in French through individual and group writing and oral discussion based on a study of a variety of written works. May be taken two (2) times for credit.

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, planning at all levels -- 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

B.A. Level

(All careers require a bachelors or advanced degree)

Economic Geographer	Cartographer
Aerial Photo Interpreter	Demographer
Research Marketing Analyst	Regional Analyst
Resource Planning Analyst	Political Geographer
Environmental Impact Analyst	City or County Planner
Environmental Research Assistant	

Faculty

Full-Time	Part-Time	Counselor
Gary Rees	Gilbert Dewart	Mary Martin
	Joseph Glantz	Ofelia Romero-Motlagh
	Christiane Mainzer	
	Jeffrey Meyer	

Geography Courses

GEOG 1 -- 3 Units

Our Physical Environment

Class Hours: 3 lecture

This is a study of the physical elements of the landscape envelope of the earth: weather, climate, landforms, vegetation, soils, hydrography, and the effects of the earth's interior structure. Emphasis is placed on their interrelationships which exist between people and their physical environment. Field trips will be required. *Transfer credit: CSU; UC.*
CAN: GEOG 2

GEOG 1L -- 1 Unit

Physical Environment Lab

Prerequisite: Geog 1 (may be concurrent) or equivalent

Recommended Preparation: Ability to write sentences, descriptions and analysis

Class Hours: 3 laboratory

This laboratory to accompany Geog 1 is an introduction to earth-sun relations, elements of map and air photo reading and interpretation, practice in landscape description, measurement and analysis. Local field trips required. *Transfer credit: CSU; UC*

GEOG 2 -- 3 Units

Cultural Environment

Class Hours: 3 lecture

This is an introduction to the broad field of geography -- its objectives, principal divisions, basic principles, and applications to present-day world problems. Students also acquire an understanding of human society in relation to the earth environment, with emphasis on the cultural elements. Urban and rural field work involved. *Transfer credit: CSU; UC.* CAN: GEOG 4

GEOG 3 -- 3 Units

Geography of World Affairs

Class Hours: 3 lecture

A survey of world geography emphasizing the regions, people, and economic activities characteristic of the major political areas of the world, this course is designed for students who desire to improve their understanding of how world affairs are affected by the way we occupy the earth. *Transfer credit: CSU; UC*

GEOG 4 -- 3 Units

Resource Utilization

Class Hours: 3 lecture

Covered in this course are physical and cultural factors influencing the location of economic activities; analysis of the principal economic production systems especially involved with agriculture, foodstuffs, resources and industrialization in the developed and developing world; contemporary problems of international economic power struggles. *Transfer credit: CSU; UC*

GEOG 5 -- 3 Units

Introduction to Meteorology

Class Hours: 3 lecture

The course is an introduction to meteorological phenomena: atmospheric circulation and behavior, clouds, precipitation, wind systems, storms, and air pollution. Interrelationships between land, ocean, and atmosphere are also covered. In addition, there is an introduction to weather instruments and their roles in reporting those conditions contributing to general weather conditions and aviation weather. *Transfer credit: CSU; UC*

GEOG 5L -- 1 Unit

Introduction to Meteorology Laboratory

Prerequisite: Geog 5 (may be concurrent) or equivalent

Class Hours: 3 laboratory

This laboratory to accompany Geog 5 is an introduction to meteorological observation, cloud identification, instrumentation, interpretation of weather charts and data, weather system identification and analysis. Field trips are required. *Transfer credit: CSU; UC*

GEOG 6 -- 2 Units

Map Use and Interpretation

Class Hours: 32 lecture total

This course provides an introduction to map reading, analysis, and interpretation. It includes history and practical use of maps, map projections, and aerial photography. *Transfer credit: CSU; UC*

GEOG 7 -- 3 Units

The Human Impact

Class Hours: 3 lecture

This course is a world survey through time of the role of humans in the modification of the natural environment, including vegetation, animal life, soils, landforms, water and atmosphere. *Transfer credit: CSU; UC*

GEOG 10 -- 3 Units

Geography of California

Class Hours: 3 lecture

A study of human involvement with the varied California landscape, this course includes an examination of the historical settlement, resource utilization and physical environment of the Golden State. Field trips focusing on the local land use pattern will be required. *Transfer credit: CSU; UC*

GEOG 22A/B -- .5-3/.5-3 Units

Independent Studies in Geography

Prerequisite: A previous course in Geography

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of geography on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

GEOG 60A-M -- 1-3 Units

Topics in Physical Geography

Prerequisite: Prior course in Geography

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Geography not covered in detail in the general Geography course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 3 Units

Volcanism and Human Activity

Class Hours: 3 lecture

60B -- 3 Units

Glacial Landscapes

Class Hours: 3 lecture

60C -- 3 Units

Regional Geomorphology

Class Hours: 3 lecture

GEOG 60N-Z -- 1-3 Units

Topics in Cultural Geography

Prerequisite: Prior course in Geography

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Geography not covered in detail in the general Geography course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60N -- 3 Units

Landscape Analysis

Class Hours: 3 lecture

This course is the observation, mapping and analysis of landscapes affected by human activity. The procedures of field examination and data collection will be studied for such topics as settlement patterns, population changes and land use. Field trips required.

Geology

This program presents a study of the earth, its physical, chemical and biological forces at work.

Career Opportunities

B.S. Level	Park Naturalist
Field Geologist	Geological Technician
Mining Geologist	Technical Writer/Editor
Engineering Geologist	Laboratory Research Worker
Researcher	Aerogeologist
Consultant	Map Editor
Librarian	

Faculty

Part-Time	Counselors
Monem Abdel-Gawad	Edna Ingram
June Anderson	Leticia Mai
Terry Davis	Mary Martin
Gilbert Dewart	Danita Redd Terry
Roberta Harma	
Gerald Simila	

Geology

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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent if student plans to take Ph 20A/20AL.

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

Required Courses:	Units
Chem 1A.....General Chemistry I.....	6
Chem 1B.....General Chemistry II.....	6
Geol 2.....Physical Geology.....	3
Geol 2L.....Physical Geology Lab.....	1
Geol 3.....Earth History.....	3
Geol 4.....Mineralogy.....	4
Math 15.....Introductory Statistics.....	5
or	
Math 25C.....Calculus with Analytic Geometry III.....	5
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Ph 10A/10AL..General Physics I/Lab.....	5
or	
Ph 20A/20AL..Mechanics of Solids and Fluids/Lab.....	5
Ph 10B/10BL..General Physics II/Lab.....	5
or	
Ph 20B/20BL..Electricity and Magnetism/Lab.....	5
Total minimum units required in major area --	48

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A.....	6	Geol 3.....	3
Geol 2.....	3	Math 25A.....	5
Geol 2L.....	1	Ph 10A/10AL or	
	10	Ph 20A/20AL.....	5
			13
Second Semester		Fourth Semester	
Chem 1B.....	6	Geol 4.....	4
Math 15 or Math 25C.....	5	Math 25B.....	5
	11	Ph 10B/10BL or	
		Ph 20B/20BL.....	5
			14

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

Geology Courses

GEOL 1 -- 3 Units

Introductory Geology

Class Hours: 2 lecture, 3 laboratory

This is an introductory study of the composition, structure, and modification of the earth and its physical systems. Students will learn to identify common rocks, minerals, physical processes and geologic structures working both in the lab and in the field. *Transfer credit: CSU; UC*

GEOL 2 -- 3 Units

Physical Geology

Class Hours: 3 lecture

This course is a study of materials and structure of the earth, origin and development of land forms, principles and processes of geology including erosion and sedimentation, volcanic, glacial and earthquake activity. Global tectonics will be used as a focus. *Transfer credit: CSU; UC. Geol 2 + Geol 2L = CAN: GEOL 2*

GEOL 2L -- 1 Unit

Physical Geology Lab

Corequisite: Geol 2 or equivalent

Class Hours: 3 laboratory

This is a laboratory experience developing the skills of direct observation and scientific analysis of geologic data. Class emphasizes mineral and rock formation and identification; topographic and geologic map interpretation; and laboratory and field observation and identification of geologic structures. Field trips will be required. *Transfer credit: CSU; UC; Geol 2 + Geol 2L = CAN: GEOL 2*

GEOL 3 -- 3 Units

Earth History

Class Hours: 3 lecture

The geologic history of the earth and evolution of life as revealed in the fossil record is studied. Elementary problems in paleontology, stratigraphy, structure and geologic mapping are also included. *Transfer credit: CSU; UC*

GEOL 4 -- 4 Units

Mineralogy

Prerequisites: Geol 2, Geol 2L and Chem 12

Class Hours: 2 lecture, 6 laboratory

This course is a study of the principal rock-forming minerals, plus those of economic value. Crystallography, mineral chemistry, physical properties, occurrence, origin, and associations of common minerals are emphasized. Field trips may be required. *Transfer credit: CSU; UC*

GEOL 5 -- 3 Units

The World Ocean

Class Hours: 3 lecture

This course is an introduction to physical oceanography. The course will consider the geological, physical and chemical characteristics of the ocean. Topics to be covered include the formation of the ocean

basins, ocean currents, waves, tides, beaches, chemistry and marine pollution. *Transfer credit: CSU; UC*

GEOL 21 -- 3 Units
Geology of California

Class Hours: 3 lecture

This course focuses on the geologic provinces of California including topography, structure, geologic history, lithology and mineral resources. Field trips will be required. *Transfer credit: CSU; UC*

GEOL 22A/B -- .5-3/.5-3 Units
Independent Studies in Geology

Prerequisite: A previous course in Geology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of geology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

GEOL 41 -- 3 Units
Geology of the National Parks and Monuments

Class Hours: 3 lecture

This survey of the physical and historical geology of the national parks and monuments emphasizes western America. Field trips. *Transfer credit: CSU*

GEOL 51 -- 1-3 Units
Field Geology

Prerequisite: A previous course in Geology or Geog 1 or Geog 5

Class Hours: 3-9 laboratory

Course involves field studies and geologic processes as exemplified at various localities. May be taken two (2) times for credit. *Transfer credit: CSU*

GEOL 61 -- 3 Units
Geologic Hazards

Class Hours: 3 lecture

This study of geologic hazards applies geology to environmental problems such as landslides, earthquakes, floods, etc. Local conditions are emphasized. Field trips may be required. *Transfer credit: CSU; UC*

German

Study in the German 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, libraries, and the publishing business.

Career Opportunities

B.A. Level	Foreign-Exchange Trader
Translator	Foreign Clerk
Diplomatic Office	Foreign Service Officer
Tutor	
Editor	

Faculty

Part-Time	Counselor
Jane Chapman	Ofelia Romero-Motlagh
Andrea Fuchs	
Lisa Shakoor	

German Courses

GER 1 -- 4 Units

Elementary German I

Class Hours: 4 lecture, 1 laboratory by arrangement

In this intensive study of the German language and culture, special emphasis will be given to the skills and knowledge necessary for speaking and writing German and the unique nature of the people and their history. The language laboratory will be used extensively in the class and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

GER 2 -- 4 Units

Elementary German II

Prerequisite: Ger 1 or 2 years of high school German or an equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

A continued intensive study of the German language and culture; will place special emphasis on the skill and knowledge necessary for speaking and writing German and the unique nature of the people and their history. The language laboratory will be used extensively in the class, and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

GER 3 -- 4 Units

Intermediate German I

Prerequisite: Ger 2 or 3 years of high school German with grades of C or better or equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

This first intermediate course in German provides intensive review of basic grammar with some extension and refinement of fundamentals. Reading, writing, and oral skills are further developed through the study and discussion of selected stories of the 20th Century and other literature. Other cultural aspects of Germany are introduced through the study of contemporary German youth. *Transfer credit: CSU; UC*

GER 4 -- 4 Units

Intermediate German II

Prerequisite: Ger 3 or 4 years of high school German

Class Hours: 4 lecture, 1 laboratory by arrangement

An advanced study of spoken and written German and of German culture, the course provides development of ability to read with greater ease by study and discussion in German of representative literary works. There will be continued emphasis on oral and written expression. All students will be expected to spend an additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

GER 22A/B -- 1-3/1-3 Units

Independent Studies in German

Prerequisite: A previous course in German

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of German on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

GER 31A -- 3 Units

Beginning Conversational German

Class Hours: 3 lecture

This introductory course for nonnative speakers of German includes study of elementary grammar and principles of usage and is designed for students who wish to understand and use German in practical situations such as travel in German-speaking nations. May be taken two (2) times for credit.

GER 31B -- 3 Units

Intermediate Conversational German

Prerequisite: Ger 31A or equivalent

Class Hours: 3 lecture

This intermediate course for nonnative speakers of German includes study of grammar and principles of usage and is designed for students who have some basic conversational German, but who wish to continue work in this area. May be taken two (2) times for credit.

Graphic Communications

The growing graphics industry offers opportunities on a wide scale to the majors in Graphic Communications. Desktop publishing, production art, graphics photography, electronic prepress, offset printing and bindery operations are some of the special areas in which employment is available. Management and operation of computer controlled equipment provide new opportunities for careers in graphics and print technology.

Career Opportunities

Desktop Publisher	Stripper/Platemaker
Production Artist	Press Operator
Electronic Prepress	Computer Technician
Process Camera Operator	Sales Representative

Faculty

Full-Time	Part-Time	Counselors
Sexton Stewart	Kerry Mehle	José de la Peña
	Diane Muscarella	Don Henderson
	Ruben Reyes	
	Leland Swindel	

■ Computerized Composition

Occupational Associate in Science Degree

This program is designed to prepare the students for various careers in the expanding computer graphics and composition industry. The curriculum provides emphasis on business, operational and technical skills for those students desiring to enter into sales, sales support or servicing the computer graphics industry.

Required Courses For All Options: Units

BIS 10A.....Intro to the PC and DOS	1
CIS 1.....Intro to Information Systems	3
CIS 1L.....CIS Introduction Lab	1
GC 10.....Intro to Graphic Communications.....	3

Required Additional Courses:

Select one of the following options:

Sales

Bus 30.....Intro to Business and Economics	3
Bus 35.....Sales Techniques	3
Bus 37.....Marketing	3
Bus 39.....Business Communication Techniques	3
GC 21.....Production Art Techniques.....	3
GC 31A.....Process Camera	3

Application Specialist

Bus 39.....Business Communication Techniques	3
GC 20.....Intro to Windows & Desktop Publishing	2
GC 23A.....Desktop Publishing I (IBM Compatible).....	3
GC 23B.....Desktop Publishing II	3
GC 31A.....Process Camera	3
GC 41A.....Offset Presswork/Stripping/Platemaking	3

Field Service Engineer

CS 10/10L.....Intro to Computer Science/Pascal/Lab.....	4
CS 17A/17AL .Computer Programming with C/Lab	4
EL 10/10LPassive Circuits/Lab	4
EL 16/16LAnalog Circuits/Lab.....	4
EL 17/17LDigital Circuits/Lab.....	4
EL 21.....Microprocessors and Microcomputers	2
EL 24.....Diagnostics, Trouble Shooting & Repair.....	2
Total minimum units required in major area -- 25-32	

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

■ Printing Technology

Occupational Associate in Science Degree

This program is designed to prepare the student for careers in the production aspects of Graphic Communications. The Printing Technology major is available for those students interested in the technical skills of producing printed communications. Emphasis will be placed on preparatory and production techniques and skills in printing technology.

Required Courses:

	Units
GC 10.....Intro to Graphic Communications.....	3
GC 20.....Intro to Windows & Desktop Publishing	2
GC 21.....Production Art Techniques.....	3
GC 23A.....Desktop Publishing I (IBM Compatible).....	3
GC 23B.....Desktop Publishing II	3
GC 31A.....Process Camera	3
GC 31B.....Advanced Process Camera	3
GC 41A.....Offset Presswork/Stripping/Platemaking	3
GC 41B.....Advanced Offset Presswork.....	3
GC 50.....Estimating and Scheduling.....	3
Total minimum units required in major area -- 29	

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

■ Printing Technology

Certificate of Achievement

This program prepares students for various occupations in the offset lithography industry. Emphasis is upon basic and advanced skills in preparatory and production techniques.

Required Courses:

	Units
GC 10.....Intro to Graphic Communications.....	3
GC 20.....Intro to Windows & Desktop Publishing	2
GC 21.....Production Art Techniques.....	3
GC 23A.....Desktop Publishing I (IBM Compatible).....	3
GC 23B.....Desktop Publishing II	3
GC 31A.....Process Camera	3
GC 31B.....Advanced Process Camera	3
GC 41A.....Offset Presswork/Stripping/Platemaking	3
GC 41B.....Advanced Offset Presswork.....	3
GC 50.....Estimating and Scheduling.....	3
Total minimum units required -- 29	

■ Graphic Design

Occupational Associate in Science Degree

This program is designed to prepare the student for careers in the creative aspects of Graphic Communications. An emphasis on Graphic Design is available to those students interested in the artistic or creative concepts of Graphic Communications. This option will provide practical application in design and production art for advertising and publication.

See Graphic Design Curriculum

Graphic Communications Courses

GC 10 -- 3 Units

Introduction to Graphic Communications

Class Hours: 3 lecture

This introductory course in Graphic Communications includes an overview of advertising, printing, and the history of Graphic Communications. This course will provide practical applications in design, desktop publishing, camera, and various printing processes. Students will also study employment trends and opportunities. *Transfer credit: CSU*

GC 20 -- 2 Units**Introduction to Windows & Desktop Publishing**

Class Hours: 1 lecture, 3 laboratory

This course is an introduction to Windows and PageMaker on the PC platform. Topics discussed will include: graphics measuring system, typography, proofing and editing techniques. Students will perform practical exercises working with programs within Windows as well as basic page layout and text formatting using Aldus PageMaker. Principles of Windows and desktop publishing as they relate to the printing process will be discussed. *Transfer credit: CSU*

GC 21 -- 3 Units**Production Art Techniques**

Class Hours: 2 lecture, 3 laboratory

Students will learn mechanical applications of production art techniques for graphic reproduction. This course will cover the principles of design, design of roughs, comprehensives, camera-ready art and use of overlay materials. Electronic methods of production art will be discussed and explored. *Transfer credit: CSU*

GC 22A/B -- 1-3/1-3 Units**Independent Studies in Graphic Communications**

Prerequisite: A previous course in Graphic Communications

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of graphic communications on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

GC 23A -- 3 Units**Desktop Publishing I (IBM Compatible)**

Prerequisite: GC 20 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will introduce the student to desktop publishing using Aldus PageMaker through the Windows environment. Emphasis will be placed on the fundamentals and basic operating procedures of PageMaker. Through practical applications the student will create camera-ready documents observing the principles of layout and typography. (co-numbered BIS 23)

GC 23B -- 3 Units**Desktop Publishing II**

Prerequisite: GC 23A

Class Hours: 2 lecture, 3 laboratory

This course will cover advanced techniques in the production of commercial publications including: business packages, business forms, newsletters and product sheets. Production variations will be demonstrated and discussed to develop professional problem-solving skills. Students will be introduced to the basics of scanning including digital and off-press proofing techniques.

GC 31A -- 3 Units**Process Camera (F)**

Class Hours: 2 lecture, 3 laboratory

Students learn characteristics of photographic materials, instruction, and practices in the use of a gallery camera for the production of line negatives. Course content includes instruction and practice in darkroom techniques, use of filter, contact printing, color proofing, posterization techniques and the diffusion transfer process. *Transfer credit: CSU*

GC 31B -- 3 Units**Advanced Process Camera (S)**

Prerequisite: GC 31A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course covers advanced theory and practice on the gallery camera emphasizes halftone photography, including rescreening, duotones, dot manipulation techniques, and halftones for the PMT process. *Transfer credit: CSU*

GC 32 -- 3 Units**Process Camera/Color Separation (F)**

Prerequisite: GC 31B or equivalent trade experience

Class Hours: 2 lecture, 3 laboratory

Course provides orientation and practice in the use of equipment, materials and techniques for color separation photography. It includes three and four color direct and indirect separations with reflection and transmission copy. *Transfer credit: CSU*

GC 40 -- 2 Units**Reproduction Process (S)**

Prerequisites: GC 21, GRD 20A

Class Hours: 1 lecture, 3 laboratory

Basic principles and procedures of the reproduction process place emphasis upon design requirements for the printer. Instruction is given in stripping, platemaking and photo-lithography including use of process and PMS inks. Students reproduce individual design projects for portfolio presentation.

GC 41A -- 3 Units**Offset Presswork/Stripping/Platemaking**

Class Hours: 2 lecture, 3 laboratory

Students will gain theory and practice in small lithographic press operation and stripping/platemaking procedures. Course includes instruction and operational functions of the printing units, inking units, dampening and delivery units; preparation of support for stripping, impositioning and assembly; selection, care and making of presensitive lithographic plates. *Transfer credit: CSU*

GC 41B -- 3 Units**Advanced Offset Presswork**

Prerequisite: GC 41A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course is designed to prepare students with the skills needed for entry-level positions within the printing industry. Students will develop skills in stripping, platemaking, press operation and adjustment. *Transfer credit: CSU*

GC 45A -- 2 Units**Screen Printing**

Class Hours: 1 lecture, 3 laboratory

This study of screen printing and its artistic and commercial application includes instruction in preparation of various screen printing stencil methods, preparation and care of screens, and use of transparent and opaque inks. *Transfer credit: CSU*

GC 45B -- 2 Units**Advanced Screen Printing**

Prerequisite: GC 45A

Class Hours: 1 lecture, 3 laboratory

This course covers advanced extension of ideas and images utilizing photo screen printing singly or in combination with other stencil methods, introduction to the process camera and its application to screen printing, instruction and practice in basic line photography and contact printing, emphasis in single and multicolor printing and posterization techniques, and further study and use of color combination transparent and opaque inks. Exploration is made into special printing on various surfaces. *Transfer credit: CSU*

GC 50 -- 3 Units**Estimating and Scheduling (S)**

Prerequisites: GC 20, GC 31A, GC 41A

Class Hours: 3 lecture

Students learn how to establish unit costs and operational time requirements. They study catalogs and standard price lists, subcontracting overhead and profit, as well as production planning, including scheduling, routing coordination and quality control. *Transfer credit: CSU*

Graphic Design

The Graphic Design program is designed to prepare students for entry-level employment in advertising agencies, printing and publishing, department stores, television and motion picture studios, advertising departments of large companies, or commercial art studios. For some the training offered at Moorpark College may prepare them for a free lance career. Students will learn to draw, paint, plan, design, think two-dimensionally and three-dimensionally, and to satisfy art directors and clients.

Career Opportunities

Advertising Artist	Sign Painter
Illustrator	Silk Screen Artist
Designer	Sketch Artist
Graphic Artist	Title Designer
Mural Artist	Stencil Maker
Type Designer	Commercial Artist
Graphic Arts Technician	Paste-Up Camera Artist
Showcard Artist	

Faculty

Full-Time	Part-Time	Counselors
John Grzywacz-Gray	Sol Dember	José de la Peña
Theodore Phillips	Nancy Haberman	Don Henderson
	Joseph Martin	

■ Graphic Design

Occupational

Associate in Science Degree

This program is designed to prepare the student for careers in the creative aspects of Graphic Communications. An emphasis on Graphic Design is available to those students interested in the artistic or creative concepts of Graphic Communications. This option will provide practical application in design and production art for advertising and publication.

Required Courses:	Units
Art 4A.....Color and Design	3
Art 12A.....Drawing and Composition	3
GC 21.....Production Art Techniques	3
GRD 10.....Intro to Graphic Design	2
GRD 20A.....Graphic Design	3
GRD 20B.....Advertising Design	2
GRD 21.....Lettering and Typography	2
GRD 30.....Intro to Computer Graphics (Macintosh)	3
GRD 31.....Computer-Assisted Illustration (Macintosh)	3
GRD 40A.....Beginning Illustration.....	3
GRD 50.....Portfolio.....	2
Photo 1A.....Beginning Photography.....	3
Total minimum units required in major area -- 32	
Recommended Courses: Art 1C, 4B, 12B, 13A/B; GC 10; GRD 40B	

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

Graphic Design Courses

GRD 10 -- 2 Units

Introduction to Graphic Design

Class Hours: 1 lecture, 3 laboratory

This course provides the student with experience in projects involving conceptual, production, and visual design methods. Emphasis directed toward the visual communication field (commercial art).
Transfer credit: CSU

GRD 20A -- 3 Units

Graphic Design

Prerequisite: GRD 10 or concurrent

Class Hours: 2 lecture, 3 laboratory

This course emphasizes advertising and graphic design for effective communication. Typical projects include a trademark, ad, package, cover and poster design. *Transfer credit: CSU*

GRD 20B -- 2 Units

Advertising Design

Prerequisite: GRD 20A

Class Hours: 1 lecture, 3 laboratory

Students gain experience in rendering, type specifications and figure indication which lead into advertising layouts and their translation into paste-up and camera-ready art. They will also learn how to execute comprehensive presentations, flat ads, packaging, point-of-sale displays, and how to develop a photographic unit. May be taken two (2) times for credit. *Transfer credit: CSU*

GRD 21 -- 2 Units

Lettering and Typography

Prerequisite: GRD 10 or concurrent

Class Hours: 1 lecture, 3 laboratory

Students learn basic lettering with pen and brush and construction of letters in Gothic, Roman, Italic, Script, Text and Modern type essentials underlying character form and distribution of the pages for layouts. *Transfer credit: CSU*

GRD 22A/B -- 1-3/1-3 Units

Independent Studies in Graphic Design

Prerequisite: A previous course in Graphic Design

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of graphic design on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units.

GRD 30 -- 3 Units

Introduction to Computer Graphics (Macintosh)

Class Hours: 2 lecture, 3 laboratory

This course is a survey of computer graphics on the Macintosh Computer. Students will understand the Macintosh Operating System and will have hands-on experience with microprocessor applications including paint and draw programs, a word processor, a spreadsheet, and a database program.

GRD 31 -- 3 Units

Computer-Assisted Illustration (Macintosh)

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will explore the Macintosh Computer and appropriate software as it applies to principles of design and computer illustration. Students will learn to organize visual material, including design concepts, typography, space, shape, line, and texture. Creativity will be stressed.

GRD 32 -- 3 Units

Computer Publications Design (Macintosh)

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to publications design which will provide students with the opportunity to develop the necessary expertise to produce newsletters and other publications. Students will use the Macintosh to explore informational graphics, alternatives for designing and redesigning publications with an emphasis on communicating information in the most efficient manner. Issues covered will include: software, type, graphic elements, screens, photographs, illustrations, templates, style sheets, spot color and process color separations.

GRD 40A -- 3 Units

Beginning Illustration

Prerequisite: Art 12A or concurrent

Class Hours: 2 lecture, 3 laboratory

Topical themes and individual story lines will be analyzed as potential subject matter for weekly drawings. Pen and ink, water color, collage and colored pencil techniques will be developed as principle means of self-expression. *Transfer credit: CSU*

GRD 40B -- 3 Units

Intermediate Illustration

Prerequisite: GRD 40A

Class Hours: 2 lecture, 3 laboratory

Advanced studies in pen and ink, water color washes and mixed media will encourage exploration of individual style as it may pertain to magazine, newspaper and book illustration. *Transfer credit: CSU*

GRD 40C -- 3 Units

Advanced Illustration

Prerequisite: GRD 40B

Class Hours: 2 lecture, 3 laboratory

Emphasis will be placed on the development of individual style in advanced techniques of illustration. Individual projects will be required of the student. May be taken two (2) times for credit. *Transfer credit: CSU*

GRD 41A -- 3 Units

Airbrush Techniques for Advertising & Industry (Basic)

Prerequisite: GRD 10 or GRD 40A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

The basic course presents the use of the airbrush for preparing illustrations and photo retouching in black and white for advertising, commercial art, and industrial use. The basic course covers the introduction of the airbrush and maintenance, through airbrush rendering and photo retouching with refurbishing of old photographs covered. All assignments are demonstrated and critiqued. Students must have access to an airbrush for the duration of the class.

GRD 41B -- 3 Units

Airbrush Techniques for Advertising & Industry (Advanced)

Prerequisite: GRD 41A

Class Hours: 2 lecture, 3 laboratory

The advanced class introduces color in the airbrush to students using transparent dyes, transparent colors and opaque designers colors for preparing full color art illustrations and color photo retouching. Many techniques and treatments are presented with "tricks of the trade" for producing highly acceptable commercial and industrial illustrations. All techniques and assignments are demonstrated by the instructor. Critiques are offered on all assignments. Students must have access to an airbrush for the duration of the class.

GRD 42 -- 3 Units

Airbrush Painting

Prerequisite: GRD 41A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course provides specialized training in a variety of common airbrush applications in black and white and color. Students learn techniques which will be very helpful in preparing commercial, industrial and high tech presentations.

GRD 50 -- 2 Units

Portfolio

Prerequisite: 6 units in Graphic Design program including GC 31A

Class Hours: 1 lecture, 3 laboratory

The student will develop a professional presentation of art work that demonstrates his/her potential in the Graphic Design field. Emphasis is directed toward creating a varied collection of design projects including a self-promotional concept, resume, and cover letter needed for securing employment. *Transfer credit: CSU*

GRD 60A-Z -- 1-3 Units

Topics in Graphic Design

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Graphic Design not covered in detail in the general Graphic Design course offerings. Topic courses are announced on a semester basis in the schedule of classes.

Topics which have been developed include:

60A -- 1 Unit

Airbrush Practice

Prerequisite: A previous airbrush course

Class Hours: 3 laboratory

May be taken four (4) times for credit.

60B -- 1-3 Units

Computer Graphics Practice

Prerequisites: GRD 30, GRD 31 or GRD 32

Class Hours: 3-9 laboratory

May be taken four (4) times for credit.

60E -- 3 Units

Electronic and Digital Photography

Prerequisite: A course in the discipline

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to electronic photography and image processing. Students will use the Macintosh computer, silver halide films, electronic still cameras and various scanning techniques to produce photographic output. May be taken two (2) times for credit. (co-numbered Photo 60I)

60F -- 3 Units

Electronic Hypertext Publications/Macintosh

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will explore electronic publications and interactivity using the HyperCard program on the Apple Macintosh computer. The course will include interactive techniques, creating bit mapped graphics and photos, adding animation and sound, controlling video-disc players, visual effects, color techniques, and basic scripting.

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

(Career opportunities require bachelors or advanced degrees)

Athletic Trainer	Health Officer
Hospital Administrator	Fitness Instructor

Faculty

Full-Time	Part-Time	Counselor
James Bittner	Katherine Holland-Dichter	Donna Proske Allyn
Ronald Halleran	Vance Manakas	
Delbert Parker	Sandra Patterson	
Nancy Stewart	George Ragsdale	

Health Education Courses

The maximum credit allowed by UC system for HE 1, 2 and 7 is one course.

HE 1 -- 2 Units

Health and Society

Class Hours: 2 lecture

Focus of the course is on the nature and function of health in our society. The course is an overview of major health concepts designed to contribute to the student's understanding of healthful living. Concepts included are: personal fitness; mental health and personal relationships; harmful substances; environmental health; communicable diseases; chronic and degenerative disease; reproduction and contraception; and consumer health. *Transfer credit: CSU; UC credit limitations.*

HE 2 -- 2 Units

Women's Health

Class Hours: 2 lecture

Focus of the course is on consideration of the nature and function of women's health in our society. An analysis is made of major female health problems designed to contribute to the student's understanding of the woman's role as an individual and contributing member of the community's efforts to implement the advances of medicine and the health sciences. *Transfer credit: CSU; UC credit limitations.*

HE 4 -- .5 Unit

Fitness Assessment

Class Hours: 8 lecture total

Students will use established procedures to assess their physical fitness at the beginning and end of the semester. Students will evaluate their body composition (percent body fat), strength, flexibility, cardiovascular endurance, vital capacity and nutrition. May be taken four (4) times for credit. **THIS COURSE DOES NOT FULFILL THE PE/HEALTH REQUIREMENT FOR THE ASSOCIATE DEGREE.**

HE 5 -- 3 Units

Safety and First Aid

Class Hours: 3 lecture

This course is to train and educate students in rendering assistance in emergency First Aid situations. Successful completion of this course qualifies the student for the American Red Cross Standard First Aid certificate and the Adult Cardiopulmonary Resuscitation card. (One person Adult CPR card) *Transfer credit: CSU; UC*

HE 6 -- 3 Units

Prevention and Treatment of Athletic Injuries

Class Hours: 2 lecture, 3 laboratory

This introductory course in the basic concepts and skills and practices of the athletic trainer provides training room practice, medical aspects of athletic training, athletic therapy, modalities, strength, conditioning, and rehabilitation and diagnostic techniques. Practical experience is provided in taping and for the prevention and care of the athletically injured. **THIS COURSE DOES NOT FULFILL THE PE/HEALTH REQUIREMENT FOR THE ASSOCIATE DEGREE.** *Transfer credit: CSU; UC*

HE 7 -- 3 Units

Personal Health

Class Hours: 3 lecture

This course is a study of the individual's role in developing a responsible life style for optimal health. Specific information concerning disease prevention and treatment will be covered as well as the inter-connection of the mind and body as a determinant of personal health factors. *Transfer credit: CSU; UC credit limitations.*

HE 10A

Alcohol Awareness

Class Hours: 8 lecture total

This course will examine the physical, psychological and social effects of alcohol abuse including: history, case studies, treatment modes as well as local information and resources. *Transfer credit: CSU*

HE 10B

AIDS Seminar

Class Hours: 8 lecture total

Speakers and films will be used to cover this important health topic. Prevention, testing, counseling, support groups, and medical care will be discussed with an emphasis on local services. *Transfer credit: CSU*

HE 10C

Women's Health Issues

Class Hours: 8 lecture total

The focus of this seminar is on the nature and function of women's health. The course emphasizes the need for women to participate in their health care. The information received will help individuals become more active in making decisions in the present that will affect their future health and wellness. *Transfer credit: CSU*

HE 10D

Weight Management

Class Hours: 8 lecture total

This seminar will examine the causes and effects of overweight adults, including physiological, social, and cultural issues. Nutrition and exercise as a means to weight management will be covered, with an emphasis on lifestyle behavior changes. *Transfer credit: CSU*

HE 10F

Stress Management

Class Hours: 8 lecture total

This course will examine the physical, emotional, cognitive, and behavioral effects of stress including: sources of stress, symptoms and physiology of the stress response, burnout, effective coping strategies and induction of the relaxation response. *Transfer credit: CSU*

HE 10G -- .5 Unit

Cardiopulmonary Resuscitation ★

Class Hours: 8 lecture total

A course designed to teach proficiency in basic cardiopulmonary resuscitation techniques of single-person, two-persons and infant resuscitation as well as witnessed and unwitnessed blocked airway management. This emergency lifesaving procedure can be applied to individuals with cardiovascular disease, and to persons suffering sudden death due to drowning, electrocution, sensitivity reaction, asphyxia, drug overdose, heart attack and anesthesia idiosyncrasy. Early warning signs, risk factors and prevention of heart disease will also be discussed. May be taken four (4) times for credit. *Transfer credit: CSU*

HE 22A/B -- 1-3/1-3 Units

Independent Studies in Health Education

Prerequisite: A previous course in Health Education

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of health education on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

HE 60A-Z -- .5-3 Units

Topics in Health Education

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Health Education not covered in detail in the general Health Education course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU*

Health Sciences

A Health Science career represents excellent employment opportunities in the ever-expanding fields of health services and research.

Career Opportunities

Environmental, Occupational and Public Health
Health Care Administration
Health Science Technologies
Medical, Dental, Veterinary Professional Careers
Physical Therapy
Radiologic Technologist
Registered Nurse

Faculty

Full-Time	Part-Time	Counselors (HS)
Guadalupe Aldana	Patricia Burkard	Gail Goodman
Denise Byrne	Dalila Carey	Edna Ingram
Beatrice Epping	Sandra Elders	Mary Martin
Kimberly Hoffmans	Janice Garcia	
Linda Loiselle	Sandra Joseph	
Jo Ann Moore	Socorro Masse	Counselors(NS) (RadT)
Brenda Shubert	Gary Metelak	Gail Goodman
	Christine Reioux	Mike Johnson
	Susan Renteria	
	Julie Ann Walker	
	Lydia Wong	

Clinical Joint Appointments
Meade Butler (Los Robles Regional Medical Center)
Karla Carsey-Rounds (Kaiser Permanente, Woodland Hills)
Donna Chivarelli (Northridge Hospital)
Albert Hermogeno (Kaiser Permanente, Panorama City)
Catherine O'Brien (Simi Valley Hospital)
J. Michael Richardson (Holy Cross Medical Center)

Transfer Information

Health Science

Major requirements for upper-division standing at:
California State University, Northridge: The Bachelor of Science in Health Science is offered with five different options, all of which require these core courses: Psych 1A; Soc 1. Additional requirements in the individual options:

1. *Health Education*: Biol 1; Biol 16 or Env Sc 2; Chem 12; HE 1; Math 7.
2. *Environmental and Occupational Health*: Biol 2A; Chem 1A, 1B or 12, 13 and 8, 9; Math 7; Micro 1; Phys 1; Ph 10A/10AL, 10B/10BL.
3. *Health Administration*: Biol 1; Bus 2A, 2B, 2C; Chem 12; Phys 1.
4. *Physical Therapy*: An 1; Biol 1; Chem 1A, 1B or 12, 13; Math 7; Phys 1; Ph 10A/10AL, 10B/10BL.
5. *Nursing*: An 1; Chemistry - 1 course; Micro 1; Phys 1.

Nursing Science

Students wishing to apply for admission to a program leading to a Bachelor of Science or higher degree in Nursing have two options:

- a. Option #1: Complete the requirements for a *Moorpark College Associate Degree in Nursing* with eligibility for the Registered Nurse Licensure Examination and apply for transfer to an accepting institution. This may be accomplished in two ways:
 - i. A 2+2 program is designed for the Associate Degree Nursing graduate with Registered Nurse Licensure. These upper-division programs articulate with community colleges, granting

56-70 transferable units in science, general education and nursing science. In the Cal-State system the following courses *may* be additional requirements: separate Anatomy and Physiology courses; 1 course in U.S. History and Political Science; additional units in Humanities; 1 course in Chemistry with lab, 1 organic chemistry course.

