

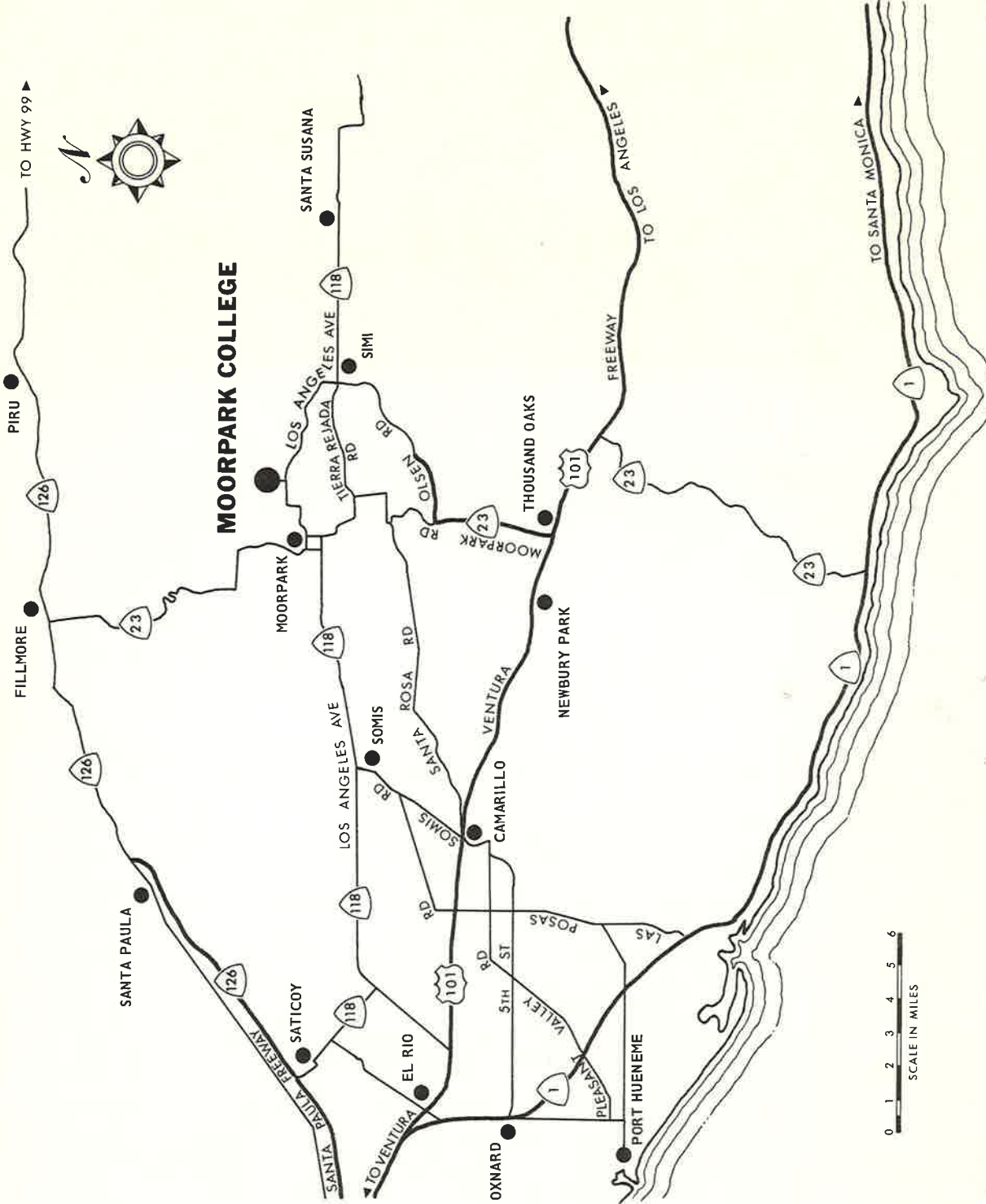


MOORPARK COLLEGE

CATALOG

1968 - 1969

MOORPARK COLLEGE





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President



MRS. JANETTE H. ROMNEY
Vice President

Ventura County Junior College District

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DR. JOHN J. COLLINS

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ACADEMIC CALENDAR

FALL SEMESTER

September 16, 1968 - January 28, 1969

August 15, 22, 29	Placement tests in Administration Building at one of the following times: 8:00 a.m., 10:00 a.m., 7:00 p.m.
August 5	Registration for returning students begins.
August 26	Counseling and Registration for Fall Semester begins.
September 13 - 14	Freshman Orientation Days.
September 13 - 14	Validation Days.
September 16	INSTRUCTION BEGINS, FALL SEMESTER
October 25	Last day to drop classes without prejudice
November 4 - 8	Mid-Term Week
November 11	Holiday, Veterans Day
November 18	Counseling and Registration for Spring Semester begins.
November 28 - 29	Holiday, Thanksgiving Day Recess
December 23 - January 3	Holiday, Christmas and New Year's Day Recess
January 6	Classes Resume
January 23 - 28	Final Examinations
January 28	End of Fall Semester

SPRING SEMESTER

February 3, 1969 - June 13, 1969

January 29 - 30	Validation Days
January 31	Class Change Day
February 3	INSTRUCTION BEGINS, SPRING SEMESTER
February 12	Holiday, Lincoln's Birthday
March 14	Last day to drop classes without prejudice
March 31 - April 4	Spring Vacation
April 7	Classes Resume
April 7 - 11	Mid-Term Week
April 9	Last day to file intent for graduation
May 5	Counseling and Pre-Registration of enrolled students for Summer and Fall Sessions
May 30	Holiday, Memorial Day
June 4 - 10	Final Examinations
June 13	End of Spring Semester
June 13	Commencement Exercises

SUMMER SESSION

June 16, 1969 - August 1969

June 16	INSTRUCTION BEGINS, SUMMER SESSION
July 4	Holiday, Independence Day
July 25	End of 6 week session
August 8	End of 8 week session
August 22	End of 10 week session

THE COLLEGE



THE COLLEGE

HISTORY

On July 1, 1962, the Ventura County Junior College District became a legal entity charged with the operation of a program of public community college education in Ventura County.

The people of Ventura County are served by two colleges, Moorpark and Ventura. Ventura College has been in operation since 1925, first as a part of the Ventura Union High School District, later, as a separate institution. Moorpark College was established by Board action on March 19, 1963, to serve primarily the rapidly growing communities of eastern Ventura County. The 134-acre hillside site for Moorpark College, located between Simi and Moorpark in eastern Ventura County, was selected early in 1963, and later that year the Moorpark College Advisory Committee was appointed by the Board and charged with making recommendations regarding finance, architecture, curriculum, and service. In April, 1964, this Committee reported to the Board, and plans were put into effect to bring the College into existence. In 1965, the master plan for developing the College was approved by the Board. This plan called for the construction of facilities in two phases, with the first phase completed in the fall of 1967, to accommodate 2,000 students. Eventual completion of the second phase will bring the plant capacity to 5,000 day students.

On July 1, 1966, the Board of Trustees appointed Dr. John J. Collins as Moorpark College's first president. During 1965-67, Dr. Collins and his staff completed the plans for staffing, curriculum, student services, and plant occupancy. Moorpark College opened its doors to students for the first time on September 11, 1967. Over 2,500 students attended classes at the college during its first semester. The College held its first open house on December 3, 1967 with over 3,000 persons in attendance.

Moorpark College was officially dedicated and Dr. John J. Collins inaugurated as first President at colorful ceremonies on May 3, 1958. The Honorable Houston Fluornoy, controller of the State of California, was the principal speaker.

Moorpark College today looks forward to a growing future of serving the educational needs of eastern Ventura County.

THE PHILOSOPHY

The Ventura County Junior College District is dedicated to meeting the needs of the residents of the District for education beyond the high school level. The education provided is destined to help each student realize his greatest potential by cultivating his cultural and vocational abilities, by preparing him to assume the responsibilities of citizenship in a free society, and by utilizing his resources to achieve a richer and more productive life.

The guiding philosophy of Moorpark College is based on an enduring belief that each man wants to realize his own potential; and that, armed with this powerful motivating force, he has the capacity to learn, and thus, to direct his own destiny. To make progress toward this major objective, it is required that each member of the college community:

Have access to information about his natural environment, about himself, about society, and about his heritage.

Be provided an opportunity to gain understanding of important issues, concepts, and relationships.

Enjoy freedom to inquire, explore, take issue, and to choose.
Develop a level of competency that gives him a chance to become self-sustaining and discerning.

SPECIFIC OBJECTIVES

A. CURRICULUM

Consistent with the philosophy of providing educational opportunities, access to information, and the development of competencies, Moorpark College offers the following educational programs designed to meet the needs of those who choose to enroll.

1. General Education

Recognizing that man is more than a mere unit of production, and that students must learn to live as well as earn a living, Moorpark College emphasizes the values of general education. To this end, then, it is essential that a student develop a command of the written and spoken language; understand mathematics; have knowledge of the structure and function of the human body; develop an understanding of the history and political institutions of the United States; learn to appreciate beauty, form, and color; perceive his own roles and understand the society in which he lives, and become familiar with the elements of the scientific method.

2. Preparation for Transfer

Moorpark College provides programs and courses that satisfy the lower division requirements at four-year colleges and universities in general education and in a wide variety of pre-professional fields. Special care is exercised to see that these courses and programs are parallel with those offered at senior colleges, and that they do, in fact, transfer with full credit. Articulation with senior colleges is a joint responsibility of faculty and administration.

3. Technical-Vocational Education

Preparation for employment is an important and legitimate function of higher education. Moorpark College recognizes the changing nature of industrial society and, therefore, is committed to specific preparation, as well as to a broad-gauge vocational-technical training that prepares for tomorrow as well as today. Vocational-technical programs are designed to provide entry-level skills, tech-





nical skills, technical knowledge that will permit employment mobility as changes occur, and general education that is the footing upon which specialized training is erected.

4. Developmental Programs

Moorpark College seeks to meet the needs of those who choose to enroll, but who are not fully prepared for the demands of college level instructional programs. Since the learning process takes place via the use of words and numbers, all students must develop command of the written and spoken language, as well as a degree of mastery of mathematical processes. Those who lack these skills will not find equal opportunity in the college classroom. Those students are, therefore, offered a well-programmed chance to improve, including developmental reading, vocabulary building, oral communication, basic mathematics, and logic.

B. CO-CURRICULUM

Moorpark College recognizes that students have many needs beyond those served by the formal curriculum. Students are viewed as full participants in the development of programs leading to effective self-government, cultural enrichment, intellectual stimulation, and social growth. These programs should reflect the purposes of the college and the diversity of student interests and needs. Students do not merely experience the climate of the campus; they help create it, and in doing so, exercise their privileges and responsibilities as citizens.

C. COUNSELING SERVICE

To help implement the philosophy of the "open door," counseling services are provided to assist students in assessing their own capabilities, interests, and goals. Moorpark College is strongly committed to a policy of engaging students, counselors, faculty members, community resources, and necessary specialists in the very important task of helping students develop personal, educational, and vocational goals and values.

D. COMMUNITY SERVICES

Moorpark College serves its community, not only by offering formal educational programs, but also by presenting cultural, recreational, and educational activities of an informal nature. The college has a responsibility to the community to make available facilities, staff, and financial resources that will encourage the presentation of stimulating programs in the fields of ideas, art, music, dance, drama, and recreation. These programs are designed to enrich the community and are open to the public as well as to the college student body.

ACCREDITATION

The courses and curricula of Moorpark College have been approved by the State Department of Education and by the Veterans Administration. Public and private colleges and universities, including the University of California and the California State College system, recognize credit earned in parallel courses at face value. Accreditation by the Western Association of Schools and Colleges has been initiated according to the procedures applicable to new public junior colleges. Moorpark College has been accorded Candidacy Status by the Western Association of Schools and Colleges after a preliminary accreditation visit on December 2, 1967 conducted by members of the Accreditation Committee for Junior Colleges.