Some California Schools of Nursing that offer a 2+2 program for a Bachelor's in Nursing are:

California State University: Dominguez Hills, Fresno, Hayward, Long Beach, Northridge, San Bernardino
Mount St. Mary's
University of Phoenix

- ii. A generic four-year Bachelor's Degree in Nursing program may accept a minimum number of specific science and general education transfer units for entrance into the Nursing major. Each School of Nursing differs considerably and may grant credit or allow the applicant with an Associate Degree in Nursing to challenge certain lower-division nursing courses.
- b. Option #2: Satisfy the transferable lower-division science and general education requirements and then apply to a Bachelor's Degree in Nursing program.

The accepting institution will determine which courses completed at Moorpark College will be acceptable for transfer. Non-nursing courses generally acceptable for transfer include: An 1; Anth 2; Biol 2A/2B; Chem 1A/1B, 8, 9; Engl 1A; Micro 1; NtS 1; Ph 10A/10AL, 10B/10BL; Psych 1A/1B; Soc 1.

Some Schools of Nursing in California that offer a generic Bachelor's or higher degrees:

Azusa Pacific University
Biola University
California State University: Bakersfield, Chico, Fresno, Fullerton, Hayward, Humboldt, Long Beach, Los Angeles, Sacramento, San Bernardino, San Diego, San Francisco, San Jose, Sonoma, Stanislaus
Mount St. Mary's
Pacific Union College
University of California, Los Angeles
University of Southern California

Radiologic Technology

Students wishing to apply for admission to a program leading to a Bachelor's Degree in Radiologic Technology have two options:

- a. Option #1: Complete the *Moorpark College Associate Degree in Radiologic Technology* with eligibility for licensure upon successful completion of the certification exams and apply for transfer to an accepting institution.
California State University, Northridge's 2+2 program has articulated specific courses with Moorpark College granting transferable units in science, general education and radiologic technology courses. See the Health Science Counselor for more information.
- b. Option #2: Satisfy the transferable lower-division science and general education requirements and then apply to a Bachelor's program in Radiologic Technology.

Major requirements for upper-division standing at:
California State University, Northridge: An 1; Biol 2A; Chem 12; Math 7; Phys 1; Ph 10A/10AL, 10B/10BL.

Preprofessional Programs: Dental, Medical, Veterinary

Moorpark College offers courses which will generally meet the basic education requirements for several professional schools. These schools 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: Biol 2A, 2B; Chem 1A, 1B, plus one year of organic chemistry; Math 7, (Math 25A/B recommended); Ph 10A/10AL,

10B/10BL. For veterinary school the requirements are: Biol 2A; Chem 1A, 1B; Engl 1A, 1B; Math 15; Ph 10A/10AL; Zoo 1; (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 veterinary school is: University of California, Davis.

Associate in Science Degrees for Career Entry Nursing Science -- Radiologic Technology

Application Procedure Academic Year 1996-97

This application period is for *all* applicants in Health Sciences, including request for Advanced Placement. The application period for receipt by the Nursing/Radiography counselors of all applicant information and transcripts is:

Nursing

September 1 - October 15 -- for admission to the 1997 Spring and Fall semesters with notification of candidates by:

November 15 for Spring Admission

February 15 for Fall Admission

Radiography

February 1 - March 15 -- for admission the following Summer session with notification of candidates by April 1.

Qualifying Requirements

Before the applicant will be considered for admission, all qualifying requirements must be completed with official high school and college transcripts on file in the Counseling Office at Moorpark College. It is the applicant's responsibility to verify with the transcript clerk in the Admissions Office that official transcripts are on file at Moorpark College prior to scheduling an application counseling interview.

1. One of the following *must be completed before* submission of the application:
 - a. High school graduation and GPA of 2.5 or
 - b. General Education Development (GED) with a score of 45 or successfully pass the California High School Proficiency Exam (CHSPE) and a minimum of 12 college units 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. All of the following *prerequisite qualifying requirements* must be met prior to submission of the application:
 - a. *Math 1 - Elementary Algebra*
Qualify for Math 3 - Intermediate Algebra or complete Math 1 - Elementary Algebra or equivalent college course with a minimum grade of C.
 - b. English
Qualify for eligibility for Engl 1A.
 - c. Anatomy/Physiology
An 1 and Phys 1 or AnPhys 1/1L or equivalent. Completion of a minimum 5-unit college Anatomy and Physiology course with a laboratory and a minimum grade of C.
 - d. Additional *Nursing Science* prerequisite qualifying requirements:
 - Chemistry
Chem 12 or equivalent. High school chemistry with minimum grade of C or complete a minimum 4-unit college chemistry course with a laboratory and a minimum grade of C.
 - Microbiology
Micro 1 or equivalent. Completion of a minimum 4-unit college Bacteriology/Microbiology course with a laboratory and a minimum grade of C.
 - Medical Terminology

Although *not a requirement*, a course in Medical Terminology is highly recommended.

- e. Additional *Radiologic Technology* prerequisite qualifying requirements:

Medical Terminology

HS 19A - Beginning Medical Terminology. Completion of a minimum 3-unit college Medical Terminology course with a minimum grade of C. *HS 19B - Advanced Medical Terminology* is not required, but it is recommended.

Radiation Physics

Ph 5/5L or Ph 10A/10AL and 10B/10BL or equivalent. Completion of a minimum 5-unit college Radiation Physics course with a laboratory and a minimum grade of C. *Please note:* Ph 10A/10AL and 10B/10BL are required for transfer to California State University Northridge's Radiography Program.

3. Performance Standards.

In compliance with the 1990 American with Disabilities Act, the Health Science Department does not discriminate against qualified applicants with disabilities.

These performance standards, reflected in specific 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.

- a. *Critical Thinking* - ability sufficient for safe clinical judgment: calculating, reasoning, analyzing, prioritizing, synthesizing data. Examples: Identify cause-effect relationships in clinical situations, develop care plans.
- b. *Interpersonal* - 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 colleagues.
- c. *Communication* - abilities sufficient for effective verbal and written interactions. Examples: Explain diagnostic/treatment procedures, health teaching, document and interpret actions and client responses.
- d. *Mobility* - physical abilities sufficient to move from room to room and maneuver in small spaces and reach overhead equipment. Examples: Move around client's rooms, equipment/machines, workspaces, and diagnostic/treatment areas: administer Emergency/CPR procedures.
- e. *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.
- f. *Hearing* - ability sufficient to monitor and assess health needs. Examples: Hear monitor alarm, emergency signals, auscultatory sounds, cries for help.
- g. *Visual* - ability sufficient for observation and visual assessment in well lit and dimly lit areas. Examples: Observe patient/client responses and changes in condition.
- h. *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.

All interested applicants should contact the Counseling Office for an appointment to a group *Counseling Orientation Seminar* for Nursing or Radiography which is scheduled monthly.

Enrollment Process

1. Upon completion of the *Qualifying Requirements* and with all official transcripts on file at Moorpark College, the applicant is to schedule an appointment with a Nursing/Radiography Counselor in order to review transcripts. The applicant is to *arrive thirty minutes* prior to the appointment to receive and *complete a program application*.
2. All programs are impacted. Each qualified applicant will be assigned a number by the use of random tables. Once assigned a priority number, *that number will not change*. Each class will be selected on the basis of priority and available openings.
 - a. Each selected applicant must decide either to enter the class or remove his/her name from the eligibility list. Once

the applicant's name is removed, the application process must be begun again to be considered for admission.

- b. Those qualified applicants who are not selected due to limited openings must submit a *Renewal of Application* during the application period in order to be retained on the waiting list.
 - c. There will be ten 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.
3. Applicants will be contacted regarding acceptance/admission by the Health Science Department by the notification date.
 4. Inasmuch as space is limited in the Nursing and Radiography programs, an applicant who has failed or withdrawn from a program and whose overall record makes program completion unlikely (example: two program withdrawals), may be ineligible for admission, upon recommendation of the Admissions Committee.

Enrollment Requirements

After students have been selected by the above procedure, the following requirements must be met:

- a. A *Physical Exam* documented on the Moorpark College Nursing and Radiography Health Appraisal form available in the Student Handbook, which considers freedom from communicable diseases and ability to function in a hospital setting.
 - i. *Proof of Immunity to Rubeola, Mumps, Rubella, Hepatitis B, Varicella*
 - ii. Current immunity status VDRL.

Evidence of physical and emotional fitness upon admission and throughout each 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 sites.

- b. *Current Cardiopulmonary Resuscitation C* certification, renewable every two years either *HS 18* or Red Cross Certificate: *CPR-C*.
- c. *Malpractice Insurance*. Paid as part of the first and third semester course registration fees.

For more information concerning these three admission requirements, refer to the *Health Science Nursing or Radiography Student Handbooks* available in the Moorpark College Bookstore.

Program Requirements

All students admitted to a Health Science 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 Health Care professional. Each case is reviewed and determined by the appropriate 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.

Courses are taken on campus concurrently with supervised clinical laboratory experience in selected hospitals and health care agencies. The clinical sites extend from northern Ventura County to northwestern 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. For successful completion of a Health Sciences program, a minimum grade of C is necessary in all courses required for the major. The student must maintain an overall GPA of 2.0 to continue in a Health Sciences program.

A materials fee is mandatory at registration for many of the Nursing and Radiography courses. The materials fees range from \$8.00 to \$105.00.

Advanced Placement

Opportunities for advanced placement are available to: Licensed Vocational Nurses, Limited Permit X-Ray Technicians, others with Health Care credentials and transfer students from accredited colleges or programs and readmission applicants, based on space available. Limited Permit X-Ray Technicians may be admitted to

Advanced Placement Level I Spring semester after passing the RadT 1B Challenge Exam or successful completion of RadT 1B Fall semester. For others, there are several options available depending on the qualifications and needs of the applicant. Please review the Credit by Examination Policy discussed in the Academic Policies section of this catalog.

Advanced placement applicants will have access to open spaces with priority given to former Moorpark College Health Science students in good standing. Credit for courses taken at another institution will be evaluated on an individual basis. *Advanced placement applicant students are not accepted or readmitted into the last semester of a Health Science program.*

Graduate nurses lacking California licensure requirements may be admitted into the open spaces to complete any needed courses as specified by the California Board of Registered Nursing.

Continuing Education

After completion of 12 units in residence at Moorpark College, students who hold a current California license as a Registered Nurse or a Radiologic Technologist and are presently enrolled and in good standing at Moorpark College may petition through the Nursing/Radiography Counselor for units of credit through the appropriate Nursing/Radiography program applicable toward an A.S. degree.

Moorpark College has been approved by the Board of Registered Nursing as a *Continuing Education Provider (number 02811)*.

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 patient/client care...at a level above that which is required for licensure." Examples of such courses offered at Moorpark College are: Anth 1, 2; CD 40; Foreign Languages; HS 15; NS 22A/B, 89A-Z; NtS 1, 3, 4, 5; Psych 3, 4, 5, 8, 9, 10, 11, 30; Soc 2, 4, 5; Sp Ed 10A, 10B, 10C. Courses may be taken for credit/no credit or a letter grade, and a *grade slip or transcript documents proof of attendance*. If there is any question of approval, it is the individual's responsibility to contact the Board of Registered Nursing.

■ Nursing Science

Associate in Science Degree

The Associate Degree in Nursing (ADN) is intended to develop the necessary knowledge and skill basic to the functions 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*.

The course work required for the Associate in Science Degree in Nursing Science is as follows:

Preparation for the Nursing Major:	Units
AnPhys 1/1L...Intro to Human Anatomy/Physiology/Lab:	5
3 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or equiv. college course)	
or	
An 1	4
General Human Anatomy: 2 hrs Lec, 6 hrs Lab.	
(prerequisite: Biol 1 or Biol 2A or equiv.)	
and	
Phys 1.....Human Physiology: 4 hrs Lec., 3 hrs Lab.	5
(prerequisites: Chem 12 or equiv. or high school chemistry and Biol 1 or Biol 2A or equiv.)	
Micro 1.....Principles of Microbiology: 3 hrs Lec.,	5
6 hrs Lab. (prerequisites: Chem 12 or equiv. or high school chemistry and a satisfactory grade in Biol 1 or Biol 2A or equiv.)	

Required General Education Courses:

The remaining required courses may be taken anytime *prior to the last semester of the ADN program*, but it is recommended that as many of these be completed as possible *prior to entry*.

Engl 1A	English Composition	3
Psych 1A.....	Intro to Psychology	3
Spch 1.....	Intro to Speech.....	3

Select one (1) of the following courses:

Anth 2	Cultural Anthropology	3
Soc 1	Intro to Sociology	3
Choose one course from each category.		
	American History and Institutions	3
	Fine or Performing Arts	3
	Communication or Analytical Thinking	3
	(Phil 7 or 9, or Spch 7 recommended)	
	Physical Education	1-3
	Physical Science	4
	(Chem 12 or Ph 5 meets the requirement)	
	Biological Science	4
	(Biol 1 or Biol 2A or AnPh 1/1L from Ventura College meets this requirement)	
Other suggested (not required) relevant courses: Computer Literacy course; HS 15, 18, 19A/B, 20; NtS 1, 5; Ph 1; Psych 1B, 3, 7, 11, 30		

See Degree Requirements and Transfer Information section for General Education requirements.
Consult with a Health Science Counselor if you are considering transferring to a Bachelor's Degree in Nursing program to assist with course selections.

Required Nursing Science Courses:		Units
NS 1A/1AL	Beginning Nursing Science I/Beginning Clinical Nursing Lab I	2/2
NS 1B/1BL	Beginning Nursing Science II/Beginning Clinical Nursing Lab II	2/2
NS 2A/2AL	Maternal Child and Gynecological Nursing/Clinical Nursing Lab	2.5/2.5
NS 2B/2BL	Intermediate Nursing Science I/Intermediate Clinical Nursing Lab I	2.5/2.5
NS 3A/3AL	Intermediate Nursing Science II/Intermediate Clinical Nursing Lab II	2.5/2.5
NS 3B/3BL	Psychiatric/Gerontological/Community Nursing/Clinical Nursing Lab	2.5/2.5
NS 4A/4AL	Advanced Nursing Science/Advanced Clinical Nursing Lab	2.5/2.5
NS 4B	Preparation for Professional Practice - Preceptorship	4
		<u>37</u>

Nursing Science Course Sequence:

First Semester		Third Semester	
HS 15*	3	NS 3A/3AL	5
HS 18*	0.5	NS 3B/3BL	5
(or Red Cross Certificate CPR-C)		NS 13A*	0.5
NS 1A/1AL	4	NS 13B*	0.5
NS 1B/1BL	4		<u>11</u>
NS 11A*	0.5		
NS 11B*	0.5		
	<u>12.5</u>		
Second Semester		Fourth Semester	
NS 2A/2AL	5	NS 4A/4AL	5
NS 2B/2BL	5	NS 4B	4
NS 12A*	0.5	NS 14A*	0.5
NS 12B*	0.5	NS 22A*	2-3
NS 22A*	1-3		<u>11.5</u>
	<u>12</u>		

Summer Session	
NS 49*	4
	<u>4</u>

*Elective Nursing Science Courses

This sequence does not include the required science and general education classes

■ Radiologic Technology

Associate in Science Degree

The Associate Degree in Radiologic Technology (ADRT) is intended to develop the necessary knowledge and skill basic to the

functions of the Radiographer in performing diagnostic x-ray procedures in hospital or other health care settings.

The radiography program is accredited by the Joint Review Committee on 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.

The course work required for the Associate in Science Degree in Radiologic Technology is as follows:

Preparation for the Radiography Major:		Units
AnPhys 1/1L	Intro to Human Anatomy/Physiology/Lab:	5
	3 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or equiv. college course)	
	or	
An 1	General Human Anatomy: 2 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or Biol 2A or equiv.)	4
	and	
Phys 1	Human Physiology: 4 hrs Lec., 3 hrs Lab. (prerequisites: Chem 12 or equiv. or high school chemistry and Biol 1 or Biol 2A or equiv.)	5
Ph 5/5L	Radiation Physics/Lab: 3 hrs Lec., 3 hrs Lab. (prerequisite: Math 1 or equiv.)	4
	or	
Ph 10A/10AL	and	
Ph 10B/10BL	General Physics/Lab I and II: 4 hrs Lec., 3 hrs Lab each. (prerequisite: Math 4A or Math 6 or Math 7 or equiv. college course, or equiv. skills which may be measured by the college assessment process)	10
These courses are required for transfer to California State University Northridge's Bachelor's in Radiologic Technology.		
HS 19A	Beginning Medical Terminology: 3 hrs Lec.	3
Required General Education Courses:		
Due to the number of units required in this program, it is recommended that as many of these courses be completed as possible prior to entry.		
Engl 1A	English Composition	3
Choose one course from each category.		
	Biological Science (Biol 1 or Biol 2A or AnPh 1/1L from Ventura College meets this requirement)	4
	American History and Institutions	3
	Social and Behavioral Science (Psych 1A is recommended)	3
	Fine or Performing Arts	3
	Humanities (Spch 1 is recommended)	3
	Communication or Analytical Thinking (Phil 7 or 9, or Spch 7 is recommended)	3
	Physical Education	1-3
	Computer Literacy Course (BIS 10A is recommended)	1

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

Required Radiologic Technology Courses:		Units
RadT 1A/1AL	Fundamentals of Radiographic Practice I/ Fundamentals Clinical Lab I	3/5
RadT 1B	Principles of Radiation Interaction and Radiographic Technique I	3
RadT 2A/2AL	Fundamentals of Radiographic Practice II/ Fundamentals Clinical Lab II	3/5
RadT 2B	Principles of Radiation Protection, Radiobiology/Radiographic Technique II	3
RadT 3A/3AL	Intermediate Radiographic Practice/ Intermediate Clinical Lab	2/8
RadT 3B	Radiographic Pathology	3
RadT 4A/4AL	Advanced Radiographic Practice/Advanced Clinical Laboratory	3/8
RadT 10/10L	Intro to Radiologic Technology/Intro to	

	Radiologic Technology Skills Lab.....	1.5/1
RadT 11.....	Radiography Skills Lab I.....	1
RadT 12.....	Radiologic Technology Skills Lab II.....	1
RadT 13.....	Radiography Skills Lab III.....	1
RadT 14.....	Radiographic Film Critique Skills Lab.....	1
RadT 49.....	Radiographic Summer Practicum.....	4.5
		57.0

Radiologic Technology Course Sequence*:

All students must begin program Summer Session.

Summer Session #1		Summer Session #2	
HS 18.....	0.5	RadT 49.....	4.5
(or Red Cross Certificate CPR-C)			4.5
RadT 10/10L.....	1.5/1		
	3		

Fall Semester #1		Fall Semester #2	
RadT 1A/1AL.....	3/5	RadT 3A/3AL.....	2/8
RadT 1B.....	3	RadT 3B.....	3
RadT 11.....	1	RadT 13.....	1
	12		14

Spring Semester #1		Spring Semester #2	
RadT 2A/2AL.....	3/5	RadT 4A/4AL.....	3/8
RadT 2B.....	3	RadT 14.....	1
RadT 12.....	1		12
	12		

*This sequence does not include the required science and general education courses.

Health Science Courses

HS 15 -- 3 Units

Pharmacology

Prerequisite: Admission to ADN Program or registered nurse, admission to ADRT Program or certified radiologic technologist, vocational nurse, psychiatric technician or respiratory therapist
Class Hours: 3 lecture

This course will provide an understanding of the mechanisms and uses of currently available drugs. It will provide a foundation of knowledge that will allow the student to understand future developments in drug therapy and allow for administering drugs more efficiently and safely. Drug information and mathematical calculations will be oriented to the clinical practice setting. The course may be repeated because yearly revisions are required to reflect the constantly changing pharmaceutical approaches and resultant implications and patient care. May be taken four (4) times for credit. *Transfer credit: CSU*

HS 18 -- .5 Unit

CPR-C for Health Science*

Prerequisite: Admission to ADN Program or registered nurse, admission to ADRT Program or certified radiologic technologist, vocational nurse, psychiatric technician or respiratory therapist
Class Hours: 8 lecture total

This course will provide basic Cardiopulmonary Resuscitation techniques of single person, two person, child and infant resuscitation. Basic techniques to relieve obstructed airway in adult, child and infant are covered. Standards required by hospitals for personnel related to emergency resuscitation procedures relative to specific disease processes and the hospital setting. Orientation to crash cart medications and protocol is included. May be taken four (4) times for credit. **THIS COURSE FULFILLS THE HEALTH GENERAL EDUCATION REQUIREMENT FOR THE A.S. DEGREE IN NURSING AND RADIOLOGIC TECHNOLOGY.**

HS 19A -- 2 Units

Beginning Medical Terminology

Class Hours: 2 lecture

This course is intended to assist students preparing for a career in the Health Care industry to learn word-building principles for defining, using, spelling and pronouncing medical words. Phonetic pronunciations will be emphasized. *Transfer credit: CSU*

HS 19B -- 3 Units

Advanced Medical Terminology

Prerequisite: HS 19A

Class Hours: 3 lecture

This course will enable the student interested in the Health Care field to expand their knowledge of Medical Terminology. Anatomical systems are presented as well as documented health care related case studies and reports. Extensive application exercises will be reviewed. *Transfer credit: CSU*

HS 20 -- 2 Units

Introduction to Health Science

Class Hours: 2 lecture

This course introduces the student to the current status of the health care industry and to the career and employment opportunities available. Strategies for success, preparation, admission and completion of a Health Science education will be discussed. The student will have an individual assessment of aptitude and career interest. *Transfer credit: CSU*

Nursing Science Courses

NS 1A -- 2 Units

Beginning Nursing Science I

Prerequisite: Admission to Moorpark College ADN Program

Corequisite: NS 1AL

Class Hours: 4 lecture for 8 weeks

The focus of this course is on basic nursing skills and principles; cultural diversity, and growth and development concepts will be included. Client assessment, diagnosis, intervention and evaluation will be introduced with emphasis on identifying the client's universal self-care requisites: air, water, food, elimination, activity, social and safety and normalcy throughout the life span. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 1AL -- 2 Units

Beginning Clinical Nursing Laboratory I

Prerequisite: Admission to Moorpark College ADN Program

Corequisite: NS 1A

Class Hours: 12 clinical for 8 weeks

This is an introductory clinical nursing laboratory experience which allows the student to apply the nursing process and basic skills and principles in the care of geriatric clients. The clinical experience is two clinical days per week. The first four weeks will be in a simulated skills laboratory learning basic nursing skills. The second four weeks will be in a skilled nursing facility. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 1B -- 2 Units

Beginning Nursing Science II

Prerequisite: NS 1A

Corequisite: NS 1BL

Class Hours: 4 lecture for 8 weeks

This course is an introduction to the application of the nursing process as a basis for nursing practice. Emphasis is placed on assessing self-care demands or deficits, determining nursing diagnosis, and providing intervention based on beginning nursing skills through the modes of acting, teaching, guiding and supporting with follow-up evaluation. More complex nursing skills will be introduced including medication administration and physical assessment. Nutrition, pharmacology, legal/ethical aspects, bio-psycho-social-spiritual aspects, preventive, supportive, rehabilitative nursing is integrated throughout this course and the following courses in Nursing Science. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 1BL -- 2 Units

Beginning Clinical Nursing Laboratory II

Prerequisite: NS 1AL

Corequisite: NS 1B

Class Hours: 12 clinical for 8 weeks

This course is an introduction to a more complex clinical nursing laboratory experience which allows the student to apply the nursing process, concepts and skills. The experience is two clinical days per week in an acute care facility with the focus on care of the client throughout the life cycle. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2A -- 2.5 Units

Maternal Child and Gynecological Nursing

Prerequisites: NS 1A/1AL, NS 1B/1BL or equivalent

Corequisite: NS 2AL

Class Hours: 5 lecture for 8 weeks

This course includes the study of the childbearing family with emphasis on pregnancy/complications, fetal development, labor and delivery, postpartum and newborn periods, pediatrics and women's health. Using concepts from Orem's model and the nursing process the student will identify requisite and self-care deficits including health deviations related to women, infants and children, and plan, implement, and evaluate nursing actions. Nutrition, pharmacology, legal/ethical aspects, bio-psycho-sociocultural and spiritual aspects, preventive, remedial, supportive and rehabilitative nursing is integrated. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2AL -- 2.5 Units

Maternal Child and Gynecological Clinical Nursing Laboratory

Prerequisites: NS 1A/1AL, NS 1B/1BL or equivalent

Corequisite: NS 2A

Class Hours: 15 clinical for 8 weeks

This clinical experience provides an opportunity for the student to apply the nursing process, maternal child and gynecological concepts and skills to the obstetrical, pediatric and gynecological client in the acute care, outpatient and community setting. The clinical lab may be a day or evening or combination of both. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2B -- 2.5 Units

Intermediate Nursing Science I

Prerequisites: NS 1A/1AL, NS 1B/1BL or equivalent

Corequisite: NS 2BL

Class Hours: 5 lecture for 8 weeks

This intermediate course is based on the concept of self-care and utilization of the nursing process. The focus will be on the interaction of the self-care agency, the nursing agency and the other health care team members to meet the client's self-care demands. Selected adult-elder/pediatric self-care deficits requiring intermediate nursing actions related to health promotion and deviations: musculoskeletal, hematologic, gastrointestinal, fluid/electrolyte, renal, cardiovascular, respiratory, and diabetes will be studied. Diagnostic measures, medical therapeutic modalities, pharmacology and medication administration, nutrition, cultural, spiritual and mental health concepts are studied. Also, nursing critical thinking and decision-making skills, legal and ethical considerations, growth and development as related to the client's therapeutic self-care demand are addressed. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2BL -- 2.5 Units

Intermediate Clinical Nursing Laboratory I

Prerequisites: NS 1A/1AL, NS 1B/1BL or equivalent

Corequisite: NS 2B

Class Hours: 15 clinical for 8 weeks

This is an intermediate clinical laboratory experience which allows the student to apply the nursing process, concepts and skills identified in Nursing Science 2B. The clinical experience is two 7.5 hour rotations and may be a day or evening combination in an acute care facility with additional experiences in specialty areas. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3A -- 2.5 Units

Intermediate Nursing Science II

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent

Corequisite: NS 3AL

Class Hours: 5 lecture for 8 weeks

This course is a continuation of Intermediate Nursing Science I. The course stresses the self-care concept of nursing, the nursing process, the interaction of the nursing agency and the self-care agency to meet the client's self-care demands. Selected adult/geriatric, and pediatric clients with health deviations and self-care deficits related to: advanced nutritional alterations, alterations in sensorimotor, physical integrity, and human functioning will be the focus. Diagnostic measures, medical therapeutic modalities, pharmacology and medication administration, nutrition, cultural, spiritual and mental health concepts are incorporated in this course. Also, the role of the professional nurse in the health care delivery system, client education and ethical considerations as related to the client's therapeutic self-care demands are addressed. A major focus of this course will be the development of critical thinking and problem-solving skills. Patient care management will be the primary key. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3AL -- 2.5 Units

Intermediate Nursing Science Laboratory II

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent

Corequisite: NS 3A

Class Hours: 15 clinical for 8 weeks

This course is an intermediate clinical laboratory which allows the student to apply the nursing process, concepts and skills identified in Nursing Science 3A. A major focus of this course will be the application of critical thinking and problem-solving skills, along with refinement of communication and interpersonal relationship skills. Patient care management will be the primary key. The clinical experience is two 7.5 hour rotations, and may be a day or evening combination in an acute care facility. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3B -- 2.5 Units

Psychiatric/Gerontological/Community Nursing

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent

Corequisite: NS 3BL

Class Hours: 5 lecture for 8 weeks

This course focuses on the application of the nursing process to the client, community, family and groups with psycho-social self-care deficits across the adult-elder life span. Emphasis is placed on chronic mental and physical deficits impacting the adult-elder population. Human responses to these deficits and intervention modes -- wholly compensatory, partially compensatory, and educative/supportive are discussed relative to the client and care givers. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3BL -- 2.5 Units

Psychiatric/Gerontological/Community Clinical Nursing Laboratory

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent

Corequisite: NS 3B

Class Hours: 15 clinical for 8 weeks

This clinical experience allows the student to apply the nursing process, nursing concepts and skills to adult psychiatric and gerontological clients. The clinical hours will include both day and evening rotation. The clinical settings will include acute care, community health and convalescent care. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4A -- 2.5 Units

Advanced Nursing Science

Prerequisites: NS 3A/3AL, NS 3B/3BL

Corequisite: NS 4AL

Class Hours: 5 lecture for 8 weeks

This advanced course of nursing practice focuses on the application of the nursing process to the client with complex health deviations involving multiple systems all within the context of the family. A wholistic approach of viewing the client's health functions (organic, psychological, and social) throughout the life cycle is utilized. Within the professional nursing practice importance is placed on three systems: compensatory, partially compensatory, and educative-supportive. Additional emphasis is placed on nursing judgment reflecting critical thinking, decision-making, leadership, collaboration, and teaching based on application of theory. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4AL -- 2.5 Units

Advanced Clinical Nursing Laboratory

Prerequisites: NS 3A/3AL, NS 3B/3BL

Corequisite: NS 4A

Class Hours: 15 clinical for 8 weeks

This is an advanced clinical laboratory which allows application of the nursing process, concepts and skills identified in Nursing Science 4A. The clinical experience involves two, 7.5 hour rotations -- which may include days, evenings, or a combination of both -- in an acute care facility providing students with experience in the intensive care unit and other specialty areas. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4B -- 4 Units

Preparation for Professional Practice - Preceptorship

Prerequisites: NS 4A/4AL

Class Hours: 24 lecture, 120 clinical total

To ease the transition from student to staff nurse, principles of total patient care, leadership and professionalism relevant to current nursing practice will be presented. The focus is on health care systems

and the practice of nursing including: legal and ethical issues, professional organizations, reality shock and current issues that confront nurses today. Opportunities are provided to participate as a nursing team leader and/or primary nurse in an acute care facility. The student provides care to a group of patients utilizing a Registered Nurse as a preceptor to improve clinical practice and professional skills. THIS COURSE FULFILLS THE HEALTH GENERAL EDUCATION REQUIREMENT FOR THE A.S. DEGREE IN NURSING. *Transfer credit: CSU*

NS 11A -- .5 Unit

Nursing Skills Laboratory

Class Hours: 3 laboratory for 8 weeks

This lab will provide an opportunity for practical application of theory content from Nursing Science 1A through simulated clinical experience, computer-assisted instruction, viewing audio-visuals, discussing case studies, and individualized instruction. The open-lab structure allows students to freely choose their attendance times. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 11B -- .5 Unit

Nursing Skills Laboratory

Class Hours: 3 laboratory for 8 weeks

This lab will provide an opportunity for practical application of theory content from Nursing Science 1B through simulated clinical experience, computer-assisted instruction, viewing audio-visuals, discussing case studies, and individualized instruction. The open-lab structure allows students to freely choose their attendance times. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 12A -- .5 Unit

Nursing Skills Laboratory

Class Hours: 3 laboratory for 8 weeks

This lab will provide an opportunity for practical application of theory content from Nursing Science 2A through simulated clinical experience, computer-assisted instruction, viewing audio-visuals, discussing case studies, and individualized instruction. The open-lab structure allows students to freely choose their attendance times. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 12B -- .5 Unit

Nursing Skills Laboratory

Class Hours: 3 laboratory for 8 weeks

This lab will provide an opportunity for practical application of theory content from Nursing Science 2B through simulated clinical experience, computer-assisted instruction, viewing audio-visuals, discussing case studies, and individualized instruction. The open-lab structure allows students to freely choose their attendance times. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 13A -- .5 Unit

Nursing Skills Laboratory

Prerequisites: NS 2B/2BL or equivalent

Class Hours: 3 laboratory for 8 weeks

This practicum will provide an opportunity for clinical application of theory content from the Nursing Science 3A course work, through simulated clinical experiences in an Intermediate Nursing Skills laboratory. The focus of the lab will be Intravenous Therapy which includes IVPB administration. Other skills to be practiced are test taking, critical thinking, and communication. Students will have "hands-on" exposure to computers. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 13B -- .5 Unit

Nursing Skills Laboratory

Prerequisites: NS 2B/2BL or equivalent

Class Hours: 3 laboratory for 8 weeks

This practicum will provide an opportunity for practical application of theory content from the Nursing Science 3B course work, through simulated clinical experiences in a beginning Psychiatric/Gerontological/Community Nursing skills laboratory. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 14A -- .5 Unit

Nursing Skills Laboratory

Class Hours: 3 laboratory for 8 weeks

This lab will provide an opportunity for practical application of theory content from Nursing Science 4A through simulated clinical experience, computer-assisted instruction, viewing audio-visuals, discussing case studies, and individualized instruction. The open-lab structure

allows students to freely choose their attendance times. May be taken three (3) times for credit. *Transfer credit: CSU*

NS 22A/B -- .5-3/.5-3 Units

Independent Studies in Nursing

Prerequisite: A previous course in Nursing Science

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of nursing science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

NS 49 -- 4 Units

Nursing Practicum ★

Prerequisites: Successful completion of the second semester of an accredited Nursing Program; meet all hospital requirements; written verification of skills proficiency

Class Hours: 40 work experience hours for 8 weeks

This 8-week Summer Intersession course is designed to provide the intermediate nursing student with a paid practicum cooperatively planned by an employing agency and the nursing faculty. Focus is on providing practical experience in a realistic work setting in a very concentrated period of time; and classroom discussion of issues directly related to the practicum in an acute hospital setting. May be taken two (2) times for credit. Graded Credit/No Credit

NS 50A -- 4 Units

Graduate Nurse Internship I

Prerequisites: Documentation of NCLEX completion or RN license, certification of 5 successful IV procedures, current CPR-C, current Malpractice insurance, meet all clinical facility requirements

Class Hours: 40 hours per 8 weeks

This eight week paid internship is designed to assist the new graduate to successfully function as a Registered Nurse. This internship, cooperatively planned by an employing agency and the nursing faculty, allows the graduate to transition to the work setting and provide nursing care to a realistic patient assignment, with clinical orientation and review of issues directly related to the work setting: legal/liability, risk management, physical assessment. Interns will be selected based on application procedure. For further information contact the Health Sciences Department. *Transfer credit: CSU*

NS 50B -- 4 Units

Graduate Nurse Internship II

Prerequisites: NS 50A, Documentation of NCLEX completion or RN license, certification of 5 successful IV procedures, current CPR-C, current Malpractice insurance, meet all clinical facility requirements

Class Hours: 40 hours per 8 weeks

This course provides an additional eight week paid internship designed to assist the new graduate to function as a Registered Nurse in a leadership role and practice more complex skills. This internship, cooperatively planned by an employing agency and the nursing faculty, allows the graduate to practice leadership skills in the work setting by providing and managing nursing care; a review of clinical issues directly related to the work setting will be provided: leadership and management skills, phlebotomy, 12 lead EKG, computer documentation, communication and conflict resolution, health care economics/trends and the 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. Interns will be selected based on application procedure. For further information contact the Health Sciences Department. *Transfer credit: CSU*

NS 60A-Z -- 1-3 Units

Topics in Nursing Science

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Nursing Science not covered in detail in the general Nursing Science course offerings. Topic courses are announced on a semester basis in the schedule of classes.

NS 89A-Z -- .5-3 Units

Institutes in Nursing Science ★

Prerequisites: Admission to ADN Program, Registered Nurse, Licensed Vocational Nurse, Psychiatric Technician

Class Hours: Variable

This is a series of special lectures and discussions on selected topics in nursing science which are not included in the Nursing Science offerings.