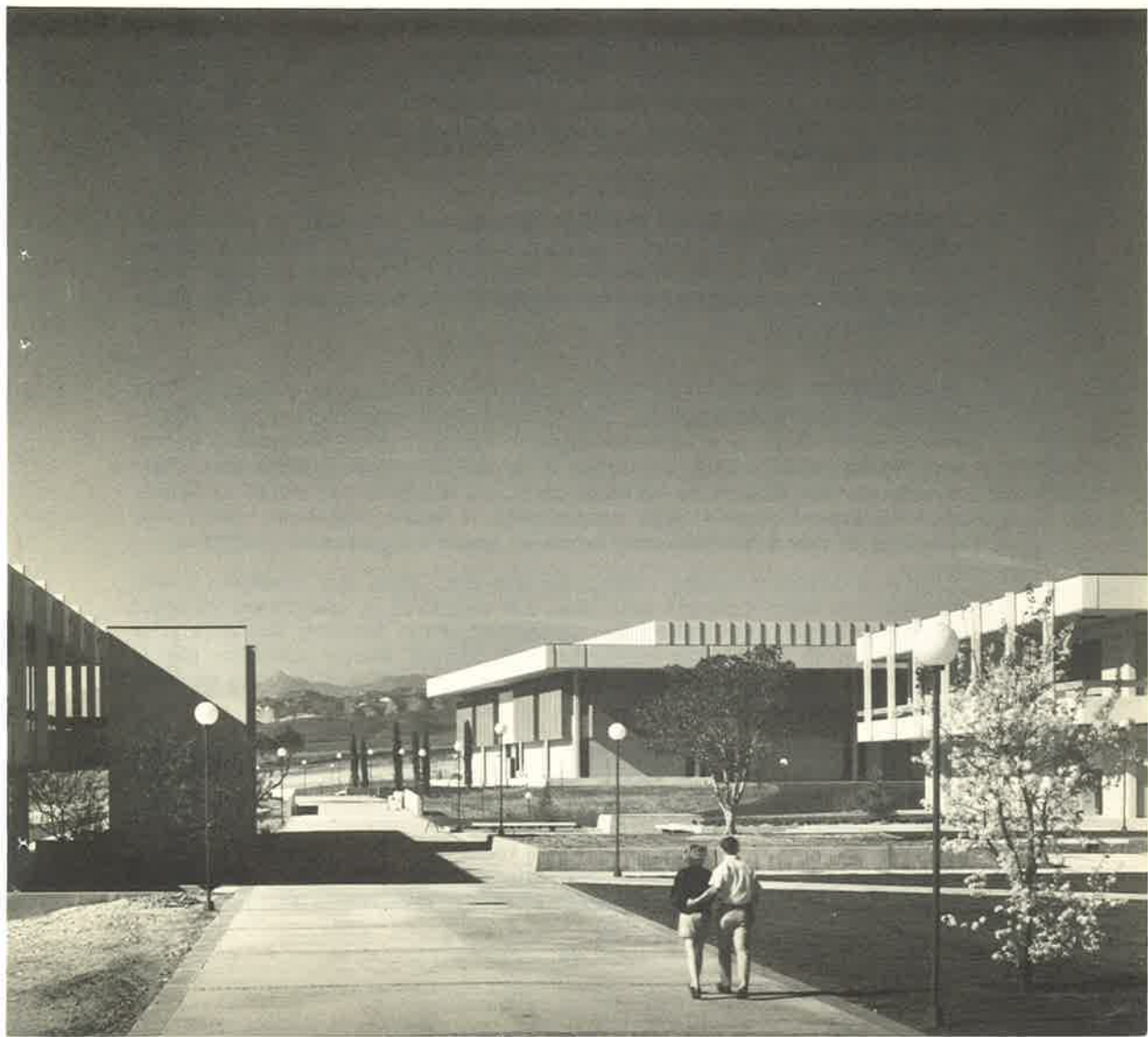
EVENING CLASSES

Courses are offered by Moorpark College during the late afternoon and evening hours. These are regular college courses and carry the same requirements and credits as the day classes. It is possible for a student to meet all requirements for graduation through evening class attendance. Continuing education curricula, including certificate, technical vocational, and professional programs, are offered by the college to meet the needs of interested citizens in the community.

SUMMER SESSION

Moorpark College will conduct a summer session immediately following the close of the spring semester. This session will begin on June 16 and end in August, 1969. Courses will be offered to meet the needs of interested students. Registration for summer session will begin May 5, 1969.

ADMISSIONS AND RECORDS



ADMISSIONS AND RECORDS

ELIGIBILITY

GENERAL — Moorpark College admits all high school graduates or persons over 18 years of age who are capable of profiting from instruction.

SPECIAL — Students disqualified from other institutions must schedule an appointment with the Dean of Students prior to admission.

OUT-OF-COUNTY — California residents whose legal address is outside of Ventura County are required to furnish a written permit from the junior college district where they legally reside. (Exceptions listed under OUT-OF-DISTRICT PERMITS, Page 13).

OUT-OF-STATE — Out-of-state residents and foreign students are charged a tuition fee fixed each year by the California State Legislature. Students on active duty in the United States Armed Forces, and their dependents, are exempt from tuition fees. Students carrying six units or less are not required to pay tuition fees under current policy.

- 1. APPLICATION FOR ADMISSION** — Applications may be obtained by calling at the Records Office, (529-2321, extension 55), or by writing to that office. These forms should be returned before August 14 for admission to the fall semester and before January 15 for admission to the spring semester.
- 2. TRANSCRIPTS** — Request the high school last attended to forward an official transcript of all work completed to the Dean of Students, Moorpark College. Students who have previously attended college must request that all colleges attended forward official transcripts to the Dean of Students, Moorpark College.
- 3. PLACEMENT TESTS** — To assist students in selecting programs and courses that are appropriate, Moorpark College administers two placement tests. One is a general college aptitude test measuring verbal and mathematical skills; the other is an English classification test. Test scores **do not** determine whether or not a student may enroll in Moorpark College. However, test scores will, in some instances, determine whether or not a student may enroll in specific courses or programs.

All day students entering college for the first time, and students transferring from other colleges who have not successfully completed 15 units of college work must take the placement tests. Evening students who plan to enroll in courses requiring test scores should take the placement tests. The college schedule of evening classes will indicate courses which require testing.

Placement tests will be given during July and August on the Moorpark College campus. Specific information in regard to test dates can be obtained by calling the college, 529-2321, extension 80, or by writing to the Dean of Students, Moorpark College.

- 4. COUNSELING INTERVIEW** — Each student will have the assistance of a counselor in planning his program of study. Preliminary thought should

be given to the selection of a major and courses to gain the full benefit of the counseling conference. In planning a program, the student should consider abilities, skill, and personal qualities needed in selected vocational fields. Students who intend to transfer to another college at some future date should become aware of the requirements for transfer.

The normal program of study is 15½ to 17½ units. Thus, the average student will complete the requirements for the Associate in Arts degree within four semesters. First-semester freshmen are encouraged to limit themselves to a normal program. Students whose previous semester grade-point average was 3.25 or above, or who have a cumulative GPA of 3.00 or more in two or more semesters' work may take up to 19½ units. Those students who wish to enroll in more than 19½ units are asked to confer with the Dean of Students.

5. **COMPLETING REGISTRATION** — Immediately following the counseling conference, students will register in classes, file their registration packets, complete a Health Inventory Form, purchase a student body card, and provide the college with their Social Security number.
6. **POLIO AND MEASLES IMMUNIZATION** — Students enrolling at Moorpark College for the first time, under 21 years of age, and who have not attended a California school must show evidence of immunization for measles and polio at the time of registration.
7. **VALIDATION** — On Friday and Saturday, Sept. 13 and 14, day students who have completed the registration process will validate their registration by securing their schedule of classes, student body identification card, and parking permit
8. **FRESHMAN ORIENTATION** — First time Freshmen students who have completed less than 15 units of college work must enroll in orientation. All students in these classes must attend a pre-school Orientation program in the Student Dining Commons of the Campus Center on September 13 or 14. Attendance credit will be given for this session and validation of registration will follow the program.

OUT OF DISTRICT PERMITS

Students desiring to attend a junior college outside of Ventura County must obtain an application form in the Dean of Students' office at Moorpark College. After completing the application and having an interview with the Dean of Students, the student must file with the Ventura County Junior College District Office at 71 Day Road, Ventura. If the permit is granted, it will be issued at the District office.

PERMITS TO ENTER

Restricted admission of students to Ventura County Junior College District from other State junior college districts. According to the Inter-district Attendance Agreements executed, and Notices of Restriction in effect as of April 1, 1968, and thereby effective for the fiscal year 1968-69, students with legal residence in the junior college districts listed below must present permits for attendance before completing registration for classes in the Ventura County Junior College District.

Butte Junior College District
Cabrillo Junior College District
Cerritos Junior College District
Coachella Valley Junior College District
Coalinga Junior College District
Compton Junior College District
Fremont-Newark Junior College District
Gavilan Joint Junior College District
Los Angeles City Junior College District
Merced Junior College District
Monterey Peninsula Junior College District
Mt. San Jacinto Junior College District
Riverside Junior College District
San Joaquin Delta Junior College District
San Jose Junior College District
San Mateo Junior College District
Santa Barbara Junior College District
Shasta Joint Junior College District
Siskiyou Joint Junior College District
Solano County Junior College District
Victor Valley Joint Junior College District
West Kern Junior College District
West Valley Joint Junior College District

TRANSFER PERMITS

Restricted transfer of Ventura County Junior College District Students.

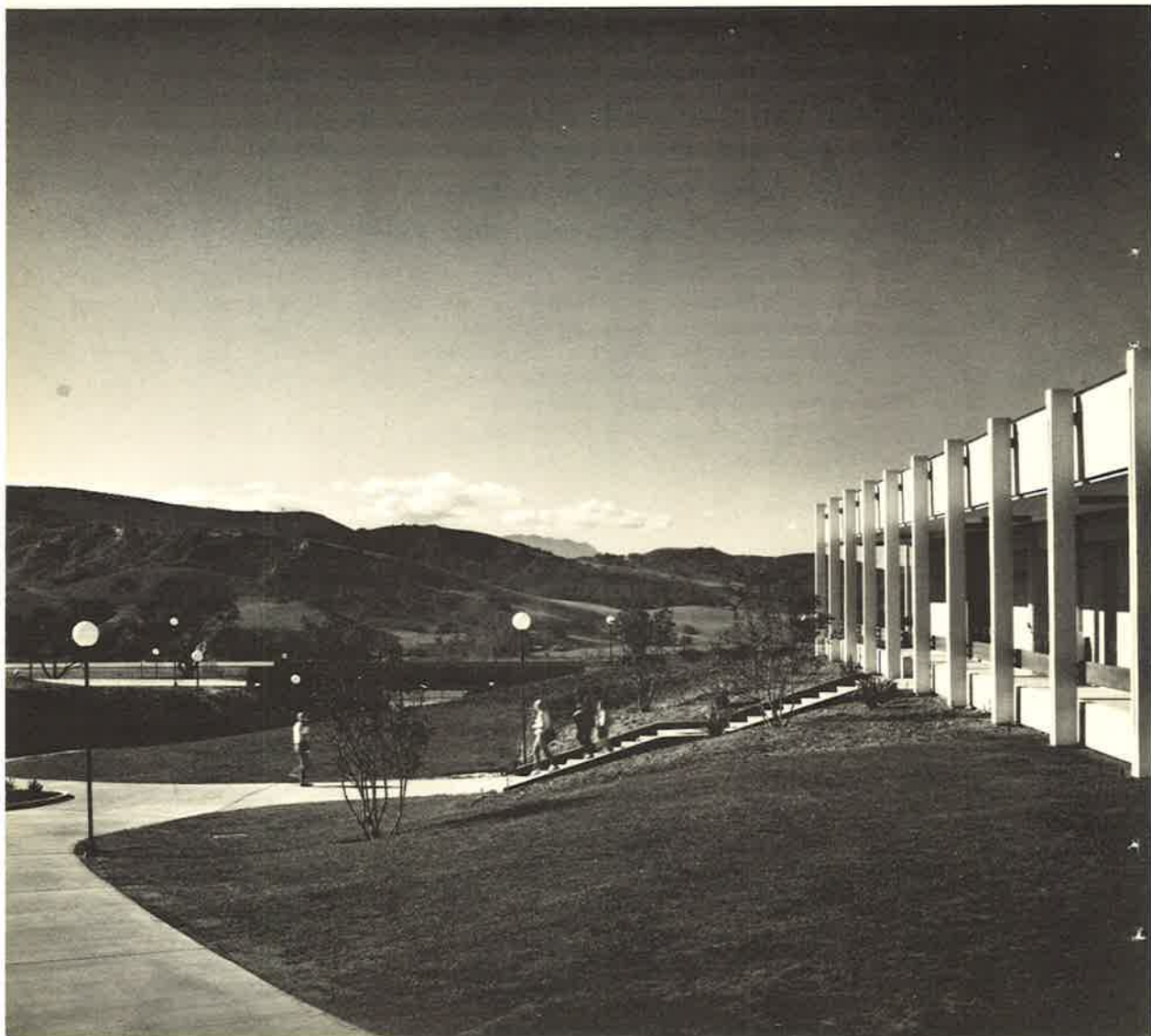
According to the Inter-district Attendance Agreements executed, and Notices of Restriction in effect as of April 1, 1968, and thereby effective for the fiscal year 1968-69, students with legal residence in the Ventura County Junior College district must apply for permits to attend any of the following junior college districts in the State of California:

Butte Junior College District (Butte Junior College)
Cabrillo Junior College District (Cabrillo College)
Cerritos Junior College District (Cerritos College)
Coachella Valley Junior College District (College of the Desert)
Coalinga Junior College District (Coalinga College)
Compton Junior College District (Compton College)
Fremont-Newark Junior College District (Ohlone Junior College)

Gavilan Joint Junior College District (Gavilan College)
Los Angeles Junior College District
 Los Angeles Pierce College, Los Angeles Trade Tech College,
 Los Angeles City College, Los Angeles Harbor College,
East Los Angeles College,
 Los Angeles Valley College)
Merced Junior College District (Merced College)
Monterey Peninsula Junior College District (Monterey Peninsula
 College)
Mt. San Jacinto Junior College District (Mt. San Jacinto College)
Riverside Junior College District (Riverside City College)
San Joaquin Delta Junior College District (San Joaquin Delta College)
San Jose Junior College District (San Jose City College)
San Mateo Junior College District (College of San Mateo)
Santa Barbara Junior College District (Santa Barbara City College)
Shasta Joint Junior College District (Shasta College)
Siskiyou Joint Junior College District (College of the Siskiyous)
Solano County Junior College District (Solano College)
Victor Valley Joint Junior College District (Victor Valley College)
West Kern Junior College District (Taft College)
West Valley Joint Junior College District (West Valley College)



STUDENT SERVICES AND PROCEDURES



STUDENT SERVICES AND PROCEDURES

COUNSELING

Counseling services are provided for every student to assist him in choosing courses and planning his future from the point of view of his immediate needs, aspirations, and purposes. These services are available at the time of registration and throughout enrollment in the college. The counselor helps each student work out a program of courses consistent with his previous educational experience, interests, and aptitudes. The Counseling Center is located in the Administration Building. Students at Moorpark College should be aware that instructors, as well as counselors, are available and willing to assist them in vocational and educational planning.

HEALTH SERVICES

The Health Center is located in the Administration Building, A115. The college nurse is on duty daily to confer with students regarding health and illness problems. The college physician will be on duty three hours each week for student consultation.

Students who are injured on campus must report the incident to the Health Center. Injured students covered by student insurance must complete a claim form at the Center, or in case of athletic injuries, with the Director of Athletics.

TRANSPORTATION

Ventura County Junior College District does not provide student transportation to and from Moorpark College. Car pool information is maintained on the Bulletin Board in the Counseling Center.

HOUSING

As a service to students seeking off-campus housing accommodations, the Housing Office, located in the Counseling Center, keeps an up-to-date file of rooms and apartments listed with the college by various householders and landlords. These listings describe in detail the facilities being offered, but do not imply that the College has approved the accommodations. Selection of housing, financial arrangements, and rules and regulations covering behavior are the responsibilities of the student and the landlord.

FINANCIAL AID

Financial aid information and applications are available at Moorpark College from the office of the Dean of Students for qualified students in the form of scholarships, grants, loans, and opportunities for part-time work. The basic premise is that the student and his family are expected to bear as much of the costs as their circumstances will permit. When resources are not adequate to meet a normal budget, the college will attempt to assist the student with supplemental financial aid.

SCHOLARSHIPS

All scholarship awards are made on a competitive basis, consideration being given to scholastic achievement, financial need, and promise. Eligibility for a scholarship is determined from the applicant's statement, official transcripts, letters of recommendation, and the Parents Confidential Statement. Deadline for scholarship applications is April 15, 1969.

EDUCATIONAL OPPORTUNITY GRANT

The Educational Opportunity Grant is a Federal program of direct award. Students with exceptional financial need and who require such assistance to attend Moorpark College will be eligible. The grant ranges from \$100 to \$800 an academic year, and can be no more than one-half of the total assistance given the student.

WORK-STUDY OPPORTUNITIES

The Work-Study Program is designed to stimulate and promote the part-time employment of students who are in need of earnings to pursue a full-time course of study. Employment under this program is limited to citizens of the United States or permanent residents of the United States.

LONG-TERM LOANS

The National Defense Student Loan Program provides loans for students with financial need. The loans provide simple interest upon the unpaid balance and will be repayable after the borrower ceases to be a full-time student. The State Guaranteed Loan Program is available to any student enrolled whose family adjusted income is below \$15,000 a year. These long-term loans will be made by banks and credit unions and provide deferred payment and interest until graduation or termination of higher education.

SHORT-TERM LOANS

The short-term loan funds are established to meet the emergency need of a student at the time of enrollment. These loans are without interest and payable within 30 or 90 days depending upon the fund from which the loan is drawn.

EMPLOYMENT SERVICES

Students seeking part-time or permanent employment should apply at the Placement Office located in the Counseling Center, A123. In the area of part-time employment, special emphasis is placed on locating work for which the student has been trained in order to relate his work experience to his vocational objectives. The placement service is available to current students, former students, and graduates.

Referrals for placement are made on the basis of qualities demonstrated

by the student during his college attendance. Since employers rely upon the college to furnish them with information helpful in evaluating applicants, the office works in close cooperation with department heads and instructors. Application should be made in person at the Placement Office.

OCCUPATIONAL INFORMATION CENTER

The Occupational Information room, located in the Counseling Center, provides specific information concerning wage rates, working conditions, and job qualifications for a wide variety of occupations and professions. Sound vocational planning is in large measure based on a knowledge of job requirements as well as other general employment trends. Many publications on vocations, employment opportunity announcements, and audio-visual media are available in the Center.

STUDENT ACTIVITIES AND ORGANIZATIONS

The Associated Student Body of Moorpark College is the student governing organization. This organization carries the major responsibilities for student government, campus organizations and the student activity program in general. The broad aims of this program are in close harmony with the objectives of the college in providing opportunities for personal development, group cooperation, the development of leadership, and the enrichment of college life.

Moorpark College has a planned program of cultural, professional, and recreational activities. All students are encouraged to participate in one or more activity, such as student government, dramatics, music, forensics, athletics, publications, and the club program. It is felt that students availing themselves of these opportunities receive a more complete and rewarding college experience.

EVALUATION OF TRANSFER CREDIT

Students transferring to Moorpark College from other colleges or universities are required to declare all previous college work evidenced by official transcript. Failure to provide complete information may result in dismissal from Moorpark College. Students transferring from accredited colleges will normally be granted credit for lower division courses which correspond to courses described in this catalog.

FOREIGN STUDENTS

Foreign students desiring to attend Moorpark College must follow the procedure outlined below:

1. Submit a completed application for admission.
2. Provide evidence of proficiency in the use of the English language. Students are encouraged to complete the University of Michigan English Language Institute examination.

3. State a specific degree objective.
4. Submit a letter of recommendation and transcripts from preparatory schools and colleges previously attended.
5. Submit a confidential statement of finance.
6. Complete the Certificate of Eligibility, Form 1-20-A.
7. Submit a health certificate, which may be a copy of the health certificate for visa purposes.
8. Complete admission tests for placement purposes.

Moorpark College attempts to select for admission only those foreign students who are above average in scholastic achievement and personal qualifications.

EXPENSES

There is no tuition fee for students who qualify as legal residents of California. The non-resident tuition fee for the academic year 1968-69 is \$375 or \$187.50 per semester. Students taking 7 to 15 units will pay \$12.50 per unit. Those who carry 6 units or less are not required to pay a tuition fee. Tuition fees must be paid prior to admission to classes.

Membership in the Associated Student Body is \$8 per semester. This entitles the student to free admission to all athletic events, college drama presentations, music programs, college film series, lectures, cultural events, and accident insurance coverage.

Textbooks and supplies are available for purchase in the college bookstore located in the Campus Center. These items will cost approximately \$35 to \$60 per semester.

Transcripts of academic work taken at Moorpark College will be sent to any college or university, upon request of the student. Three requests for transcripts will be honored free of charge. For each additional request, there is a charge of one dollar.

ATTENDANCE

Students at Moorpark College are expected to attend classes regularly. The faculty places strong emphasis on consistent attendance.

If attendance is irregular and absences excessive, the instructor may, after due warning, recommend that a student be dropped from the class and a failing grade be recorded for the course. Students should confer with each instructor when absence is due to illness.

Students who are absent from college for more than three days as a result of illness or accident, must notify the Records Office. Instructors will then be notified.

LATE REGISTRATION

Late registration severely handicaps the student in achieving college success and should be avoided whenever possible.

Ordinarily, a student may not register at Moorpark College after the second week of the semester. Exceptions will require approval of the Dean of Students.

A student may add a class to his schedule during the first week of the semester with the approval of his counselor. Commencing with the second week, approval must be obtained from both counselor and instructor.

REPEATING A COURSE

If a student has already completed a course with a grade of "D" or "F" and wishes to repeat the course, he may do so. A student must confer with the Dean of Students before repeating a course in which he has received a "C" grade or better. Units will be recorded in the grade-point count each time a course is attempted.

AUDITING

Auditing is not permitted at Moorpark College.

INCOMPLETE

A grade of Incomplete, "INC", indicates failure to complete the required work of the course because of extenuating circumstances. An "incomplete" must be removed during the semester following that in which it was received. All "incompletes" not removed by the end of the following semester automatically become "F" grades.

DROPPING A COURSE

1. A student planning to drop a course during the first six weeks of each semester may do so without prejudice after conferring with his counselor.
2. After the first six weeks, a student may drop a course with a "W" if passing or an "F" if failing. Written approval must be secured from the counselor and the instructor.
3. Students will not be permitted to drop courses during the last two weeks of a semester.