Radiologic Technology Courses

RadT 1A -- 3 Units

Fundamentals of Radiographic Practice I

Prerequisites: RadT 10/10L

Corequisites: RadT 1AL, RadT 1B, RadT 11

Class Hours: 3 lecture

This course will focus on routine radiographic positioning and procedures of the cardiopulmonary system, the boney thorax, the abdominal cavity, upper extremities, lower extremities and related joints. Also included will be radiographic film critique for technical and positioning errors. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 1AL -- 5 Units

Fundamentals Clinical Lab I

Prerequisites: RadT 10/10L

Corequisites: RadT 1A, RadT 1B, RadT 11

Class Hours: 16 laboratory

This is an introductory clinical laboratory that will provide an opportunity for practical application from RadT 1A theory and skills lab content. This lab will take place in the x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 1B -- 3 Units

Principles of Radiation Interaction and Radiographic Technique I

Prerequisites: RadT 10/10L

Corequisites: RadT 1A/1AL, RadT 11

Class Hours: 3 lecture

This course provides an introduction to the role of the Radiographer. A study of the 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. *Transfer credit: CSU*

RadT 2A -- 3 Units

Fundamentals of Radiographic Practice II

Prerequisites: RadT 1A/1AL, RadT 1B

Corequisites: RadT 2AL, RadT 2B, RadT 12

Class Hours: 3 lecture

This course will assist the student to focus on procedure and positioning information of the complete spinal column as well as the contrast studies of the urinary and gastrointestinal tracts. Some special attention will be given to invasive vascular procedures of these two tracts as well. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 2AL -- 5 Units

Fundamentals Clinical Lab II

Prerequisites: RadT 1A/1AL, RadT 1B

Corequisites: RadT 2A, RadT 2B, RadT 12

Class Hours: 16 laboratory

This clinical laboratory will provide an opportunity for practical application from RadT 2A theory and skills lab content. This lab will take place in an x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 2B -- 3 Units

Principles of Radiation Protection, Radiobiology and Radiographic Technique II

Prerequisites: RadT 1A/1AL, RadT 1B

Corequisites: RadT 2A/2AL, RadT 12

Class Hours: 3 lecture

This course provides the student Radiographer with the basic principles of radiation protection and radiobiology. It also includes problem solving, quality assurance, transformers and rectification. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 3A -- 2 Units

Intermediate Radiographic Practice

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49

Corequisites: RadT 3AL, RadT 3B, RadT 13

Class Hours: 2 lecture

This course is a continuation of radiographic positioning. Part I will primarily focus on detailed radiography of the cranium and facial bone area. Part II will introduce the student to cerebral angiography, mammography, lymphangiography, and cine/cardio-angiography. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 3AL -- 8 Units

Intermediate Clinical Lab

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49

Corequisites: RadT 3A, RadT 3B, RadT 13

Class Hours: 24 laboratory

This is an intermediate clinical laboratory that will provide an opportunity for practical application from RadT 3A theory and skills lab content. This lab will take place in an x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 3B -- 3 Units

Radiographic Pathology

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49

Corequisites: RadT 3A/3AL, RadT 13

Class Hours: 3 lecture

The purpose of this course is to introduce the advanced radiography student to various types of disease processes seen radiographically. Its intent is to incorporate previously learned clinical experiences with information in this course and use it as a base for further clinical practice. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 4A -- 3 Units

Advanced Radiographic Practice

Prerequisites: RadT 3A/3AL, RadT 3B

Corequisites: RadT 4AL, RadT 14

Class Hours: 3 lecture

The prime focus in this course is to introduce the advanced radiography student to advanced imaging specializations in the radiation sciences, as well as complete the last segment of invasive studies in the program, especially those in the heart/vascular area. May be taken two (2) times for credit. THIS COURSE FULFILLS THE HEALTH GENERAL EDUCATION REQUIREMENT FOR AN A.S. DEGREE IN RADIOLOGIC TECHNOLOGY. *Transfer credit: CSU*

RadT 4AL -- 8 Units

Advanced Clinical Laboratory

Prerequisites: RadT 3A/3AL, RadT 3B

Corequisites: RadT 4A, RadT 14

Class Hours: 24 laboratory

This course will focus on the advanced radiography student in advanced clinical practice from materials presented in RadT 4A and as coordinated with rotation in computer tomography, magnetic resonance, ultrasound and special procedures on an observational basis. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 10 -- 1.5 Units

Introduction to Radiologic Technology

Prerequisite: Admission to the Radiography Program

Corequisite: RadT 10L

Class Hours: 8 lecture for 3 weeks

This course will focus on providing the new radiography students with entry-level information and skills to begin practice in a radiography department. Basically, the course will emphasize topics dealing with darkroom processing, equipment manipulation and patient care and transport. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 10L -- 1 Unit

Introduction to Radiologic Technology Skills Lab

Prerequisite: Admission to the Radiography Program

Corequisite: RadT 10

Class Hours: 4 laboratory for 3 weeks, the fourth week will be a 40-hour orientation to the hospital

This lab course will permit the new radiography student to participate in a simulated radiography department type setting for the first time. During this lab the student will participate in darkroom procedures, equipment manipulation, body mechanics and patient care. It will conclude with a 40-hour clinical orientation during the fourth week. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 11 -- 1 Unit**Radiography Skills Lab I**

Prerequisite: RadT 10

Corequisites: RadT 1A/1AL, RadT 1B

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 1A course work through simulated clinical experiences in a radiography skills lab. Each student will practice positioning with a "mock Patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 12 -- 1 Unit**Radiologic Technology Skills Lab II**

Prerequisite: RadT 11

Corequisites: RadT 2A/2AL, RadT 2B

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 2A course work through simulated experiences in a radiography skills lab. Each student will practice positioning with a "mock patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 13 -- 1 Unit**Radiography Skills Lab III**

Prerequisite: RadT 12

Corequisites: RadT 3A/3AL, RadT 3B

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 3A course work through simulated experiences in a radiography skills lab. Each student will practice positioning with a "mock patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 14 -- 1 Unit**Radiographic Film Critique Skills Lab**

Prerequisite: RadT 13

Corequisites: RadT 4A/4AL

Class Hours: 3 laboratory

The purpose of this class is to provide clinical film critique and to help correlate clinical and classroom education. The student will learn how to evaluate technical errors on radiographs, and how these errors may be avoided in the future. May be taken two (2) times for credit. *Transfer credit: CSU*

RadT 22A/B -- 1-3/1-3 Units**Independent Studies in Radiography**

Prerequisite: A previous course in Radiologic Technology

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of radiography on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

RadT 49 -- 4.5 Units**Radiographic Practicum**

Prerequisites: RadT 2A/2AL, RadT 2B

Class Hours: 40 work experience hours for 9 weeks

This 9-week Summer Intersession course will provide clinical experience in a pre-assigned clinical affiliate. The main focus will be on the improvement of clinical skills of all previously learned materials in Level I. The student is required to complete all specified radiographic examinations. Graded Credit/No Credit. May be taken two (2) times for credit.

Health Sciences Institute

Career Opportunities

A Health Science career represents excellent employment opportunities in the ever-expanding fields of health services and research. The Moorpark College Health Sciences Institute (HSI) offers associate degree options for a variety of careers in health sciences:

- **Career transfer associate degrees** - Graduates are eligible for licensure and employment at the entry level of the profession. This degree also provides for transfer to a bachelor degree professional education program. Career transfer associate degrees are offered in nursing and radiologic technology.
- **Preprofessional transfer associate degrees** - Graduates are prepared to transfer for a bachelor degree program preparatory to the professional education program. The Institute offers Preprofessional transfer associate degrees in: Predentistry, Premedicine, Prenursing, Preoccupational Therapy, Prepharmacy, Prephysical Therapy, Preradiologic Technology and Preveterinary Medicine.

Within the Health Science Institute, course work can also be completed for transfer programs in chiropractic medicine, physician assistant, dental hygiene, health care administration, nutrition and others. Prospective students are strongly urged to consult the HSI counselor and the catalogs of the professional and undergraduate degree programs for transfer requirements prior to enrolling for courses. Due to heavy course loads in these degree sequences, students are encouraged to take full advantage of summer sessions. For additional requirements see the Degree Requirements and Transfer Information section and consult with HSI counselors to develop a Student Education Plan. Counseling appointments and Orientation Seminars can be scheduled by calling (805) 378-1428.

Faculty

Full-Time

Guadalupe Aldana
Denise Byrne
Beatrice Epping
Clint Harper
Kimberly Hoffmans
Linda Loiselle
Jo Ann Moore
Brenda Shubert

Part-Time

Patricia Burkard
Dalila Carey
Janice Garcia
Sandra Joseph
Gary Metelak
Susan Renteria
Julie Ann Walker

HSI Counselors, for preprofessional degrees:

Frank Bianchino
Gail Goodman
Letrisha Mai
Danita Terry

HSI Counselors, for associate degrees in nursing and radiologic technology:

Frank Bianchino
Gail Goodman
Mike Johnson

Clinical Joint Appointments:

Meade Butler	(Los Robles Regional Medical Center)
Karla Carsey-Rounds	(Kaiser Permanente, Woodland Hills)
Donna Chivarelli	(Northridge Hospital)
Sharon Manakas	(Moorpark College Student Health Center)
Karen Rubello	(Kaiser Permanente, Panorama City)
Catherine O'Brien	(Simi Valley Hospital)
J. Michael Richardson	(Holy Cross Medical Center)

Preparation for the major:

The Health Science Institute offers four paths to prepare for the major. Each path has a core of required courses.

Path #1 includes: Predentistry, Premedicine, Prepharmacy, Preveterinary Medicine.

Path #2 includes: Prenursing, Preoccupational Therapy, Prephysical Therapy, Preradiologic Technology

Path #3 includes: Associate Degree Nursing Science - Transfer, Associate Degree Radiologic Technology - Transfer

Path #4 includes: Associate Degree Nursing, Associate Degree Radiologic 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 Associate Degree Paths 1-4

HSI Path #1 Core Courses

Majors within this path: Predentistry, Premedicine, Prepharmacy, Preveterinary Medicine.

Other related career paths: Osteopathic Medicine, Podiatric Medicine, Chiropractic Medicine, Optometry.

Required Courses:	Units
HS 20.....Introduction to Health Sciences	2
CHEM 1A.....General Chemistry I.....	6
CHEM 1B.....General Chemistry II.....	6
BIOL 2A.....General Biology I.....	4
BIOL 2B.....General Biology II.....	4
ENGL 1A.....English Composition.....	3
ENGL 1C.....Critical Thinking and Composition.....	3
	TOTAL 28 units

Recommended additional core courses: Chem 7A, Chem 7B
Required: Completion of transfer General Education courses.
Make a counseling appointment by calling (805) 378-1428.

Predentistry AA Option

Add the following courses:

MATH 7.....College Algebra and Trigonometry.....	5
MATH 15.....Introductory Statistics.....	5
MATH 16A.....Applied Calculus I.....	3
PH 10A.....General Physics I.....	4
PH 10AL.....General Physics I Laboratory.....	1
PH 10B.....General Physics II.....	4
PH 10BL.....General Physics II Laboratory.....	1
PSYCH 1A.....Introduction to Psychology.....	3
	TOTAL 26 units

Recommended Courses:
Life Drawing, Sculpture, MATH 16B, HS 19A or HS 19B, see Path #1 recommendations.

Premedical/Prepharmacy AA Option

Add the following courses:

MATH 7.....	College Algebra and Trigonometry.....	5
MATH 15.....	Introductory Statistics.....	5
MATH 16A.....	Applied Calculus I.....	3
PH 10A.....	General Physics I.....	4
PH 10AL.....	General Physics I Laboratory.....	1
PH 10B.....	General Physics II.....	4
PH 10BL.....	General Physics II Laboratory.....	1
ENGL 1B.....	Literature: Critical Thinking/Composition.....	3
	TOTAL	26 units

Recommended Courses:

MATH 16B, PSYCH 1A, PSYCH 1B, ANPHYS 1 (or AN 1 and PHYS 1), MICRO 1, HS 19A or HS 19B, See Path #1 recommendations.

Premedical/Prepharmacy AS Option

Add the following courses:

MATH 25A.....	Calculus with Analytic Geometry I.....	5
MATH 25B.....	Calculus with Analytic Geometry II.....	5
MATH 25C.....	Calculus with Analytic Geometry III.....	5
PH 20A.....	General Physics I.....	4
PH 20AL.....	General Physics I Laboratory.....	1
PH 20B.....	General Physics II.....	4
PH 20BL.....	General Physics II Laboratory.....	1
ENGL 1B.....	Literature: Critical Thinking/Composition.....	3
	TOTAL	28 units

Premedical AS degree recommended courses:

PSYCH 1A, ANPHYS 1 (or AN 1 and PHYS 1), MICRO 1, PH 20C, PH 20CL, HS 19A or HS 19B

Prepharmacy AS degree recommended courses:

PSYCH 1B, ECON 1, SPCH 1 or SPCH 2 (for USC), PH 20C, PH 20CL, HS 19A or HS 19B, see Path #1 recommendations.

Preveterinary Medicine AA Option

Add the following courses:

MATH 7.....	College Algebra and Trigonometry.....	5
MATH 16A.....	Applied Calculus I.....	3
PH 10A.....	General Physics I.....	4
PH 10AL.....	General Physics I Laboratory.....	1
PH 10B.....	General Physics II.....	4
PH 10BL.....	General Physics II Laboratory.....	1
	TOTAL	18 units

Recommended courses:

Math 16B, HS 19A or HS 19B, see Path #1 recommendations.

HSI Path #2 Core Courses

Majors within this path: Prenursing transfer, Preoccupational Therapy, Prephysical Therapy, Preradiologic Technology transfer

Other related career paths: Public Health, Dental Hygienist, Health Care Manager, Medical Records Technologist, Nutritionist, Physician Assistant, Human Performance/Sports Medicine (see page 144 for details)

HS 20.....	Introduction to Health Science.....	2
BIOL 1.....	Principles of Biology.....	4
MATH 7.....	College Algebra and Trigonometry.....	5
AN 1.....	General Human Anatomy.....	4
PHYS 1.....	Human Physiology.....	5
ENGL 1A.....	English Composition.....	3
PSYCH 1A.....	Introduction to Psychology.....	3
SOC 01*.....	Introduction to Sociology.....	3
or		
ANTH 2.....	Cultural Anthropology.....	3
SPCH 1.....	Introduction to Speech.....	3
or		
SPCH 2**.....	Elements of Public Speaking.....	3
	TOTAL	32 units

* Must be SOC 1 for the Prephysical Therapy Option.

**Must be SPCH 2 for transfer to USC.

Required: Completion of transfer General Education courses.
Make a counseling appointment by calling (805) 378-1428.

Prenursing Transfer AS Option

Add the following courses:

MICRO 1.....	Principles of Microbiology.....	5
CHEM 12*.....	Introductory Chemistry I.....	5
CHEM 13*.....	Introductory Chemistry II.....	5
	TOTAL	15 units

* (For UCLA CHEM 1A & 1B may be substituted)

Recommended Courses: HS 15, HS19A or 19B, NtS 1, NtS 5, Computer Literacy Course, PSYCH 1A, PSYCH 1B, PSYCH 4, PSYCH 7, PSYCH 9, PSYCH 10.

Preoccupational Therapy AA Option

Add the following courses:

ENGL 1B.....	Literature: Critical Thinking/Composition.....	3
ENGL 1C.....	Critical Thinking and Composition.....	3
CHEM 12.....	Introductory Chemistry I.....	5
MATH 15.....	Introductory Statistics.....	5
PH 1.....	Descriptive Physics.....	3
PH 1L.....	Descriptive Physics Laboratory.....	1
PSYCH 1A.....	Introduction to Psychology.....	3
PSYCH 8.....	Abnormal Psychology.....	3
	and one of the following art classes:	
ART 8A.....	Beginning Ceramics.....	3
ART 9A.....	Ceramic Design.....	3
ART 14A.....	Silk-Screen-Serigraph Printmaking.....	2
ART 23.....	Beginning Stained Glass Design.....	3
	TOTAL	28-29 units

Recommended courses:

NtS 1, HS19A or HS 19B

Prephysical Therapy AA Option

Add the following courses:

CHEM 1A.....	General Chemistry I.....	6
CHEM 1B.....	General Chemistry II.....	6
CHEM 8.....	Elementary Organic Chemistry.....	4
CHEM 8L.....	Organic Chemistry Laboratory.....	2
MATH 15.....	Introductory Statistics.....	5
PH 10A.....	General Physics I.....	4
PH 10AL.....	General Physics I Laboratory.....	1
PH 10B.....	General Physics II.....	4
PH 10BL.....	General Physics II Laboratory.....	1
CIS 1.....	Introduction to Information Systems.....	3
CIS 1L.....	Introduction to Information Systems Lab.....	1
	TOTAL	40 units

Recommended Courses:

NtS 1, HS19A or 19B

Preradiologic Technology

Transfer AA Option

Add the following courses:

PH 10A.....	General Physics I.....	4
PH 10AL.....	General Physics I Laboratory.....	1
PH 10B.....	General Physics II.....	4
PH 10BL.....	General Physics II Laboratory.....	1
	TOTAL	10 units

Recommended: HS 15, HS 19A or HS 19B

HSI Path #3 Core Courses

Majors within this path: Nursing Science AS and Transfer, Radiologic Technology AS and Transfer

BIOL 1.....	Principles of Biology.....	4
MATH 7*.....	College Algebra and Trigonometry.....	5
AN 1.....	General Human Anatomy.....	4
PHYS 1.....	Human Physiology.....	5
ENGL 1A.....	English Composition.....	3
CHEM 12.....	Introductory Chemistry I.....	5
	TOTAL	31 units

* 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:

MICRO 1.....Principles of Microbiology	5
PSYCH 1A.....Introduction to Psychology	3
SOC 01.....Introduction to Sociology.....	3
or	
ANTH 2.....Cultural Anthropology.....	3
SPCH 1.....Introduction to Speech	3
Required Nursing Science courses	37
TOTAL	54 units

Recommended Courses:

For UCLA take: Math 25A, Chem 1A, Chem 1b, for other transfer programs take CHEM 13

Radiologic Technology AS and Transfer Option

Add the following courses:

PH 10A.....General Physics I.....	4
PH 10AL.....General Physics I Laboratory.....	1
PH 10B.....General Physics II.....	4
PH 10BL.....General Physics II Laboratory.....	1
Required Radiologic Technology Courses	57
(see page xx)	
TOTAL	67 units

Additional Requirements:

Computer literacy course or challenge with a grade of C or better.
BIS 19 recommended (1 unit).

HSI Path #4 Core Courses

Majors within this path: Nursing Science, Radiologic Technology

ANPHYS 1.....Intro to Human Anatomy and Physiology	3
ANPHYS 1L.....Intro to Human Anatomy and Physiology Lab	2
ENGL 1A.....English Composition	3
TOTAL	8 units

Additional Requirements:

Math 1 (5 units) or qualify for Math 3
Chem 12 (5 units) or completion of high school chemistry with a grade of "C" or higher.
Completion of General Education courses.
Make a counseling appointment by calling (805) 378-1428.

Nursing Science AS Option

Add the following courses:

BIOL 1.....Principles of Biology.....	4
MICRO 1.....Principles of Microbiology	5
PSYCH 1A.....Introduction to Psychology	3
SOC 1.....Introduction to Sociology.....	3
or	
ANTH 2.....Cultural Anthropology.....	3
SPCH 1.....Introduction to Speech	3
Required Nursing Science Courses:	37
(see page 104)	
TOTAL	55 units

Radiologic Technology AS Option

Add the following courses:

PH 5.....Radiation Physics	3
PH 5L.....Radiation Physics laboratory.....	1
HS 19A.....Beginning Medical Terminology	3
or	
HS 19B.....Advanced Medical Terminology	3
Required Radiologic Technology Courses	57
(see page 104)	
TOTAL	64 units

Additional Requirements:

Computer literacy course or challenge with a grade of C or better.
BIS 19 recommended (1 unit).

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 principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level	
Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Counselor
Ofelia Romero-Motlagh

Hebrew Courses

HEB 1 -- 4 Units

Elementary Hebrew I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course introduces the essentials of grammar and vocabulary with an emphasis on reading, translating, and comprehension. Basic language forms will be reinforced through writing and conversation.

Transfer credit: CSU; UC

HEB 31A -- 3 Units

Beginning Conversational Hebrew

Class Hours: 3 lecture

This course is a basic practical course emphasizing vocabulary essentials, conversational patterns and pronunciation. It is a language-training course designed to produce proficiency in the practical aspects of using the language (Ulpan). Readings will touch on history and customs of modern Israel. May be taken two (2) times for credit.

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

B.A. Level

(Careers require bachelors or advanced degrees)

Lobbyist	Program Development
Historian	Library Reference Worker
Politician	Communication Specialist
Law Clerk	Management Trainee
Diplomat	Researcher
Publicist	Museum Cataloger
Advertising	Marketing Researcher
Journalist	Pollster
Editor	Writer -- Fiction and Non-Fiction
Archivist	

Faculty

Full-Time	Part-Time	Counselors
Daniel Brown	Scott Cameron	Mike Johnson
Cecile Copsey	Jean Horlacher	Lisa Raufman
Gerald Fecht	Bruce Loynd	
Joseph Gonzalez	James Morrison	
Ranford Hopkins	Debra O'Neal	
Tomás Sanchez		

History Courses

HIST 1A -- 3 Units

An Introduction to Western Civilization

Class Hours: 3 lecture

The course surveys important events and developments in western civilization from prehistory through the sixteenth century, through readings and discussions of important ideas, institutions, and contributions. *Transfer credit: CSU; UC. CAN: HIST 2*

HIST 1B -- 3 Units

An Introduction to Western Civilization

Class Hours: 3 lecture

This course surveys important events and developments in western civilization from the seventeenth century to modern times by means of continued readings and discussions of important ideas and institutions. Hist 1A is not a prerequisite for Hist 1B. *Transfer credit: CSU; UC. CAN: HIST 4*

HIST 2 -- 3 Units

From Freedom to Civil Rights

Class Hours: 3 lecture

This course is an analytical political, social, and cultural history of the African American experience during the struggle for civil rights from the era of Jim Crowism in the late Nineteenth century to the emergence of the modern Civil Rights movement and the subsequent radicalization of the movement in the 1960s and 1970s. *Transfer credit: CSU, UC pending*

HIST 3 -- 3 Units

African-American History

Class Hours: 3 lecture

An analysis of the history of the African-American in the United States, this course places special emphasis on contemporary implications on historical events. It points out the major roles played and contributions made by the African-Americans both collectively as a

people and as specific individuals in the development of the United States of America. *Transfer credit: CSU; UC*

HIST 4 -- 3 Units

History of the Southwest

Class Hours: 3 lecture

This course surveys the history of the Chicano from pre-Columbian period to the present. Emphasis will be on the Mexican settlement of the American Southwest and the contributions of the Chicano to the development of the five Southwestern states (Arizona, California, Colorado, New Mexico, and Texas) in the context of American History. (co-numbered Ch St 4) *Transfer credit: CSU; UC*

HIST 5 -- 3 Units

United States History

Class Hours: 3 lecture

In this thematic and problems approach to a survey of American History, consideration is focused on the historical development of institutions and values that shape present-day America. Topics include democratic government; the use of nature; work; political and social reform; experiences of discrimination based on sex, race, and nationality; contributions of individuals and groups. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department.*

HIST 6 -- 3 Units

History of the American Indian*

Class Hours: 3 lecture

A survey of the history of the indigenous peoples of the Western Hemisphere from pre-Columbian times to the present. This course places emphasis on the peoples and cultures of North America, especially as those peoples have inter-mixed and associated with mainstream Anglo-America. *Transfer credit: CSU; UC*

HIST 7A -- 3 Units

Social and Political History of the United States

Class Hours: 3 lecture

In this survey of the creation and development of American Society to 1865, an analysis is made of the impact of both individuals and groups, evaluation of issues of religion, race, reform revolution, responsive government, sectionalism, and expansion. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department. CAN: HIST 8*

HIST 7B -- 3 Units

Social and Political History of the United States

Class Hours: 3 lecture

This is an evaluation of social and political adjustment from 1865 to the present. Significant historical events and issues that affect contemporary Americans are surveyed and analyzed by examining significant individuals and groups. Such issues and events as westward expansion, industrial development, ethnic confrontations and contributions, religious toleration, social and political reform movements, and international involvements are explored. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department. CAN: HIST 10*

HIST 8 -- 3 Units

History of California

Class Hours: 3 lecture

This is a survey of the Indian, Spanish, Mexican and American periods of California history. The political, social and cultural developments as well as the principal events in the state since 1849, are considered. *Transfer credit: CSU; UC*

HIST 9 -- 3 Units

Latin American History

Class Hours: 3 lecture

This course is a comprehensive survey of Latin American History focusing on the development of cultural, economic, and political factors in the various Latin American nations. Special emphasis is placed on contemporary United States-Latin American relations. *Transfer credit: CSU; UC*

HIST 10 -- 3 Units

African History*

Class Hours: 3 lecture

This is a survey of African history with attention given to social and economic as well as political aspects of the development of indigenous cultures and the colonial experience. *Transfer credit: CSU; UC*

HIST 12 -- 3 Units

History of American Women

Class Hours: 3 lecture

Evaluation is made of the historical development of women's roles in American life, from early Indian cultures to 20th Century suburbia. Topics include: literary ideals, legal realities, pro and anti-feminist forces; the impact of women on national values and actions. *Transfer credit: CSU; UC*

HIST 14 -- 3 Units

Ethnicity and Gender in American History

Class Hours: 3 lecture

This course will survey the experiences of Native Americans, Latinos, Asian-Americans, African-Americans, and women over the span of American history. Continuity and change in the positions of these different groups will be analyzed through historical documents, films, and literature. Consideration will be given to their accomplishments and to the persistence of stereotypes. *Transfer credit: CSU; UC*

HIST 15 -- 3 Units

Asia: The Rise of Eastern Civilization*

Class Hours: 3 lecture

In this survey of early Eastern civilization from antiquity to the time of the coming of the West, consideration is given to geographical aspects, the rise of civilizations, and the development of the Chinese and Japanese Empires. *Transfer credit: CSU; UC*

HIST 16 -- 3 Units

Asia in the Modern World*

Class Hours: 3 lecture

A survey of Eastern civilization covering cultural, social and political aspects from the time of the initial impact of Western travel and colonialism to the present, this course also includes a review of the wars in Vietnam and Indochina. Particular attention is given developments in China, Japan, Korea, Indochina, and the Indian Subcontinent. *Transfer credit: CSU; UC*

HIST 22A/B -- 1-3/1-3 Units

Independent Studies in History

Prerequisite: A previous course in History

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of history on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

HIST 60A-Z -- 1-3 Units

Topics in History

Prerequisite: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in History not covered in detail in the general History course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60C -- 3 Units

World War II - The World at War

Prerequisite: A previous course in History

Class Hours: 3 lecture

This course is an in-depth study of the most cataclysmic and important event in our time. World War II was truly a global conflict, affecting our society even today.

60D -- 3 Units

World War I - The Great War

Prerequisite: A previous course in History

Class Hours: 3 lecture

World War I is still regarded as "The Great War" by Europeans. Given the experience of World War II, this historical judgment de-

mands greater understanding so the course is designed to reflect the special status of The Great War as the catalyst for the rest of the twentieth century.

60E -- 3 Units

Modern England

Prerequisite: A previous course in History

Class Hours: 3 lecture

The course examines England in its age of greatness, and most recently, in its time of decline. Particular attention will be paid to Victorian England, the industrial revolution, the world wars, the welfare state, and the Anglo-American partnership.

60F -- 3 Units

The World Since 1945

Prerequisite: A previous course in History

Class Hours: 3 lecture

Traditional western civilization courses usually do not progress much past World War II. The purpose of this course is to fill in this substantial and important gap for modern students.

60G -- 3 Units

Modern Germany

Prerequisite: A previous course in History

Class Hours: 3 lecture

This course is a political and cultural history of Germany during the last 100 years. Major topics include the 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.

60H -- 3 Units

History of the Jewish People

Class Hours: 3 lecture

This course traces the great ages and ideas of the Jewish people with a view to providing insight into the character and nature of the contemporary Jewish experience. A central focus will be such unique features of Jewish history as time, depth and geographical span, as well as the significance of the experience of a people moving through many cultures and many lands.

60R -- 3 Units

Modern Russia

Class Hours: 3 lecture

This course is a political and cultural history of Russia in the 20th Century. Initial topics include the First World War, Lenin and the Communist Revolution of 1917, Stalin's domestic and foreign policies, and the Second World War; the latter part of the course will focus on the Cold War and East-West relations up to the present and on Soviet society today.

60T -- 3 Units

Historic Site Evaluation

Prerequisite: A previous or concurrent course in History

Class Hours: 3 lecture

This course covers the methodology of historic site evaluation and interpretation. It includes on-site evaluation of Federal, State, and local historic sites, buildings, museums, parks, etc.

60V -- 3 Units

The Vietnam War

Class Hours: 3 lecture

This course examines the circumstances that led to the American involvement in Vietnam, what happened during that involvement, and what the consequences have been. A variety of literary and filmic materials will aid students as they study this material from the perspectives of history, psychology, and popular culture. (co-numbered Hum 60V, Psych 60V)

*These courses are offered periodically.

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.

Faculty

Full-Time
John Davie
Hugo Ekback
Gerald Fecht
Carole Ginet
Anne Kairschner
Linda Moore

Counselors
Don Henderson
Mary Martin

Humanities Courses

HUM 1 -- 6 Units

The Individual and Society

Class Hours: 6 lecture

This team-taught interdisciplinary course is designed to increase student's knowledge and understanding of the world in which they live. Through an analysis of history and social issues, students will learn about the accomplishments of people who have shaped civilization and its institutions. In the process, students will develop an awareness of the responsibility each of us has to preserve and, as needed, to improve our society. This course will place special emphasis on developing writing skills. *Transfer credit: CSU*

HUM 2 -- 6 Units

The Individual and the Arts

Class Hours: 6 lecture

This team-taught interdisciplinary course is designed to increase students' knowledge and understanding of the world in which they live. Through an examination of the nature of creativity and an analysis of major art forms, students will learn about the ways in which society shapes and has been shaped by art and artists. In the process students will develop an awareness and appreciation for diversity among people and the arts. This course will place special emphasis on improving writing skills. *Transfer credit: CSU*

HUM 3 -- 3 Units

History of the Motion Picture

Class Hours: 3 lecture

This is an historical and critical survey of world cinema from the beginnings to WW II. *Transfer credit: CSU; UC*

HUM 4 -- 3 Units

Main Currents in Modern Film

Class Hours: 3 lecture

This is an historical and critical survey of world cinema from WW II to the present. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Hum 6*

HUM 5 -- 3 Units

Contemporary Foreign Film

Class Hours: 3 lecture

This course will focus on contemporary foreign cinema. It will pay special attention to the work of important directors and the production systems within which they work. Students will study the genres, themes, and styles of various national cinemas. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

HUM 6 -- 3 Units

Contemporary Film

Class Hours: 3 lecture

This contemporary films class will emphasize the works of American filmmakers and examine their special themes, filming techniques and genre specifications (epic, psychological drama, comedy, etc.). *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Hum 4*

HUM 10A -- 3 Units

Ethics, Culture and the Arts: The Roots of Humanities

Class Hours: 3 lecture

The development of an understanding and appreciation of human's cultural heritage from the earliest times to approximately 1500 is emphasized. Students will survey the major ideas of several periods in the beginnings of western civilization by an examination of the literature, philosophy, music, painting, and sculpture of each era. Special attention will be paid to the ethical choices and aesthetic responses possible to men and women within each period. *Transfer credit: CSU; UC*

HUM 10B -- 3 Units

Ethics, Culture and the Arts: Humanities and the Modern World

Class Hours: 3 lecture

The development of an understanding and appreciation of human's cultural heritage from 1500 to the present day is emphasized. Students will survey the major ideas of several periods of western civilization from the Renaissance to the modern world by an examination of the literature, philosophy, music, painting, architecture, and sculpture of each era. Special attention will be paid to the ethical choices and aesthetic responses possible to men and women within each period. *Transfer credit: CSU; UC*

HUM 18 -- 3 Units

Images of Women in Film

Class Hours: 3 lecture

This is a psycho-social survey of the stereotypes of women communicated through roles, myths and special personalities in motion pictures. The approach will consider such factors as visions of individual filmmakers, audience demands, censorship and cultural movements. The course will contrast the cinematic image with the actual status of women in an attempt to explore the relationship between reality and the impact of the media. *Transfer credit: CSU; UC*

HUM 19 -- 3 Units

Women in Contemporary Society

Class Hours: 3 lecture

This course will examine the concerns, conflicts and rewards of women in today's society where their roles and opportunities are in the process of change. Increased awareness and fulfillment of individual potential will be emphasized through lecture, discussions, films and reading. *Transfer credit: CSU; UC*

HUM 22A/B -- 1-3/1-3 Units

Independent Studies in Humanities

Prerequisite: A previous course in Humanities

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of humanities on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

HUM 42 -- 3 Units

Business and Society

Class Hours: 3 lecture

This course explores important issues including corporate responsibility, career/job satisfaction, ethics in the workplace, technological change and environmental health concerns. Specific readings from modern literature and analysis of relevant art and film production will be used to study the course topics. (co-numbered Bus 42) *Transfer credit: CSU*

HUM 60A-Z -- 1-6 Units

Topics in the Humanities

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Humanities not covered in detail in the general Humanities course offerings. Topic courses are announced on a semester

basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 1.5 Units

The Reel View: The Fifties

Class Hours: 3 lecture for 8 weeks

This course will study the content and form of cinema of the fifties by comparing the "reel" images of those years with their societal realities and values.

60B -- 1.5 Units

The Reel View: The Sixties

Class Hours: 3 lecture for 8 weeks

This course will study the content and form of cinema of the sixties by comparing the "reel" images of those years with their societal realities and values.

60I -- 1.5 Units

The Reel View of Real Life (The Documentary)

Class Hours: 3 lecture for 8 weeks

Selected documentary films will be analyzed and studied in relation to the content and styles of individual filmmakers.

60V -- 3 Units

The Vietnam War

Class Hours: 3 lecture

This course examines the circumstances that led to the American involvement in Vietnam, what happened during that involvement, and what the consequences have been. A variety of literary and filmic materials will aid students as they study this material from the perspectives of history, psychology, and popular culture. (co-numbered Hist 60V, Psych 60V)

Interior Design

This program has been developed to prepare students for careers in various areas of home and business design. Students will receive training in specific skills commonly used by Interior Designers.

Career Opportunities

Display Designer	Color Consultant
Interior Designer	Sales Representative
Furniture Buyer	Lighting Consultant
Professional Shopper	

Faculty

Part-Time	Counselor
Sharon Anderson	José de la Peña
Janis Gerry	
Allan Wesley	

Interior Design

Occupational Associate in Science Degree

The Interior Design program has been developed to prepare students for careers in various areas of home and business improvement. Students can prepare for careers as display designer, space planner, furniture buyer, and sales representatives for retail organizations.

Required Courses:	Units
Art 2.....Art Appreciation	3
Art 4A.....Color and Design	3
Bus 32.....Small Business Management.....	3
DT 31.....Interior Design Drafting.....	3
ID 5.....Beginning Interior Design.....	3
ID 6.....Materials and Installations.....	3
ID 7.....Space Planning.....	3
ID 8.....Advanced Interior Design.....	3
ID 9.....Interior Design Graphics and Presentation.....	3
ID 31.....Textiles	3
General Education Courses	24
Total required units in major -- 54-24 (GE) = 30	
Recommended Courses: Bus 35; DT 2A	

Suggested Course Sequence:

First Semester	Third Semester
Art 2.....3	Bus 32.....3
DT 31.....3	ID 7.....3
ID 5.....3	General Education.....6
ID 6.....3	
General Education.....3	
	12
15	
Second Semester	Fourth Semester
Art 4A.....3	ID 8.....3
ID 31.....3	ID 9.....3
General Education.....9	General Education.....6
	12
	15

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

Interior Design Certificate of Achievement

The Interior Design program has been developed to prepare students for careers in various areas of home and business improvement. Students can prepare for careers as display designer,

space planner, furniture buyer, and sales representatives for retail organizations.

Required Courses:	Units
Art 2.....Art Appreciation	3
Art 4A.....Color and Design	3
Bus 32.....Small Business Management.....	3
DT 31.....Interior Design Drafting.....	3
ID 5.....Beginning Interior Design.....	3
ID 6.....Materials and Installations.....	3
ID 7.....Space Planning.....	3
ID 8.....Advanced Interior Design.....	3
ID 9.....Interior Design Graphics and Presentation.....	3
ID 31.....Textiles	3
Total minimum units required -- 30	
Recommended Courses: Bus 35; DT 2A	

Interior Design Courses

ID 5 -- 3 Units

Beginning Interior Design

Class Hours: 3 lecture

Students learn principles and elements of design and color as applied to home interiors. They study materials, organization, and arrangement as related to living needs. The course offers basic preparation for students who plan to seek employment in the field of interior design. Field trips will be required. *Transfer credit: CSU*

ID 6 -- 3 Units

Materials and Installations

Class Hours: 3 lecture

This course is an introduction to the materials and installation processes common to the field of Interior Design. Both residential and commercial processes will be examined. Special emphasis is placed on procurement, pricing, and manufacturer's specifications. *Transfer credit: CSU*

ID 7 -- 3 Units

Space Planning

Class Hours: 2 lecture, 3 laboratory

This course covers the management of space as it relates to three-dimensional functional adequacy, task management, human behavior, social interaction, traffic and work flow. Other topics include technical consideration such as lighting and power, storage, noise control, computers and code requirements along with barrier-free design. Practical application will be demonstrated through laboratory projects. *Transfer credit: CSU*

ID 8 -- 3 Units

Advanced Interior Design

Prerequisite: ID 5

Class Hours: 3 lecture

This is an advanced study of the historical period and styles of furniture and interiors utilized in Interior Design. An additional focus of the class will include advanced color theory, fabric treatments and materials for Interior Design. Application of color, materials, and historical styles to contemporary living will be developed. *Transfer credit: CSU*

ID 9 -- 3 Units

Interior Design Graphics and Presentation

Prerequisites: DT 31, ID 5

Class Hours: 2 lecture, 3 laboratory

This course surveys the standard materials for Interior Design presentation for an actual residential or commercial client. The principle foci of this course are the development of a portfolio, instruction in verbal presentation, exploration of media common to the marketplace and the proficiency in the application of business practices of Interior Design. *Transfer credit: CSU*

ID 22A/B -- 1-3/1-3 Units

Independent Studies in Interior Design

Prerequisite: A previous course in Interior Design

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of interior design on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

ID 31 -- 3 Units

Textiles (F)

Class Hours: 3 lecture

This is a study of the care of textile fibers, their construction, characteristics, finishes, and uses. It is designed to give a basic knowledge of textiles which will help the student in selecting and caring for textiles. Twenty-five decorative techniques of textiles will be designed by each student as a reference. *Transfer credit: CSU; UC*

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.

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

Faculty

Counselor
Ofelia Romero-Motlaugh

International Studies

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:	Units
Anth 2 Cultural Anthropology.....	3
Econ 1.....Principles of Micro-Economics.....	3
Engl 31.....Masterpieces of World Literature II.....	3
Geog 3.....Geography of World Affairs.....	3
Hist 1B.....An Intro to Western Civilization.....	3
or	
Hist 60F.....The World Since 1945.....	3
Pol Sc 2.....Comparative Government.....	3
Pol Sc 3.....American Government and Politics.....	3
Pol Sc 4.....International Relations.....	3

Required Additional Courses:

Electives: Students may select any of the following areas of emphasis, choosing two courses from any single area. Participation in Moorpark College Study Abroad program may be substituted for 3 units.