WITHDRAWAL FROM COLLEGE

It is the student's responsibility to formally clear his record if he withdraws from college before the end of the semester. Procedure for withdrawal is as follows:

1. Confer with appropriate counselor and secure an Application for Withdrawal form.
2. Present the completed Application to the Records Office after appropriate signatures have been obtained.

Grades will be recorded according to the rules governing the dropping of courses.

Students will not be permitted to withdraw from college during the last two weeks of a semester.

SELECTIVE SERVICE

The Dean of Students is the liaison between the college and the Selective Service Administration. Students having special problems in this regard should confer with the Dean of Students.

ACADEMIC POLICIES



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A student's academic work is considered satisfactory when he maintains an average of "C" or higher. The quality of a student's work is indicated by a grade-point average which is derived from the semester units and grades received. This computation is based upon the following grade points for each semester unit of course work undertaken: A = 4, B = 3, C = 2, D = 1, F = 0, Inc = 0.

Students will receive two grade reports each semester. Mid-term and final grades are distributed by the Records Office.

DEANS' LIST

Special recognition is accorded students who complete a program of 12 or more units with a 3.50 grade-point average or higher during a semester. These students are placed on the Deans' List and given appropriate recognition on campus and in the community.

FINAL EXAMINATIONS

Final examinations are required at the conclusion of each semester according to a published examination schedule. If circumstances are such that the student finds it impossible to meet the final examination schedule, he must confer with the Dean of Students regarding an adjustment or a deferment.

ADMISSION - PROBATION - DISMISSAL

A. INTRODUCTION

Admission-probation-dismissal principles and policies are designed to assist students to make progress toward realistic educational, vocational, and personal goals. Each individual student who chooses to enroll should be encouraged to take advantage of the opportunity to realize his full potential. Limitations regarding programs, courses, and unit loads are consistent with the philosophy of providing an opportunity to succeed. The following principles and policies are consistent with the provisions of the Education Code and of Title 5 of the California Administrative Code.

B. PRINCIPLES GOVERNING THE ADMINISTRATION OF ADMISSION-PROBATION - DISMISSAL POLICIES

1. High school graduates or persons 18 years of age or older, capable of profiting from the educational programs offered, shall be admitted by the colleges of the District.
2. The admissions officer at each college shall have the responsibility

of administering probation-dismissal policies.

3. Probation-dismissal policies, as applied to individual students, are to be administered in such a manner as to respect the integrity and privacy of the student.
4. A dismissed student who applies for readmission must make a written statement supporting his readmission. A student who is readmitted must, with the assistance of a counselor, undertake a thorough reassessment of his educational and vocational goals which shall be made a matter of record.
5. A student transferring to a Ventura County Junior College District college from another college is subject to the same probation-dismissal policies as Ventura County Junior College District students.
6. Admission to graded classes is conditional until complete transcripts have been received from previous schools and colleges attended.
7. A student subject to dismissal has the right of appeal for a review of his case.

C. RULES GOVERNING ACADEMIC PROBATION

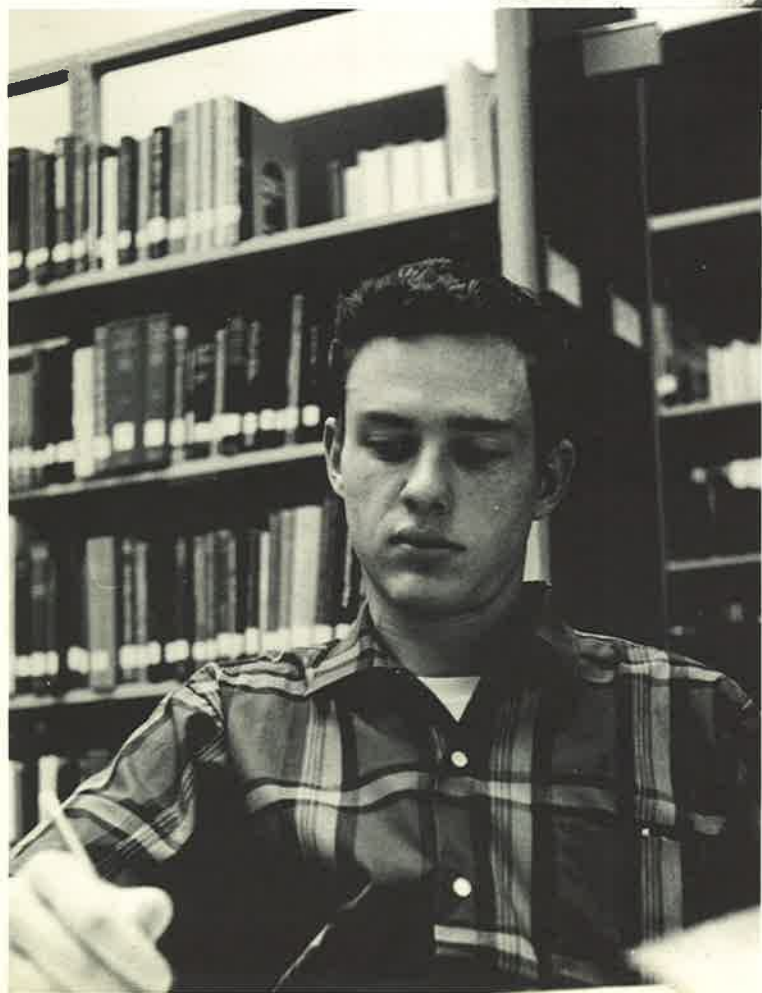
1. A student placed on probation shall be provided individual counseling and guidance services, including regulation of his program according to subject matter prerequisites, aptitude and achievement.
2. A student will be placed on probation when his cumulative or semester grade averages fall below 2.00. Computations will be based on all college work attempted.
3. A newly entering student who is not a high school graduate shall be placed on probation.
4. A newly entering student who is a high school graduate, but whose high school average for the last three years of high school attendance was less than 2.00 for all subjects attempted (excluding physical education and military sciences), shall be placed on probation.

D. RULES GOVERNING DISMISSAL

1. A student who does not meet District academic standards is subject to dismissal. Rules governing dismissal apply to any student who has attempted twelve (12) or more semester units or equivalent.
2. A student shall be subject to dismissal when his grade averages for three consecutive semesters fall below 1.75. Computations will be based on all college work attempted.
3. A student who, after two semesters of attendance, is deficient 20 grade-points or more, shall be subject to dismissal.
4. A student dismissed under the above rules shall not be reinstated until a minimum of one semester (or two quarters) has elapsed after the dismissal.

E. EXCEPTIONS TO DISMISSAL

1. An exception to dismissal may be made in the event of extreme and unusual circumstances that can be documented by evidence provided by the student.
2. At each college of the District, a committee shall be established representing admissions, counseling, and instruction to rule on exceptions in the application of dismissal policies.





LIBRARY

The focal point of the Moorpark College campus is the library. At present, only the first floor of the building is devoted to library functions. It contains books, periodicals, pamphlets, government documents, audio-visual materials in direct support of instructional programs, and also recreational reading and listening materials. In addition to the main reading room and book stacks, there are other facilities on the front floor: a student typing room, conference rooms for small groups, a browsing area with new books, popular periodicals, newspapers, and art displays. Individual study spaces are emphasized in the library.

The audio-visual center has a film preview room, listening stations, micro-film readers, and facilities for educational television programs. The library has approximately 280 seating spaces and will eventually contain about 100,000 volumes. Students are invited to visit the library frequently, and to take advantage of its many materials and services.

GRADUATION REQUIREMENTS

As authorized by the Education Code and Title 5 of the Administration Code of the State of California, the Ventura County Junior College District Board of Trustees confers the Associate in Arts degree to students who meet the following requirements and who file a Notice of Intent to graduate.

A. GENERAL REQUIREMENTS

1. Completion of sixty (60) semester units of college work in a curriculum described in the college catalog with a grade-point average of not less than 2.00.
2. A 2.00 grade-point average in all work in residence which applies to the degree.
3. Completion of the last twelve (12) semester units in attendance at an institution of the Ventura County Junior College District, or the completion of fifty-four (54) semester units in residence, if not in attendance at the time of qualifying for graduation.
4. Completion of a major consisting of at least twenty (20) semester units in a specified field of study.
5. Completion of not less than twenty-five (25) semester units in general education outside of the major field of study.

B. GENERAL EDUCATION REQUIREMENTS

	Semester Units
1. Social Science (Including at least four (4) semester units in American History and Institutions; and Freshman Orientation).	6 - 9
2. English/Speech 3 to 6 units as required in transfer majors. Must include at least three (3) semester units in English composition.	6
3. Natural Science/Mathematics	3 - 5
4. Fine Arts	2
5. Health Education	2
6. Physical Education (4 semesters required)	2

- C. In designated occupational curricula, the Associate of Arts degree may be conferred in the specific field of study, such as electronics, business, fire science, etc.
- D. A student who meets the requirements for transfer to a four-year college or university, and who has completed lower division subject requirements for entry into an upper division subject major, shall be deemed to have met the requirements of A-4 above.

TRANSFER

Students may complete their program of freshman and sophomore courses at Moorpark College prior to transferring to a senior institution.

Admission practices to four-year institutions are continually in the process of change. Students should therefore exercise care in checking entrance requirements at the college to which they intend to transfer. Moorpark College students who maintain the scholarship indicated below may expect to make a satisfactory transfer to the institution of their choice.

TO STATE COLLEGES: Students eligible for the State college on the basis of their high school record may transfer to the State college at any time as long as their junior college grade-point average is 2.0 or better.

Students who were ineligible for the State college on the basis of their high school record will be admitted to the State college upon completion of 60 units of junior college work and a 2.0 grade-point average. Students may transfer a maximum of 70 junior college units to State colleges.

TO THE UNIVERSITY OF CALIFORNIA: Students eligible for admission from high school will be admitted to the University at any time as long as their junior college grade-point average is 2.0 or better. Students ineligible for admission because of high school subject deficiencies may establish eligibility by completing the required courses, maintaining a 2.0 grade-point average. Students who are ineligible for admission from high school because of grade-point deficiency, may establish eligibility by taking a minimum of 56 acceptable units with a grade-point average of 2.4 or better.

Students may transfer a maximum of 70 junior college units to the University of California.

VETERANS

The office of the Dean of Students maintains liaison with the Veterans Administration and the State Department of Veterans Affairs.

Students planning to enroll and obtain benefits under Public Law 89-358 must so indicate to their counselor and complete the necessary forms.

Veterans are encouraged to complete the required Veterans Administration forms through the Ventura County Veterans Affairs Office.

Moorpark College does not grant credit for military training but will evaluate transcripts of extension and USAFI courses completed while in the military service.

The college is approved for training of veterans under all applicable laws.

PROGRAMS OF STUDY



TRANSFER PROGRAMS

REPRESENTATIVE CURRICULA

Four-year institutions vary in freshman and sophomore requirements, even on the various campuses of a single system such as the University of California. Students are therefore advised to become familiar with specific requirements of the institution to which they expect to transfer by study of the appropriate catalogs, available in the Counseling Center and in the Library.

While transfer students from Moorpark College attend many institutions of higher education, both private and public, the majority attend campuses of the University or the State College system.

Each campus of the University of California and the State Colleges has unique graduation requirements for each major. Included for review are specific general education requirements for nearby campuses:

- University of California at Los Angeles (UCLA)
- University of California at Santa Barbara (UCSB)
- San Fernando Valley State College (SFVSC)
- California State College at Los Angeles (CSCLA)
- California State Polytechnic College (CAL POLY)
 - San Luis Obispo campus

General education requirements are noted in terms of the courses and units (quarter or semester) of the respective institution.

GENERAL EDUCATION REQUIREMENTS

UNIVERSITY OF CALIFORNIA AT LOS ANGELES

(UCLA)

COLLEGE OF LETTERS AND SCIENCE

(Quarter Units)

English

One quarter course* in English composition with a grade of C or better. Requirement may also be satisfied by passing a proficiency examination set and administered by the Department of English.

*A "course" at Los Angeles is equivalent to 4 quarter units.

Foreign Language

Five quarter courses in 1 or 2 languages or the equivalent. A minimum of two courses is required in any language offered in satisfaction of this requirement. Students wishing to offer courses taken in high school in fulfillment of this requirement must take a placement test in each of the languages in question. Credit will not be given for work taken in the University equivalent to that for which credit was given in high school. The first two University courses in a foreign language will be considered equivalent to two years in high school, the first three equivalent to three years, and the first four equivalent to four years.

Mathematics

The high school mathematics required for admission to the University of California.

Humanities

(Students majoring in the Humanities are exempt from this requirement). Students majoring in the Social Sciences will take 2 courses either in literature or philosophy, and students majoring in the Physical Sciences or in the Life Sciences will take 3 courses.

1—Philosophy

- a. Students in the Social Sciences may take either Philosophy 6-7 or Philosophy 20-21.
- b. Students in the Physical Sciences or Life Sciences may take either Philosophy 20-21 plus a third course which is offered by the Department of Philosophy and for which a student is eligible.

2—Literature

Students in the Social Sciences may take 2 courses and students in the Physical Sciences and Life Sciences may take 3 courses from the following:

English 10A, 10B, 10C, 100, 101, 102, 103, 105, 107,
108, 109
Humanities 1A, 1B, 1C

Any of the courses in foreign literature in translation.

Natural Sciences

1—Life Sciences

(Students majoring in the Life Sciences are exempt from this requirement.) Students majoring in the Physical Sciences will take 2 courses and those majoring in the Humanities and Social Sciences will take 3 courses.

- a. Students in the Physical Sciences normally will take Biology 2A-2B (or 181A-181B).
- b. Students in the Humanities and Social Sciences normally will take Biology 2A-2B and one of the following:
 - Anthropology 1A, 11
 - Bacteriology 6
 - Biology 21
 - Botany 10
 - Geography 5
 - Geology II
 - Psychology 12, 115
- c. This requirement may also be satisfied by Biology 1A-1B-1C or, for transfer students, by any 3-quarter (or 2-semester course) in bacteriology, biology, botany, or zoology, totaling 12 quarter units or 8 semester units.

2—Physical Sciences

(Students majoring in the Physical Sciences are exempt from this requirement). Students majoring in Life Sciences will take 2 courses and those majoring in the Humanities and Social Sciences will take three courses.

- a. Students normally will take 2 or 3 courses in the following sequence:
 - Physical Sciences 1-2
 - One of the following: Physical Sciences 3A, 3G, 3M.
- b. This requirement also may be satisfied by one course in physics and one course in chemistry. If a third course is required, it may be chosen from astronomy, geology, mathematics, or meteorology.

Social Sciences

(Students majoring in the Social Sciences are exempt from this requirement.) Students majoring in

the Humanities will take two courses in one Social Science department, and those majoring in the Physical Sciences or the Life Sciences will take 2 courses in one Social Science department and 1 course in another Social Science department. A course used to satisfy the requirement in American History and Institutions cannot be applied to this requirement. Students will select the courses to meet this requirement from the following:

Anthropology 2A, 2B, 12

Economics 1A, 1B, 13, 101

Geography 1B, 120

History 1A, 1B, 1C, 5B, 6A, 6B, 7A, 7B, 8A, 8B, 9A, 9C, 9F

Political Science 1, 2

Psychology 10

Sociology 1A, 1B, 101

Additional Requirements

Limited Electives

Every student will take 2 courses (any courses for which he has the prerequisite) in art, history, literature, music, or philosophy. (A course used to satisfy the requirement in American History and Institutions cannot be applied to this requirement.)

UNIVERSITY OF CALIFORNIA AT SANTA BARBARA

(UCSB)

(Quarter Units)

English

At least 8 quarter units of reading and composition.

Foreign Language

Completion of the fifth-quarter course, or the equivalent in a foreign language.

Mathematics

See "Natural Sciences" below.

Humanities

At least 15 quarter units including one or more courses in each area:

1. Literature, English or foreign
2. Philosophy (any course)
3. Fine Arts, History and Appreciation (Art, Dance, Music, Drama)

Natural Sciences

At least 11 quarter units, including one laboratory

course and one or more courses from each of the following:

1. Biology or botany
2. Chemistry, geology or physics (1 course)
3. Anthropology (physical), astronomy, biology, botany, chemistry, geography (physical), geology, mathematics, physics, zoology.

Social Sciences

At least 15 quarter units from the following:

1. History, any course
2. Three courses in separate areas from: anthropology (except physical), economics (except accounting or statistics), geography (except physical), political science, psychology, sociology.

Additional Requirements

1. Three quarter courses in physical activities taken during the first two years for a total of 1½ quarter units.
2. Free Electives: At least 10½ quarter units consisting of four courses outside the major, including speech and religious studies, or three courses outside the major and 1½ additional units of physical activities.

SAN FERNANDO VALLEY STATE COLLEGE

(Semester Units)

Section A. **The Social Sciences:** 12 Units (Choose one from each of the following sub-sections)

1. One of the following: 3 units
Hist. 270. U.S. to 1865 (3)
Hist. 271. U.S. since 1865 (3)
2. Pol. Sci. 155. American Political Institutions (3)
3. Two courses from any two of the following categories: 6 units
 - a. Anthro. 150. Comparative Cultures (3)
Anthro. 204. Cultural Anthropology (3)
 - b. Econ. 150. Principles of Economics I (3)
Econ. 160. Principles of Economics II (3)
Econ. 300. Economics Principles and Problems (3)
 - c. Geog. 105. Economic Geography (3)

- Geog. 150. Cultural Geography (3)
- d. Soc. 150. Man and Society (3)
- Soc. 200. Social Problems (3)
- e. Hist. 150. Man in Western Civilization (3)
- Hist. 151. Man in Western Civilization (3)
- Pol. Sci. 156. Comparative Government (3)

Section B. The Natural Sciences: 9 units (Choose from each of the following sub-sections)

1. Physical Sciences (3 units required)
 - Phy. Sci. 150. Principles of Physical Science I (3)
 - Physics 100A. General Physics (4)
 - Physics 220A. Mechanics (4)
 - Chem. 101. General Chemistry (lab. required) (5)
 - Chem. 103. Introductory Chemistry I (3)
2. Biological Sciences (3 units required)
 - Biol. 151. Principles of Biology II (3)
3. Science Electives (3 units required)
 - Phys. Sci.. 151. Principles of Physical Science II (3)
 - Phys. Sci. 152. Elementary Astronomy (3)
 - Geog. 101. Physical Geography (3)
 - Physics 100B. General Physics (4)
 - Physics 220B. Electricity and Magnetism (4)
 - Chem. 102. General Chemistry (5)
 - Chem. 104. Introductory Chemistry II (5)

Section C. The Humanities: 9 units (Choose one from each of the following sub-sections)

1. Art or Music: 3 units. One of the following:
 - Art 105. The Visual Arts (3)
 - Art 11B. History of Art (3)
 - Art 11B. History of Art (3)
 - Art 305. Art in Modern Life (3)
 - Music 105. Understanding Music (3)
 - Music 201A. The History and Literature of Music (3)
 - Music 201B. The History and Literature of Music (3)
 - Drama 150. Theater (3)
2. English 255. Introduction to Literature

3. Philosophy—one of the following: 3 units
 - Phil. 150. Main Ideas and Issues in Philosophy (3)
 - Phil. 201. History of Philosophy I (3)
 - Phil. 202. History of Philosophy II (3)
 - Phil. 310. Types and Problems (3)

Section D. **Rhetoric: 6 units** (Choose one from each of the following sub-sections)

1. English 155. Written Expression (3)
2. Speech 155. Public Speaking I (3)
- Speech 225. Argumentation (3)

Section E. **General Psychology: 3 units**

1. Psy. 150. Principles of Human Behavior (3)

Section F. **Health and Physical Education: 4 units** (Choose from each sub-section)

1. One of the following:
 - Health Sci. 120. Health and Society (2)
 - Engr. 121. Health and Technology (2)
 - Health Sci. 121. Health and Technology (2)
2. Four courses in physical education activities, not more than two from either "a" or "b"—2 units**
 - a. Aquatics (Physical Education 150, 151, 152, 155)
 - b. Dance (Physical Education 110-119)
 - c. Team Sports (Physical Education 120-123)
 - d. Individual and Dual Sports (Physical Education 130-149)
 - e. For Special Health Classifications (Physical Education 153)

Section G. **Selected Electives**—one of the following: + 3 units

- Chinese 201. Int. Chinese I (4)
- Chinese 202. Int. Chinese II (4)
- French 102. Elementary French II (4)
- French 201. Intermediate French I (4)
- French 202. Intermediate French II (4)
- German 102. Elementary German II (4)
- German 201. Intermediate German I (4)
- German 202. Intermediate German II (4)
- Greek 102. Elementary Greek II (4)
- Italian 201. Int. Italian I (4)

Italian 202. Int. Italian II (4)

Latin 102. Elementary Latin II (4)

Latin 201. Intermediate Latin I (4)

Latin 202. Intermediate Latin II (4)

Mathematics 102. College Algebra (3)

Mathematics 105. College Algebra and Trigonometry (5)

** Students who are admitted to the college at age twenty-five or older are exempt from the subject requirement of physical education activities. Such students shall complete the general education course on the pattern under which they enroll. Physical education activities may be elected by such students as part of the general education program to a maximum of two units.

+ Students electing a foreign language in section G must have completed the 101 course or its equivalent. The 101 level course will carry subject and unit credit for graduation but may not be applied to the General Education Section G requirement.

Mathematics 131. Fundamentals of Mathematics (3)

Mathematics 150A. Mathematical Analysis I (5)

Mathematics 150B. Mathematical Analysis II (5)

Mathematics 210. Principles of Mathematics 1 (3)*

Mathematics 310. Principles of Mathematics II (3)

Mathematics 240. Elementary Statistics (3)

Mathematics 251A. Analytic Geometry and Calculus I (5)

Mathematics 251B. Analytic Geometry and Calculus II (5)

Mathematics 255A. Calculus I (3)

Mathematics 255B. Calculus II (3)

Mathematics 260. Finite Mathematics (3)

Philosophy 100. General Logic (3)

Philosophy 210. Inductive Logic (3)

Philosophy 230. Symbolic Logic I (3)

Russian 102. Elementary Russian II (4)

Russian 201. Intermediate Russian I (4)

Russian 202. Intermediate Russian II (4)

Spanish 102. Elementary Spanish II (4)

Spanish 201. Intermediate Spanish I (4)

Spanish 202. Intermediate Spanish II (4)

*Students seeking an elementary credential are urged to take Math 210 from Section G.

See San Fernando Valley State College Catalog for general education requirements for specific majors.

CALIFORNIA STATE COLLEGE AT LOS ANGELES
(Quarter Units)

Each candidate for the baccalaureate degree who enters California State College at Los Angeles with **30 or more semester units** must complete a minimum of 72 quarter units of general education distributed in the following pattern:

- I. Social Sciences 14 quarter units minimum
Government (4)

At least 6 units from one of the following:

Anthropology

Economics

Geography

Sociology

Note: A course or courses must be included which will satisfy the requirements in U.S. History, U.S. Constitution, and California state and local government.

Courses offered at California State College at Los Angeles which may be used to meet this requirement are the same as those listed in the Special Science section of General Education Program 1.

- II. Natural Sciences 14 quarter units minimum

Biology—At least four units in biological science (biology, botany, microbiology, zoology).

Physical Science—At least four units in physical science (astronomy, chemistry, geology, physics).