Area A: Business - Economics

Bus 30/.....Intro to Business and Economics.....	3
Econ 30	
Bus 31.....Introduction to Management.....	3
Bus 37.....Marketing.....	3
Econ 2.....Principles of Macro-Economics.....	3

Area B: Culture and Politics

Hist 7B.....Social and Political History of the United States.....	3
Hist 9.....Latin American History.....	3
Hist 10.....African History.....	3
Hist 16.....Asia in the Modern World.....	3
Hist 60E.....Modern England.....	3
Hist 60F.....The World Since 1945.....	3
Hist 60G.....Modern Germany.....	3
Hist 60R.....Modern Russia.....	3
Phil 11.....Survey of World Religions: West.....	3
Phil 12.....Survey of World Religions: East.....	3
Soc 1.....Intro to Sociology.....	3

Area C: Foreign Languages

Two semesters of the same language: a parallel study of the appropriate culture, e.g., Spanish/Latin American History, is recommended.

Area D: Environmental Studies

Env Sc 2.....Environment and Human Interactions.....	4
Env Sc 3.....Energy Resources and Conservation.....	3
Geog 1.....Our Physical Environment.....	3
Geog 7.....The Human Impact.....	3
Total minimum units required in major area -- 30	

Italian

Study in the Italian 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, libraries, and the publishing business.

Career Opportunities

B.A. Level	
Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Part-Time	Counselor
Damiano Marano	Ofelia Romero-Motlagh
David Pardess	

Italian Courses

ITAL 1 -- 4 Units

Elementary Italian I

Class Hours: 4 lecture, 1 laboratory by arrangement

This is an intensive study of the Italian language and culture. Special emphasis will be given to the skills and knowledge necessary for speaking, understanding, reading and writing Italian and the unique nature of the people and their history. The language laboratory will be used extensively in the class, and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

ITAL 2 -- 4 Units

Elementary Italian II

Prerequisite: Ital 1 or 2 years of high school Italian with grades of C or better or equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

This course concentrates on development of the ability to understand and to express Italian in oral and written form. Extensive use is made of the language laboratory. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC*

ITAL 3 -- 4 Units

Intermediate Italian I

Prerequisite: Ital 2 with grade of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

Review and development of grammatical concepts learned in previous courses. Expansion of vocabulary and practice in composition are emphasized. Introduction to literature and further study of culture and civilization through short stories will be covered. *Transfer credit: CSU; UC*

ITAL 22A/B -- 1-3/1-3 Units

Independent Studies in Italian

Prerequisite: A previous course in Italian

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of Italian on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ITAL 31A -- 3 Units

Beginning Conversational Italian

Class Hours: 3 lecture

This introductory course for nonnative speakers of Italian includes study of elementary grammar and principles of usage. It is designed

for students who wish to understand and use Italian in practical situations. May be taken two (2) times for credit.

ITAL 31B -- 3 Units

Intermediate Conversational Italian

Prerequisite: Ital 31A or equivalent

Class Hours: 3 lecture

This is an intermediate course for nonnative speakers of Italian, including study of grammar and principles of usage. Designed for students who have some basic conversational Italian, but who wish to continue work in this area. May be taken two (2) times for credit.

ITAL 31C -- 3 Units

Advanced Conversational Italian

Prerequisite: Ital 31B or equivalent

Class Hours: 3 lecture

This course emphasizes correct oral communication in Italian. It is especially geared for the student with an Italian-speaking background. The music, art, literature and architecture of Italy will serve as the main topics of oral presentation and discussion.

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, libraries, and the publishing business.

Fundamentals of grammar, vocabulary and the essential structure of the Japanese language are presented. Emphasis is placed on listening comprehension and then oral communication. The Japanese writing system is gradually introduced to provide the students with the total experience of the language. Aspects of the culture are also included. May be taken two (2) times for credit.

Career Opportunities

B.A. Level	Foreign-Exchange Trader
Translator	Foreign Clerk
Diplomatic Office	Foreign Service Officer
Tutor	
Editor	

Faculty

Part-Time	Counselor
Naoko Hall	Ofelia Romero-Motlagh
Paul Jonokuchi	

Japanese Courses

JAPAN 1 -- 4 Units

Elementary Japanese I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course is an intensive study of the Japanese language and culture with special emphasis on speaking and writing skills. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC*

JAPAN 2 -- 4 Units

Elementary Japanese II

Prerequisite: Japan 1 with a grade of C or better or equivalent

Class Hours: 4 lecture, 1 laboratory by arrangement

This course will include grammar; oral and written composition; development of communications skills; reading of elementary texts; customs and culture. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC*

JAPAN 3 -- 4 Units

Intermediate Japanese I

Prerequisite: Japan 2

Class Hours: 4 lecture, 1 laboratory by arrangement

This course will include grammar; oral and written composition; reading of intermediate texts; customs and culture. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC*

JAPAN 22A/B -- 1-3/1-3 Units

Independent Studies in Japanese

Prerequisite: A previous course in Japanese

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of Japanese on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

JAPAN 31A -- 3 Units

Beginning Conversational Japanese

Class Hours: 3 lecture

This is an introductory course for nonnative speakers of Japanese, including study of elementary grammar and principles of usage. Designed for students who wish to understand and use Japanese in practical situations. May be taken two (2) times for credit.

JAPAN 31B -- 3 Units

Intermediate Conversational Japanese

Prerequisite: Japan 31A or equivalent

Class Hours: 3 lecture

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	Advertising Assistant
Feature Writer	Writer
Copy Editor	Publicity Director
Editorial Assistant	Technical Writer
Make-up Editor	Proofreader
Photographer	Stringer
Lay-out Worker	Production Assistant

Faculty

Full-Time	Part-Time	Counselor
Bona Dillon	Edward Bond	Don Henderson
John Grzywacz-Gray		Mary Martin

Journalism

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, lay-out workers, advertising assistants, and other production related jobs. An internship program in connection with local print media is available.

Required Courses:	Units
Journ 1.....Media and Society	3
Journ 2.....News Reporting and Writing	3
Journ 3.....Advanced News/Feature Writing	3
Journ 8.....Basic Photo-Journalism	3
Journ 9.....Copy Editing and Make-up	3
Journ 10A.....Newspaper Production.....	3
Journ 12.....Broadcast Journalism	3
Journ 14.....Intro to Public Relations	3

Total minimum units required in major area -- 24
Recommended Courses: Bus 38; Journ 10B, 11A

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

Journalism Courses

JOURN 1 -- 3 Units

Media and Society

Class Hours: 3 lecture

This course surveys the history and nature of print and electronic media in America. It will examine the social, political and cultural implication of media. (co-numbered RT 1) *Transfer credit: CSU; UC: CAN: JOURN 4*

JOURN 2 -- 3 Units

News Reporting and Writing

Class Hours: 3 lecture

This course is an introduction to the field of journalism through the study of information gathering and reporting techniques. Concentration on research, investigation, interviewing, reporting and writing, ethics and basic journalism law demonstrated by mastering basic writing skills applicable in the mass media. News, feature, sports and persuasion writing are emphasized. *Transfer credit: CSU. CAN: JOUR 2*

JOURN 3 -- 3 Units

Advanced News/Feature Writing

Class Hours: 3 lecture

Students learn to write the kind of feature articles used in magazine and newspapers, as well as the techniques used in gathering material. Practical experience is given through writing for the school newspaper and magazine. *Transfer credit: CSU*

JOURN 4 -- 3 Units

Magazine Article Writing

Class Hours: 3 lecture

This course offers instruction in writing for magazines, including feature articles, reviews, and editorials suitable for publication. It includes practice in editing and the use of illustrative materials. *Transfer credit: CSU*

JOURN 8 -- 3 Units

Basic Photo-Journalism

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course concentrates on the aspects of photography as applied to mass communication, broadcast and print journalism. Students concentrate on the translation of ideas to images for reproduction in magazines, newspapers and book illustrations. Other topics include special effects, the utilization of camera and light as creative tools and basic motion picture techniques. May be taken two (2) times for credit. (co-numbered Photo 8) *Transfer credit: CSU*

JOURN 9 -- 3 Units

Copy Editing and Make-up

Class Hours: 2 lecture, 3 laboratory

This course offers study and practice in analysis of structure and effectiveness of written materials, rewriting, correction of errors, proof-reading, headline writing, news and picture evaluation, and page design. Opportunity is provided to work on the campus newspaper. *Transfer credit: CSU*

JOURN 10A/B -- 3/3 Units

Newspaper Production

Class Hours: 1 lecture, 6 laboratory

This is a course in the conception, development, editing, layout and composition of newspapers. Particular emphasis will be given to finding attractive and effective ways of presenting written and pictorial matter. Instruction will be given in the graphic arts; use of composing and headlining equipment. Journ 10B may be taken two (2) times for credit. *Transfer credit: CSU*

JOURN 10C -- 2 Units

Photography Lab for Newspaper Production

Class Hours: 1 lecture, 3 laboratory

This course provides an opportunity for practical experience in photo-journalism. It is a support course for the campus newspaper production. May be taken two (2) times for credit.

JOURN 11A -- 3 Units

Magazine Editing

Class Hours: 2 lecture, 3 laboratory

This is a course in the analysis, development, composition and layout of magazines or similar publications. Emphasis is given to coordinating feature stories and related articles with attractive pictorial displays. Instruction is also given in the graphic arts as related to magazine production. (co-numbered Engl 47) *Transfer credit: CSU*

JOURN 12 -- 3 Units

Broadcast Journalism

Class Hours: 3 lecture

In this advanced practical course in the preparation of radio and television newscasts, students develop interviewing skills, write original news copy and edit and rewrite wire service copy for on-air purposes. Actual field work is performed using remote recording equipment. (co-numbered RT 12) *Transfer credit: CSU*

JOURN 14 -- 3 Units

Introduction to Public Relations

Class Hours: 3 lecture

This course is an introduction to public relations in today's society. It includes a survey of the origins of public relations and a study of the definitions, processes, and audiences of public relations. Specifics will include public relations in businesses, as well as associations, volunteer agencies and educational institutions. Course content includes how to write, prepare and submit release to video/audio and print media. *Transfer credit: CSU*

JOURN 22A/B -- 1-3/1-3 Units
Independent Studies in Journalism

Prerequisite: A previous course in Journalism
Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of journalism on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

JOURN 60A-Z -- 1-6 Units
Topics in Journalism

Prerequisite: To be determined with each Topic
Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Journalism not covered in detail in the general Journalism course offerings. Topic courses are announced on a semester basis in the schedule of classes.

Laser/Electro-Optics Technology
See Engineering Technology and Physics A.S. degree,
Electro-Optics Option.

Leadership

All Leadership courses are listed with the Personal Growth courses. Refer to that section alphabetically for full course information.

Learning Skills

All Learning Skills courses are listed with the Special Education courses. Refer to that section alphabetically for full course information.

Liberal Studies

Faculty

Counselors
Rick Cardoni
José de la Peña

Transfer Information

The major in Liberal Studies is designed primarily for students seeking the multiple subjects (elementary) credential, but is open to all students. This major is not appropriate for most students intending to teach in a public junior or senior high school. The completion of the Liberal Studies major automatically satisfies the General Education requirements of the University.

While the four components are common to this major at any Cal State campus, the specific courses required in each component will vary between campuses. Plan to see your counselor for more details about this major -- do this early to avoid errors in course selection.

Major requirements for advanced standing at:

California State University, Northridge:

1. Freshman Composition: Engl 1A.
2. Critical Reasoning: Phil 7.
3. Speech Communication: Spch 1 or 7.
4. Introduction to Literature: Engl 1B or 30 or 31.
5. Foreign Language: Any intermediate-level (3) foreign language course.
6. Mathematics: Math 10 and Math 210L after transfer.
7. Biology: Biol 1.
8. Physical Science: Phy Sc 1, 1L.
9. World Geography: Geog 2.
10. Roots of European Society & Culture: Hist 1A.
11. African, Asian and Latin American Society & Culture: Hist 9 or 10 or 15.
12. U.S. History: Hist 3.
13. U.S. Government: Pol Sc 3.
14. California History & Geography: Geog 10 or Hist 8.
15. Philosophy: Phil 1.
16. Ethics, Values, and Religion: Phil 2 or 11.
17. Visual & Performing Arts: Select one course from: Art 1A, 1B, 2; Mus 8; ThA 1.
18. Child Development: CD 30 or Psych 4.

Major requirements for advanced standing at:

California Lutheran University:

1. Engl 1A & 1B.
2. ThA 2A.
3. Spn 1 & 2.
4. Math 10 or 13.
5. Biol 1.
6. Phy Sc 1, 1L.
7. Geol 2, 2L.
8. Pol Sc 3.
9. Geog 1.
10. Psych 1A.
11. Phil 2.
12. Mus 1.
13. NtS 4.
14. Additional lower-division requirements after transfer.

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 1A.
2. Engl 1C.
3. Spch 1.
4. Engl 1B or 30 or 31.
5. Math 10*.
6. Biol 1 or EATM 1.
7. One course from: Astron 1; Chem 12; Geog 1, 5; Phy Sc 1/1L; Ph 1, 10A/10AL.
8. The course selected for either #6 or #7 must include a lab.
9. Anth 2 or Geog 2.
10. Psych 1A.
11. Select two courses from: Hist 3, 4, 5, 6, 7A, 7B, 12; Pol Sc 1, 3; Urban 1A.
12. Phil 1 or 2.
13. Hist 1A or 1B.
14. Mus 1*.
15. One course from: Art 1A, 1B, 2, 4A, 12A, ThA 1.

*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 a 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.

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.

Career Opportunities

B.S. Level (Most careers require bachelors or advanced degrees)	
Banker	Mathematician
Systems Analyst	Demographer
Programmer	Operations Research Analyst
Statistical Methods Analyst	Applied Science Programmer
Statistician	

Faculty

Full-Time		Counselors
Christine Aguilera	Mahyad Rahnamaie	Edna Ingram
Beverly Barker	Deborah Ritchie	Letricia Mai
Alberto Beron	Benjamin Rode	Danita Redd Terry
Jane Broadbooks	Fred Schaak	
Kathryn Fink	Kokki Shindo	
Keith Hilmer	Robert Stephens	
David Kay	Arthur Szylewicz	
Mary LaBarge	Roger Walters	
Fred Meyer	David Weinstein	
Charles Molnar	Grethe Wygant	

Part-Time	Richard McIntyre
Nicholas Arnold	Dean Meyers
Joseph Barr	Stephen Mussack
Janice Christensen	John Mutolo
Kenneth Clark	David Ogawa
Christine Cole	James Riley
Robert Davis	David Rodabaugh
Stephen Eberhart	Kristine Ryan
Eugene Foxman	Virginia Seaton
James Gilmore	Natlee Sekikawa
Thomas Greenwood	David Smith
Nella Hartnell	Zhila Tabatabai
Thomas Hetherington	Karen Tait
Robert Holden	Manuel Tessier
Gary Hughes	Linda Trexel
Jimmy Ingersoll	John Wells
Robert Jones	John Werth
Larry Lace	James Wilkes
Cecilia Leonard	Angela Wilkins
John Lin	Leo Wingle
Paul Lin	
Jerzy Lysikowski	

■ Mathematics

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 Bachelor of Arts degrees 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 giving priority to the requirements for a major in mathematics. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
CS 10/10L.....Intro to Computer Science/Pascal/Lab.....	4
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Math 25C.....Calculus with Analytic Geometry III.....	5
Math 31.....Introduction to Linear Algebra.....	3
Math 35.....Applied Differential Equations.....	3
Ph 20A/20AL...Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL...Electricity and Magnetism/Lab.....	5
Total minimum units required in major area -- 35	
Recommended Courses: Math 15, 30; Phil 9; Ph 20C/20CL	

Suggested Course Sequence:

First Semester		Third Semester
CS 10/10L.....	4	Math 25C.....
Math 25A.....	5	Math 31.....
	9	Ph 20B/20BL.....
		13
Second Semester		Fourth Semester
Math 25B.....	5	Math 35.....
Ph 20A/20AL.....	5	
	10	

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

Mathematics Courses

IMPORTANT NOTES

- 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.
- 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.
- 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 1 -- 5 Units

Elementary Algebra

Prerequisite: Math 9 or equivalent college course, or equivalent skills which may be measured by the college assessment process
Class Hours: 5 lecture

This course briefly reviews arithmetic with integers, fractions and decimals. It 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. (College credit only. Does not apply toward a degree.)

MATH 1S -- 1 Unit

Elementary Algebra Discussion Session★

Corequisite: Math 1

Class Hours: 1 lecture

This course is a discussion session to accompany Math 1. It gives students the chance to gain a greater mastery of the topics covered in Math 1 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in elementary algebra by introducing supplementary topics related to the core material of Math 1. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra and related problems. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

MATH 2 -- 3 Units

Fundamentals of Geometry (F)

Prerequisite: Math 1 or equivalent college course, or equivalent skills which may be measured by the college assessment process (Math 3 may be taken concurrently.)

Class Hours: 3 lecture

This course 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. (College credit only. Does not apply toward a degree.)

MATH 3 -- 5 Units

Intermediate Algebra

Prerequisite: Math 1 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 5 lecture

This course reviews elementary algebra, including factoring, rational expressions, linear equations and inequalities, determinants and Cramer's Rule, exponents and radicals, complex numbers, functions and graphs, quadratic equations, exponential and logarithmic functions.

MATH 3S -- 1 Unit

Intermediate Algebra Discussion Session ★

Corequisite: Math 3

Class Hours: 1 lecture

This course is a discussion session to accompany Math 3. It gives students the chance to gain a greater mastery of the topics covered in Math 3 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in intermediate algebra by introducing supplementary topics related to the core material of Math 3. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra and related problems. May be taken two (2) times for credit.

MATH 4A -- 5 Units

Technical Mathematics I

Prerequisite: Math 1 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 5 lecture

Topics covered in this course include basic concepts of algebra, functions and graphs, systems of equations, determinants, products and factors, exponential and logarithmic functions, quadratic equations, trig functions, radian measurement, graphs of trig functions, vectors, complex numbers.

MATH 4B -- 5 Units

Technical Mathematics II

Prerequisite: Math 4A

Class Hours: 5 lecture

Topics covered in this course include nonlinear equations, equations of higher degree, determinants and matrices, inequalities, series, special topics in trigonometry, topics in analytic geometry, introduction to probability and statistics, introduction to differentiation and applications, and introduction to integration and applications.

MATH 5 -- 3 Units

College Algebra

Prerequisite: Math 3 or equivalent college course, or equivalent skills which may be measured by the college assessment process (Math 6 may be taken concurrently.)

Class Hours: 3 lecture

This course covers polynomial functions, rational function, theory of equations, logarithmic and exponential functions, complex numbers, mathematical induction, probability, sequences and series, binomial theorem, matrices and determinants. Completion of both Math 5 and

Math 6 is equivalent to completing Math 7. *Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with Math 7 and 12. CAN: MATH 10*

MATH 6 -- 3 Units

Trigonometry

Prerequisite: Math 5 or equivalent college course, or equivalent skills which may be measured by the college assessment process (Math 5 may be taken concurrently.)

Class Hours: 3 lecture

This course 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. Completion of both Math 5 and Math 6 is equivalent to completing Math 7. *Transfer credit: CSU. CAN: MATH 8*

MATH 7 -- 5 Units

College Algebra and Trigonometry

Prerequisite: Math 3 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 5 lecture

This integrated course in college algebra and trigonometry is strongly recommended for all students planning to enter the Math 25ABC sequence. Topics include 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. Students taking Math 5, 6, 7 will receive a maximum of 6 units credit. Completion of Math 7 is equivalent to completing both Math 5 and Math 6. *Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with Math 5 and 12. CAN: MATH 16*

MATH 7S -- 1 Unit

College Algebra and Trigonometry Discussion Session ★

Corequisite: Math 7

Class Hours: 1 lecture

This course is a discussion session to accompany Math 7. It gives students the chance to gain a greater mastery of the topics covered in Math 7 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in college algebra and trigonometry by introducing supplementary topics related to the core material of Math 7. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra, trigonometry and related problems. May be taken two (2) times for credit.

MATH 9 -- 3 Units

Pre-Algebra

Recommended Preparation: Competence with whole number arithmetic (addition, subtraction, multiplication and division of whole numbers)

Class Hours: 3 lecture

This course is designed to prepare students for algebra. The emphasis will be on a mathematically sound approach to the basic arithmetic operations with fractions, decimals, and signed numbers. Sufficient drill will be provided to reinforce these operations. There will be a parallel emphasis on problem solving and applications of these operations to topics such as percent, proportion, and measurement. The course will conclude with an introduction to basic algebra. Ability to add, subtract, multiply, and divide positive whole numbers is required background for success in this course. (College credit only. Does not apply toward a degree.)

MATH 9S -- 1 Unit

Pre-Algebra Discussion Session ★

Corequisite: Math 9

Class Hours: 1 lecture

This course is a discussion session to accompany Math 9. It gives students the chance to gain a greater mastery of the topics covered in Math 9 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in mathematics by introducing supplementary topics related to the core material of Math 9. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving math problems. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

MATH 10 -- 3 Units

Mathematics for Elementary Teachers

Prerequisites: Math 3 or equivalent college course, or equivalent skills which may be measured by the college assessment process; in addition, one year of high school geometry, or Math 2, or equivalent college course

Class Hours: 3 lecture

This course covers the language of sets; systems of numeration; the nature of numbers and the fundamentals of operations; the domain of integers; the fields of rational, real and complex numbers. It will satisfy credential requirements for elementary and junior high teachers and/or general education option under basic studies. Not open to students majoring in the physical sciences or mathematics. *Transfer credit: CSU; UC. CAN: MATH 4*

MATH 13 -- 3 Units

Mathematical Ideas

Prerequisite: Math 3 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 3 lecture

This course is intended to give general students a better understanding of the nature of mathematics, the character and origin of different subject fields in mathematics and the application of mathematics to several disciplines. Topics to be covered include logic, numeration systems, number theory, mathematical systems, probability, statistics, and application of these topics to the arts, architecture, powers, puzzles, computers, geometry, and everyday needs of the consumer. *Transfer credit: CSU; UC*

MATH 14 -- 3 Units

Finite Mathematics

Prerequisite: Math 3 or equivalent

Class Hours: 3 lecture

This course is for students of business, managerial, social or behavioral science. Topics include: matrices, linear inequalities and linear programming, mathematics of finance, probability and probability distributions and applications to linear programs. *Transfer credit: CSU; UC*

MATH 15 -- 5 Units

Introductory Statistics

Prerequisite: Math 3 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 5 lecture

This course explores the nature of statistical methods, including the description of sample data, probability, theoretical frequency distributions, sampling, estimation, testing hypothesis, special topics. Students are given problems and problem-solving techniques. *Transfer credit: CSU; UC. CAN: STAT 2*

MATH 15S -- 1 Unit

Introductory Statistics Discussion Session★

Corequisite: Math 15

Class Hours: 1 lecture

This course is a discussion session to accompany Math 15. It gives students the chance to gain a greater mastery of the topics covered in Math 15 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in statistics by introducing supplementary topics related to the core material of Math 15. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving statistics problems. May be taken two (2) times for credit.

MATH 16A -- 3 Units

Applied Calculus I

Prerequisites: Math 5 or Math 7 or equivalent college course, or equivalent skills which may be measured by the college assessment process; students need a scientific calculator

Class Hours: 3 lecture

This course gives a brief review of college algebra, and then gives a thorough study of limits, continuity and differentiation. Emphasis is placed on applying differential calculus to problems in business, economics, social and biological sciences. This course ends with an introduction to antidifferentiation. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 25A. CAN: MATH 30*

MATH 16B -- 3 Units

Applied Calculus II (S)

Prerequisite: Math 16A or Math 25A or equivalent

Class Hours: 3 lecture

This course is a continuation of Math 16A. The topics covered include 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. Emphasis is placed on applying calculus to problems in business, economics, social and biological sciences. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 25B. CAN: MATH 32*

MATH 20 -- 3 Units

Introduction to Numerical Methods

Prerequisites: Math 16A or Math 25A

Recommended Preparation: High level computer programming class or familiarity with a graphic calculator

Class Hours: 3 lecture

Topics covered in this course include: error analysis, power series calculation of functions, roots of equations, non-linear simultaneous equations, matrices, determinants, and linear simultaneous equations; numerical integration; interpolation and curve fitting. These numerical methods will be practically applied using a computer. *Transfer credit: CSU; UC*

MATH 22A/B -- .5-3/5-3 Units

Independent Studies in Mathematics

Prerequisite: A previous course in Mathematics

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of mathematics on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

MATH 25A -- 5 Units

Calculus with Analytic Geometry I

Prerequisites: Math 5 and Math 6 or Math 7 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 5 lecture

Topics covered in this course include: a brief review of 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 1st order, separable differential equations with applications. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 16A. CAN: MATH 18*

MATH 25AS -- 1 Unit

Calculus with Analytic Geometry I Discussion Session★

Corequisite: Math 25A

Class Hours: 1 lecture

This course is a calculus discussion session to accompany Math 25A. Students will study selected problems pertinent to material covered in Calculus. Course may include reading, writing, and use of a computer to solve calculus problems. May be taken two (2) times for credit.

MATH 25B -- 5 Units

Calculus with Analytic Geometry II

Prerequisite: Math 25A or Math 16B or equivalent

Class Hours: 5 lecture

Topics covered in this course include: differentiation and integration of the logarithmic and exponential functions, inverse trigonometric and the hyperbolic functions, techniques of integration, improper integrals and L'Hospital's Rule, sequences, series, and Taylor's Theorem, analytical geometry including conic sections, translations, rotations, and applications of integration and differentiation. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 16B. CAN: MATH 20*

MATH 25BS -- 1 Unit

Calculus with Analytic Geometry II Discussion Session★

Corequisite: Math 25B

Class Hours: 1 lecture

This course is a discussion session to accompany Math 25B. It gives students the chance to gain a greater mastery of the topics covered in

Microbiology

All Microbiology courses are listed with the Biology courses. Refer to that section alphabetically for full course information.

Math 25B by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in calculus by introducing supplementary topics related to the core material of Math 25B. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving calculus problems. May be taken two (2) times for credit.

MATH 25C -- 5 Units

Calculus with Analytic Geometry III

Prerequisite: Math 25B or equivalent

Class Hours: 5 lecture

Study is made of Power series L'Hospital's Rule, improper integrals, vector space theory, vector calculus, function of several variables, multiple integrals. *Transfer credit: CSU; UC. CAN: MATH 22*

MATH 30 -- 3 Units

Introduction to Modern Algebra

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

This course is an introduction to logic and proofs, set theory, relations and mappings, properties of integers, and algebraic structures. *Transfer credit: CSU; UC*

MATH 31 -- 3 Units

Introduction to Linear Algebra (F)

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

Studies include vectors, vector spaces, matrices, systems of linear equations, dimension, determinants, eigenvalues. Linear transformations are also covered. *Transfer credit: CSU; UC*

MATH 33 -- 3 Units

Introduction to Analysis

Prerequisite: Math 25C or equivalent

Class Hours: 3 lecture

Elements of real analysis and set theory are studied with emphasis on attaining a thorough understanding of the basic concepts of set theory, algebra and topology of the real numbers, limits, continuity. *Transfer credit: CSU; UC*

MATH 35 -- 3 Units

Applied Differential Equations (S)

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

This course includes study of linear differential equations, equations with constant coefficients, variation of parameters, Laplace transform, systems of linear equations, series solutions, first order differential equations, existence and uniqueness of solutions with emphasis on applications to physics and engineering, introduction to Fourier series and partial differential equations. *Transfer credit: CSU; UC. CAN: MATH 24*

MATH 89A-Z -- .5-3 Units

Institutes in Mathematics

Prerequisites: To be determined

Class Hours: Variable

This is a series of special lectures, discussions and demonstrations on selected topics to be chosen as demand and opportunities arise.

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

Accompanist	Composer (studio, religious, educational, classical concert)
Arranger/Orchestrator	Conductor/Music Director
Church Musician	Instrument Repairperson
Copyist	Librarian (public, university, radio/TV)
Editor	Musicologist/Researcher
Instructor/Tutor/Coach	Music Business Administrator
Librettist/Lyricist	Public Relations/Agent
Performer	Radio Announcer/Disc Jockey
Publisher	
Salesperson	

Faculty

Full-Time	Part-Time	Counselor
Orbie Ingersoll	Marilyn Anderson	Don Henderson
Dolly Kessner	Ronald Borczon	
James Song	Mona DeCesare	
James Stemen	Edward Demmond	
Joan Thompson	Diane Gilbert	
	Suzanne Julian	
	Sandra Kipp	
	Michael Kozubek	
	Jonathan Nathan	
	John Paton	

■ Music

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 2A.....Diatonic Harmony	3
Mus 2B.....Chromatic Harmony	3
Mus 2BL.....Aural Skills II	1
Mus 2D.....Tonal Counterpoint.....	3
Mus 2DL.....Aural Skills IV.....	1
Mus 9A.....Music History and Literature	3
Mus 9B.....Music History and Literature	3
Mus 25A/B.....Class Piano.....	1.5-1.5

Area Specializations

Instrumental Music Specialization

Required Courses:	Units
Mus 14.....Fundamentals of Instrumental Technique	2
Mus 25C/D.....Class Piano.....	1.5-1.5
Mus 29.....Repertoire Class	1-1
Mus 30/31.....Applied Music	2.5-2.5
Required Additional Courses:	
One (1) ensemble class <i>each</i> semester for a total of 8 units.	
Mus 15.....Moorpark Community Orchestra	2
Mus 18.....Jazz Ensemble.....	2
Mus 19.....Chamber Ensembles.....	2
Mus 21.....Wind Ensemble.....	2
NOTE: Each performance class may be repeated. Large performance ensemble required after first semester.	
Total minimum units required in major area -- 40	

Keyboard Music Specialization

Required Courses:	Units
Mus 20.....Piano Ensemble	2-2
Mus 25C/D.....Class Piano.....	1.5-1.5
Mus 29.....Repertoire Class	1-1
Mus 30/31.....Applied Music	2.5-2.5
Required Additional Courses:	
One (1) ensemble class <i>each</i> fall semester for a total of 4 units.	
Mus 10.....Concert Choir.....	2
Mus 16.....Opera Theatre.....	2
Mus 18.....Jazz Ensemble.....	2
Mus 19.....Chamber Ensembles.....	2
Mus 60D/P/V.....Los Robles Master Chorale.....	2
NOTE: Each performance class may be repeated.	
Total minimum units required in major area -- 38	

Music Theory & Composition Specialization

Required Courses:	Units
Mus 2C.....Musical Analysis	3
Mus 2CL.....Aural Skills III.....	1
Mus 14.....Fundamentals of Instrumental Technique	2
Mus 25C/D.....Class Piano.....	1.5-1.5
Required Additional Courses:	
One (1) ensemble class <i>each</i> semester for a total of 8 units.	
Mus 10.....Concert Choir.....	2
Mus 15.....Moorpark Community Orchestra	2
Mus 16.....Opera Theatre.....	2
Mus 18.....Jazz Ensemble.....	2
Mus 19.....Chamber Ensembles.....	2
Mus 21.....Wind Ensemble.....	2
Mus 60D/P/V.....Los Robles Master Chorale.....	2
NOTE: Each performance class may be repeated.	
Total minimum units required in major area -- 37	

Vocal Music Specialization

Required Courses:	Units
Mus 13A/B.....Fundamentals of Vocal Technique I-II.....	2-2
or	
Mus 13C/D.....Advanced Vocal Development I-II	2-2
Mus 29.....Repertoire Class	1-1
Mus 30/31.....Applied Music	2.5-2.5
Required Additional Courses:	
One (1) ensemble class <i>each</i> semester for a total of 8 units.	
Mus 10.....Concert Choir.....	2
Mus 16.....Opera Theatre.....	2
Mus 60D/P/V.....Los Robles Master Chorale.....	2
NOTE: Each performance class may be repeated.	
Total minimum units required in major area -- 39	

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

■ Music

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 2A.....Diatonic Harmony	3
Mus 2B.....Chromatic Harmony	3
Mus 3A.....Aural Skills I.....	2
Mus 9A.....Music History and Literature	3
Select one of the following options:	

Choral Conducting

Required Courses:	Units
Mus 10.....Concert Choir.....	2-2
Mus 13A/B.....Fundamentals of Vocal Technique I-II.....	2-2

Mus 25A/BClass Piano.....	1.5-1.5
Mus 27Choral Conducting.....	2
Mus 60DLos Robles Master Chorale.....	2
Mus 60EChoral Conducting Seminar.....	3
Total minimum units required -- 29	

Instrumental Conducting

Required Courses:

Mus 2BL.....Aural Skills II.....	1
Mus 9B.....Music History and Literature.....	3
Mus 19.....Chamber Ensembles.....	2-2
Mus 21.....Wind Ensemble.....	2
Mus 22A/BIndependent Studies in Music.....	1-1
Mus 25A/BClass Piano.....	1.5-1.5
Mus 28Instrumental Conducting.....	2-2
Total minimum units required -- 30	

Vocal Performance

Required Courses:

Mus 2BL.....Aural Skills II.....	1
Mus 10.....Concert Choir.....	2-2
Mus 13A/BFundamentals of Vocal Technique I-II.....	2-2
Mus 13C/D.....Advanced Vocal Development I-II.....	2-2
Mus 16.....Opera Theatre.....	2-2
Mus 25A/BClass Piano.....	1.5-1.5
Total minimum units required -- 31	

Music Courses

Students planning to take more than 12 units of Music courses marked with * should consult a counselor; the UC system allows credit for the first 12 units only.