Courses offered at California State College at Los Angeles which may be used to meet this requirement are the same as those listed in the Natural Science section of General Education Program 1.

- III. The Humanities 14 quarter units minimum

At least three units each in the fine arts (art, dance, drama, music), literature, and philosophy. Courses offered at California State College at Los Angeles which may be used to meet this requirement are:

Fine Arts:

Art 105-350

Music 150-351

Speech 152

Physical Education 350

Philosophy:

Philosophy 150, 250

Literature:

English 250

- IV. Communication 8 quarter units

Oral expression (4)

Written expression (4)

Courses offered at California State College at Los Angeles which may

be used to meet this requirement are the same as those listed in the Communications section of General Education Program 1.

V. Personal and Social Fitness 6 quarter units

Personal health and safety (2)

Physical education activities (2)

Courses offered at California State College at Los Angeles which may be used to meet this requirement are the same as those listed in the Personal and Social Fitness section of General Education Program 1.

VI. Psychology 4 quarter units

General college course in Introductory Psychology of Human Behavior.

Psychology 150 (4)

VII. Additional General Education Courses 12 quarter units

Additional units from the preceding areas, or from the courses listed in the catalog, must be taken to complete the 72 units. Physical Education activity is limited to a total of 3 quarter units available as General Education credit in this block. Additional courses from the student's major department are not applicable toward meeting requirements in this block. Courses which apply toward the major, but are not in the student's major department, may apply toward General Education providing they are listed as General Education courses.

CALIFORNIA STATE POLYTECHNIC COLLEGE

(CAL POLY)

SAN LUIS OBISPO CAMPUS

(Quarter Units)

All candidates for the bachelor of science degree shall have completed the following general education requirements.

Social Sciences 15 minimum units*
21 maximum units

9 units from Pol. Sci. 301; Hist. 304, 305

3 units from Ec. 201, 211

3-9 units from Ec. 212, 213, 304, 313, IR 311, 312; Hist. 101, 102, 103, 112; Geog. 308, 315; Bus. 301; Soc. 105, 206; Soc. Sc. 101; Ant. 201; Pol. Sc. 401

Natural Sciences 15 minimum units*
24 maximum units

3-21 units of Life Science from Bio 101, 102, 103, 110, 127, 128, 129, 303; Bact 221; Bot 121, 122; Zoo 122, 131, 132, 337; Ent 126

3-21 units of Physical Sciences from PSc 101, 102, 209, 216; Phys 121, 122, 123, 131, 132, 133, 211; Chem 321, 322, 323, 324, 325, 326

Mathematics 3 minimum units*
3-10 units from Math 100, 102, 103, 113, 114, 117, 121, 122, 141, 142,
200, 210, 211, 215

Literature, Philosophy, and Arts 9 minimum units*
13 maximum units
2-13 units from Eng 207, 211, 212, 213, 311, 312, 313, 315
0-9 units from Phil 201, 202, 204
0-4 units from courses in Fine and Practical Arts

Health and Physical Education 5 minimum units*
5 maximum units
2 units from PE 107
3 units from PE 141, 241

Psychology 3 minimum units*
6 maximum units
3 units from Psy 202
0-3 units from Psy 301

Oral and Written Expression 8 minimum units*
12 maximum units
6 units from Eng 104, 105
2-6 units from Eng 106, 219, 301; Sp 201, 202

Additional units in General Education (To Make 68 Units)

Additional units in general education chosen from the above listed courses make a total of at least 68 units, but not exceeding the maximum in any category.

* The minimum number of units specified must be taken in each category in order to meet the general education requirement. The maximum number of units in each category is the most that may be used to meet the general education requirement; but is not intended to limit the number of units of the listed courses required or elected beyond the 68 units.

NOTE:

It should be apparent from reading the general education requirement of the five schools noted above that the student is well advised in planning a transfer program to confer with a counselor. Transfer programs to four year colleges must be planned in terms of anticipated transfer to a specific institution with a specific major. Each student should study the lower division curriculum in his particular field at the college or university of his choice. Catalogs for this purpose are available in the Counseling Center and the Library.

OCCUPATIONAL-TECHNICAL PROGRAMS

Moorpark College provides training in a wide range of technical and occupational areas. Successful completion of one of these programs will provide the student with:

1. The Associate in Arts (A.A.) degree
2. Preparation for immediate employment at a high level of proficiency and technical competence.

Each occupational-technical program has an accompanying description of work opportunities available in today's labor market. Two year programs offered in 1968-69 are as follows.

AGRICULTURE

ANIMAL HUSBANDRY

FORESTRY

LANDSCAPE HORTICULTURE

BUSINESS

BUSINESS DATA PROCESSING

FINANCIAL INSTITUTIONS

MANAGEMENT

MARKETING

COMMUNITY SERVICE REPRESENTATIVE

ENGINEERING TECHNOLOGY

APPLIED DESIGN TECHNOLOGY

—INDUSTRIAL

APPLIED DESIGN TECHNOLOGY

—MECHANICAL

APPLIED ELECTRONICS

TECHNOLOGY

ELECTRONICS ENGINEERING

TECHNOLOGY

PRODUCTION TECHNOLOGY

—INSTRUMENTATION

PRODUCTION TECHNOLOGY

—PRODUCTION

FIRE SCIENCE

FOOD SERVICE MANAGEMENT

HOME ECONOMICS

AIRLINE HOSTESS

HOME FURNISHINGS

MERCHANDISING

COSTUME DESIGN

NURSERY SCHOOL EDUCATION

INSTRUCTIONAL ASSOCIATE

LAW ENFORCEMENT

SECRETARIAL PROGRAM

STENOGRAPHY

TYPING

HOME ECONOMICS

SUPERVISION

INDUSTRIAL

PUBLIC SERVICE

ACCOUNTING

California State at Los Angeles

The accounting program is a specialized portion of the Business Administration course of study and is designed to help the student meet the requirements as a Certified Public Accountant (CPA). The accountant works in both the private and public sectors in auditing, fiscal management, budgeting, investigation, tax accounting, cost accounting, and other professional accounting areas.

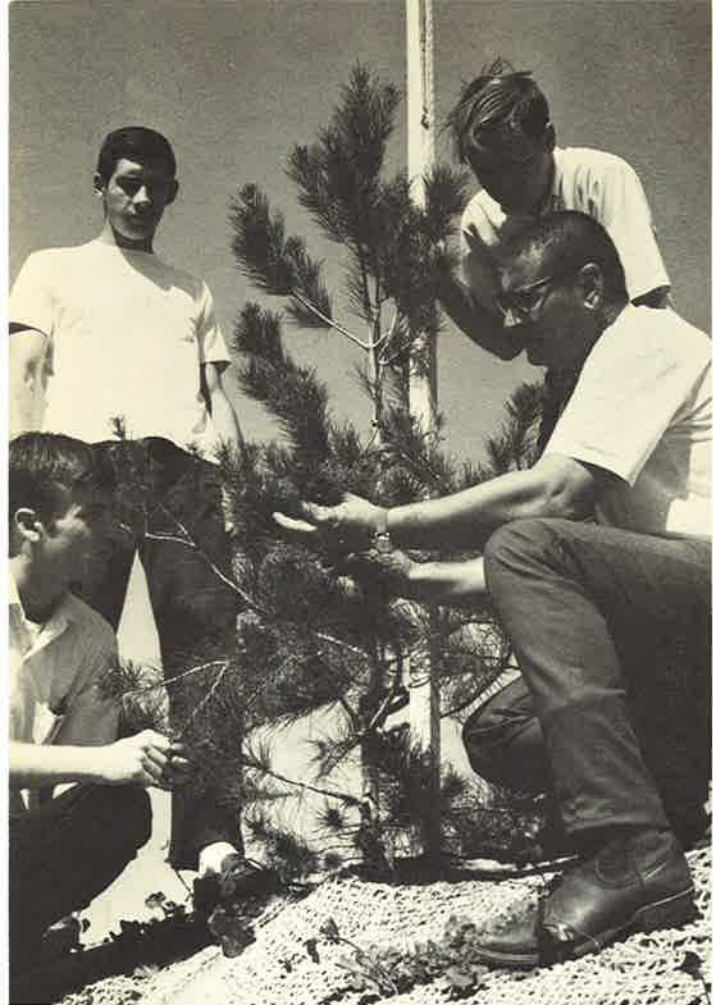
First Semester		Units
Orient 2	Introduction to College	1/2
Bus 1A	Accounting Principles	3
Econ 1A	Principles of Economics	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
DP 1	Introduction to Data Processing	3
Engl 1A	College Composition and Literature	3
PE	Physical Education	1/2
		16

Second Semester		
Bus 1B	Accounting Principles	3
Econ 1B	Principles of Economics	3
Pol Sci 3	American Government	3
Engl 1B	College Composition and Literature	3
Math 7	Integrated College Algebra and Trig	5
PE	Physical Education	1/2
		17 1/2

Third Semester		
Ph 2A	General Physics	3
Bio 2A	General Biology	4
Hist 7B	Social & Political History of U.S.	3
Psych 1A	General Psychology	3
Bus 9	Business Lectures	1/2
Speech 1	Introduction to Speech	3
PE	Physical Education	1/2
		17

Fourth Semester		
Bio 2B	General Biology	4
Phil 1A	Introduction to Philosophy	3
Math 21A	Calculus with Analytic Geometry	4
Bus 33	Business Law	3
HS 1	Health and Society	2
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		17





AGRICULTURE-ANIMAL HUSBANDRY

This program provides training in the selection, care, development, and marketing of commercial animals for sale. There are many current employment opportunities in our community, positions requiring this training, e.g. livestock grower and meat wholesaler.

First Semester		Units
Orient 2	Introduction to College	½
AH 1	Introductory Animal Husbandry	3
Agron 1	Introduction to Agronomy	3
Bus 30	Introduction to Business Principles	3
Hum 1A	Man in Society	6
PE	Physical Education	½
		16
Second Semester		
Ag 2A	Agricultural Projects	2
AH 2	Advanced Animal Husbandry	3
Bus 31	Business Organization and Management	3
Hum 1B	Man in Society	6
HS 1	Health and Society	2
PE	Physical Education	½
		16½
Third Semester		
AH 6	Livestock Health and Nutrition	3
Bus 3	Applied Accounting	3
Bus 37	Marketing	3
Chem 21	Elementary Chemistry	4
Bus 40	Personal Finance	3
PE	Physical Education	½
		16½
Fourth Semester		
Ag 2B	Agricultural Projects	4
Ag 10	Agriculture Construction and Maintenance	3
Psych 9	Psychology of Human Relations	3
Bot 10	Environmental Botany	4
PE	Physical Education	½
		14½

AGRICULTURE

LANDSCAPE HORTICULTURE

This program is designed to provide a background of education and experience in Landscape Horticulture with some training in the business field. The change from rural to suburban living and development of recreational facilities is creating an increasing demand for persons in this field.

	First Semester	Units
LH 1*	Introduction to Landscape Horticulture	3
Ent 1*	Economic Entomology	3
Hum 1A	Man in Society	6
Bot 10	Environmental Botany	4
Orient 2	Introduction to College	½
PE	Physical Education	½
		<hr/> 17
	Second Semester	
LH 2*	Plant Identification and Propagation	3
LH 3	Turfgrass Selection and Use	3
Ag 21*	Soil	3
Math 40	Business Mathematics	3
Ag 2A*	Agricultural Projects	3
Orient 5	Career Planning and Employment	1
PE	Physical Education	½
		<hr/> 16½
	Third Semester	
LH 4*	Turfgrass Maintenance & Management	3
Ag 2B	Agricultural Projects	2
Speech 15	Practical Speech	3
Bus 30	Introduction to Business Principles	3
Psych 9	Psychology of Human Relations	3
HS 1	Health and Society	2
PE	Physical Education	½
		<hr/> 16½
	Fourth Semester	
Ag 49A	Directed Work Experience in Ag	3
LH 23	Landscape Gardening and Management	3
Bus 32	Small Business Management	3
Hum 1B*	Man in Society	6
PE	Physical Education	½
		<hr/> 15½

*Successful completion of 33 Units and proficiency tests results in a Landscape Horticulture Design Certificate.

APPLIED DESIGN TECHNOLOGY

The field of applied design includes Technicians, Draftsmen, and Engineering Aides performing tasks related to the design and preparation for manufacture of mechanical and electromechanical products. Two options are offered: Mechanical Design and Industrial Design. The mechanical designer assists in the design of mechanical components and assemblies, while the industrial designer works in the preparation for manufacturer and sale of the products.

First Semester		Units
Orient 2	Introduction to College	1/2
ET 1*	Technical Orientation	1/2
ET 2*	Engineering Graphics	2
Math 3*	Algebra	3
Physics 10*	Descriptive Physics	3
Physics 3	Experimental Physics Lab	1
Hum 1A*	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Second Semester		
ET 64*	Introduction to Machine Shop	3
Math 5	Plane Trigonometry	3
Chem 21	Elementary Chemistry	4
Hum 1B*	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Third Semester		
	Mechanical Option	Industrial Option
ET 11*	Machine Design Draft.	2
ET 14*	Technical Illustrating	4
ET 21	Introduction to Electronics	4
ET 30	Technical Materials	3
ET 31	Mechanics	3
ET 60	Introduction to Prod. Systems	3
Math 30C	Technical Math	2
Art 4A*	Color and Design	3
PE	Physical Education	1/2
		17 1/2
		17 1/2

Fourth Semester		
	Mechanical Option	Industrial Option
Engr 3*	Descriptive Geometry	2
ET 10*	Electromechanical Draft.	2
ET 32	Strength of Materials	3
ET 34	Hydraulics	3
HS 1	Health and Society	2
Math 18	Computer Programming	2
Psych 9	Psych. of Human Relations	3
Bus 31	Bus. Org. & Management	3
Bus 37	Marketing	3
PE	Physical Education	1/2
		15 1/2
		17 1/2

*Successful completion of 31 1/2 units and proficiency tests results in an Applied Design Technology Certificate

APPLIED ELECTRONICS TECHNOLOGY

This program is designed to provide a background of education and experience.

An ever present need exists in industry for technicians possessing the technical knowledge and manipulative skills required to construct and test electronic assemblies. The Applied Electronics curriculum trains the student in the skills required for this rewarding career.

First Semester		
Orient 2	Introduction to College	1/2
ET 1*	Technical Orientation	1/2
HS 1	Health and Society	2
ET 23*	Applied Electronics I	3
Math 9*	Fundamentals of Mathematics	3
Hum 1A	Man in Society	6
PE	Physical Education	1/2
		15 1/2
Second Semester		
ET 23B*	Applied Electronics II	3
ET 26	Semi Conductors	3
ET 51*	Electronics Calculations	3
Hum 1B*	Man in Society	6
ET 2	Introduction to Drafting	2
PE	Physical Education	1/2
		17 1/2
Third Semester		
ET 3	Engineering Graphics	2
ET 25A	Applied Electronics III	4
Ph 10	Descriptive Physics	3
Elective		3
Ph 3	Arts of Experimental Investigation	1
ET 22 or ET 49	Projects (Work Experience May be Substituted)	2
PE	Physical Education	1/2
		15 1/2
Fourth Semester		
ET 10*	Electromechanical Drafting	2
ET 28	Electronic Measurements	2
Elective	Elective	2
ET 25B	Applied Electronics IV	4
Psych 9	Psychology of Human Relations	3
ET 42***	Communications Electronics	3
PE	Physical Education	1/2
		16 1/2

***ET 44 Automatic Controls, or ET 48 Television Electronics may be substituted.

*Successful completion of 32 units and proficiency tests results in an Applied Electronics Technology Certificate.

BUSINESS ADMINISTRATION

San Fernando Valley State College

A Business Administration program is designed to prepare students for eventual responsible executive positions in business and government. Training is provided also for those who wish to equip themselves for professional types of employment, such as business research and statistics, operations research, advertising, real estate appraisal, and business and economic consulting.

First Semester		Units
Orient 2	Introduction to College	1/2
Econ 1A	Principles of Economics	3
Hist 7B	Social and Political History of the U.S.	3
Engl 1A	College Composition and Literature	3
Biol 2A	General Biology	4
Psych 1A	Introduction to Psychology	3
PE	Physical Education	1/2
		<hr style="width: 100%;"/>
		17

Second Semester		
Econ 1B	Principles of Economics	3
Pol. Sci 3	American Government	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
Engl 1B	College Composition and Literature	3
Bus 31 or Bus 32	Business Organization & Management or Small Business Management	3
PE	Physical Education	1/2
		<hr style="width: 100%;"/>
		15 1/2

Third Semester		
Bus 1A	Accounting Principles	3
Math 21A	Calculus with Analytic Geometry	4
Soc 1	Introduction to Sociology	3
Phys Sci 1	Introduction to Physical Science	3
HS 1	Health and Society	2
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		<hr style="width: 100%;"/>
		17

Fourth Semester		
Bus 1B	Accounting Principles	3
Bus 33	Business Law	3
Speech 1	Introduction to Speech	3
Phil 1A	Introduction to Philosophy	3
Geol 2	Physical Geology	3
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		<hr style="width: 100%;"/>
		16

BUSINESS DATA PROCESSING

Designed to prepare students for employment in businesses utilizing data processing equipment. Training is provided in data processing machines, data processing systems and computer programming. Completion of this curriculum should qualify students for employment as entry-level programmers or as management trainees in stored programming.

First Semester		Units
Orient 2	Introduction to College	1/2
DP 1	Introduction to Data Processing	3
Bus 30*	Introduction to Business Principles	3
Bus 11A	Beginning Typing	3
Hum 1A*	Man in Society	6
PE	Physical Education	1/2
		16
Second Semester		
DP 3*	Electromechanical Machines	4
Econ 10*	The American Economy	3
Math 7*	Integrated College Algebra and Trigonometry	4
Hum 1B*	Man in Society	6
PE	Physical Education	1/2
		17 1/2
Third Semester		
DP 4A*	Computer Programming 1	3
Bus 1A	Accounting Principles	3
Psych 9	Psychology of Human Relations	3
Bus 40	Personal Finance	3
Speech 15	Practical Speech	3
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		16
Fourth Semester		
DP 4B*	Computer Programming 11	3
DP 6	Data Processing Systems	4
Bus 1B	Accounting Principles	3
Bus 7	Calculating Machines	3
HS 1	Health and Society	2
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		16

*Successful completion of 32 units and proficiency tests results in a Business Data Processing Certificate in the appropriate option.

BUSINESS MANAGEMENT

This program is designed to provide the student with job skills to permit him to initiate or maintain his own small business, or to be in a management position in a financial institution (commercial banks, savings and loan associations, consumer finance companies). A student is assisted in permanent placement upon completion of the AA Degree in management.

First Semester		Units
Orient 2	Introduction to College	1/2
Bus 30*	Introduction to Business	3
Bus 40*	Personal Finance	3
Bus 35*	Salesmanship	3
Hum 1A*	Man in Society	6
PE	Physical Education	1/2
		16

Second Semester		
Bus 31*	Business Organization and Management	3
Orient 5	Career Planning	1
Bus 10*	Accounting for Management	3
Bus 3*	Applied Accounting	3
Hum 1B	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Third Semester		
Bus 36	Retail Marketing	3
Econ 10	The American Economy	3
Bus 7*	Calculating Machines	3
DP 1	Introduction to Data Processing	3
Speech 15	Practical Speech	3
Bus 9	Business Lectures	1/2
Bus 49A	Directed Work Experience in Business	1
PE	Physical Education	1/2
		17

Fourth Semester		
Bus 33*	Business Law	3
Psych 9	Psychology of Human Relations	3
Bus 37	Marketing	3
Bus 9	Business Lectures	1/2
HS 1	Health and Society	2
Bus 49B	Directed Work Experience in Business	1
PE	Physical Education	1/2
		13

*Successful completion of 32 units and proficiency tests results in a Business Management Certificate.

COMMUNITY SERVICE AIDE

This program should prepare the student for a career in various public and private agencies as public service representatives. It is directed particularly at the minority and disadvantaged community.

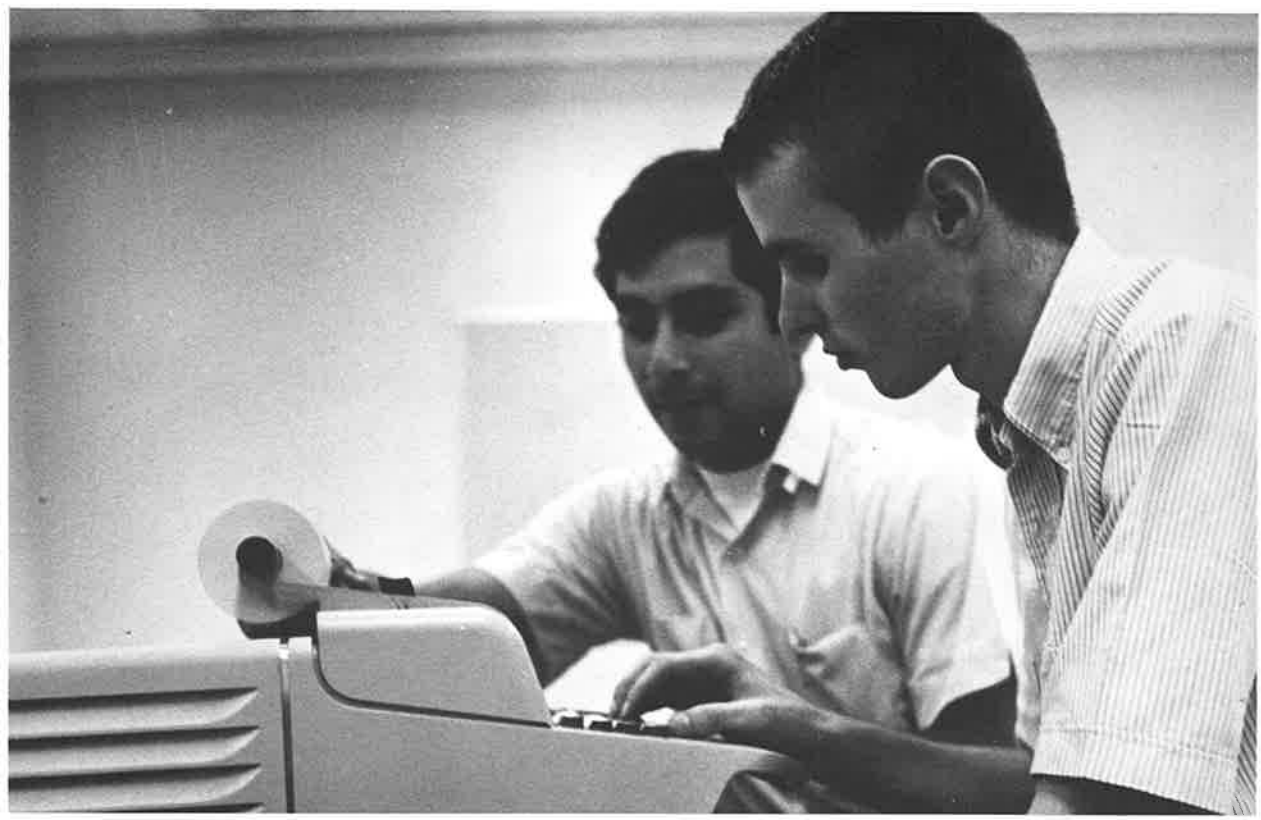
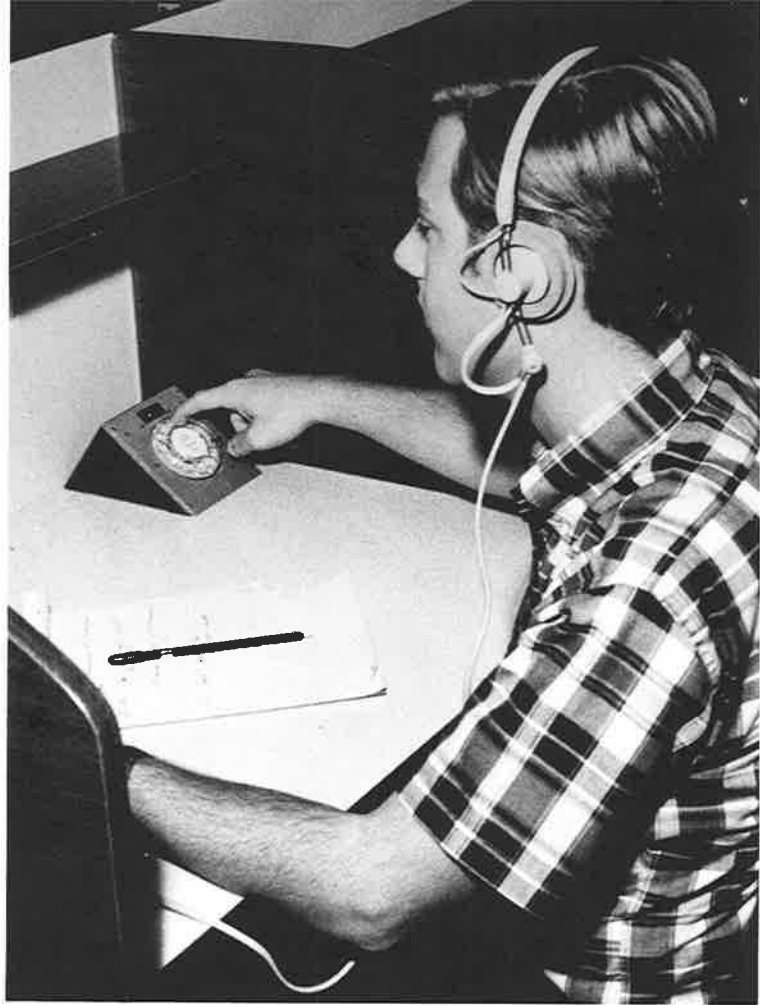
First Semester		Units
Orient 2	Introduction to College	1/2
Soc 1	Introduction to Sociology	3
Hum 1A	Man in Society	6
Bus 11A	Beginning Typewriting	3
Bus 40	Personal Finance	3
PE	Physical Education	1/2
		16