MUS 1 -- 3 Units

Fundamentals of Music

Class Hours: 3 lecture

A beginning course in music theory, notation, intervals, scales, triads, sight-singing, and dictation, this course is designed for the student with little or no prior experience in music, and for music majors/minors who do not qualify for Mus 2A. Transfer credit: CSU; UC

MUS 2A -- 3 Units

Diatonic Harmony

Prerequisite: Mus 1

Class Hours: 3 lecture

This course is a study of diatonic harmonic vocabulary, four-part chorale writing and voice-leading, figured bass, harmonic progression, melodic invention and harmonization, non-harmonic tones, and seventh chords. Concurrent registration in Mus 3A highly recommended. Transfer credit: CSU; UC

MUS 2B -- 3 Units

Chromatic Harmony

Prerequisite: Mus 2A

Corequisite: Mus 2BL

Class Hours: 3 lecture

This course is a continuation of Mus 2A with pivot-chord modulation. Study of chromatic harmonic vocabulary, foreign-key modulation, keyboard and instrumental styles, composition. Concurrent enrollment in Mus 2BL required. Transfer credit: CSU; UC

MUS 2BL -- 1 Unit

Aural Skills II

Corequisite: Mus 2B

Class Hours: 3 laboratory

This is a continuation of sight-singing, rhythmic, melodic, diatonic, and introduction to chromatic harmonic dictation to correlate to harmonic vocabulary of Mus 2B. The Music Learning Center will be used extensively. May be taken two (2) times for credit. Transfer credit: CSU; UC

MUS 2C -- 3 Units

Musical Analysis

Prerequisite: Mus 2B

Corequisite: Mus 2CL

Class Hours: 3 lecture

This course emphasizes analysis of musical form along with a more intensive examination of harmonic problems while surveying musical literature from the Baroque to the Twentieth Century periods. Transfer credit: CSU; UC

MUS 2CL -- 1 Unit

Aural Skills III

Prerequisite: Mus 2BL

Corequisite: Mus 2C

Class Hours: 3 laboratory

This is a continuation of Mus 2BL with more individual work in the Music Learning Center to strengthen the student's weaker areas. Course includes more complex drill in all areas of musicianship. May be taken two (2) times for credit. Transfer credit: CSU; UC

MUS 2D -- 3 Units

Tonal Counterpoint

Prerequisite: Mus 2B

Corequisite: Mus 2DL

Class Hours: 3 lecture

This class deals with the analysis and composition of 18th century contrapuntal forms in the style of J.S. Bach. Culmination of this course is the composition of a two-part invention and a three-part fugue. Concurrent enrollment in Mus 2DL required. Transfer credit: CSU; UC

MUS 2DL -- 1 Unit

Aural Skills IV

Prerequisite: Mus 2CL

Corequisite: Mus 2D

Class Hours: 3 laboratory

This is a continuation of Mus 2CL with extensive individual work in the Music Learning Center to strengthen the student's weaker areas. Course includes more complex drill in all areas of musicianship. May be taken two (2) times for credit. Transfer credit: CSU; UC

MUS 3A -- 2 Units

Aural Skills I

Class Hours: 1 lecture, 3 laboratory

This course includes sight-singing, rhythmic, melodic, and diatonic harmonic dictation to correlate to harmonic vocabulary of Mus 2A. The Music Learning Center will be used extensively in the class. May be taken two (2) times for credit. Transfer credit: CSU; UC

MUS 6 -- 3 Units

Introduction to Jazz

Class Hours: 3 lecture

This class is a survey of the development of jazz with emphasis on the influence of historical and socioeconomic factors. The course includes a stylistic analysis of jazz and its musical elements in order to develop musical awareness. Transfer credit: CSU; UC

MUS 7 -- 3 Units

Survey of 20th Century American Music

Class Hours: 3 lecture

Survey of 20th Century American Music is a music appreciation class which focuses on the study of American music from early jazz to the present. It traces the roots of American music, examines the musical contributions of such talents as Gershwin, Copland, Bernstein, and others, and explores Folk, Big Band Rock as well as the Age of New Electronics in music. Transfer credit: CSU; UC

MUS 8 -- 3 Units

Music Appreciation

Class Hours: 3 lecture

This course presents a survey of musical history with special emphasis on the understanding and enjoyment of music. It will investigate, through directed listening, the basic elements of music, the structure of musical compositions, and the instruments of the orchestra which transport the composer's ideas. This course will also focus on the various styles and characteristics of the musical historic periods and the composers most representative of these elements. Not recommended for Music majors. Transfer credit: CSU; UC

MUS 9A -- 3 Units

Music History and Literature

Class Hours: 3 lecture

This course begins with a study of the musical activity, influences, and contributions of the Greek and Roman civilizations. It then traces the development of music of the Western world beginning with the Romanesque periods, and ending with the Baroque period. It includes

a study of the major instrumental and vocal forms and the composers of each period. Considerable emphasis is placed upon listening, identifying, and analyzing representative works of each stylistic period. *Transfer credit: CSU; UC*

MUS 9B -- 3 Units
Music History and Literature

Class Hours: 3 lecture

This is a study of the changing styles, techniques, and forms of music from the middle of the 18th Century to the present. Special emphasis is placed upon the artistic philosophy of each style period. Intensive consideration is given to the analysis of style and form in representative musical works. Required for music majors. Listening and analysis outside the classroom is required. *Transfer credit: CSU; UC*

MUS 10 -- 2 Units
Concert Choir

Class Hours: 1 lecture, 3 laboratory

This is a singing organization for both music majors and non-music majors, which learns and performs choral music selected from the Renaissance, Baroque, Classical, Romantic, and Modern Periods. Performances include on-campus concerts, high school assembly programs, community college choral festivals, and other community events. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 12 -- 2 Units
Vocal Ensemble

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

A select group of singers who study and perform suitable choral music from all periods. In the spring semester the ensemble specializes in the performance of Renaissance music including English and Italian madrigals, French chansons, German Lieder, and sacred motets. The ensemble, known as the Renaissance Singers, appears in English Tudor costumes, makes numerous appearances at Concerts, festivals, assembly programs, Renaissance Pleasure Faires, and other community events. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 13A -- 2 Units
Fundamentals of Vocal Technique I

Class Hours: 1 lecture, 3 laboratory

This course is designed to begin development of the vocal potential, to lay a foundation for proper vocal production, and to correct faulty singing. Material will consist of song literature sung in Italian and English in addition to vocal exercises. Course is designed for both majors and non majors desiring beginning vocal training. *Transfer credit: CSU; UC**

MUS 13B -- 2 Units
Fundamentals of Vocal Technique II

Prerequisite: Mus 13A or adequate prior study

Class Hours: 1 lecture, 3 laboratory

Designed to follow Mus 13A, the course will further vocal development through advanced vocal exercises and the introduction of advanced song literature, simple opera and oratorio literature. *Transfer credit: CSU; UC**

MUS 13C -- 2 Units
Advanced Vocal Development I

Prerequisite: Mus 13B or equivalent

Class Hours: 1 lecture, 3 laboratory

This course is a continuation in development of a proper vocal production. Material to be studied will consist of English, Italian, German, French art songs, and more demanding opera and oratorio literature. *Transfer credit: CSU; UC**

MUS 13D -- 2 Units
Advanced Vocal Development II

Prerequisite: Mus 13C or equivalent

Class Hours: 1 lecture, 3 laboratory

This is a continuation of vocal development through the study and performance of more challenging literature with emphasis on the operatic and oratorio literature in addition to more difficult art song literature. *Transfer credit: CSU; UC**

MUS 14 -- 2 Units
Fundamentals of Instrumental Technique

Class Hours: 1 lecture, 3 laboratory

This course is open to anyone with a desire to learn an orchestral instrument. It introduces students to basic techniques and proper maintenance of orchestral instruments. Students learn the musical vocabulary that enables them to participate effectively in an ensemble setting. Successful completion of this course may lead to membership in the college orchestra and/or concert ensembles. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 15 -- 2 Units
Moorpark Community Orchestra

Prerequisites: Must be able to read music and be proficient on an orchestral instrument

Class Hours: 1 lecture, 3 laboratory

Moorpark Community Orchestra is designed to provide a setting for instrumentalists who aspire to focus on standard orchestral repertoire through rehearsals and public performances. This versatile group performs literature ranging from chamber music to symphonies covering Renaissance to modern periods. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 16 -- 2 Units
Opera Theatre

Prerequisite: Mus 13C or equivalent

Class Hours: 1 lecture, 3 laboratory

This is the study of song literature taken from the musical theatre. This course will enable students to study and perform opera and musical plays in excerpt or as a complete production. Class is designed for singers with proven ability with interest in drama. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 17 -- 3 Units
Summer Music Theatre

Prerequisite: Audition

Class Hours: 144 laboratory total

A complete musical theatre work will be rehearsed and performed by members of this class for presentation to the community. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 18 -- 2 Units
Jazz Ensemble

Prerequisite: Ability to play a musical instrument appropriate to the Jazz Ensemble (piano, percussion, sax, trumpet, guitar, bass guitar, electronic instruments)

Class Hours: 1 lecture, 3 laboratory

Students will read, prepare and perform music arranged for jazz ensemble and big band. Rehearsal for and performance at scheduled concerts are required. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 19 -- 2 Units
Chamber Ensembles

Prerequisite: Ability to play a musical instrument and to read music notation

Class Hours: 1 lecture, 3 laboratory

Within a chamber ensemble setting, students will study, rehearse, and perform chamber music literature from the Renaissance to the Twentieth Century. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 20 -- 2 Units
Piano Ensemble

Prerequisite: Mus 25B or equivalent training

Class Hours: 1 lecture, 3 laboratory

Piano literature for one piano - 4 hands, two pianos - 4 hands, will be covered in this course. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 21 -- 2 Units
Wind Ensemble

Prerequisite: Ability to perform on a standard band instrument

Class Hours: 1 lecture, 3 laboratory

The Wind Ensemble is designed to provide a setting for wind and percussion instrumentalists who aspire to focus on standard wind ensemble and symphonic band repertoire through rehearsals and public performances. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

MUS 22A/B -- 1-3/1-3 Units
Independent Studies in Music

Prerequisite: A previous course in Music

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of music on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

MUS 25A -- 1.5 Units

Class Piano

Class Hours: 3 lecture/laboratory

This course is designed for the student with little or no prior piano experience. It includes the fundamentals of piano playing, music reading, technique, improvisation, scales, chords, and simple piano literature. *Transfer credit: CSU; UC**

MUS 25B -- 1.5 Units

Class Piano

Prerequisite: Mus 25A

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, continues music reading and technique skills, further exploration of chords and scales. *Transfer credit: CSU; UC**

MUS 25C -- 1.5 Units

Class Piano

Prerequisite: Mus 25B

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, and continues music reading and technique skills. Overview and study of the "teaching" pieces of the major important composers. *Transfer credit: CSU; UC**

MUS 25D -- 1.5 Units

Class Piano

Prerequisite: Mus 25C

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, and continues music reading and technique skills. Overview and study of intermediate-advanced pieces of the major composers. *Transfer credit: CSU; UC**

MUS 26 -- 2 Units

Beginning Jazz Piano

Class Hours: 1 lecture, 3 laboratory

This introductory course is designed for the student who wants to study acoustical or electronic piano from a jazz approach. Jazz keyboard patterns will include blues (including boogie-woogie), ragtime, rock, gospel, and country western. The course will include both a strong emphasis on sight reading skills as well as rote learning (playing by ear). May be taken two (2) times for credit. *Transfer credit: CSU; UC**

MUS 27 -- 2 Units

Choral Conducting

Class Hours: 2 lecture, 1 laboratory

This course is the study of basic conducting techniques including the 2/4, 3/4, 4/4, 6/8, 3/8, 2/8 and subdivided beat patterns. Video recording and perusal by students will assist the learning process. Class members and prepared cassette recordings will provide the music for conducting practice. *Transfer credit: CSU; UC**

MUS 28 -- 2 Units

Instrumental Conducting

Prerequisite: Equivalent of Mus 1

Class Hours: 1 lecture, 3 laboratory

A study is made of basic conducting techniques of various instrumental organizations; students also explore instrumental literature, including style, performance and interpretation. May be taken two (2) times for credit. *Transfer credit: CSU; UC**

MUS 29 -- 1 Unit

Repertoire Class

Corequisite: Mus 30 or Mus 31

Class Hours: 1 lecture

Student performance of musical literature currently being studied in Mus 30 or 31 will be critiqued by the class and its instructor. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 30A-G -- 2.5-3 Units

Applied Music Instruction - Woodwind/Brass/Strings/Piano/Classical Guitar/Percussion/Voice

Prerequisite: Student must perform at a college freshman level to be accepted into the Mus 30 Applied Music Program. The audition will be based on repertoire standards published by the Music Department.

Corequisites: 1) Repertoire Class - Mus 29; 2) Music Theory - Mus 2A, 2B, 2C, or 2D; 3) Performance Ensemble - Mus 10, 15, 16, 18, 19, 20, 21, 60D, 60G, 60P, or 60V

Class Hours: .5-1 lecture, 6 laboratory

This course offers individual instruction by approved instructors in performance of literature for the individual instrument. The class provides a half-hour or a one-hour private lesson, and requires six hours of practice on campus per week. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 31A-G -- 2.5-3 Units

Applied Music Instruction (student-paid) - Woodwind/Brass/Strings/Piano/Classical Guitar/Percussion/Voice

Corequisite: None, however enrollment in the following is recommended: 1) Repertoire Class - Mus 29; 2) Music Theory - Mus 2A, 2B, 2C, or 2D; 3) Performance Ensemble - Mus 10, 15, 16, 18, 19, 20, 21, 60D, 60G, 60P, or 60V

Class Hours: .5-1 lecture, 6 laboratory

This course offers individual instruction by approved instructors in performance of literature for the individual instrument. For a fee the class provides a half-hour or a one-hour private lesson, and requires six hours of practice on campus per week. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 32 -- 2 Units

Class Guitar

Class Hours: 1 lecture, 3 laboratory

This course will focus on the development of the 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. *Transfer credit: CSU; UC**

MUS 60A-Z -- 1-3 Units

Topics in Music

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Music not covered in detail in the general Music course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 2 Units

Intermediate Orchestral Techniques

Prerequisite: Mus 15

Class Hours: 1 lecture, 3 laboratory

This course emphasizes rehearsal disciplines and responsibilities (bowing, fingering, and dynamics). May be taken four (4) times for credit.

60B -- 3 Units

Intermediate Studies in Music Theory

Prerequisite: Mus 2A

Class Hours: 3 lecture

This course is designed for students who have completed at least one semester of music theory and are interested in special intermediate studies in music theory and analysis.

60C -- 3 Units

Advanced Studies in Music Theory

Prerequisites: Mus 2A, Mus 2B

Class Hours: 3 lecture

This course is designed for students who have completed the first year of music theory and are interested in advanced studies in the areas of harmonic analysis, counterpoint, and form.

60D -- 2 Units

Los Robles Master Chorale

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

The Masterworks Chorale is designed for the experienced singer wishing to perform the choral works of master composers. Music suitable for the large ensemble is selected from the Renaissance, Baroque, Classic, Romantic, and Modern Periods. May be taken four (4) times for credit.

60E -- 3 Units

Choral Conducting Seminar

Prerequisite: Mus 27 or equivalent experience

Class Hours: 3 lecture

The Choral Conducting Seminar addresses the problems facing the choral director. The course focuses on understanding the historical background of choral conducting, the director's role as interpreter, the selection of appropriate choral materials, the understanding of the stylistic differences of choral music and the periods in which they were composed, the efficient use of rehearsal techniques, and the conducting of the performance.

60F -- 2 Units

Advanced Orchestral Techniques

Prerequisite: Mus 60A

Class Hours: 1 lecture, 3 laboratory

This course emphasizes interpretation of rhythm and phrasing. May be taken four (4) times for credit.

60G -- 2 Units

Advanced Chamber Music

Prerequisite: Mus 19

Class Hours: 1 lecture, 3 laboratory

This course offers continuing instruction in the performance of small ensemble instrumental music. Graded literature for various instrumental combinations for rehearsal and performance is studied. May be taken four (4) times for credit.

60J -- 2 Units

Intermediate Jazz Performance

Prerequisite: Mus 18

Class Hours: 4 lecture/laboratory

This course emphasizes the improvisational techniques as well as rehearsal disciplines and responsibilities (i.e., fingerings, dynamics, ensemble techniques, various jazz styles, etc.). Rehearsal for and performance at scheduled concerts are required. May be taken four (4) times for credit.

60K -- 2 Units

Advanced Jazz Performance

Prerequisite: Mus 60J

Class Hours: 4 lecture/laboratory

This course emphasizes the further development of jazz performance styles as well as rehearsal disciplines and responsibilities. Rehearsal for and performance at scheduled concerts are required. May be taken four (4) times for credit.

60P -- 2 Units

Advanced Choral Performance

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

This is an advanced course in the performance of choral literature requiring strong note-reading abilities and voice skills. May be taken four (4) times for credit.

60T -- 2 Units

Masterworks Abroad

Prerequisite: Audition

Class Hours: 6 laboratory

Designed for experienced singers, this course combines preparatory rehearsals on campus with concert performances, seminars, lectures, and related cultural activities on tour abroad. May be taken four (4) times for credit.

60V -- 2 Units

Advanced Concert Choir

Prerequisites: Satisfactory completion of Mus 10, Mus 60P or equivalent work; audition required

Class Hours: 1 lecture, 3 laboratory

Advanced Concert Choir is a choral organization which is concerned with the refinement of choral singing. Detailed attention is given to intonation, tonal quality, tonal blend and balance, textual ar-

ticulation, interpretation, and stage presence. May be taken four (4) times for credit.

Nursing Science

All Nursing Science courses are listed with the Health Science courses. Refer to that section alphabetically for full course information.

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.

NtS 89A-Z -- .5-3 Units
Institutes in Nutritional Science★
Class Hours: Variable

This is a special series of short courses focusing on particular aspects of Nutritional Science. Courses dealing with foods and nutrition will provide an opportunity for specialized study.

Career Opportunities

(Most careers will need a bachelors degree of advanced studies)
Diet Aide
Diet Program Lecturer

Faculty

Full-Time	Part-Time	Counselor
Judy Alexander	Bridget Harvey-Elliott Linda Vickers	Ofelia Romero-Motlagh

Nutritional Science Courses

NtS 1 -- 3 Units

Nutrition

Class Hours: 3 lecture

This is a study of the nutrients, their sources, assimilation, functions and requirements. Topics include current national and international problems and evaluation of nutritional information in mass media. Good for majors and non-majors. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Phys 2. CAN: H EC 2*

NtS 3 -- 3 Units

Current Issues in Nutrition

Prerequisite: NtS 1 or equivalent course

Class Hours: 3 lecture

This course is a focus on contemporary concerns in nutrition. It will cover areas such as nutrition and stress, body image, wellness, nutrient supplements, energy balance and eating disorders. Emphasis on health concerns and career needs of students in health care fields will also be included. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Phys 2*

NtS 4 -- 3 Units

Nutrition, Fitness and Stress Management

Class Hours: 3 lecture

This is an integrated approach to good health and physical fitness through the study of basic principles of exercise, nutrition and human behavior. Concepts will be applied to specific topics of current concern such as weight control, heart disease and stress management. Skills for incorporating habits and techniques into one's daily life will be stressed. *Transfer credit: CSU*

NtS 5 -- 3 Units

Nutrition for the Health Professions

Class Hours: 3 lecture

This course is an evaluation of nutritional status; promotion of optimal nutrition; and application of nutrition principles to common medical disorders. *Transfer credit: CSU*

NtS 22A/B -- 1-3/1-3 Units

Independent Studies in Nutritional Science

Prerequisite: A previous course in Nutritional Science

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of nutritional science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

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.

Faculty

Full-Time		Part-Time
Donna Proske Allyn	Letricia Mai	Jeff Franco
Francis Bianchino	Lisa Raufman	Gail Goodman
Donald Henderson	Danita Redd Terry	Mary Martin
Susan Izumo	Ofelia Romero-Motlagh	

Leadership Courses

LDR 1 -- 1 Unit

Principles of Leadership I

Class Hours: 1 lecture, 1 practicum

Effective group leadership is developed through an understanding of the basic tenets of parliamentary procedure. Practical application of parliamentary procedure in the group situation will be emphasized. May be taken four (4) times for credit. *Transfer credit: CSU*

LDR 2 -- 2 Units

Principles of Leadership II★

Class Hours: 2 lecture

This advanced leadership course develops effective leadership through guest speakers of faculty, staff, and community leaders, plus instructor, speaking on topics such as parliamentary procedure, successful relationships, problem solving, affirmative action, cultural diversity, argumentation and debate, shared governance, ethics, the legislative process, management techniques, marketing, running a business, and use of computers. May be taken four (4) times for credit. *Transfer credit: CSU*

LDR 89A -- 1 Unit

Student Government Leadership★

Class Hours: 16 lecture total

This special performance class open to all students is designed to develop skills and effective leadership ability in preparation to serve as an Associated Student Body officer, as a student club officer, as a student representative on campus governance committees, or as a student involved with the student activities program. *Transfer credit: CSU*

Personal Growth Courses

PG 1 -- 1 Unit

Student Success

Class Hours: 2 lecture for 8 weeks

This course provides students with an opportunity to learn techniques and adopt attitudes and skills that promote academic success. Course content is taught with the objective of identifying personal obstacles to academic success. The focus will be on time management, procrastination and goal setting, stress management, focusing and concentrating, adjusting to college, the problems of addiction, and successful relationships. Campus resources providing further support will also be introduced. *Transfer credit: CSU*

PG 2 -- 3 Units

Career Development

Recommended Preparation: Undeclared majors complete during first year

Class Hours: 3 lecture

The focus is on career, personal and educational awareness as they relate to the process of career choice and academic goal setting. Planning skills and self-assessment instruments which focus on interests, skills, values, and personality, will help identify career options. Decision-making strategies, labor market trends, interviewing skills, resume writing, application completion and job search techniques will

be reviewed. Short-term models (PG 2X) will incorporate selected topics of the semester course. Fee for career assessment materials. *Transfer credit: CSU*

PG 3 -- .5 Units

Orientation★

Class Hours: 5 lecture total

This course is the Testing, Orientation, Planning (TOP) program which involves Math, English, and Reading assessments to assist students in determining appropriate placement in these subjects. Students will view the Moorpark College video that gives an introduction to the college's programs and services. Counselor assistance will be provided with first semester educational planning. Students will attend Counseling Workshop(s) in their area of interest(s).

PG 4 -- 1 Units

Student Development in Higher Education

Recommended Preparation: PG 3 or Math, English, Reading assessments and orientation

Class Hours: 2 lecture for 8 weeks

This course is an introduction to student development and lifelong learning. The role of higher education in life, academic requirements, services, programs, and technological resources will be reviewed. Models for student success, choosing a major and a college will be presented. Time management, study skills, learning styles, and values clarification will be assessed. Students will learn a problem solving and decision making model to assist them throughout their personal, academic, and professional lives. Students develop an educational plan that will provide them with the knowledge and skills to transition beyond Moorpark College. *Transfer credit: CSU*

PG 60A-Z -- 1-3 Units

Topics in Personal Growth★

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Personal Growth not covered in detail in the general Personal Growth course offerings. Topic courses are announced on a semester basis in the schedule of classes. (College credit only. Does not apply toward a degree.)

Topics which have been developed include:

60A -- 1 Unit

Confident Test Taking

Class Hours: 16 lecture total

Course will assist students to feel more confident about taking instructor-prepared tests and standardized examinations. Assignments and discussion will focus on positive and negative self images while taking tests, problem-solving approaches, and relaxation techniques. May be taken four (4) times for credit. (College credit only. 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 reexperiencing 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 and writing skills that are an excellent preparation for professional and other careers.

Career Opportunities

(Careers require a bachelors degree or advanced degree)

Social Worker	Urban Planner
Lawyer	Management Trainer
Public Administrator	Project Director

Faculty

Full-Time	Part-Time	Counselors
Janice Daurio	Selton Peters	Mike Johnson
Victor Fontaine	Mark Pursley	Mary Martin
Elton Hall	Michael Rosenthal	

Philosophy Courses

PHIL 1 -- 3 Units

Introduction to Philosophy

Class Hours: 3 lecture

Philosophy 1 has as its purpose the systematic exploration of the concepts of human knowledge, reality and thought. Both theoretical and practical concepts will be examined, including free will, skepticism, dogmatism, materialism, epistemology, metaphysics and aesthetics. As an introduction to the subject, it requires no previous course work. *Transfer credit: CSU; UC. CAN: PHIL 2*

PHIL 2 -- 3 Units

Values and Society

Class Hours: 3 lecture

This course is an introduction to the philosophy of ethics through a study of some of the basic questions of life; what is good? What is right? How should I live? What are my obligations to others? Are morals relative? Do we have free will? An attempt is made to review the ideas and arguments of philosophers concerning these, and related issues, and to encourage individual application of the ideas presented. *Transfer credit: CSU; UC. CAN: PHIL 4*

PHIL 3 -- 3 Units

Social and Political Philosophy

Class Hours: 3 lecture

This course is a study of the philosophical foundations of social and political thought. Theories about collective human organization can view people as acting naturally according to individual rules; as group members behaving within social roles; and as participants in legal relationships within political institutions. This course is designed to show the importance of philosophical assumptions about collective human nature, by clarifying the differences and connections between these perspectives. *Transfer credit: CSU; UC*

PHIL 4 -- 3 Units

Values and the Environment

Class Hours: 3 lecture

This course is an introduction to ethics through a study of the basic questions of life as they relate to the environment and its nonhuman inhabitants; do animals have rights? Do humans have obligations to nonhuman entities, including the earth itself? Included are discussions of anthropocentrism, ecocentrism, ecofeminism and multicultural perspectives on humankind and nature. A review of ideas and arguments of philosophers concerning these and related issues will

encourage individual application of the ideas presented. *Transfer credit: CSU; UC*

PHIL 5 -- 3 Units

Critical Thinking and Analytic Writing

Class Hours: 3 lecture

Survey of and practice in reasoning, including analysis, critical reasoning, and synthesis, induction and deduction, and identification of assumptions and perspectives. Emphasis is on both oral and written analysis and argumentation of issues involving fact, belief and value, and on common fallacies of thought, logic, and language. Students will develop the basics of critical reading, analytic writing and the relation of writing to critical thinking beyond the level achieved in Engl 1A. *Transfer credit: CSU; UC*

PHIL 6 -- 3 Units

Introduction to Non-Western Philosophy

Class Hours: 3 lecture

This course systematically explores concepts of human knowledge, reality and thought as found in non-western traditions. Both theoretical and practical concepts will be examined, including issues of free will, skepticism, dogmatism, materialism, epistemology, metaphysics and aesthetics. This course is designed to meet all the needs that Phil 1 meets, being an alternative introduction to philosophy. *Transfer credit: CSU; UC*

PHIL 7 -- 3 Units

Introduction to Logic

Class Hours: 3 lecture

This course will explore elementary thought processes, both deductive and inductive with emphasis on definition, verification, validity, forms of argument and of fallacious reasoning and application of various areas of inquiry. *Transfer credit: CSU; UC. CAN: PHIL 6*

PHIL 9 -- 4 Units

Symbolic Logic

Class Hours: 4 lecture

This course is an introduction to symbolic logic, including the logic of connectives and the logic of quantifiers. Topics to be included will be truth functional composition, consistency trees, derivations, and quantifications. *Transfer credit: CSU; UC*

PHIL 11 -- 3 Units

Survey of World Religions: West

Class Hours: 3 lecture

This course is a systematic study of the major ideas of the world's western religious traditions, including Judaism, Christianity and Islam, and an overview of the cultural and historical contexts in which these religions arose, as well as recent offshoots of these traditions. Each religion is viewed from the standpoint of its proponents. The purpose is to promote a broader understanding of the main similarities and differences which these outlooks exhibit. *Transfer credit: CSU; UC*

PHIL 12 -- 3 Units

Survey of World Religions: East

Class Hours: 3 lecture

This course is a systematic study of the major ideas of the world's eastern religious traditions, including Hinduism, Zoroastrianism, Buddhism, Jainism, Sikhism, Taoism, Confucianism and Shinto, and an overview of the cultural and historical contexts in which these religions arose. Each religion is viewed from the standpoint of its proponents. The purpose is to promote a broader understanding of the main similarities and differences which these outlooks exhibit. *Transfer credit: CSU; UC*

PHIL 22A/B -- 1-3/1-3 Units

Independent Studies in Philosophy

Prerequisite: A previous course in Philosophy

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of philosophy on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work

or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

PHIL 60A-Z -- 1-3 Units

Topics in Philosophy

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Philosophy not covered in detail in the general Philosophy course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 1 Unit

Philosophy of Nonviolence

Class Hours: 1 lecture

This class will explore the theory and practice of nonviolence, both as a political strategy and as a philosophical approach to life. Discussion will be based on classical and contemporary texts, including works by Gandhi, Camus, and Thoreau.

Photography

A comprehensive program designed to provide professional job skills for future photographers is the goal of this program.

Career Opportunities

(Professional school or college degree preferable)

Portrait Photographer	Audio-Visual Designer
Aerial Photographer	Corporation Photographer
Still Photographer	Photo Finishing Specialist
Photograph Restorer	Slide Program Producer/Director
Photograph Printer	Fine Art Photographer
Photojournalist	Editorial Photographer

Faculty

Full-Time	Part-Time	Counselor
John Grzywacz-Gray	Amani Fliers	Don Henderson
	Judith Hopkins	
	Virginia Lawler	
	James Parker	

■ Photography

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:	Units
Art 4A.....Color and Design	3
Photo 1A.....Beginning Photography	3
Photo 1B.....Intermediate Photography	3
Photo 2.....The History of Photography.....	3
Photo 3.....Basic Color	3
Photo 4.....Advanced Photography	3
Photo 5.....Color Printing	3
Photo 8.....Basic Photo-Journalism	3
Total minimum units required in major area --	24
Recommended Courses: Art 1A, 1B, 4B, 12A, 12B; Hum 3	

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

■ Photojournalism

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 free-lance photographers.

Required Courses:	Units
Journ 1.....Media and Society	3
Journ 2.....News Reporting and Writing	3
Photo 1A.....Beginning Photography	3
Photo 1B.....Intermediate Photography	3
Photo 2.....The History of Photography.....	3
Photo 3.....Basic Color	3
Photo 4.....Advanced Photography	3
Photo 8.....Basic Photo-Journalism	3
Photo 9....."Reporter" Staff Photography.....	4
Total minimum units required in major area --	28

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

Photography Courses

Students planning to take more than 12 units of course work from all the Photography courses marked with * (and Art courses marked with †) should consult a counselor; the UC system allows credit for the first 12 units only.

PHOTO 1A -- 3 Units

Beginning Photography

Class Hours: 2 lecture, 3 laboratory

This is a beginning course in photographic theory. Emphasis is placed on photography as a means of creative expression. The course includes a study of the basic principles of camera operation, exposure, developing and printing. *Transfer credit: CSU; UC**

PHOTO 1B -- 3 Units

Intermediate Photography

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course is an extension of techniques featured in Photo 1A. Emphasis is placed on creativity and exploration of a variety of traditional techniques in black and white, including high contrast images, solarization, posterization, gum bichromate printing and cyanotypes. The following areas will be studied: 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. *Transfer credit: CSU; UC**

PHOTO 2 -- 3 Units

The History of Photography

Class Hours: 3 lecture

This course is a survey of the history of photography from Daguerre to the personal images of many well-known contemporaries. Studies will include genres and theories that began in the past and which intensify and clarify the direction of work in the present. *Transfer credit: CSU; UC*

PHOTO 3 -- 3 Units

Basic Color

Prerequisite: Photo 1B or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

Students will study the principles of color photography, the use of correction filters; processing of transparency materials with emphasis on creative use of special effects achieved by unique lighting, films and camera techniques directed towards a more expressive visual statement. Experimental approach will be encouraged. May be taken two (2) times for credit. *Transfer credit: CSU*

PHOTO 4 -- 3 Units

Advanced Photography

Prerequisite: Photo 3 or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

In this class major emphasis is placed on individual projects. The student will generate ideas and, with instructor guidance, work on the problem of intensifying personal statement through the medium of photography. Students will select their own projects and work with their own ideas, refining technical and aesthetic understanding in black and white and/or color. Areas covered include: zone system, basic densitometry, expansion and compaction development, the view camera, artificial light technique, and portfolio development. *Transfer credit: CSU*

PHOTO 5 -- 3 Units

Color Printing

Prerequisite: Photo 3 or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

Students will print from color negatives. "Type C" printing techniques will be learned. In addition the following special techniques will be explored: multiple printing, diffusion, distortion control and exaggeration, combination printing, high contrast, solarization and posterization. May be taken two (2) times for credit. *Transfer credit: CSU*

PHOTO 8 -- 3 Units

Basic Photo-Journalism

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course concentrates on the aspects of photography as applied to mass communications, broadcast and print journalism. Students concentrate on the translation of ideas to images for reproduction in magazines, newspapers and book illustrations. Other topics include special effects, the utilization of camera and light as creative tools and basic motion picture techniques. May be taken two (2) times for credit. (co-numbered Journ 8) *Transfer credit: CSU*

PHOTO 9 -- 4 Units

"Reporter" Staff Photography

Prerequisite: Photo 8 or suitable portfolio

Class Hours: 1 lecture, 9 laboratory

This is a course for "Reporter" staff photographers who will work in all phases of press photography, including news, feature, illustration, portraiture, sports, and advertising. Students will learn to communicate visually with aesthetic and technical skill. May be taken two (2) times for credit. *Transfer credit: CSU*

PHOTO 22A/B -- 1-3/1-3 Units

Independent Studies in Photography

Prerequisite: A previous course in Photography

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of photography on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

PHOTO 60A-Z -- 1-3 Units

Topics in Photography

Prerequisite: A previous college-level course in the discipline

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Photography not covered in detail in the general Photography course offerings. Topic courses are announced on a semester basis in the schedule of classes.

Topics which have been developed include:

60A -- 1 Unit

Field Studies in Photography

Class Hours: .5 lecture, 1.5 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60B -- 2 Units

Field Studies in Photography

Class Hours: 1 lecture, 3 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60C -- 3 Units

Field Studies in Photography

Class Hours: 1 lecture, 6 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60D -- 1 Unit

Laboratory Practice

Class Hours: .5 lecture, 1.5 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60E -- 2 Units

Laboratory Practice

Class Hours: .5 lecture, 4.5 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60F -- 3 Units

Laboratory Practice

Class Hours: 1 lecture, 6 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60I -- 3 Units

Electronic and Digital Photography

Prerequisite: A course in the discipline

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to electronic photography and image processing. Students will use the Macintosh computer, silver halide films, electronic still cameras and various scanning techniques to produce photographic output. May be taken two (2) times for credit. (co-numbered GRD 60E)

Physical Education

Physical Education offers students an opportunity to round out their education with emphasis on improving individual physical well-being. It also introduces students to opportunities in physical education and dance professional careers.

Career Opportunities

Associate Degree Level

Athlete	Recreation Leader
Recreation Specialist	Referee
Camp Counselor	Industrial Recreation Leader
Community Center Leader	Racquet Club Manager
Playground Director	Fitness Specialist

Bachelors Degree Level

Athletic Trainer	Resort Sports Coordinator
Teacher	Health and Safety Director
Pre-Physical Therapist	YM/YWCA Instructor
Corrective Therapist	Sports Editor
Exercise Test Technologist	Therapist
Sportscaster	Recruiter
Coach	

Faculty

Full-Time	Part-Time	
James Bittner	Gary Abraham	Pauletta Matsui
Ronald Halleran	David Banuelos	David Murphy
John Keever	Steven Berk	Thomas Odgers
MoDean McCullough	James W. Bittner	Joseph Ortiz
Gilbert Mendoza	Stephen Burkhart	JoAnn Papadopoulos
Alvyn Nordquist	Kecia Davis	Frank Parodi
Delbert Parker	Charlene Dow	Mario Porto
Nancy Stewart	Donald Green	Sherry Ruter
Willard Thurston	Paul Keysaw	Michael Scanlon
Manuel Trevino	Everett Macy	Kenneth Wagner

Counselor
Donna Proske Allyn

Human Performance

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:	Units
PE 90 Introduction to Human Performance	2
PE 91 Foundations of Fitness	3
HE 1 Health and Society	2
HE 5 Safety and First Aid	3
HE 6 Prevention and Care of Athletic Injuries	3
PSYCH 1A..... Introduction to Psychology.....	3
AN 1 General Anatomy	4
PHYS 1..... Human Physiology.....	5
NTS 1 Nutrition	3
PE Activities (3).....	4.5

(one from each team, individual and cardiovascular lists):

Total minimum units required in major area-- 32.5

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

TEAM

PE 23C.....	Baseball
PE 24C.....	Basketball
PE 25C.....	Football
PE 27.....	Soccer
PE 28.....	Softball
PE 29C.....	Track
PE 30A.....	Volleyball

(College athletics in any area will be included)

INDIVIDUAL

PE 2B.....	Weight Training
PE 6.....	Golf
PE 8.....	Power Lifting
PE 11.....	Tennis
PE 38.....	Wrestling

any Dance activity class

CARDIO-VASCULAR

PE 1.....	Walking
PE 3.....	Running
PE 4.....	Aerobics
PE 7.....	Step Aerobics

Physical Education Courses

Students planning to take more than 4 units of Physical Education activity courses should consult a counselor. The UC system accepts - only that limited number of units. All P.E. courses are accepted for equal semester credit by schools in the California State University system.

Any combination of P.E. activity courses of a particular kind (e.g., body conditioning, golf, tennis, etc.) may be taken for a total of four (4) times.

Individual Sports Activities

PE 1A -- 1.5 Units

Walking for Fitness

Class Hours: 1 lecture, 2 activity

Walking for Fitness is designed to provide exercise and fitness training with emphasis on cardiovascular conditioning and to restore muscle tone to prepare individuals for more strenuous physical activity classes. Designed to meet needs of individuals recovering from respiratory and cardiovascular disorders as well as surgery and minor injuries related to lower extremities. *Transfer credit: CSU; UC*

PE 2A -- 1.5 Units

Body Conditioning/Fitness Lab

Class Hours: 1 lecture, 2 activity

Fitness Lab is designed to develop positive habits and attitudes in regard to cardiovascular efficiency, muscular strength, endurance, and flexibility. The open-lab structure allows students to freely pick their attendance times. Students start by being assessed in cardiovascular efficiency, muscular strength, flexibility, and body composition. Individual fitness profiles and exercise programs are designed for each student. Exercise activities utilize Paramount and Universal weight machines, Stairmasters (computerized climbing machines), Pacers (motorized treadmills), Lifecycles (computerized cycles), Concept II (computerized rowing machines), and Bodyguard ergometers (exercise bikes). Post comparisons are provided at the end of the semester for each student. *Transfer credit: CSU; UC*

PE 2B -- 1.5 Units

Body Conditioning/Free Weights

Class Hours: 1 lecture, 2 activity

This is a body conditioning course designed to improve the cardiovascular system, enhance flexibility and increase muscular strength. The class will include jogging, stretching exercises and specific free weight exercises designed to strengthen the entire body. *Transfer credit: CSU; UC*

PE 3 -- 1.5 Units**Running for Fitness and Conditioning**

Class Hours: 1 lecture, 2 activity

This course is designed to help the individual improve his physical health and general well being. The course is open to all students. Emphasis will be placed on endurance training with a gradual increase in distance. Special attention will be given to cardiovascular fitness through running. *Transfer credit: CSU; UC*

PE 4 -- 1.5 Units**Body Conditioning through Rhythmics/Aerobics**

Class Hours: 1 lecture, 2 activity

This course covers instruction and supervised practice in aerobic dancing. It is a series of simple but vigorous dances which improve circulation, respiration, digestion, agility, flexibility, coordination and rhythm, as well as endurance and strength. *Transfer credit: CSU; UC*

PE 5 -- 1.5 Units**Bowling**

Class Hours: 1 lecture, 2 activity

This course is designed to help the student develop skills, including rules, etiquette, safety and techniques of the game of bowling. Class is conducted off campus. *Transfer credit: CSU; UC*

PE 6A -- 1.5 Units**Beginning Golf I**

Class Hours: 1 lecture, 2 activity

This course covers development of skill in learning to play golf which would include rules, etiquette, background and analysis of techniques. *Transfer credit: CSU; UC*

PE 6C -- 1.5 Units**Intermediate Golf**

Prerequisite: PE 6A or equivalent

Class Hours: 1 lecture, 2 activity

This course covers advanced techniques and skill development on links play. *Transfer credit: CSU; UC*

PE 6D -- 1.5 Units**Advanced Golf**

Prerequisite: PE 6C or equivalent

Class Hours: 1 lecture, 2 activity

The course studies bio-mechanical principles of all elements of golf. Special attention will be given to preparation for all aspects of golf competition. *Transfer credit: CSU; UC*

PE 7 -- 1 Unit**Step-Aerobics**

Class Hours: .5 lecture, 1.5 activity

A course designed to develop proficiency in step-aerobics with principles of fitness and the development of a high-level cardiovascular efficiency. This is a program so comprehensively balanced, that it works every major muscle group in the lower body while it helps to strengthen and condition the upper body. The platform is adjustable to low or high impact and most important the fitness level of all students can be met in the same class. *Transfer credit: CSU; UC*

PE 8 -- 1.5 Units**Power Lifting/Free Weights**

Class Hours: 1 lecture, 2 activity

This course in weight training and conditioning is designed to build strength, power, and bulk necessary for athletic sports. Exercise will center on the development of upper body strength, rehabilitation and strengthening of knee joints, and power lifting for the lower body. Emphasis will be placed on power lifting. The conditioning phase will emphasize the development of agility, quickness, coordination, balance and speed through the implementation of competitive drills and routines. *Transfer credit: CSU; UC*

PE 9 -- 1.5 Units**Racquetball**

Class Hours: 1 lecture, 2 activity

This course covers the basic fundamentals of racquetball, game rules, proper use and purchase of equipment, court etiquette and safety. *Transfer credit: CSU; UC*

PE 11A -- 1.5 Units**Beginning Tennis I**

Class Hours: 1 lecture, 2 activity

This course is designed for the student with no tennis experience, this course covers beginning skills including etiquette, rules, techniques and strategies of the baseline game. *Transfer credit: CSU; UC*

PE 11C -- 1.5 Units**Intermediate Tennis**

Prerequisite: PE 11A or equivalent

Class Hours: 1 lecture, 2 activity

This course is designed for the student with beginning playing experiences. The course further develops the player in singles and doubles rules, strategies and techniques. *Transfer credit: CSU; UC*

PE 11D -- 1.5 Units**Advanced Tennis**

Prerequisite: PE 11C or equivalent

Class Hours: 1 lecture, 2 activity

Designed for the student with intermediate playing skills and experience, this course further develops the player in singles and doubles, strategies and rules techniques. Tournament play is emphasized. *Transfer credit: CSU; UC*

PE 21 -- 1.5 Units**Field Hockey**

Class Hours: 1 lecture, 2 activity

This course is designed to teach the fundamentals of field hockey. The course includes the individual skills of passing, receiving, and dribbling the ball, and the offensive and defensive tactics and strategy of the team. *Transfer credit: CSU; UC*

Independent Studies**PE 22A/B -- 1-3/1-3 Units****Independent Studies in Physical Education**

Prerequisite: A previous course in Physical Education

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of physical education on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Team Sports**PE 23C -- 1.5 Units****Intermediate Baseball**

Class Hours: 1 lecture, 2 activity

This is a class in which advanced techniques and strategies of baseball are developed. A high degree of skill is emphasized during actual games. *Transfer credit: CSU; UC*

PE 23D -- 1.5 Units**Advanced Baseball**

Prerequisite: PE 23C or equivalent

Class Hours: 1 lecture, 2 activity

This class provides program development of advanced skills in baseball including methods and styles of play. Class members will participate in fall baseball program with lab assignments. *Transfer credit: CSU; UC*

PE 24C -- 1.5 Units**Intermediate Basketball**

Class Hours: 1 lecture, 2 activity

This class covers advanced techniques and strategies in basketball. A continuing development of a high degree of skill is emphasized. *Transfer credit: CSU; UC*

PE 24D -- 1.5 Units**Advanced Basketball**

Prerequisite: PE 24C or varsity high school experience

Class Hours: 1 lecture, 2 activity

This class teaches advanced techniques and strategies in basketball. This course incorporates game experience and different styles and formats of play. *Transfer credit: CSU; UC*

PE 25C -- 1.5 Units**Intermediate Football**

Class Hours: 1 lecture, 2 activity

This course covers development of advanced skills in football and the theory behind the different styles of play. *Transfer credit: CSU; UC*

PE 25D -- 1.5 Units**Advanced Football**

Class Hours: 1 lecture, 2 activity

This class includes advanced techniques of football with the emphasis placed on the offensive and defensive passing game. It includes condition and speed improvement for the football player. *Transfer credit: CSU; UC*

PE 26 -- 1.5 Units**Team Sports**

Class Hours: 1 lecture, 2 activity

This course teaches the basic rules, techniques and strategy of various seasonal team sports, which include soccer, softball, football and basketball. Course provides for actual participation in each sport. *Transfer credit: CSU; UC*

PE 27 -- 1.5 Units**Soccer**

Class Hours: 1 lecture, 2 activity

This is a course in development of soccer skills, including the rules, techniques and strategy of playing the game. *Transfer credit: CSU; UC*

PE 28 -- 1.5 Units**Softball**

Class Hours: 1 lecture, 2 activity

This course offers co-educational instruction and participation in the basic skills and strategy of slow pitch softball. *Transfer credit: CSU; UC*

PE 29C -- 1.5 Units**Intermediate Track**

Class Hours: 1 lecture, 2 activity

Students study advanced techniques and strategies in track and field. A continuing development of a high degree of skill is emphasized in the preparation for a competitive season. Special attention will be given to the research of the skills needed for the proficiency in the sport. This is a requirement for varsity track candidates. *Transfer credit: CSU; UC*

PE 29D -- 1.5 Units**Advanced Track**

Prerequisite: PE 29C

Class Hours: 1 lecture, 2 activity

Students continue to develop advanced skills and strategies of track and field. Particular attention will be given for the preparation of the student for the competitive season. This is a requirement of all track GA candidates. *Transfer credit: CSU; UC*

PE 30A -- 1.5 Units**Beginning Volleyball I**

Class Hours: 1 lecture, 2 activity

Basic skills in playing volleyball are developed. Students learn rules and techniques of playing power volleyball. *Transfer credit: CSU; UC*

PE 30C -- 1.5 Units**Intermediate Volleyball**

Prerequisite: PE 30A or playing ability in volleyball

Class Hours: 1 lecture, 2 activity

The player with beginning experience is further developed in the fundamental skills and strategies of the 6-player game. More exposure to skills allows the player to participate in two and three-player volleyball as well. *Transfer credit: CSU; UC*

PE 30D -- 1.5 Units**Advanced Volleyball**

Prerequisite: PE 30C or equivalent playing experience

Class Hours: 1 lecture, 2 activity

The player with intermediate experience is further developed in the skills and strategies of the 6-player game. More exposure to skills allows the player to participate in two and three-player volleyball. *Transfer credit: CSU; UC*

Combatives/Self-Defense**PE 36A -- 2 Units****Analysis of Sexual Assault and Self-Defense**

Class Hours: 2 lecture, 1 activity

This course covers the issues of personal assault and rape, with practical experience in learning self-defense techniques. Students will study the academic literature as well as the physical responses in assault and rape. *Transfer credit: CSU; UC*

PE 38 -- 1.5 Units**Wrestling**

Class Hours: 1 lecture, 2 activity

This is an introduction to wrestling as an educational medium, which gives the student opportunity for self-expression. The student is taught takedowns, rides, escapes, and falls. *Transfer credit: CSU; UC*

Intercollegiate Athletics

Students are required to pass a physical exam.

PE 64 -- 3 Units**Soccer-Men**

Recommended Preparation: Student should understand and be familiar with Soccer skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 65 -- 3 Units**Soccer-Women**

Recommended Preparation: Student should understand and be familiar with Soccer skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 66 -- 3 Units**Baseball-Men**

Recommended Preparation: Student should understand and be familiar with Baseball skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 67 -- 3 Units**Basketball-Men**

Recommended Preparation: Student should understand and be familiar with Basketball skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 68 -- 3 Units**Basketball-Women**

Recommended Preparation: Student should understand and be familiar with Basketball skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 69 -- 3 Units**Cross Country-Men**

Recommended Preparation: Student should understand and be familiar with Cross Country skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 70 -- 3 Units**Cross Country-Women**

Recommended Preparation: Student should understand and be familiar with Cross Country skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 71 -- 3 Units**Football-Men**

Recommended Preparation: Student should understand and be familiar with Football skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 72 -- 3 Units**Golf**

Recommended Preparation: Student should understand and be familiar with Golf skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 73 -- 3 Units**Softball-Women**

Recommended Preparation: Student should understand and be familiar with Softball skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 74 -- 3 Units**Tennis-Men**

Recommended Preparation: Student should understand and be familiar with Tennis skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 75 -- 3 Units**Tennis-Women**

Recommended Preparation: Student should understand and be familiar with Tennis skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 76 -- 3 Units**Track-Men**

Recommended Preparation: Student should understand and be familiar with Track skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 77 -- 3 Units**Track-Women**

Recommended Preparation: Student should understand and be familiar with Track skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 78 -- 3 Units**Volleyball-Women**

Recommended Preparation: Student should understand and be familiar with Volleyball skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 79 -- 3 Units**Wrestling-Men**

Recommended Preparation: Student should understand and be familiar with Wrestling skills, rules, and strategies as noted in the course outline.

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. *Transfer credit: CSU; UC*

PE 90 -- 2 Units**Introduction to Human Performance and Physical Education**

Class Hours: 2 lecture

This course is a general survey of the field of Human Performance and Physical Education. Aims, objectives and contemporary issues of Physical Education and Human Performance will be explored. Projects and field work are required. **THIS COURSE DOES NOT FULFILL THE GENERAL EDUCATION PE REQUIREMENT.** *Transfer credit: CSU, UC pending*

Instructional**PE 91 -- 3 Units****Foundations of Fitness**

Class Hours: 2 lecture, 3 laboratory

This course introduces the physiological principles and other factors that provide the foundations for the development and maintenance of optimal physical fitness. The students will observe and assist in the fitness training in the Moorpark College Fitness Laboratory. **THIS COURSE DOES NOT FULFILL THE GENERAL EDUCATION PE REQUIREMENT.** *Transfer credit: CSU, UC pending*

Adaptive**PE 20 -- 1.5 Units****Adapted Physical Education**

Class Hours: 1 lecture, 2 activity

This is a specialized course designed to meet the needs of students who are unable to participate in regular physical education activity classes. Students will be evaluated by the college physician as to the type of physical activity in which they may participate. Each student is given individual attention in terms of an adapted fitness program. May be taken four (4) times for credit. *Transfer credit: CSU, UC pending, CO-NUMBERED: SpEd 20.*

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

(Bachelors degree necessary)

Astronomer
Teacher

Patent Lawyer
Oceanographer

Faculty

Full-Time
Clinton Harper

Counselors
Letricia Mai
Danita Redd Terry

Physical Science Courses

PHY SC 1 -- 3 Units

Principles of Physical Science

Prerequisite: Math 3 or equivalent

Class Hours: 3 lecture

This course introduces selected significant facts, principles and laws from physics and chemistry. Topics will include: motion, force, energy, wave motion, electricity and magnetism, light, atomic structure, chemical bonding and chemical reaction rates and equilibrium. *Transfer credit: CSU; UC credit limitations -- no credit if taken after a college course in Astronomy, Chemistry, Geology or Physics*

PHY SC 1L -- 1 Unit

Principles of Physical Science Laboratory

Prerequisite: Prior or concurrent enrollment in Phy Sc 1

Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with, or after completion of Phy Sc 1. Laboratory experiments will emphasize selected topics from both introductory physics and chemistry. *Transfer credit: CSU; UC*

PHY SC 22A/B -- .5-3/.5-3 Units

Independent Studies in Physical Science

Prerequisite: A previous course in Physical Science

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of physical science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

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

(Post-bachelors degree necessary)

Laser Specialist	Biomedical Engineer
Seismologist	Plasma Physicist
Researcher	Fusion Engineer
Oceanographer	Nuclear Physicist
Geochemist	Physical Chemist
Weather Forecaster	Statistician
Astronomer	Chemical Physicist
Medical Technologist	

Faculty

Full-Time	Part-Time	Counselors
Balazs Becht	Hadi Darejeh	Edna Ingram
Clinton Harper	Philip Klutch	Leticia Mai
Fred Meyer	Youssef Kohanzadeh	Danita Redd Terry
	Russell Patera	
	Melvin Pedinoff	
	Ronald Wallingford	

Physics

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 which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra plus trigonometry or Math 3 and 7 or equivalent.

Chemistry -- one year high school chemistry or Chem 12 or equivalent.

Physics -- one year high school physics or Ph 10A or equivalent.

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

Required Courses:	Units
Chem 1A.....General Chemistry I.....	6
Math 25A.....Calculus with Analytic Geometry I.....	5
Math 25B.....Calculus with Analytic Geometry II.....	5
Math 25C.....Calculus with Analytic Geometry III.....	5
Ph 20A/20AL.....Mechanics of Solids and Fluids/Lab.....	5
Ph 20B/20BL.....Electricity and Magnetism/Lab.....	5
Ph 20C/20CL.....Wave Motion, Heat, Optics & Modern Physics/Lab.....	5

Select one of the following options:

Physics Option

Core plus the following:	
Chem 1B.....General Chemistry II.....	6
Math 35.....Applied Differential Equations.....	3
Recommended Courses: CS 18/18L; Math 31	

Applied Physics Option

Core plus the following:	
CS 10/10L.....Intro to Computer Science/Pascal/Lab.....	4
CS 18/18L.....Computer Programming - FORTRAN/Lab.....	4
Engr 12.....Engineering Materials.....	3
Math 35.....Applied Differential Equations.....	3
Recommended Courses: Chem 1B; Math 31	

Electro-Optics Option

Core plus the following:	
Chem 1B.....General Chemistry II.....	6
ET 10.....Introduction to Lasers and Fiber Optics.....	2
Math 31.....Introduction to Linear Algebra.....	3
Math 35.....Applied Differential Equations.....	3
Recommended Courses: CS 10/10L; Engr 20/20L	
Total minimum units required in major area -- 45-50	

Suggested Course Sequence:

Physics Option

First Semester	Third Semester
Chem 1A.....6	Math 25C.....5
Math 25A.....5	Ph 20B/20BL.....5
	10

Second Semester	Fourth Semester
Chem 1B.....6	Math 35.....3
Math 25B.....5	Ph 20C/20CL.....5
Ph 20A/20AL.....5	8
	16

Applied Physics Option

First Semester	Third Semester
Chem 1A.....6	Engr 12.....3
Math 25A.....5	Math 25C.....5
	Ph 20B/20BL.....5
	13

Second Semester	Fourth Semester
CS 10/10L.....4	CS 18/18L.....4
Math 25B.....5	Math 35.....3
Ph 20A/20AL.....5	Ph 20C/20CL.....5
	12

Electro-Optics Option

First Semester	Third Semester
Chem 1A.....6	ET 10.....2
Math 25A.....5	Math 25C.....5
	Math 31.....3
	Ph 20B/20BL.....5
	15

Second Semester	Fourth Semester
Chem 1B.....6	Math 35.....3
Math 25B.....5	Ph 20C/20CL.....5
Ph 20A/20AL.....5	8
	16

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

Physics Courses

PH 1 -- 3 Units

Descriptive Physics

Class Hours: 3 lecture

This is an introductory course in the concepts of physics, taught with a minimum of mathematics. Lecture material is reinforced by the use of everyday examples and lecture demonstrations. Topics include: classical mechanics, the properties of matter, heat, sound, electricity

and magnetism, light, atomic and nuclear physics, relativity and astrophysics. Ph 1 is particularly designed for the nonscience major. *Transfer credit: CSU; UC*

PH 1L -- 1 Unit

Descriptive Physics Laboratory

Prerequisite: Prior or concurrent enrollment in Ph 1

Class Hours: 3 laboratory

This is an introductory laboratory course in the elements of classical and modern physics for nonscience majors. The topics to be covered are mechanics, electricity, wave motion, heat, light, and atomic and nuclear physics. *Transfer credit: CSU; UC*

PH 5 -- 3 Units

Radiation Physics

Prerequisite: Math 1 or equivalent

Corequisite: Ph 5L

Class Hours: 3 lecture

This course is an introduction to mechanics, electricity, magnetism and atomic physics. Emphasis is placed on the fundamentals of x-ray production and characteristics. This course is primarily designed for the student majoring in Radiation Technology.

PH 5L -- 1 Unit

Radiation Physics Laboratory

Prerequisite: Math 1 or equivalent

Corequisite: Ph 5

Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with the Radiation Physics lecture. Emphasis is placed on principles of mechanics, electricity and magnetism, atomic physics and x-ray physics.

PH 10A -- 4 Units

General Physics I

Prerequisite: Math 4A or Math 6 or Math 7 or equivalent college course, or equivalent skills which may be measured by the college assessment process

Class Hours: 4 lecture

This course is an introduction to the mechanics of solids and fluids, heat, and wave motion, which is designed for students majoring in the life sciences or any other major requiring a noncalculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 2 (Ph 10A + 10AL)*

PH 10AL -- 1 Unit

General Physics I Laboratory

Prerequisite: Concurrent enrollment in Ph 10A

Class Hours: 3 laboratory

This is a laboratory course during which the student performs experiments in classical mechanics, heat and wave motion. It is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 10B -- 4 Units

General Physics II

Prerequisite: Ph 10A or equivalent college course

Class Hours: 4 lecture

This course is an introduction to electricity and magnetism, optics and modern physics, which is designed for students majoring in the life sciences or any other major requiring a noncalculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 4 (Ph 10B + 10BL)*

PH 10BL -- 1 Unit

General Physics II Laboratory

Prerequisites: Ph 10A/10AL or equivalent college course

Corequisite: Ph 10B

Class Hours: 3 laboratory

This is a laboratory course during which the students perform experiments in electricity and magnetism, optics and modern physics. It is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 20A -- 4 Units

Mechanics of Solids and Fluids

Prerequisites: Math 25A or equivalent college course, and Ph 10A or equivalent college course, or one year of high school physics

Corequisite: Math 25B

Class Hours: 4 lecture

This course is an introductory study of statics and dynamics of particles and rigid bodies and an introduction to hydrostatics and hydrodynamics. Ph 20A uses calculus and is designed for students majoring in physics, engineering, mathematics, chemistry, computer science and the biology A.S. degree program. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 8 (Ph 20A + 20AL)*

PH 20AL -- 1 Unit

Mechanics of Solids and Fluids Laboratory

Prerequisites: Math 25A and Ph 10A or equivalent

Corequisites: Math 25B, Ph 20A

Class Hours: 3 laboratory

This is a laboratory course in which the students perform experiments in dynamics of particles and rigid bodies, hydrostatics, and hydrodynamics. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 20B -- 4 Units

Electricity and Magnetism

Prerequisites: Math 25B and Ph 20A

Corequisite: Math 25C

Class Hours: 4 lecture

This course is an introduction to electricity and magnetism. Emphasis is placed on the understanding of field theory and applications of calculus. Topics include: electric and magnetic fields; Coulomb's Law; Gauss' Law; Faraday's Law; Amperes Law; Biot-Savart Law; Ohm's Law; A.C. and D.C. circuits; and an introduction to electronic devices. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 12 (Ph 20B + 20BL)*

PH 20BL -- 1 Unit

Electricity and Magnetism Laboratory

Prerequisites: Math 25B and Ph 20A/20AL

Corequisites: Math 25C, Ph 20B

Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with the Ph 20B lecture. Emphasis is placed on understanding of field theory and introducing the student to electronic measurements, A.C. and D.C. circuits, basic active analog circuits and devices. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 20C -- 4 Units

Wave Motion, Heat, Optics and Modern Physics

Prerequisites: Math 25C and Ph 20B

Class Hours: 4 lecture

This course is an introduction to wave motion (sound and light), physical and isometrical optics, thermodynamics, selected topics in quantum mechanics, and special relativity. The solution of problems utilizing calculus and differential equations is demonstrated. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 20CL -- 1 Unit

Wave Motion, Heat, Optics and Modern Physics Laboratory

Prerequisites: Math 25C and Ph 20B/20BL

Corequisite: Ph 20C

Class Hours: 3 laboratory

This is a laboratory course designed to introduce the student to wave motion, heat, optics and modern physics. Fundamental principles as well as the use of modern laboratory instrumentation will be stressed. *Transfer credit: CSU; UC credit limitations. See counselor.*

PH 22A/B -- .5-3/.5-3 Units

Independent Studies in Physics

Prerequisite: A previous course in Physics

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of physics on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

Physiology

All Physiology courses are listed with the Biology courses. Refer to that section alphabetically for full course information.

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

(Post-bachelors degree necessary)
 Government Official
 Journalist
 Foreign Diplomat

Teacher
 Attorney
 Politician

Faculty

Full-Time	Part-Time	Counselors
Gerald Bridgeman	Craig Flanery	Mike Johnson
Robert Herman	Luis Gomez	Mary Martin
	Rodrigo Hernandez	Ofelia Romero-Motlagh
	Jack Miller	

Political Science Courses

POL SC 1 -- 3 Units Introduction to Government

Class Hours: 3 lecture
 This class covers basic principles and major areas of study within political science particularly as they apply to American, federal, state, and local government and politics. The student will do research and writing on special topics, and selected political problems will be used to supplement the lectures and discussions. The course is designed for social science majors, behavioral science majors, and others with strong interest in this area. *Transfer credit: CSU; UC*

POL SC 2 -- 3 Units Comparative Government

Class Hours: 3 lecture
 The course in comparative government examines the variety of material that works to produce a government. Areas of comparison include political culture, recruitment and articulation of interests, political institutions, and the sources and content of public policy. Countries examined include examples drawn from Western Europe, Eastern Europe, Asia, and pre-industrial societies. *Transfer credit: CSU; UC*

POL SC 3 -- 3 Units American Government and Politics

Class Hours: 3 lecture
 This is an introductory course on the principles and problems of American Government and the political process, with particular emphasis on national government. This course satisfies the Title V United States Constitution requirement and the California state and local government requirement. *Transfer credit: CSU; UC. CAN: GOVT 2*

POL SC 4 -- 3 Units International Relations

Class Hours: 3 lecture
 This course is a study of relations between sovereign units. It will concentrate on international organization, theoretical proposals toward and possibilities for world peace, the mechanics of politics among nations, and will consider the formation of American foreign policy. Attention will be paid to the relationship between domestic and foreign politics, and to the cultural origins of policy. *Transfer credit: CSU; UC*

POL SC 7 -- 3 Units Minority Groups*

Class Hours: 3 lecture
 This course is a study of political problems which are faced by racial and ethnic minorities in the United States. The focus of the course is to examine the impact and consequences of formal and informal racism, discrimination and sexism which have precluded the full participation of many racial and ethnic groups in the mainstream of American Life. The major emphasis shall be placed on the political process which is often seen as a vehicle for compromising and nego-

tiating majority-minority relations in an attempt to maintain social equilibrium. *Transfer credit: CSU; UC*

POL SC 8 -- 3 Units Political Patterns in the U.S.*

Class Hours: 3 lecture
 Fundamental principles of U.S. Government: federal, state and local are studied in theory and practice. Emphasis is on state and local government of the Southwest, with particular attention given to the legislative process, political parties, pressure groups, and implementation of policy at county and municipal levels. Special emphasis is placed on the participation of the Mexican-American in our political institutions. (co-numbered Ch St 8) *Transfer credit: CSU; UC*

POL SC 10 -- 3 Units Public Administration and Policy Development*

Prerequisite: Prior course in Social Science
 Class Hours: 3 lecture
 This course is designed to help the student develop an understanding of what public administration is, how decisions are made in the public bureaucracy, what its tasks are, and how it goes about accomplishing these tasks. In addition to the politics of administrative organization: personnel management, budget administration, public relations and Government service as a career are also discussed. *Transfer credit: CSU*

POL SC 11 -- 3 Units Law, Government, and Individual Rights

Class Hours: 3 lecture
 This course analyzes the origins, workings, procedures, and policies of our federal and state governments from the perspective of Constitutional law. Particular emphasis is placed in the Judicial system and in the privileges, rights, and obligations of individuals guaranteed by the Constitution. Leading judicial decisions of the Supreme Court will be explored. *Transfer credit: CSU; UC*

POL SC 22A/B -- 1-3/1-3 Units Independent Studies in Political Science

Prerequisite: A previous course in Political Science
 Class Hours: 1-3 tutorial
 This course is for students who are interested in furthering their knowledge of political science on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

POL SC 60A-Z -- 1-3 Units Topics in Political Science

Prerequisites: To be determined with each Topic
 Class Hours: To be determined with each Topic
 This is a special series of courses each of which deals with a specific topic in Political Science not covered in detail in the general Political Science course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60C -- 3 Units Politics in the Middle East

Class Hours: 3 lecture
 This is a survey of political developments and changes in the Middle East with emphasis on the Arab states, Israel, Iran and Turkey. The students will explore the rich historical background of this region touching on its principal cultural contributions, political conflicts before the 20th century, current political processes, economic developments, and main problems confronting the nations of the Middle East.

*These courses are offered periodically.

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

(Bachelors degree and post-graduate work required)

Psychologist	Recreation Specialist
Administrative Assistant	Social Worker
Urban Renewal Specialist	Family Counselor
Personnel Assistant	Mental Health Officer
Social Insurance Representative	Program Analyst
Veterans Claims Examiner	Sales Personnel
Rehabilitation Counselor	Advertising Executive
Social Service Analyst	School Psychologist
Employee Relations Specialist	Probation Officer
Employee Development Specialist	

Faculty

Full-Time	Part-Time	Counselors
Frank Bianchino	Dan Baldwin	Frank Bianchino
Judith Farrell	Deena Case	Mike Johnson
Carole Ginet	Diane DeMarco	Mary Martin
Lynn Meschan	Michael Gardner	Lisa Raufman
Steven Pollock	Gregory Hamlin	
Carol Woodward	Lynda Honour	
	Jeana Ingersoll	
	Susan Kapitanoff	
	Sally Ponce-O'Rourke	
	Anthony Raptis	
	Darrel Richards	

Psychology Courses

PSYCH 1A -- 3 Units

Introduction to Psychology

Class Hours: 3 lecture

This course is an introduction to the subject matter of Psychology with emphasis on such areas as 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, and life span development, social and environmental psychology. *Transfer credit: CSU; UC. CAN: PSY 2*

PSYCH 1B -- 5 Units

Introduction to Psychobiology and Experimental Psychology

Prerequisite: Psych 1A

Class Hours: 5 lecture

This course is an introduction to psychobiological and experimental psychology emphasizing the scientific method, basic research design, and the physiological bases of behavior. Individual experimental study is included. Recommended as a second course in the major sequence. *Transfer credit: CSU; UC*

PSYCH 3 -- 3 Units

Psychology of Interpersonal Relationships

Class Hours: 3 lecture

This course is an orientation in the use of psychological principles applied in understanding human relationships and developing greater self-awareness. Emphasis will be on the nature of humans, human needs and feelings, the processes of personal and social dynamics, mental health, and socialization. A combination of experiential and

theoretical approaches is used to increase awareness, understanding, choices, and decision-making. *Transfer credit: CSU*

PSYCH 4 -- 3 Units

Child Psychology

Class Hours: 3 lecture

The focus of this course is on the psychology of children as well as on the basic principles of developmental psychology. While the major emphasis will be on the child as a person, exploration of the personal, societal, and cultural forces important from birth to puberty will occur. *Transfer credit: CSU; UC*

PSYCH 5 -- 3 Units

Social Psychology

Class Hours: 3 lecture

This course is a study of social relationships. Topics of study include interpersonal attraction, person perception, long-term relationships, pro-social behavior, attitude formation and change, nature of prejudice, aggression, and conformity. (co-numbered Soc 5) *Transfer credit: CSU; UC*

PSYCH 7 -- 3 Units

Developmental Psychology (Life Span)*

Class Hours: 3 lecture

This course is an introduction to the physical, emotional, cognitive, social and cultural aspects of development from conception to death. Emphasis will be placed on acquiring an understanding of the processes of development throughout the life span. Normative behaviors for specific ages and developmental stages are examined. Selected theories of development and contemporary issues in development are included. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with CD 30*

PSYCH 8 -- 3 Units

Abnormal Psychology*

Class Hours: 3 lecture

This course surveys the field of abnormal psychology. Topics for analysis, study, and discussion include: patterns, causes, and the history of maladaptive behavior; clinical assessment using the current DSM manual; therapies; and prevention of behavioral disorders. *Transfer credit: CSU; UC*

PSYCH 9 -- 3 Units

Introduction to Gerontology

Class Hours: 3 lecture

This course is an introduction to the study of Gerontology. The course includes a consideration of the physical, psychological, sociological, and economic aspects of aging, as well as, application of basic theory to the current issues and problems involving the older population. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Psych 30*

PSYCH 10 -- 3 Units

Dying and Death

Class Hours: 3 lecture

A survey of the areas, issues, and decisions concerned with dying and death. Topics include: historical and cross-cultural perspectives toward death, death socialization, medical ethics and the health-care system, death over the life span, the law and death, and beyond death/after-life concerns. *Transfer credit: CSU; UC*

PSYCH 11 -- 3 Units

Psychology of Assertion

Class Hours: 3 lecture

This course focuses on openness, honesty, and directness in communication and behavior. Through a study of self concept, perception, emotions, language, non verbal communication, defense mechanisms, and conflict resolution, students learn to identify problem areas and examine alternate behaviors. Students examine options in specific areas, such as expressing anger and other emotions, methods of changing behavior, making requests and saying no, coping with criticism, defining and resolving conflict. *Transfer credit: CSU*

PSYCH 12 -- 3 Units

Animal Behavior

Class Hours: 3 lecture

This course is an introduction to the study of animal behavior with an emphasis on learning theory, especially classical and operant conditioning. It is designed to provide the student with an understanding of how to apply the concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Each student will be required to train a rat. (co-numbered EATM 4) *Transfer credit: CSU*

PSYCH 13 -- 3 Units
Human Sexuality

Class Hours: 3 lecture

This course explores the psychological, biological, and sociological aspects of human sexual behavior. Topics include sexual values, roles and lifestyles, contraception, pregnancy, sexually-transmitted diseases, sexual dysfunctions and treatment. Course material will be presented in an explicit, open, scientific and thoughtful manner. *Transfer credit: CSU; UC*

PSYCH 14 -- 3 Units
Cross-Cultural Psychology

Class Hours: 3 lecture

This course focuses on the impact of cultural and social influences on the psychological development of ethnic groups. The course integrates traditional theoretical approaches in psychology to current cross-cultural research and theory in the study of Latinos, Asian-Americans, African-Americans, and Native Americans. Topics for analysis and discussion include: research methodology, identity formation and ethnicity, cognition and intelligence, language development, family and gender roles, psychosocial stressors, behavioral disorders and clinical assessment, cross-cultural counseling techniques, and prejudice, discrimination and reverse discrimination. *Transfer credit: CSU; UC*

PSYCH 22A/B -- 1-3/1-3 Units
Independent Studies in Psychology

Prerequisite: A previous course in Psychology

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of psychology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

PSYCH 30 -- 3 Units
Psychological Aspects of Aging*

Class Hours: 3 lecture

This course explores psychodynamic behaviors over the life span with the focus being on the development of the adult. The psychological needs of the aging adult and the responses to these needs by others will be explored. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Psych 9*

PSYCH 60A-Z -- .5-3 Units
Topics in Psychology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series each of which deals with a specific topic in Psychology not covered in detail in the general Psychology course offerings/. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 1 Unit
Biofeedback: Theory and Technique★

Class Hours: 16 lecture total

This class is designed for students, educators, and professionals in the community who are interested in the theory, research, and practical applications of biofeedback. Training on biofeedback equipment will supplement academic discussion.

60V -- 3 Units
The Vietnam War

Class Hours: 3 lecture

This course examines the circumstances that led to the American involvement in Vietnam, what happened during that involvement, and what the consequences have been. A variety of literary and filmic materials will aid students as they study this material

from the perspectives of history, psychology, and popular culture.
(co-numbered Hist 60V, Hum 60V)

*These courses are offered periodically.

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 which 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	Advertising Copy Writer
Actor	Makeup Specialist/Artist
Anchor (News)	ITV Specialist
Announcer	Program Manager/Director
Assistant Director	Publicity/Promotion Assistant
Art Director	Public Relations Assistant
Audio/Video Engineer	Property Master/Grip
Camera Operator	Radio-Television Director
Executive Producer	Operations Manager
Floor Manager	Technical Director
Lighting Director	Traffic Director
Lighting Assistant	Research Specialist
Media-Librarian	Teleplay Writer
News Director	Videotape Editor
News Writer	Station Manager/General Manager
Reporter	Advertising Sales Director/Manager

Faculty

Full-Time	Part-Time	Counselors
Alfred Miller	Arthur Lopez	Don Henderson
Leslie Wieder	Frank Roach	Lisa Raufman
	Richard Studebaker	
	Charles Whitten	
	Thomas Witt	

Radio/Television

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 1.....Media and Society	3
RT 2A.....Broadcast Studio Operations	3
RT 2B.....Electronic Field Production/Post Production	3
RT 3A.....Television Production Workshop.....	3
RT 5.....Radio-Television Writing	3
RT 7A.....Radio Production Workshop	3
Required Additional Courses:	
Select nine (9) units from the following courses:	
Hum 3.....History of the Motion Picture	3
Hum 4.....Main Currents in Modern Film.....	3
Photo 1A.....Beginning Photography.....	3
RT 3B.....Television Directing and Editing.....	3
RT 7B.....Advanced Radio Production.....	3
RT 8.....Voice and Diction.....	3
RT 9.....Acting for Film and TV	3
RT 12.....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 1 -- 3 Units

Media and Society

Class Hours: 3 lecture

This course surveys the history and nature of print and electronic media in America. It will examine the social, political and cultural implication of media. (co-numbered Journ 1) *Transfer credit: CSU; UC. CAN: JOURN 4*

RT 2A -- 3 Units

Broadcast Studio Operations

Class Hours: 2 lecture, 3 laboratory

This class covers instruction in basic studio and control room equipment and operation. Students gain practical experience in the various aspects of studio production, including lighting, camera operation, switcher-fader operation, graphics, videotape operation, and audio. A comprehensive review and explanation, and practical application of program patterns, studio procedures, and ancillary activities such as set building, floor managing, etc., will be a part of the course. *Transfer credit: CSU*

RT 2B -- 3 Units

Electronic Field Production/Post Production

Prerequisite: RT 2A

Class Hours: 2 lecture, 3 laboratory

This class provides the student with an orientation to contemporary remote television equipment as well as editing equipment. Field production and extensive post-production activities will be a major part of the class. Additional skills in ancillary activities such as lighting, audio, and graphics will be developed. *Transfer credit: CSU*

RT 3A -- 3 Units

Television Production Workshop

Prerequisite: RT 2B

Class Hours: 2 lecture, 3 laboratory

This course involves intermediate work in production, camera work, technical direction, lighting, etc. The creation of new program concepts and types is stressed. Each student is responsible for producing an experimental TV program. *Transfer credit: CSU*

RT 3B -- 3 Units

Television Directing and Editing

Prerequisite: RT 3A

Class Hours: 2 lecture, 3 laboratory

This course covers advanced directing and editing of special projects and experimental television programs. Each student is responsible for producing a variety of television programs. *Transfer credit: CSU*

RT 5 -- 3 Units

Radio-Television Writing

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course deals with the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity, discussion programs, special events, talks and interviews. Training is given in the fundamentals of script format, professional methods, and the ethics and restrictions involved in the broadcasting media. (co-numbered Engl 5) *Transfer credit: CSU*

RT 7A -- 3 Units

Radio Production Workshop

Prerequisite: RT 1 or concurrent enrollment

Class Hours: 2 lecture, 3 laboratory

This class offers integrated work in various radio broadcasting functions including announcing, acting, disc jockeying, basic writing, program direction, program production, advertising, radio interviewing, and station operations. *Transfer credit: CSU*

RT 7B -- 3 Units**Advanced Radio Production**

Prerequisite: RT 7A or equivalent

Class Hours: 2 lecture, 3 laboratory

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 outside the top 20 major radio markets. Students are given basic background needed in: developing a radio personality; working with and developing music formats; editing, re-writing, and gathering news to function as a broadcast journalist; and preparing an audition tape and resume for use in the job market. *Transfer credit: CSU*

RT 8 -- 3 Units**Voice and Diction**

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered Spch 3, ThA 3) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

RT 9 -- 3 Units**Acting for Film and TV**

Class Hours: 2 lecture, 3 laboratory

Students will learn the techniques required in acting before the camera, blocking, movement, rapid line learning, etc., as it pertains to film and TV, and as it varies from stage work. Studied also will be microphone techniques and opportunities to perform in student-directed films and television shows. May be taken four (4) times for credit. (co-numbered ThA 9) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

RT 12 -- 3 Units**Broadcast Journalism**

Class Hours: 3 lecture

In this advanced practical course in the preparation of radio and television newscasts, students develop interviewing skills, write original news copy and edit and rewrite wire service copy for on-air purposes. Actual field work is performed using remote recording equipment. (co-numbered Journ 12) *Transfer credit: CSU*

RT 22A/B -- 1-3/1-3 Units**Independent Studies in Radio/Television**

Prerequisite: A previous course in Radio/Television

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of radio/television on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

RT 60A-Z -- 1-3 Units**Topics in Radio/Television**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Radio/Television not covered in detail in the general Radio/Television course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU*

<h2 style="margin: 0;">Radiologic Technology</h2> <p style="margin: 0;">All Radiologic Technology courses are listed with the Health Science courses. Refer to that section alphabetically for full course information.</p>

Reading

Reading courses are provided to assist students to improve their basic abilities to function effectively in all classes.

Faculty

Full-Time	Part-Time	Counselor
Barbara Baker	Jeanette Hosek	Rick Cardoni
Michael Strumpf		

Reading Courses

READ 2 -- 3 Units

Intermediate Reading Skills

Prerequisite: Satisfactory grade in Read 1, or equivalent skills which may be measured by the college assessment process

Class Hours: 3 lecture

This course is designed for students with moderate reading problems as measured by standardized and individualized tests. Instructional activities and materials are designed to enhance both comprehension and speed. In addition to reinforcing the basic reading skills, this course will focus on such areas as reading rate variation, critical reading techniques, vocabulary enrichment, study skills, and reducing test anxieties. Pre- and post-testing will measure progress and achievement. (College credit only. Does not apply toward a degree.)

READ 10 -- 3 Units

Word Power

Class Hours: 3 lecture

This comprehensive course is designed for students who wish to develop their listening, speaking, reading, and writing vocabularies. Instruction will include the development of word analysis skills through a study of Greek and Latin roots, prefixes, and suffixes. Vocabulary is expanded through a study of synonyms, antonyms, diction, word origins, contextual clues, and college level and professional vocabularies. Continuous evaluation will measure progress. (College credit only. Does not apply toward a degree.)

Science and Technology

Science and Technology provides students with an introduction to a variety of significant topics and experiments in the pure and applied sciences. The purpose of the classes is to increase student interest in science and technology and to explore a diversity of challenging careers.

Science and Technology Courses

ScTech 1A/B -- .5-2 Units

Introduction to High Technology

Class Hours: 4-16 lecture, 12-48 laboratory total

This course introduces college students or high school students enrolled in cooperative programs to a variety of high technology subjects taught by various college departments. Specific topics will be selected depending on the particular interests and needs of the enrolled students. ScTech 1A may be taken for a maximum of 4 units. ScTech 1B may be taken for a maximum of 4 units.

Sign Language

Faculty

Part-Time
Marilyn Carpenter

Sign Language Courses

SL 1 -- 3 Units

Beginning American Sign Language I

Class Hours: 3 lecture

This is an introductory course to American Sign Language. This course includes basic vocabulary and finger spelling with an emphasis on comprehension skills, grammatical structure and information relating to deaf culture. *Transfer credit: CSU, UC*

SL 2 -- 3 Units

Beginning American Sign Language II

Prerequisite: SL 1 or equivalent

Class Hours: 3 lecture

This is a continuation of the Beginning American Sign Language I. This course includes development of comprehension and expressive skills, vocabulary and grammatical structure, along with the introduction of basic anatomy of the ear and audiometry. *Transfer credit: CSU, UC*

Social Sciences

The major in Social Sciences permits undergraduates to explore a broad spectrum of the social sciences in order to obtain an acquaintance with their sociocultural, economic, and political aspects and to 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 in elementary schools.

Faculty

Counselor
Mary Martin

■ Social Science

Associate in Arts Degree

Areas of Emphasis:

Geography, History, Philosophy, Political Science

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: Units
AREA A: One three-unit course from each of the four discipline offerings:

Geography: 2, 3, 4, 7.....	3
History: Any course offered, except 22 or the 60 series.....	3
Philosophy: 1, 2, 3, 4, 6.....	3
Political Science: 1, 2, Urban 1A.....	3

AREA B: Two additional three-unit courses from any one discipline below. These additional units determine the student's degree emphasis.

Geography: Any six (6) units, except those fulfilling Physical Science requirements.

History: Any six (6) units.

Philosophy: Any six (6) units.

Political Science: Any six (6) units including Urban 1A, 1B.

AREA C: One additional three-unit course from number 1 or number 2, below:

1. One (1) additional three-unit course from Area B outside the student's degree emphasis, or

2. One (1) additional three-unit course from the following:

Anthropology: 2, 4.

Psychology: 1A, 5, 7.

Sociology: 1, 2, 3, 5, 6, 8.

Total minimum units required in major area -- 21

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

Sociology

Sociology offers much to the student who is eager to understand the web and rhythm of human behavior. From intimate, personal, and family relationships to international corporation activities; from marginality, deviance and crime to recreation, religion and medicine; few disciplines have such broad scope and relevance.

Career Opportunities

(Bachelors or advanced degree necessary)

Metropolitan Development Representative	Youth Counselor
Model Cities Representative	Statistician
Public Relations Consultant	Criminologist
Employment Counselor	Social Worker
Interviewer/Researcher	Case Worker
Urban Renewal Representative	Counselor
Correctional Counselor	Population Analyst
Industrial Sociologist	Probation Officer
Disability Insurance Trainee	Recreation Specialist
Personnel Management Specialist	Claims Examiner

Faculty

Full-Time	Part-Time	Counselors
Cynthia Barnett-Shelby	Diane Brabant	Mike Johnson
Carole Ginot		Mary Martin
Linda McDill		Ofelia Romero-Motlagh

Sociology Courses

SOC 1 -- 3 Units

Introduction to Sociology

Class Hours: 3 lecture

This course is an analysis of human interactions through a study of cultural origins, community organization, collective behavior, social change, institutional growth and social movements as interpreted by the major theoretical constructs in Sociology. *Transfer credit: CSU; UC. CAN: SOC 2*

SOC 2 -- 3 Units

Social Problems

Class Hours: 3 lecture

This course covers sociological analysis of the causes and consequences of social problems confronting contemporary U.S. society such as intergroup conflict, sexism, racism, ageism, sexual deviance, poverty, crime delinquency, substance abuse, cults (religious, political, psychological), terrorism, health and environmental degradation. Students examine the methodology and use of human skills and resources applied to the study and solution of social problems. *Transfer credit: CSU; UC. CAN: SOC 4*

SOC 3 -- 3 Units

Sociological Analysis (S)

Prerequisite: Soc 1

Class Hours: 3 lecture

Students will examine the nature and logic of the scientific analysis of society and social institutions. Conceptualization, operationalization and hypothesis construction will be studied as well as the logic of sampling and types of sampling designs. Students will be required to analyze specific data collected in the field. *Transfer credit: CSU; UC*

SOC 4 -- 3 Units

Intimacy, Relationships and Commitment

Class Hours: 3 lecture

This course explores the theories and functions of committed relationships and examines various perspectives on marriage and the family. Sex roles, socialization, sexuality, the single life, the choice to marry, parenting, dual-career families, conflict in relationships, separation and divorce, remarriage, and alternative choices are studied from theoretical, historical, cross cultural, sociological and personal perspectives. *Transfer credit: CSU, UC pending*

SOC 5 -- 3 Units

Social Psychology

Class Hours: 3 lecture

This course is a study of social relationships. Topics of study include interpersonal attraction, person perception, long-term relationships, pro-social behavior, attitude formation and change, nature of prejudice, aggression, and conformity. (co-numbered Psych 5) *Transfer credit: CSU; UC*

SOC 6 -- 3 Units

The Chicano in Contemporary Society*

Class Hours: 3 lecture

This course is an analysis of the socioeconomic and political problems confronting the Chicano with emphasis on proposed solutions. Similarities to other ethnic groups will be incorporated in this analysis. Particular focus is placed on the effects that social institutions have had on the ethnic communities of the Southwest. (co-numbered Ch St 1) *Transfer credit: CSU; UC*

SOC 7 -- 3 Units

Women in American Society

Class Hours: 3 lecture

A sociological analysis of the commonalities and differences in women's experiences and their role in the shaping of American culture. Particular focus is on gendered ethnicity and the contributions of Anglo, African-American, Native American and Latino women. Feminism and various other sociological theories and methodologies regarding gender are examined. *Transfer credit: CSU; UC*

SOC 8 -- 3 Units

Ethnicity, Class, and Gender

Class Hours: 3 lecture

This course is a sociological examination of discrimination and inequality within a society that values equality, freedom, and justice. It looks at the diversity in American society and the nature of relationships among racial and ethnic groups. The course also explores the variety of experiences within each group, paying close attention to how the racial and ethnic experience varies between males and females. *Transfer credit: CSU; UC*

SOC 22A/B -- 1-3/1-3 Units

Independent Studies in Sociology

Prerequisite: A previous course in Sociology

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of sociology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

SOC 60A-Z -- 1-3 Units

Topics in Sociology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Sociology not covered in detail in the general Sociology course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC credit limitations.*

Topics which have been developed include:

60A -- 3 Units

Sociological Field Methods

Prerequisite: Soc 1 or Soc 2, or concurrent enrollment in either course

Class Hours: 1 lecture, 6 laboratory

This course is for students who desire to expand their knowledge of sociological theory through both classroom and on-site involvement within governmental and/or social agencies within the community.

*These courses are offered periodically.

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 principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level	
Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Full-Time	Part-Time	Counselor
Grace Bodhaine	Victoria Albright	Ofelia Romero-Motlagh
Raquel Olivera	Maria Brack	
Helga Winkler	Ricardo Chavez	
	Damiano Marano	
	Mashidu Ndoley	
	David Pardess	
	Renee Rosenberg	
	Eduard Thron	

Spanish Courses

SPN 1 -- 4 Units

Elementary Spanish I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course is an intensive study of the Spanish language and culture; special emphasis will be given to the skills and knowledge necessary for speaking and writing Spanish and to the unique nature of the people and their history. The language laboratory will be used extensively and students will be expected to arrange an additional hour of language lab each week. *Transfer credit: CSU; UC*

SPN 1A/B -- 2/2 Units

Elementary Spanish

Prerequisite: None for 1A. Spn 1A or one year of high school Spanish for Spn 1B

Class Hours: 2 lecture, 1 laboratory by arrangement

Spanish 1A/1B offers students an opportunity to take Spanish 1 in two semesters rather than one. The skills and content covered are the same, but offered at half the pace of Spanish 1. Students receiving credit in the Spanish 1A/1B sequence may not receive credit in Spanish 1. *Transfer credit: CSU; UC*

SPN 2 -- 4 Units

Elementary Spanish II

Prerequisite: Spn 1 or two years of high school Spanish with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

This course covers continued intensive study of the Spanish language and culture; special emphasis will be given to the skills and knowledge necessary for speaking and writing Spanish. Study will cover the unique nature of the people and their history. The language laboratory will be used extensively and students will be expected to arrange an additional hour of language lab each week. *Transfer credit: CSU; UC*

SPN 3 -- 4 Units

Intermediate Spanish I

Prerequisite: Spn 2 or three years of high school Spanish with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

Students will continue additional study of spoken and written Spanish and Spanish culture. They will develop the ability to read with greater ease by study and discussion in Spanish of representative

literary works. Continued emphasis will be placed on oral and written expression. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC*

SPN 4 -- 4 Units

Intermediate Spanish II

Prerequisite: Spn 3 or four years of high school Spanish

Class Hours: 4 lecture, 1 laboratory by arrangement

This course covers advanced study of spoken and written Spanish and Spanish culture. Students develop the ability to read with greater ease by study and discussion in Spanish of representative literary works. Continued emphasis will be placed on oral and written expression. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC. CAN: SPAN 10*

SPN 5A -- 3 Units

Spanish for the Spanish Speaking

Prerequisite: Basic communication skills in Spanish

Class Hours: 3 lecture

This is a beginning course designed for students who are able to understand and speak Spanish as used in everyday situations. Emphasis is on speaking, reading, writing and the special problems that a Spanish native speaker might have with grammatical structure and vocabulary. Reading and discussion of historical and cultural elements of the Spanish-speaking world are included. *Transfer credit: CSU; UC*

SPN 22A/B -- 1-3/1-3 Units

Independent Studies in Spanish

Prerequisite: A previous course in Spanish

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of Spanish on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

SPN 31A -- 3 Units

Elementary Conversational Spanish

Class Hours: 3 lecture

This is an introductory course for nonnative speakers of Spanish, including study of elementary grammar and principles of usage. Designed for students who wish to understand and use Spanish in practical situations. May be taken two (2) times for credit.

SPN 31B -- 3 Units

Elementary Conversational Spanish

Prerequisite: Spn 31A or equivalent

Class Hours: 3 lecture

This is an intermediate course for nonnative speakers of Spanish. It includes study of grammar and principles of usage, and is designed for students who have some basic conversational Spanish, but who wish to continue work in this area. May be taken two (2) times for credit.

SPN 31C -- 3 Units

Elementary Conversational Spanish

Prerequisite: Spn 31B or equivalent

Class Hours: 3 lecture

This is the most advanced of the introductory conversation classes for nonnative speakers. It is designed for those who wish to continue developing their oral skills and includes study of grammar and principles of usage.

SPN 32 -- 3 Units

Spanish for Public Employees

Class Hours: 3 lecture

This course covers a study of communication skills for public employees who function in a bilingual situation. Emphasis is on practical and instructional vocabulary. The course is designed to be adapted to the needs of each employee group.

SPN 41 -- 3 Units

Intermediate Conversational Spanish

Prerequisite: Spn 2 or equivalent

Class Hours: 3 lecture

This course is designed for nonnative Spanish speakers who already have a knowledge of basic grammar. It is conducted in Spanish and provides students the opportunity to develop oral skills while consolidating grammar and building vocabulary. A variety of topics are discussed. The class may be taken concurrently with Spanish 3. *Transfer credit: CSU; UC*

Special Education/Learning Skills

A wide range of both special education and learning skills courses are provided for students with specially identified needs.

Faculty

Full-Time	Part-Time	Counselors
Janet Andriese	Susan Baker	Rick Cardoni
Sherry D'Attilio	Marilyn Carpenter	Mary Martin
Norma Letinsky	Stanton Lutton	
	Melanie Masters	

Adapted Computer Technology Courses

ACT 1 -- 2 Units

Computer Access Evaluation ★

Prerequisite: Eligibility for Disabled Student Programs

Class Hours: 1 lecture, 3 laboratory

This is a self-paced course which evaluates the students needs for special adaptations required to achieve access to the personal computer. Adaptations will be developed based on the students identified needs and using a variety of specialized hardware and software programs. (College credit only. Does not apply toward a degree.)

ACT 2 -- 2 Units

Adapted Keyboarding ★

Prerequisite: ACT 1 or equivalent

Class Hours: 1 lecture, 3 laboratory

This course is designed to teach keyboarding basics to disabled students who must use adaptive technologies for successful access to the keyboard or screen and/or who are unable to compete successfully in mainstream typing classes. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ACT 3A -- 2 Units

Computer Access I - Beginning ★

Prerequisite: ACT 2 or equivalent

Class Hours: 1 lecture, 3 laboratory

This course provides training in the use of computer access technologies which enhance a disabled student's ability to access and use microcomputers. The course will familiarize students with basic concepts of word processing used by the majority of industry-standard word processors; e.g., WordStar, WordPerfect. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ACT 3B -- 2 Units

Computer Access II - Intermediate ★

Prerequisite: ACT 3A or equivalent

Class Hours: 1 lecture, 3 laboratory

Students will enhance their computer access skills through the completion of assignments of projects. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ACT 4 -- 2 Units

Introduction to Computers for Disabled Students

Prerequisite: ACT 2 or concurrent enrollment, or knowledge of the keyboard; Acceptance to the Learning Disabilities Program

Class Hours: 1 lecture/3 laboratory

This course is an introduction to using a personal computer. It will cover basic computer terminology and functions, the Windows environment, and basic word processing. This course is designed for disabled students with little or no computer experience. May be taken two (2) times for credit.

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 1 -- 1.5 Units

Assessment of Learning Skills

Class Hours: 3 lecture for 8 weeks

This is an eight-week course designed for assessment and tutoring of learning disabled students by a specially trained staff. Specialized techniques, materials, texts, and audio-visual equipment are utilized to teach or assess fundamental skills and to support academic instruction for students with special learning styles. (College credit only. Does not apply toward a degree.)

LS 2 -- 3 Units

Basic Writing Skills

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Corequisite: Concurrent enrollment in LS 14

Class Hours: 3 lecture

This foundation writing course is designed to improve basic writing skills, improve creative thinking, and develop and improve language and intellectual capabilities. It covers basic grammar and usage necessary for writing simple and complex sentences, developing short paragraphs and simple essays. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

LS 3 -- 3 Units

Study Skills

Class Hours: 3 lecture

This course focuses upon the fundamental principles of study skills. It is designed for those students who need a specialized approach to study skills. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 4 -- 3 Units

Reading and Reasoning

Corequisite: Concurrent enrollment in LS 14

Class Hours: 3 lecture

This course is aimed at developing critical thinking skills, inferential comprehension and problem-solving abilities in the area of reading. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 5 -- 3 Units

Cognitive Retraining

Corequisite: Concurrent enrollment in LS 14

Class Hours: 3 lecture

This highly-structured cognitive retraining class will consist of receiving, associating and expressing language, through multisensory approaches. This course is especially developed for students with acquired brain injuries. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 6 -- 3 Units

Techniques of Problem Solving/Language

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Class Hours: 3 lecture

This foundation course is designed to improve creative thinking, problem solving, language, and intellectual capabilities. It utilizes AV materials in the language lab as well as individual instruction in the development of critical thinking. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 7 -- 3 Units

Basic Math Skills

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Corequisite: Concurrent enrollment in LS 14

Class Hours: 3 lecture

This foundation 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. The instruction is individualized and paced according to the student's needs. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 8 -- 3 Units**Spelling Improvement**

Class Hours: 3 lecture

In this foundation course designed to improve spelling efficiency, special emphasis will be placed on developing spelling competence, with everyday words used in oral conversation and written themes. (College credit only. Does not apply toward a degree.)

LS 9 -- 3 Units**Personal Development**

Class hours: 3 lecture

This course provides an opportunity for people to meet in a group to discuss the varied aspects of developing personal skills in dealing with disability related issues including: coping with becoming disabled, interpersonal relationships, assertiveness, risk taking and other issues relevant to the disabled population. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 10 -- 3 Units**Vocabulary Building**

Prerequisite: Acceptance to the Learning Disabilities Program

Class Hours: 3 lecture

In this foundation course designed to improve skills, special focus will be placed upon understanding the meaning and origin of "common" basic language words. (College credit only. Does not apply toward a degree.)

LS 12 -- 1-3 Units**Tutoring Methods**

Class Hours: 1-3 lecture

This basic tutoring foundation course is designed to give tutors the techniques to deal with special learning problems. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 20 -- .5-1.5 Units**Assessment of Learning Skills/Lab★**

Prerequisite: Students must have a learning or physical disability

Class Hours: 1.5-4.5 laboratory

This is open lab for the assessment and tutoring of learning disabled students by specially trained staff. Specialized techniques, materials, texts, and audio-visual equipment are utilized to teach or assess fundamental skills and to support academic instruction for students with special learning style. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

Special Education Courses**SP ED 1 -- 3 Units****Survey of Disabilities**

Class Hours: 3 lecture

This course is an overview of historical, social, medical, recreational, and educational implications of various physical and learning disabilities. Practical experience in simulated situations is gained to provide insights in the area of disabilities. The course is designed for the disabled student or anyone interested in working with the disabled. *Transfer credit: CSU*

SP ED 2 -- 3 Units**Independent Living Skills**

Class Hours: 3 lecture

This course is designed to provide the disabled student with a variety of practical skills and knowledge about living independently. It includes such things as consumer education, how to work within a budget, adapted homemaking skills and other essential information designed to help the disabled student who wants to be self-sufficient. (College credit only. Does not apply toward a degree.)

SP ED 4 -- 1-3 Units**Speech Therapy**

Prerequisite: Evaluation by speech pathologist

Class Hours: 1-3 lecture

This course is designed to provide speech therapy for students who are experiencing difficulty with their speech including lisping, stuttering and other related speech problems. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

SP ED 5A -- 2 Units**Introduction to Visually Impaired/Braille**

Class Hours: 1 lecture, 3 laboratory

This course is designed for those interested in a basic knowledge of the visually impaired and of Braille. An overview of materials, services, and daily living skills needed by the blind and visually impaired will be included. (College credit only. Does not apply toward a degree.)

SP ED 5B -- 2 Units**Intermediate Braille**

Prerequisite: Sp Ed 5A

Class Hours: 1 lecture, 3 laboratory

This is an advanced course in Braille designed for those students interested in improving their basic Braille skills for their own use or for working with the visually impaired. (College credit only. Does not apply toward a degree.)

SP ED 20 -- 1.5 Units**Adapted Physical Education**

Class Hours: 1 lecture, 2 activity

This is a specialized course designed to meet the needs of students who are unable to participate in regular physical activity classes. Students will be evaluated by the college physician as to the type of physical activity in which they may participate. Each student will be given individual attention in terms of an adapted fitness program. May be taken four (4) times for credit. *Transfer credit: CSU; UC maximum credit allowed -- 4 units combined with * Physical Education courses.* Co-numbered PE 20.

SP ED 22A/B -- 1-3/1-3 Units**Independent Studies in Special Education**

Prerequisite: A previous course in Special Education

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of special education on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

SP ED 24 -- 1.5 Units**Self-Defense for the Disabled**

Class Hours: 1 lecture, 2 activity

This course is designed to provide disabled students with techniques of self-defense based on their individual physical capabilities and resources. May be taken four (4) times for credit. *Transfer credit: CSU; UC maximum credit allowed -- 4 units combined with * Physical Education courses*

SP ED 31 -- 2 Units**Pre-Vocational Skills**

Class Hours: 2 lecture

This class is for functionally-limited students who have none or very limited work experience. It is an introduction to the world of work, basics of job seeking, employment and vocabulary, employer/employee rights and attitudes, etc. (College credit only. Does not apply toward a degree.)

SP ED 32 -- 2 Units**Job Seeking Skills**

Class Hours: 2 lecture

This course is for disabled students who wish to improve their job seeking skills and become better acquainted with their rights and obligations as employees. Topics will include decision making, interview techniques, strategies for filling out an application, and employee/employer responsibilities. (College credit only. Does not apply toward a degree.)

SP ED 33 -- 1.5 Units**Career Exploration**

Class Hours: 1 lecture, 1.5 laboratory

This class is designed to provide disabled persons opportunities to explore and observe occupational areas in which they have expressed career interest. *Transfer credit: CSU*

Speech

Instruction in speech is both a fundamental skill for all students to possess in following a successful education path and a professional talent that is vital to many careers.

Career Opportunities

(Post-bachelors degree necessary)

Lawyer	Linguist
Politician	Lecturer
Management Trainee	Sales
Speech Therapist	

Faculty

Full-Time	Part-Time	Counselors
Charlene Arnold	Marjorie Berg	Don Henderson
Stephen Doyle	Drew Lobenstein	Lisa Raufman
Rolland Petrello	John Matteson	
Richard Strong		
James Wyman		

Speech Courses

SPCH 1 -- 3 Units

Introduction to Speech

Class Hours: 3 lecture

This course is designed to prepare students to be effective oral communicators in a public speaking context through instruction in basic communication theory, appropriate delivery skills, thorough research, and common organizational patterns. Course also offers practical training in feedback and listening skills. *Transfer credit: CSU; UC*

SPCH 2 -- 3 Units

Elements of Public Speaking

Prerequisite: Spch 1 or equivalent

Class Hours: 3 lecture

Students in this class prepare and make formal delivery of various types of speeches, particularly those types requiring persuasive rhetoric; special attention is given to content and organization, audience motivation, and evaluation. Required of speech majors. *Transfer credit: CSU; UC*

SPCH 3 -- 3 Units

Voice and Diction

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered RT 8, ThA 3) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

SPCH 4 -- 3 Units

Introduction to Interpersonal Communications

Class Hours: 3 lecture

This course is concerned with the dynamics of interpersonal communication. Symbolic interaction, nonverbal communication, self-perception, listening skills, conflict resolution, and problem solving will be the main topics studied. *Transfer credit: CSU*

SPCH 5 -- 3 Units

Elementary Oral Interpretation

Class Hours: 3 lecture

This course covers principles and techniques of interpretive reading of prose with understanding and appreciation and evaluation of the literature selected for reading. This is a performance class. *Transfer credit: CSU; UC*

SPCH 7 -- 3 Units

Argumentation and Debate

Class Hours: 3 lecture

This class is a course in the theory, methodology, and practice of critical listening, critical thinking and oral argument. The course includes training in propositions, methods of analysis, stock issue policy analysis, evidence and proof, cross-examination considerations in oral argument. The course includes an examination of the types of debatable propositions, listening, note-taking, research methodology, and delivery skills essential to effective oral advocacy. The course includes exposure to team and Lincoln-Douglas debate formats on class selected topics and issues. A final examination is required. *Transfer credit: CSU; UC*

SPCH 10A/B/C/D -- 2/2/2/2 Units

Forensics

Class Hours: 1 lecture, 3 laboratory

This course provides training, rehearsal, performance and practicum necessary to a competitive speech team. It provides training in argumentation and debate, informative and persuasive speaking, impromptu and extemporaneous speaking. Students research current political economic, legal and social problems. This course provides one-to-one training between student and instructor. Students are expected to participate in either interscholastic competition and/or speakers bureaus for various requesting community groups. *Transfer credit: CSU*

SPCH 16 -- 3 Units

Readers Theatre

Class Hours: 3 lecture

The concepts and practices of oral interpretation of literature are studied. Students are involved in supervised activities in performing readers' theatre before community and college audiences. (co-numbered ThA 16) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with † Theatre Arts courses*

SPCH 22A/B -- 1-3/1-3 Units

Independent Studies in Speech

Prerequisite: A previous course in Speech

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of speech on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

SPCH 56 -- 3 Units

Business and Professional Speech

Class Hours: 3 lecture

Designed to hone the speech skills of business and industrial personnel in leadership positions, this course covers topics as presentation techniques, group and meeting dynamics, argumentation and persuasion, and structure content and organizations. Individual attention will be given to the needs and interests of the student. (co-numbered Bus 56) *Transfer credit: CSU*

Theatre Arts

People who major in the various specialties of the dramatic arts tend toward a professional career in theatre, television, or films. A large number go into teaching or into community theatre activities. Many have used training in theatre arts toward attaining confidence and self-assurance in professions such as law, the ministry, or business.

Career Opportunities

Actor/Actress	Sound Technician
Assistant Director	Production Assistant
Assistant Stage Manager	Stagehand
Stage Technician	Playwright
Lighting Technician	

Faculty

Full-Time	Part-Time	Counselors
Katherine Lewis	Abra Flores	Don Henderson
Leslie Wieder	Roy Howell	Ofelia Romero-Motlaugh
	John Medici	

■ Theatre Arts -- Acting

Associate in Arts Degree

This program is designed to emphasize skills required for acting in those desiring to transfer to a university or college or to seek to enter the acting profession.

Required Courses:	Units
ThA 1.....Intro to the Theatre	3
ThA 2A.....Beginning Acting	3.5
ThA 2B.....Intermediate Acting	3.5
ThA 2C.....Advanced Acting I	3.5
ThA 3.....Voice and Diction	3
ThA 10.....Production and Performance.....	3-3
ThA 20.....Stagecrafts.....	3
ThA 24.....Theatrical Costume and Makeup	3
Total minimum units required in major area -- 28.5	
Recommended Courses: Dance 12A; Engl 15AB, 17; Mus 13A; ThA 2D, 9	

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

■ Theatre Arts -- Directing

Associate in Arts Degree

This program is designed to emphasize skills required for directing in those desiring to transfer to a university or college or to seek to enter the directing profession.

Required Courses:	Units
ThA 1.....Intro to the Theatre	3
ThA 2A.....Beginning Acting	3.5
ThA 2B.....Intermediate Acting	3.5
ThA 10.....Production and Performance.....	3-3
ThA 15A.....Beginning Stage Direction.....	3
ThA 15B.....Intermediate Stage Direction.....	3
ThA 20.....Stagecrafts.....	3
ThA 23.....Lighting and Scene Design	3
Total minimum units required in major area -- 28	
Recommended Courses: Engl 15AB, 17; ThA 21, 24	

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

Theatre Arts Courses

Students planning to take more than 12 units of Theatre Arts courses marked * should consult a counselor. The UC system allows credit for the first 12 units only. The UC system also allows credit for the first 12 units marked with a †.

ThA 1 -- 3 Units

Introduction to the Theatre

Class Hours: 3 lecture

This course is an introduction to the theatre as an art form, and an appreciation of the theatre, past and present. The course will pay particular attention to the significance of dramatic art in human culture and to the development of critical thinking and writing skills pertinent to the analysis of dramatic performance. *Transfer credit: CSU; UC*

ThA 2A -- 3.5 Units

Beginning Acting

Class Hours: 2 lecture, 4.5 laboratory

This is a beginning course in the art of acting, which emphasizes exercises designed to develop individual insight, technique, and concentration. The course focuses on improvisation and includes some scene work. *Transfer credit: CSU; UC*. CAN: DRAM 8.*

ThA 2B -- 3.5 Units

Intermediate Acting

Prerequisite: ThA 2A or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This course covers further instruction in acting techniques and characterization which includes exercises in pantomime and improvisation. The course will include practical experience with scenes from plays and additional work with stage movement. *Transfer credit: CSU; UC**

ThA 2C -- 3.5 Units

Advanced Acting I

Prerequisite: ThA 2B or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This course covers advanced instruction in acting techniques and characterization with emphasis on refinement of skills including timing, sense memory, and vocal styles. Students will perform in a variety of scenes from plays and continue work with stage movement. *Transfer credit: CSU; UC**

ThA 2D -- 3.5 Units

Advanced Acting II

Prerequisite: ThA 2C or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This class covers further advanced instruction in characterization with emphasis on timing, vocal styles and sense memory. Students will perform in a variety of scenes from plays. *Transfer credit: CSU; UC**

ThA 3 -- 3 Units

Voice and Diction

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered RT 8, Spch 3) *Transfer credit: CSU; UC**

ThA 4A -- 3 Units

History of the Theatre

Class Hours: 3 lecture

This course is a history of theatrical development from primitive through present. The first semester covers the periods from early Greek through the Italian Renaissance. This course is required of Theatre Arts majors. *Transfer credit: CSU; UC*

ThA 4B -- 3 Units**History of the Theatre**

Class Hours: 3 lecture

This class is a history of theatrical development from English Renaissance to the present. It is required of Theatre Arts majors. *Transfer credit: CSU; UC*

ThA 9 -- 3 Units**Acting for Film and TV**

Class Hours: 2 lecture, 3 laboratory

Students will learn the techniques required in acting before the camera, blocking, movement, rapid line learning, etc., as it pertains to film and TV, and as it varies from stage work. Studied also will be microphone techniques and opportunities to perform in student-directed films and television shows. May be taken four (4) times for credit. (co-numbered RT 9) *Transfer credit: CSU; UC**

ThA 10 -- 3 Units**Production and Performance**

Class Hours: 144 rehearsal total

This course offers credit for a range of supervised activities relative to college-sponsored drama production. May be taken four (4) times for credit. *Transfer credit: CSU; UC†*

ThA 15A -- 3 Units**Beginning Stage Direction**

Prerequisite: ThA 1 or (ThA 2A or ThA 20)

Class Hours: 2 lecture, 3 laboratory

This is an introductory study of the art and craft of stage direction, past and present. Course will include practical experience in directing scenes by major playwrights. Activities may be coordinated with ThA 2B/C/D. *Transfer credit: CSU; UC†*

ThA 15B -- 3 Units**Intermediate Stage Direction**

Prerequisite: ThA 15A

Class Hours: 2 lecture, 3 laboratory

This course is a continuation of the study of the art and craft of stage direction with emphasis on practical experience with student productions. Activities will be coordinated with ThA 2A/B/C. *Transfer credit: CSU; UC†*

ThA 16 -- 3 Units**Readers Theatre**

Class Hours: 3 lecture

The concepts and practices of oral interpretation of literature are studied. Students are involved in supervised activities in performing readers' theatre before community and college audiences. (co-numbered Spch 16) *Transfer credit: CSU; UC†*

ThA 20 -- 3 Units**Stagecrafts**

Class Hours: 2 lecture, 3 laboratory

This course emphasizes the theory and practice of set construction, lighting operations, audio operations, painting, costuming, makeup, and special effects. It is a hands-on class which teaches the basic skills in all areas of performing arts production. May be taken four (4) times for credit. *Transfer credit: CSU, UC†*

ThA 21 -- 3 Units**Play Writing**

Class Hours: 3 lecture

This course is designed for the student to develop his skills in writing for the theatre with the possible opportunity of production. (co-numbered Engl 25) *Transfer credit: CSU*

ThA 22A/B -- 1-3/1-3 Units**Independent Studies in Theatre**

Prerequisite: A previous course in Theatre Arts

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of theatre arts on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

ThA 23 -- 3 Units**Lighting and Scene Design**

Class Hours: 2 lecture, 3 laboratory

This course deals with the study of basic lighting and sound theories, equipment procedures, and theatrical effects for stage productions. The fundamentals of theatrical scene design and construction will also be studied. *Transfer credit: CSU; UC†*

ThA 24 -- 3 Units**Theatrical Costume and Makeup**

Class Hours: 2 lecture, 3 laboratory

This course deals with the study of the fundamentals of theatrical costume design and construction and design and application of theatrical makeup. *Transfer credit: CSU; UC†*

Urban Studies

This is an interdisciplinary program focusing on major problems which 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

(Bachelors or advanced degree required)	
City Planner	Elected Official
Public Administration	Law Enforcement
City Manager	Urban Design and Redevelopment
Urban Economist	Substance Abuse Specialist
Recreation Specialist	Traffic Analyst
Urban Historian	Community Relations

URBAN 89A-Z -- .5-3 Units

Institutes in Urban Studies ★

Prerequisite: Urban Service Personnel

Class Hours: Variable

A short term lecture-seminar series on specialized urban issues designed for Urban Studies Personnel. *Transfer credit: CSU*

Zoology

All Zoology courses are listed with the Biology courses. Refer to that section alphabetically for full course information.

Faculty

Counselor
Ofelia Romero-Motlagh

Urban Studies Courses

URBAN 1A -- 3 Units

Contemporary Urban Issues

Class Hours: 3 lecture

This course introduces students to the general theoretical framework and primary forms of analysis used in the study of urban politics, urban political economy, and urban sociology. It focuses on the role of power in shaping urban life, concentrating particularly on issues of integration/segregation, inclusion/exclusion, and equality/inequality in the control, access, and distribution of work, housing, cultural expression, public space, and local resources. *Transfer credit: CSU; UC*

URBAN 1B -- 3 Units

Contemporary Urban Issues

Class Hours: 3 lecture

This is an introductory course with emphasis placed on field research in addition to lectures and library study in the areas of: 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. *Transfer credit: CSU; UC*

URBAN 22A/B -- 1-3/1-3 Units

Independent Studies in Selected Urban Issues

Prerequisite: A previous course in Urban Studies

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of urban studies on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Dean. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

URBAN 60A-Z -- 1-3 Units

Topics in Urban Studies

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Urban Studies not covered in detail in the general Urban Studies course offerings. Topic courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU*

College Faculty and Administration

Governing Board

President.....	Pete E. Tafoya
Vice President.....	John Tallman
Members.....	Timothy D. Hirschberg Dr. Allan W. Jacobs Dr. Norman J. Nagel

District Administration

Chancellor.....	Dr. Philip Westin
Deputy Chancellor	Vacant
Executive Director, Human Resources.....	Jerry D. Pauley
Executive Director, Instruction and Student Services.....	Vacant

Administration of the College

President.....	Dr. James Walker
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Office of Administrative Services:

Vice President, Administrative Services.....	Ray Di Guilio
Director, Auxiliary Services.....	David Leyba
Director, Maintenance and Operations.....	Jim Ferguson

Office of Instructional Services:

Vice President, Instructional Services.....	Dr. A. Darlene Pacheco
Dean, Instructional Services	Rene G. Rodriguez
Dean, Vocational Education.....	Dr. Vicki Bortolussi
Dean, Humanities Division.....	Dr. Sidney Adler
Dean, Science/Mathematics/ Engineering Division	Floyd Martin
Dean, Social Science/Physical Education/ Health Divisions	Alvyn Nordquist
Dean, Business/Technology Division.....	Dr. Judith A. Gerhart
Dean, Learning Resources	Dr. Edward F. Tennen

Office of Student Services:

Vice President, Student and Educational Services	Floyd D. Thionnet
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Organization of Departments and Programs

Coordinators

Athletics.....	John Keever
Child Care/Child Development.....	Linda A. Cravens
Extended Opportunity Program Services.....	Paul K. Pagson
Exotic Animal Training/Management.....	Gary L. Wilson
Learning Assistance Center.....	Patricia E. Dozen
Nursing Science.....	Brenda Shubert
Special Education	Janet M. Andriese
Student Health Services.....	Sharon L. Manakas

Department Heads

Behavioral Sciences	Steven J. Pollock
Business.....	Janice C. Feingold
History and Institutions.....	John Davie
Language Arts.....	Richard Edwards
Life Sciences	David Bishop
Mathematics	Jane M. Broadbooks
Performing Arts.....	Les Weider
Physical Education.....	Willard Thurston
Physical Sciences.....	Richard Kurtik
Visual and Communication Arts	Frank V. Sardisco

Title IX Representative

Dr. A. Darlene Pacheco, Vice President, Instruction
Administration Building, #159, (805) 378-1403, Ext. 1403

504 Facilitator (Handicapped)

Janet M. Andriese
Student Services Bldg., #111, (805) 378-1461, Ext. 1461

Title V Facilitator (Affirmative Action)

Position Vacant
Administration Building, #133, (805) 378-1425, Ext. 1425

Title III Project Coordinator

Olivia Menchaca
Administration Building, #162, (805) 378-1406, Ext. 1406

Full-Time Certificated Staff

(Date) indicates year of employment at Moorpark College.

Faculty rank determined by Moorpark College Academic Senate.

- Adler, Sidney (1968)**
Dean, Humanities Division
B.A., M.A., City College of New York;
Ph.D., University of Southern California.
- Aguilera, Christine S. Ruiz (1972)**
Professor, Mathematics
B.A., University of California, Irvine;
M.A., University of California, San Diego;
M.S., University of California, Los Angeles.
(Sabbatical 96-97)
- Aiken, Kirk (1969)**
Professor, Art
B.A., University of Southern California;
M.A., California State University, Los Angeles.
- Aldana, Guadalupe del C. (1991)**
Professor, Radiologic Technology
A.A., Los Angeles City College;
B.S., California State University, Northridge.
- Alexander, Judy (1968)**
Professor, Nutritional Science
B.S., University of California, Los Angeles;
M.S., California State University, Northridge.
- Allyn, Donna Proske (1988)**
Associate Professor, Counseling
A.A., Windward Community College, Hawaii;
B.S., M.Ed., University of Hawaii;
Ph.D., University of California, Los Angeles.
- Andriese, Janet M. (1974)**
Professor/Coordinator, Special Education
B.S., University of California, Los Angeles;
Physical Therapy Degree, Children's Hospital
School of Physical Therapy, Los Angeles;
M.A., California State University, Northridge.
- Arnold, Charlene (1986)**
Professor, Speech
B.A., M.A., California State University, Northridge.
- Baker, Barbara (1976)**
Professor, English/Reading
B.A., San Diego State University;
M.A., California State University, Los Angeles.
- Baker, John R. (1990)**
Associate Professor, Anthropology
B.A., Pepperdine University, Malibu;
Ph.D., Universitat Hamburg, Hamburg, West
Germany.
- Barker, Beverly J. (1989)**
Professor, Mathematics
B.A., Pomona College;
M.S., California State University, Northridge.
- Barnett-Shelby, Cynthia (1992)**
Associate Professor, Sociology
B.A., M.A., Bowling Green State University,
Bowling Green, Ohio.
- Becht, Balazs (1983)**
Professor, Astronomy/Physics
B.S., M.S., California State University, Northridge.
- Berg, Eugene (1970)**
Professor, Chemistry
A.B., University of California, Los Angeles;
M.S., California State University, Long Beach;
Ph.D., University of California, Los Angeles.
- Beron, Alberto (1971)**
Professor, Mathematics
B.S., M.A., California State University, Los
Angeles.
- Bianchino, Francis S. (1977)**
Professor, Counseling/Psychology
B.A., St. Francis College, Brooklyn, New York;
M.S., St. John's University, Jamaica, New York;
Ph.D., U.S. International University, San Diego.
- Bishop, David (1968)**
Department Head, Life Sciences;
Professor, Biology/Microbiology
B.S., Washington State University;
M.A., University of California, Santa Barbara.
- Bittner, James L. (1979)**
Professor, Physical Education/Health Education
B.A., Mt. Union College, Ohio;
M.A., Western State College, Colorado;
M.A., California Lutheran College.
- Bodhaine, Grace C. (1991)**
Assistant Professor, Spanish
B.A., M.A., California State University, Northridge;
CPhil, University of California, Los Angeles.
- Bortolussi, Vicki (1989)**
Dean, Vocational Education
B.A., M.A., University of Southern California;
Ph.D., University of California, Santa Barbara.
- Bridgeman, Gerald (1969)**
Professor, Political Science
A.B., M.A., University of California, Berkeley.
- Broadbooks, Jane M. (1986)**
Department Head, Mathematics;
Professor, Mathematics
B.S., University of Michigan;
M.A., Washington University.
- Brown, Daniel P. (1986)**
Professor, History
B.A., Ball State University, Muncie, Indiana;
M.A., Colorado State University, Fort Collins,
Colorado.
- Byrne, Denise J. (1981)**
Professor, Nursing
B.S.N., M.S.N., California State University, Los
Angeles.
- Cardoni, Richard F. (1980)**
Professor, Counseling
B.S., M.S., University of Arizona.
- Collier, Shay (1972)**
Professor, Business Information Systems
B.A., Cornell College, Iowa;
M.A.E., California Lutheran College.
- Copsey, Cecile M. (1968)**
Professor, History
B.A., University of California, Berkeley;
M.A., University of California, Los Angeles.
- Cravens, Linda A. (1988)**
Coordinator, Child Care/Child Development;
Assistant Professor, Child Development
B.A., University of California, Santa Barbara;
M.A., California State University, Northridge.
- D'Attili, Sherry (1990)**
Professor, Learning Disabilities
B.A., California State University, Northridge;
M.S., California Lutheran University.
- Dale, Gillian M. (1988)**
Professor, English
B.A., Mount Holyoke College, Maryland;
M.A., University of Southern California.
- Daurio, Janice (1996)**
Instructor, Philosophy
B.A., City University of New York, New York
M.A., Claremont Graduate School
M.A., Mount Saint Mary's College, Los Angeles
Ph.D., Claremont Graduate School
- Davie, John (1971)**
Department Head, Language Arts
Professor, English/Humanities
B.A., M.A., University of California, Santa Barbara.
- de la Peña, José F. (1988)**
Professor, Counseling
A.A., Laredo Junior College, Laredo, Texas;
B.A., Texas A&I University, Kingsville, Texas;
M.A., San Jose State University.
- Di Guilio, Ray (1993)**
Vice President, Administrative Services
B.A., M.A., University of California, Berkeley.
- Dillon, Bona L. (1989)**
Professor, Journalism/English
B.A., M.A., Ball State University, Muncie, Indiana.
- Doyle, Stephen C. (1990)**
Professor, Speech
B.A., California Polytechnic State University, San
Luis Obispo;
M.A., California State University, Los Angeles.
- Dozen, Patricia E. (1988)**
Professor/Coordinator, Learning Assistance
Center
B.A., M.A., California State University, Long
Beach.
- Edwards, Richard (1970)**
Professor, English
A.B., University of California, Santa Barbara;
M.A., Yale University.
- Ekback, Hugo (1971)**
Professor, English/Humanities
B.A., University of California, Riverside;
M.A., California State University, Chico.
- Ellas, Woodrow (1996)**
Instructor, Chemistry
B.A., California State University, Northridge
M.S., California State University, Northridge
- Epping, Beatrice (1990)**
Professor, Nursing
B.S., College of Saint Teresa, Winona, Minnesota;
M.N., University of California, Los Angeles.
- Farrell, Judith (1974)**
Professor, Psychology
A.A., Ventura College;
B.A., M.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;
Associate 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.
- Fontaine, Victor A. (1991)**
Associate Professor, Philosophy
A.A., M.A., Ph.D., University of Fribourg,
Switzerland;
M.A., M.B.A., University of California, Los Angeles.
- Franke, Deanna R. (1994)**
Assistant 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.
- Gerhart, Judith A. (1991)**
Dean, Business/Technology Division
B.S., M.Ed., De Paul University, Illinois;
Ed.D., Nova University, Florida.
- Ginet, Carole (1968)**
Professor, Sociology/Humanities/Psychology
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.
- Grzywacz-Gray, John M. (1971)**
Professor, Photography/Graphic Design /
Journalism
Institute of Design, Chicago.
- Gucciardo, Peter (1971)**
Professor, Economics
A.B., California Lutheran College;
M.A., 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)**
Professor, Health Education/Physical Education
B.S., California State University, Hayward;
M.S., Utah State University;
M.A., California Lutheran College.
- Hanft, John (1967)**
Professor, English
B.A., University of California, Riverside;
M.A., California State University, Chico.
- 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)**
Instructor, Biology
B.S., Santa Clara University
Ph.D., University of Southern California
- Harrington, G. David (1992)**
Professor, Criminal Justice
B.S., M.S., California State University, Los
Angeles.
- Henderson, Donald (1974)**
Professor, Counseling
B.A., Austin College;
M.S., California State University, Los Angeles.
- Herman, Robert (1968)**
Department Head, History and Institutions;
Professor, Political Science/Economics
B.A., M.A., University of California, Santa Barbara.
- Hilmer, Keith A. (1989)**
Professor, Mathematics
B.S., University of Northern Iowa;
M.S., University of Oregon.
- Hoffmans, Kimberly D. (1993)**
Associate Professor, Nursing
B.S.N., University of Texas, Austin;
M.S.N., Texas Woman's University, Houston.
- Hopkins, Ranford B. (1989)**
Associate 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, Counseling
B.A., Roosevelt University, Chicago, Illinois;
M.A., California State University, Northridge.
- Izumo, Gary (1995)**
Instructor, Business
B.A., Occidental College, Los Angeles
M.B.A., University of California, Los Angeles
- Izumo, Susan (1981)**
Professor, Counseling
A.B., M.A.T., Whittier College;
M.S., California Lutheran College.
- Johnson, Michael (1989)**
Professor, Counseling
B.S.S.W., M.S.W., St. Louis University, St. Louis,
Missouri.
- Kairschner, 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.
- 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 Head, Physical 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)**
Assistant 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.
- Lolselle, Linda S. (1981)**
Professor, Nursing
B.S.N., University of Illinois Medical Center,
Chicago;
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, Florida.
- Lopez, Robert (1971)**
Professor, Archaeology/Anthropology
B.A., M.A., California State University, Northridge.
- Mai, Letrisha (1995)**
Instructor, Counseling
B.A., M.A., California State University, Northridge
- Manakas, Sharon L. (1992)**
College Nurse;
Assistant Professor/Coordinator, Student Health
Services
A.S., Ventura Community College;
B.S., M.S., California State University, Dominguez
Hills.
- Martin, Floyd (1967)**
Dean, Science/Mathematics/Engineering Division
B.S., M.A., Arizona State University.
- Marx, Christine E. (1990)**
Professor, Art History
B.A., M.A., University of California, Santa Barbara.
- Matsuda, Stella S. (1980)**
Professor, Dance
B.S., University of California, Los Angeles;
M.A., California Lutheran College.
- McAdam, Thomas M. (1980)**
Professor, Biology/Anthropology
B.A., California State University, Northridge;
M.S., California Polytechnic State University, San
Luis Obispo.
- McCullough, MoDean (1969)**
Professor, Physical Education
B.S., Jamestown College, North Dakota;
M.S., University of North Dakota.
(Sabbatical Spring 1997)
- McDill, Linda (1986)**
Professor, Sociology
B.A., M.A., Pepperdine University.
(Sabbatical Spring 1997)
- Menchaca, Olivia (1989)**
Professor/Project Coordinator, Title III
B.A., California State University, Northridge;
M.S., California Lutheran 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)**
Associate Professor, Psychology
A.A., City College, San Francisco;
B.A., M.A., California State University, Sonoma.
- Meyer, Harold F. (1969)**
Professor, Physics/Mathematics/Engineering
B.S., M.A., California State University, Long
Beach.
- Miller, Alfred J. (1972)**
Professor, Radio/Television
A.B., University of North Carolina;
M.S., University of Illinois.
- Miller, Larry O. (1971)**
Professor, Anatomy/Biology/Physiology
B.A., M.A., Ph.D., University of California, Santa
Barbara.
- Molnar, Charles D. (1968)**
Professor, Mathematics
B.S., Harvey Mudd College;
M.A., University of California, Riverside.
- Monteiro, Sergio Lara P. (1986)**
Professor, Director of Electronics
B.S., Federal University, Rio de Janeiro;
M.S., University of Wyoming;
M.S., Ph.D., Washington State University.
- Moore, Jo Ann (1990)**
Professor, Radiologic Technology
A.S., Long Beach City College, Long Beach;
B.S., California State University, Long Beach;
M.A., California State University, Northridge.
- Moore, Linda (1968)**
Professor, Humanities
B.A., Purdue University;
M.A., California Lutheran College.
- Murphy, David K. (1969)**
Professor, Chemistry
B.S., University of California, Berkeley;
M.A., M.S. ECE, Ph.D., University of California,
Santa Barbara.
- Naseri, Muthena (1974)**
Professor, Environmental Science
B.S., Arkansas State University;
M.S., Kansas State University;
Ph.D., Columbia Pacific University, Mill Valley.
- Nordquist, Alwyn (1967)**
Dean, Social Science, Physical Education, and
Health Education Divisions
B.A., San Diego State University;
M.A., California State University, Long Beach.
- Noyes, Jack (1970)**
Professor, Art
B.S., M.A., University of Michigan.
- Ogden, Gary (1976)**
Professor, Biology/Botany
A.B., M.A., California State University, Fresno;
Ph.D., University of California, Santa Barbara.
- Olivera, Raquel Antonia (1992)**
Assistant Professor, Spanish
B.A., M.A., University of California, Santa Barbara.
- Pacheco, A. Darlene (1969)**
Vice President, Instructional Services
B.A., Colorado State University;
M.A., Ed.D., Northern Colorado State University.
- Pagson, Paul K. (1970)**
Professor/Coordinator,
Extended Opportunity Program Services
B.A., Loyola University, Los Angeles;
M.S., Mount St. Mary's College.
- Parker, Delbert M. (1969)**
Professor, Physical Education/Health Education
B.S., M.S., University of California, Los Angeles.
- 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.
- Peddie, James F. (1991)**
Professor, Exotic Animal Training and
Management
D.V.M., Cornell University, Ithaca, New York.

- Petrello, Roland C. (1991)**
Associate Professor, Speech
A.A., Moorpark College;
B.S., Southern Utah State College, Cedar City;
M.A., Miami University, Oxford, Ohio.
- Phillips, Theodore D. (1990)**
Professor, Graphic Design
B.S., Woodbury University, Los Angeles;
M.F.A., California College of Arts and Crafts,
Oakland, California.
- Pollock, Steven J. (1968)**
Department Head, Behavioral Sciences;
Professor, Psychology
B.A., Whitman College, Washington;
M.A., Ph.D., Claremont Graduate School,
California.
- Rahnamaie, Mahyad Z. (1988)**
Professor, Mathematics
B.S., Pahlavi University, Iran;
M.S., Ph.D., University of Southern California;
M.S., California State University, Northridge.
- Ramos, Judith S. (1995)**
Assistant Professor, English
B.A., Immaculate Heart College, Los Angeles;
M.A., California State University, Northridge;
M.A., California State University, Los Angeles.
- Raufman, Cecilia (Lisa) (1976)**
Professor, Counseling
B.A., University of California, Los Angeles;
M.S., California State University, Los Angeles;
Ed.D., University of California, Los Angeles.
- Rees, Gary W. (1975)**
Professor, Geography
B.A., University of California, Los Angeles;
M.A., California State University, Northridge.
- Reid, Kathleen (1996)**
A.S., Ventura College
B.S., California State University, Fresno
M.S., University of Tennessee, Knoxville
- 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)**
Dean, Instructional Services
B.A., M.A., University of California, Santa Barbara.
- Romero-Motlagh, Ofelia (1989)**
Professor, Counseling/Bilingual
A.A., Moorpark College;
B.A., M.A., California State University, Northridge,
Ph.D., University of California, Los Angeles
- Ross, Patricia A. (1991)**
Professor, English
A.A., Citrus College, Azusa, California;
B.A., Pomona College, Claremont;
M.A., Purdue University, West Lafayette, Indiana.
- Sanchez, Tomás (1991)**
Professor, History/Chicano Studies
B.A., California State University, Northridge;
M.A., University of California, Santa Barbara.
- Sardisco, Frank V. (1967)**
Department Head, Visual and Communication
Arts;
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.
- Shargo, Eric S. (1992)**
Assistant 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.
- Shindo, Kokki (1969)**
Professor, Mathematics
A.B., Ripon College, Wisconsin;
A.B., M.A., University of California, Los Angeles;
M.S., Western Washington State.
- Shubert, Brenda (1982)**
Professor/Coordinator, Nursing Science
B.S.N., Medical College of Georgia;
M.N., University of California, Los Angeles.
- Sims, Sydney (1989)**
Associate Professor, English
B.A., University of California, Los Angeles;
M.A., University of Pennsylvania;
Ph.D., University of California, Berkeley.
- Smith, Mitchell L. (1972)**
Professor, Criminal Justice
B.A., M.A., San Diego State University.
- Song, James J. (1991)**
Professor, Music
B.A., M.A., University of Colorado, Boulder.
- Spraggins, M. Thomas (1974)**
Professor, Accounting/Business
B.S., California State University, Northridge;
M.S., Colorado State University;
M.A., California Lutheran College;
Certified Public Accountant.
- Stemen, James A. (1969)**
Professor, Music
B.A., Goshen College;
M.A., M.S.M., Southern Methodist University.
- Stephens, Robert T. (1968)**
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, LaCrosse.
- Stewart, Sexton (1974)**
Professor, Graphic Communications
B.S., Southern University, Louisiana;
M.A., San Francisco State University.
- Strong, Richard (1971)**
Professor, Speech/Forensics
B.A., M.A., University of Redlands.
- Strumpf, Michael (1967)**
Professor, English/Reading
B.S., M.S., University of Southern California.
- Sukiennik, Diane (1974)**
Professor, Counseling
B.A., State University of New York, Albany;
M.A., Columbia University, New York;
Ed.D., Nova University, Florida.
(Sabbatical 96-97)
- Szylewicz, Arthur (1986)**
Professor, Mathematics
B.A., M.A., University of California, Los Angeles.
- Tan, Shio-Ling Sheila (1991)**
Associate Professor, Computer Science
B.A., Tunghai University, Taichung, Taiwan;
M.Ed., M.A., M.S., University of California, Santa
Barbara.
- Tennen, Edward F. (1980)**
Dean, Learning Resources
B.A., California State University, Long Beach;
M.A., M.S.L.S., University of Southern California;
Ed.D., Nova University, Florida.
- Terry, Danita Redd (1993)**
Associate Professor, Counseling
B.A., M.A., California Polytechnic State University,
San Luis Obispo.
- Thionnet, Floyd D. (1972)**
Vice President, Student and Educational Services
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)**
Department Head, Physical Education;
Associate Professor, Physical Education
B.A., California Lutheran University;
M.A., Azusa Pacific University, California.
- Trevino, Manuel O. (1971)**
Professor, Physical Education
A.B., M.A., California State University, Chico.
- Trevino, Sandra Kay (1988)**
Librarian
A.A., Ventura College;
B.A., California State University, Chico;
M.L.S., University of Southern California.
- Walker, James W. (1992)**
President
B.S., M.A., Loyola University, Los Angeles;
M.S., University of Notre Dame;
Ed.D., University of Southern California.
- 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)**
Department Head, Performing Arts;
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)**
Instructor, Spanish
B.A., Arizona State University, Tempe
B.A., University of Aachen, Germany
M.A., University of Kiel, Germany
Ph.D., University of Texas, Austin
- Wolff, Louis A. (1982)**
Professor, Computer Information Systems/
Business
Information Systems
B.S., M.S., University of La Verne, Point Mugu.
- Woodward, Carol (1981)**
Professor, Psychology
B.A., M.A., California State University, Northridge;
Ph.D., University of Southern California.
- Wygant, Grethe M. (1988)**
Professor, Mathematics
A.A., Santa Barbara City College;
B.A., M.A., University of California, Santa Barbara.
- Wyman, James L. (1974)**
Professor, Business/Speech/Forensics
B.A., University of Redlands;
J.D., Loyola Law School, Los Angeles.
- Young, Kathleen (1974)**
Professor, Business / Business Information
Systems
B.S., California State University, Long Beach;
M.A., California Lutheran College.

Faculty Emeritus

- 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.
Retired July, 1993.
- 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, Fort Collins, Colorado.
Retired May, 1994.
- Bassett, Estella M. (1967)**
College Nurse, Health Education
R.N., Saint Mary's Hospital School of Nursing,
Rochester, New York;
M.S., State University College, Brockport, N.Y.;
M.P.H., University of California, Los Angeles.
Retired June, 1974.
- Bendat, William I. (1970)**
Dean, Student Services
B.A., University of California, Los Angeles;
M.A., San Diego State University;
Ph.D., Nova University.
Retired July, 1992.
- 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.
- 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.
Retired June, 1991.
- Brisby, William L. (1969)**
Exotic Animal Training and Management
B.S., Colorado State University;
M.S., University of Southern California.
Retired June, 1985.
- 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.
- 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, Springfield, Missouri;
M.F.A., Wichita State University, Kansas.
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.
Retired July, 1992.
- 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.
- Gilman, Richard E. (1967)**
Biological Sciences
B.S., M.S., St. Mary's College, Winona, Minnesota;
M.S., University of Southern California.
Retired February, 1978.
- Griffith, W. Randolph (1967)**
History
B.A., University of California, Riverside;
M.A., University of California, Los Angeles.
Retired June, 1986.
- 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.
- Hughes, Frances E. (1985)**
Professor, Nursing
R.N., Fresno General Hospital;
B.A., California State University, Fresno;
M.S. in Nursing, University of California, Los Angeles;
M.Ed., University of British Columbia.
Retired May, 1992.
- Hurley, John (1967)**
Associate Librarian
B.A., M.A., San Diego State University;
M.L.S., University of California, Los Angeles;
Ed.D., Nova University, Florida.
Retired June, 1983.
- Imbach, Marjorie (1971)**
Director, Community Services and Publications
B.A., University of California, Santa Barbara;
M.A., University of California, Los Angeles.
Retired June, 1979.
- Keyser, Marshall R. (1974)**
Professor, Business
B.S., Shippenburg State College, Pennsylvania;
M.S., Ph.D., University of Pittsburgh,
Pennsylvania.
Retired May, 1993.
- Lloyd, Lawrence G. (1967)**
Vice President, Administrative Services
A.B., M.A., University of Southern California.
Retired June, 1992.
- Long, Alicia A. (1979)**
Dean, General/Transfer Education
B.A., University of Minnesota;
M.A., California State University, Northridge.
Retired July, 1992.
- Long, Knox T. (1968)**
Professor, Counseling/History
B.A., University of California, Santa Barbara;
M.A., California State University, Los Angeles.
Retired May, 1992.
- Lossner, Walter M. (1969)**
Sociology
B.A., B.D., Concordia Seminary;
M.S., Los Angeles State College;
Ph.D., University of Southern California.
Retired June, 1977.
- Matthews, Donald O. (1988)**
Director, Business and Technology Division
A.A., Ventura College.
Retired July, 1992.
- Mehr, Sheldon (1970)**
Professor, Music
B.A., University of California, Los Angeles;
M.A., California State University, Los Angeles.
Retired June, 1991.
- Miller, Robert W. (1967)**
Professor, Chemistry/Environmental Science
A.B., Temple University;
M.S., University of Arizona.
Retired June, 1993.
- Moore, Evelyn G. (1974)**
College Nurse;
Professor/Coordinator, Student Health Services
R.N., Jefferson Medical College Hospital, Penn.
B.S., P.H.N., Catholic University of America,
Washington, D.C.;
M.A.E., California Lutheran College.
Retired May, 1992.
- Pearson, Beverly J. (1967)**
Professor, Spanish
B.A., University of Michigan;
M.A., University of California, Berkeley.
Retired May, 1992.
- Sarnecky, Dorothy (1967)**
Geology
B.A., University of Notre Dame;
M.S., Stanford University.
Retired June, 1979.
- Schechter, Arthur J. (1980)**
Professor, Biology/Chemistry
A.B., M.S., Ed.D., University of Southern CA.
Retired May, 1992.
- Scott, Delmore E. (1969)**
Professor, Art
B.F.A., M.F.A., University of Southern California.
Retired June, 1988.
- Siegel, A. Howard (1967)**
Professor, Humanities/French/English
B.A., Queens College;
M.A., Kansas State University;
Ph.D., University of Southern California.
Retired December, 1994.
- Slama, Michael M. (1966)**
Director of Library Services
J.D., Charles University, Prague, Czechoslovakia;
M.A., University of Denver.
Retired February, 1980.
- Straughan, Jerry E. (1975)**
Professor, Political Science/Urban Studies
B.A., University of California, Los Angeles;
M.A., California Lutheran College.
Retired May, 1995.
- Stringer-Eilers, Pauline (1970)**
Professor, Interior Design
B.S., Oklahoma State University;
M.S., California State University, Northridge;
Ed.D., Nova University, Florida.
Retired June, 1991.
- Sturgeon, James H. (1967)**
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.
Retired May, 1992.

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 Vice President, Student and Educational Services 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 Vice President, Student and Educational Services 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 insure 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 court order. 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.

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 previous 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 Vice President, Student and Educational Services 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 Affirmative Action

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.

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, 71 Day Road, Ventura, CA 93003, telephone 654-6413.

Appendix III Policy on Sexual Harassment

The Ventura County Community College District is committed to all provisions of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and other human rights and equal opportunity laws. The laws include prohibitions of discrimination in employment and educational programs and services on the basis of sex.

Recent guidelines for Title VII of the Civil Rights Act focus upon sexual harassment as an unlawful practice. "Sexual harassment on the basis of color, race, religion or national origin has long been recognized by the Equal Employment Opportunity Commission as a violation of Section 703 of Title VII of the Civil Rights Act as amended" (Federal Register, April 11, 1980). Recent interpretations of Title IX of the Education Amendments similarly delineate sexual harassment as discriminatory and unlawful.

Sexual harassment is unacceptable conduct, is unlawful, and will not be tolerated by the Ventura County Community College District. Disciplinary action shall be initiated against any individual found guilty of sexual harassment. The following criteria shall determine whether actions constitute sexual harassment.

1. Employment/Educational Condition.
Submission to the conduct is either an explicit or implicit term or condition of employment and/or pursuit of educational objectives.
2. Employment/Educational Consequence.
Submission to or rejection of the conduct is used as a basis for employment, educational, and/or service decisions affecting the persons who did the submitting or rejecting.
3. Offensive Job/Educational Interference.
The conduct has the purpose or effect of substantially interfering with an individual's work, academic, or other educational performance or creating an intimidating, hostile or offensive environment.

Implementation and Grievance Procedures:

Students

This procedural statement is a special application of the College District's Student Grievance Policy. It is presented in direct reference to the sexual harassment of the students of the colleges of the Ventura County Community College District and to the related policy of the District adopted by the District's Governing Board. The Board policy is based on Federal and State statutes on this subject.

While sexual harassment of students by other students or by District employees represents a wrong as described in the District's "Student Grievance Procedures," the nature of this particular offense renders it exceptional. Thus, a separate procedure has been established to recognize this distinction.

Sexual harassment is a matter requiring unusually prompt attention by authority since failure to act may represent various kinds of academic and personal damages to the alleged victim. Further, the issues involved are typically very personal and sensitive, and many victims will not risk the delays, publicity and complications attendant to regular grievance procedures. Since this District recognizes the delicate nature of such situations, each step in the grievance procedure will be conducted with discretion in order to maintain a high degree of confidentiality. It is the intent of these procedures to result in prompt recourse and to ensure fairness and equity to both the person alleging the wrong and to the person accused of the wrong.

The District recognizes its responsibility to make every effort to maintain a neutral work and educational environment free of sexual harassment and/or intimidation.

For purposes of this policy, examples of conduct which may constitute sexual harassment, and are outside the standards of professional conduct, include:

1. Deliberate or unsolicited verbal comments, gestures, physical contacts of a sexual nature or demeaning to one's gender which are unwelcome and/or interfere with work productivity.
2. Implicit or explicit sexual behavior by a teacher, supervisor, fellow student, or co-worker to control, influence or otherwise affect the job, salary, course grade, performance evaluation, opportunity for employment, or career of an employee, nondistrict affiliated applicant for employment, or student.

Step 1

Students who believe that they have been subjected to any form of sexual harassment should carefully review both the District's policy on this subject and this procedure. They are encouraged to seek counsel from any member of the college community in whom they have confidence; however, it is recommended that the student contact the Counseling Office to discuss any possible complaint. In order to provide the best professional support to students, the Vice President, Student and Educational Services or his/her designee shall designate two counselors, one male, one female, who will have special responsibility for advising students in matters of sexual harassment. The purpose of such counsel is personal support in a time of crisis. If the complaint involves sexual harassment by a college district employee, the student should proceed to Step 2 of this procedure (see below). The student shall have the right to be accompanied through the complaint process by an advisor of his/her choice. If the problem involves sexual harassment by another student, the Counseling Office shall refer the complainant to the Vice President, Student and Educational Services who will take action as prescribed in the Student Conduct Code.

Step 2

Complaints should be brought to the College. The Vice President will hear the complaint, counsel the complainant and be available to act as the complainant's advisor during the resolution process. If, for any reason, the Vice President is unavailable or if the complainant rejects this party in the role described, the college officer hearing the charges shall be the Vice President, Instructional Services.

Step 3

If the problem cannot be resolved at the second step within five working days, the Vice President will transmit it, in writing and signed by the complainant, to the college President and to the District Affirmative Action Officer for information purposes.

The President will act as described in the circumstances that follows:

1. The President will ask the campus certificated management representative to the District Advisory Committee on Affirmative Action to consult with the person mentioned in the complaint and such other persons as may be necessary to resolve the complaint. The supervising manager of the person accused must be consulted in this process, and the accused will be given a copy of the written accusation.
2. If the problem cannot be resolved to the satisfaction of all parties at Step 1 within five working days, the campus management Affirmative Action representative will transmit the written and signed complaint to the President. At this point, the President may either dismiss the matter for cause stated in writing to all parties or remand the case to a formal hearing. The President must act within five working days.

Step 4

If a formal hearing is held, the following procedures will be employed by the college Grievance Committee.¹

1. 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.
2. 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.
3. 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. If the person who is the subject of the complaint elects to have legal counsel present at the hearing, he/she must notify the College/District in sufficient time so that the District might arrange to have its own legal counsel available.

4. The accused person and/or representative may be present, as well as the aggrieved person and/or her/his representative. No other persons except scheduled single witnesses and the Grievance Committee members shall be present.
5. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.
6. 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.
7. 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:
 - a. Concur with the committee's recommendation.
 - b. Not concur with the committee's recommendation.
 - c. Take alternative action.
 - d. The college President shall state in writing the reasons for the action taken on the committee's recommendation. The President shall act within ten working days.
8. 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 through the District's Affirmative Action Officer; if he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.
9. Records of all proceedings will 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 record will be made in compliance with board/state/federal laws, rules, regulations and contracts.

¹The nature of the College Grievance Committee is described fully under the main Student Grievance Policy.

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 Vice President, Student and Educational Services. 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 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 Moorpark 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 permit schedule to be arranged. 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 Vice President, Student and Educational Services may approve other areas if unusual circumstances require.
 3. Voice amplification will be permitted in the above areas between 11:30 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 Vice President, Student and Educational Services 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:
 - a. foyer of the campus center
 - b. patios of the campus center
 - c. 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 Vice President, Instructional Services (for all programs and services controlled by this person) or the Vice President, Student and Educational Services (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 Vice President, Student and Educational Services 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 Vice President, Student and Educational Services 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 Vice President, Student and Educational Services 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 as 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) The college President shall 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 Student Conduct Code

Standards of Student Conduct (E.C.S. 66300)

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 Vice President, Student and Educational Services 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. Forgery, alteration, or misuse of college documents, records of 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, sling shot, fire bomb, billy club, sand club, sandbag, metal knuckles; any dirk, dagger, fire-arm (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 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, Vice President, Student and Educational Services, 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 Vice President, Student and Educational Services 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 Vice President, Student and Educational Services 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 Vice President, Student and Educational Services may also procure information relating to the charge from the student and other persons or sources. Whenever appropriate, the Vice President, Student and Educational Services shall assess, or cause to have assessed, damage to property and injury to persons or other forms of misconduct.
4. At this point, the Vice President, Student and Educational Services 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 Vice President, Student and Educational Services' decision, the Vice President, Student and Educational Services 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 Vice President, Student and Educational Services 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 preemptory 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 Vice President, Student and Educational Services' 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. The college President shall 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 VII Drug Free Campus Policy

Standards of Conduct

A student enrolling in Moorpark College assumes an obligation to conduct him/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 college 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 10603 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; Methamphetamines-crank, crystal)
 - a. Impaired reflexes
 - b. Sluggishness or hyperactivity
 - c. Increased accidents
 - d. Impaired judgment and decision making
 7. *Sedatives* - (Barbiturates; tranquilizers-valium, xanax; secanol, tulanol-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.

Appendix VIII
Ventura County Community College District
1995-96 Nonresident Tuition Fee Charges and Refund Schedule

Units Enrolled	Tuition Charge	1st Week Refund		2nd Week Refund		3rd Week Refund		4th Week Refund
		Regular and Summer		Regular	Summer	Regular	Summer	*Regular Only
0.5	57.00	7.00		0.00	0.00	0.00	0.00	0.00
1.0	114.00	64.00		35.50	7.00	7.00	0.00	0.00
1.5	171.00	121.00		78.25	35.50	35.50	0.00	0.00
2.0	228.00	178.00		121.00	64.00	64.00	7.00	7.00
2.5	285.00	235.00		163.75	92.50	92.50	21.25	21.25
3.0	342.00	292.00		206.50	121.00	121.00	35.50	35.50
3.5	399.00	349.00		249.25	149.50	149.50	49.75	49.75
4.0	456.00	406.00		292.00	178.00	178.00	64.00	64.00
4.5	513.00	463.00		334.75	206.50	206.50	78.25	78.25
5.0	570.00	520.00		377.50	235.00	235.00	92.50	92.50
5.5	627.00	577.00		420.25	263.50	263.50	106.75	106.75
6.0	684.00	634.00		463.00	292.00	292.00	121.00	121.00
6.5	741.00	691.00		505.75	320.50	320.50	135.25	135.25
7.0	798.00	748.00		548.50	349.00	349.00	149.50	149.50
7.5	855.00	805.00		591.25	377.50	377.50	163.75	163.75
8.0	912.00	862.00		634.00	406.00	406.00	178.00	178.00
8.5	969.00	919.00		676.75	434.50	434.50	192.25	192.25
9.0	1,026.00	976.00		719.50	463.00	463.00	206.50	206.50
9.5	1,083.00	1,033.00		762.25	491.50	491.50	220.75	220.75
10.0	1,140.00	1,090.00		805.00	520.00	520.00	235.00	235.00
10.5	1,197.00	1,147.00		847.75	548.50	548.50	249.25	249.25
11.0	1,254.00	1,204.00		890.50	577.00	577.00	263.50	263.50
11.5	1,311.00	1,261.00		933.25	605.50	605.50	277.75	277.75
12.0	1,368.00	1,318.00		976.00	634.00	634.00	292.00	292.00
12.5	1,425.00	1,375.00		1,018.75	662.50	662.50	306.25	306.25
13.0	1,482.00	1,432.00		1,061.50	691.00	691.00	320.50	320.50
13.5	1,539.00	1,489.00		1,104.25	719.50	719.50	334.75	334.75
14.0	1,596.00	1,546.00		1,147.00	748.00	748.00	349.00	349.00
14.5	1,653.00	1,603.00		1,189.75	776.50	776.50	363.25	363.25
15.0	1,710.00	1,660.00		1,232.50	805.00	805.00	377.50	377.50
15.5	1,767.00	1,717.00		1,275.25	833.50	833.50	391.75	391.75
16.0	1,824.00	1,774.00		1,318.00	862.00	862.00	406.00	406.00
16.5	1,881.00	1,831.00		1,360.75	890.50	890.50	420.25	420.25
17.0	1,938.00	1,888.00		1,403.50	919.00	919.00	434.50	434.50
17.5	1,995.00	1,945.00		1,446.25	947.50	947.50	448.75	448.75
18.0	2,052.00	2,002.00		1,489.00	976.00	976.00	463.00	463.00
18.5	2,109.00	2,059.00		1,531.75	1,004.50	1,004.50	477.25	477.25
19.0	2,166.00	2,116.00		1,574.50	1,033.00	1,033.00	491.50	491.50
19.5	2,223.00	2,173.00		1,617.25	1,061.50	1,061.50	505.75	505.75
20.0	2,280.00	2,230.00		1,660.00	1,090.00	1,090.00	520.00	520.00
20.5	2,337.00	2,287.00		1,702.75	1,118.50	1,118.50	534.25	534.25
21.0	2,394.00	2,344.00		1,745.50	1,147.00	1,147.00	548.50	548.50
21.5	2,451.00	2,401.00		1,788.25	1,175.50	1,175.50	562.75	562.75
22.0	2,508.00	2,458.00		1,831.00	1,204.00	1,204.00	577.00	577.00

75% Refund 50% Refund 50% Refund 25% Refund 25% Refund

*No refunds permitted if withdrawal occurs after the 4th week of a regular semester or the 3rd week of summer session.

Appendix IX

Ventura County Community College District 1995-96 Foreign Capital Outlay Surcharge and Refund Schedule

Units Enrolled	Surcharge Amount	1st Week Refund		2nd Week Refund		3rd Week Refund		4th Week Refund
		Regular and Summer	Regular	Summer	Regular	Summer	*Regular Only	
0.5	7.00	7.00	5.25	3.50	3.50	1.75	1.75	
1.0	14.00	14.00	10.50	7.00	7.00	3.50	3.50	
1.5	21.00	21.00	15.75	10.50	10.50	5.25	5.25	
2.0	28.00	28.00	21.00	14.00	14.00	7.00	7.00	
2.5	35.00	35.00	26.25	17.50	17.50	8.75	8.75	
3.0	42.00	42.00	31.50	21.00	21.00	10.50	10.50	
3.5	49.00	49.00	36.75	24.50	24.50	12.25	12.25	
4.0	56.00	56.00	42.00	28.00	28.00	14.00	14.00	
4.5	63.00	63.00	47.25	31.50	31.50	15.75	15.75	
5.0	70.00	70.00	52.50	35.00	35.00	17.50	17.50	
5.5	77.00	77.00	57.75	38.50	38.50	19.25	19.25	
6.0	84.00	84.00	63.00	42.00	42.00	21.00	21.00	
6.5	91.00	91.00	68.25	45.50	45.50	22.75	22.75	
7.0	98.00	98.00	73.50	49.00	49.00	24.50	24.50	
7.5	105.00	105.00	78.75	52.50	52.50	26.25	26.25	
8.0	112.00	112.00	84.00	56.00	56.00	28.00	28.00	
8.5	119.00	119.00	89.25	59.50	59.50	29.75	29.75	
9.0	126.00	126.00	94.50	63.00	63.00	31.50	31.50	
9.5	133.00	133.00	99.75	66.50	66.50	33.25	33.25	
10.0	140.00	140.00	105.00	70.00	70.00	35.00	35.00	
10.5	147.00	147.00	110.25	73.50	73.50	36.75	36.75	
11.0	154.00	154.00	115.50	77.00	77.00	38.50	38.50	
11.5	161.00	161.00	120.75	80.50	80.50	40.25	40.25	
12.0	168.00	168.00	126.00	84.00	84.00	42.00	42.00	
12.5	175.00	175.00	131.25	87.50	87.50	43.75	43.75	
13.0	182.00	182.00	136.50	91.00	91.00	45.50	45.50	
13.5	189.00	189.00	141.75	94.50	94.50	47.25	47.25	
14.0	196.00	196.00	147.00	98.00	98.00	49.00	49.00	
14.5	203.00	203.00	152.25	101.50	101.50	50.75	50.75	
15.0	210.00	210.00	157.50	105.00	105.00	52.50	52.50	
15.5	217.00	217.00	162.75	108.50	108.50	54.25	54.25	
16.0	224.00	224.00	168.00	112.00	112.00	56.00	56.00	
16.5	231.00	231.00	173.25	115.50	115.50	57.75	57.75	
17.0	238.00	238.00	178.50	119.00	119.00	59.50	59.50	
17.5	245.00	245.00	183.75	122.50	122.50	61.25	61.25	
18.0	252.00	252.00	189.00	126.00	126.00	63.00	63.00	
18.5	259.00	259.00	194.25	129.50	129.50	64.75	64.75	
19.0	266.00	266.00	199.50	133.00	133.00	66.50	66.50	
19.5	273.00	273.00	204.75	136.50	136.50	68.25	68.25	
20.0	280.00	280.00	210.00	140.00	140.00	70.00	70.00	
20.5	287.00	287.00	215.25	143.50	143.50	71.75	71.75	
21.0	294.00	294.00	220.50	147.00	147.00	73.50	73.50	
21.5	301.00	301.00	225.75	150.50	150.50	75.25	75.25	
22.0	308.00	308.00	231.00	154.00	154.00	77.00	77.00	

100% Refund

75% Refund

50% Refund

50% Refund

25% Refund

25% Refund

*No refunds permitted if withdrawal occurs after the 4th week of a regular semester or the 3rd week of summer session.

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