Second Semester		
Hum 1B	Man in Society	6
Soc 2	Social Problems	3
Psych 9	Psychology of Human Relations	3
Soc 4	Marriage and the Family	3
PE	Physical Education	1/2
		15 1/2

Third Semester		
Pol Sci 7	Minority Group Politics	3
Econ 10	The American Economy	3
HS 1	Health and Society	2
Geog 2	Physical Geography	3
Pol Sci 22	Directed Studies in Political Science	3
PE	Physical Education	1/2
		14 1/2

Fourth Semester		
Pol Sci	Political Science Elective	3
Soc 22	Directed Studies in Sociology	3
Bus 33	Business Law	3
HE	Home Economics Elective	5
PE	Physical Education	1/2
		14 1/2





DENTAL HYGIENE

University of California at Los Angeles

The major in dental hygiene prepares the student for work in a private dental office, in the field of public health, in public schools, in industrial clinics, in public and private hospitals, or as a research worker.

	First Semester	Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
Chem 1A	General Chemistry	5
Hist 1A	Social & Political History of the U.S.	3
Psych 1A	General Psychology	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		<hr/>
		17
	Second Semester	
Engl 1B	College Composition and Literature	3
Chem 1B	General Chemistry	5
Hist 7B	Social & Political History of the U.S.	3
Psych 1B	General Psychology	3
PE	Physical Education	1/2
		<hr/>
		14 1/2
	Third Semester	
Biol 2A	General Biology	4
For Lang	Foreign Language	4
Chem 8	Elementary Organic Chemistry	3
Engl 31	Masterpieces of World Literature	3
Econ 1A	Principles of Economics	3
PE	Physical Education	1/2
		<hr/>
		17 1/2
	Fourth Semester	
Biol 2B	General Biology	4
For Lang	Foreign Language	4
Speech 1	Introduction to Speech	3
Phil 1A	Introduction to Philosophy	3
Soc 1	Introduction to Sociology	3
PE	Physical Education	1/2
		<hr/>
		17 1/2

DENTISTRY (PRE-DENTAL)

University of California at Los Angeles

Most graduates of the dental curriculum enter the field of general practice. However, today more and more dentists are entering the field of public health. Specialty fields such as oral surgery, orthodontics, and the control of dental disease offer opportunities for those interested and qualified in the additional work that will prepare them for those specialties.

First Semester		Units
Orient 2	Introduction to College	1/2
Chem 1A	General Chemistry	5
Biol 2A	General Biology	4
Engl 1A	College Composition and Literature	3
For Lang	Foreign Language	4
PE	Physical Education	1/2
		17

Second Semester		
Chem 1B	General Chemistry	5
Biol 2B	General Biology	4
Engl 1B	College Composition and Literature	3
For Lang	Foreign Language	4
PE	Physical Education	1/2
		16 1/2

Third Semester		
Ph 2A	General Physics	3
Ph 3	Arts of Experimental Investigation	1
Chem 5	Quantitative Analysis	3
Pol Sci 3	American Government	3
Phil 1A	Introduction to Philosophy	3
Hist 7B	Social & Political History of the U.S.	3
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
Ph 2B	General Physics	4
Chem 8, 9	Elementary Organic Chemistry & Lab	6
Pol Sci 2	Comparative Governments	3
Engl 31	Masterpieces of World Literature	3
PE	Physical Education	1/2
		16 1/2

ECONOMICS

California State College at Fullerton

The major in economics is designed for students interested in an understanding of the operation of our economy and the operation of the business firm. The economic major leads to careers in industry or government, to graduate study in the field of economics, to professional careers as economists and to careers in teaching. The major also offers valuable preparation for careers in law and journalism.

First Semester		Units
Orient 2	Introduction to College	½
Econ 1A	Principles of Economics	3
Pol Sci 3	American Government	3
Hist 7B	Social and Political History of the U.S.	3
Math 7	Integrated College Algebra and Trigonometry	5
Engl 1A	College Composition and Literature	3
PE	Physical Education	½
		18

Second Semester

Econ 1B	Principles of Economics	3
Math 15	Elementary Statistics	3
Math 21A	Calculus with Analytic Geometry 1	4
Phy Sci 1	Introduction to Physical Science	3
Engl 1B	College Composition and Literature	3
Bus 9	Business Lectures	½
PE	Physical Education	½
		17

Third Semester

Bus 1A	Accounting Principles	3
Art 2	Art Appreciation	3
Speech 1	Introduction to Speech	3
Biol 2A	General Biology	4
DP 1	Introduction to Data Processing	3
PE	Physical Education	½
		16½

Fourth Semester

Bus 1B	Accounting Principles	3
Geol 2	Physical Geology	3
Mus 8	Music Appreciation	3
Phil 1A	Introduction to Philosophy	3
Psych 1A	General Psychology	3
HS 1	Health and Society	2
PE	Physical Education	½
		17½

ELECTRONICS ENGINEERING TECHNOLOGY

Technological developments in the electronics and space industries have resulted in an increased number of job opportunities for individuals who have a technical education. This education must include the development of manipulative skills and the acquiring of technical knowledge through courses of instruction. Programs with this emphasis are presently available in the areas of electronics.

First Semester		Units
Orient 2	Introduction to College	1/2
ET 1	Technical Orientation	1/2
ET 20A	Principles of Electronics	4
Math 3	Intermediate Algebra	3
Ph 10	Descriptive Physics	3
Hum 1A	Man in Society	6
PE	Physical Education	1/2
		17 1/2

Second Semester		
ET 20B	Principles of Electronics	4
ET 26	Semiconductors	3
Math 5	Plane Trigonometry	3
Hum 1B	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Third Semester		
ET 24A	Analysis of Circuits and Systems	5
ET 46	Computer Fundamentals	4
Math 30C	Technical Mathematics	3
Psych 9	Psychology of Human Relations	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		17 1/2

Fourth Semester		
ET 24B	Pulse and Digital Electronics	5
ET 10	Electromechanical Drafting	2
ET 44*	Automatic Controls	3
Chem 21	Elementary Chemistry	4
ET 28	Electronic Measurements	2
PE	Physical Education	1/2
		16 1/2

*ET 42 or ET 48 may be substituted.

PRODUCTION TECHNOLOGY - INSTRUMENTATION

The basis for mass production is accurate measurements to assure that all components will fit together during final assembly. The Instrumentation Technician plans and performs these measurements and assists in research and development of new products. This program emphasizes instrumentation and measurements in the field of Electronics, Mechanics, Physics and Chemistry.

First Semester		Units
Hum 1A*	Man in Society	6
Math 3*	Intermediate Algebra	3
Orient 2	Introduction to College	½
ET 20A*	Principles of Electronics	4
ET 1	Technical Orientation	½
ET 3	Graphics and Engineering Sketching	2
PE	Physical Education	½
		16½
Second Semester		
Hum 1B*	Man in Society	6
Math 5*	Plane Trigonometry	3
ET 20B*	Principles of Electronics	4
Ph 10	Descriptive Physics	3
Ph 3	Arts of Experimental Investigation	1
PE	Physical Education	½
		17½
Third Semester		
ET 24A	Analysis of Circuits and Systems	5
Math 30C	Technical Math	3
Chem 21	Elementary Chemistry	4
Ph Elective	Physics Electives	3
PE	Physical Education	½
		15½
Fourth Semester		
Ph 22 or Chem 22	Directed Studies	4
ET 28*	Electronic Measurements	2
ET 66	Introduction to Numerical Control	3
ET 68*	Introduction to Metrology	3
HS 1	Health and Society	2
PE	Physical Education	½
		14½

*Successful completion of 32 units and proficiency tests results in a Production Technology Instrumentation Certificate.

PRODUCTION TECHNOLOGY - PRODUCTION

The production technician plans and assists in the operation of mass production systems. The program emphasizes instruction in the various production techniques and equips the student to understand and operate production systems.

First Semester		Units
Orient 2	Introduction to College	1/2
Math 3*	Intermediate Algebra	3
Ph 10*	Descriptive Physics	3
Hum 1A*	Man in Society	6
ET 1*	Technical Orientation	1/2
ET 3*	Engineering Graphics	2
Ph 3*	Arts of Experimental Investigation	1
PE	Physical Education	1/2
		16 1/2

Second Semester		
Math 5*	Plane Trigonometry	3
Chem 21	Elementary Chemistry	4
Hum 1B*	Man in Society	6
ET 64*	Introduction to Machine Shop	3
PE	Physical Education	1/2
		16 1/2

Third Semester		
Math 30C	Technical Math	3
ET 11*	Machine Design	2
ET 30	Technical Materials	3
ET 60	Introduction to Production Systems	3
Ph Elective	Physics Electives	3
Math 18	Computer Programming-Fortran	2
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
ET 4	Blueprint Reading	2
Engr 3	Descriptive Geometry	2
ET 66*	Introduction to Numerical Control	3
ET 21	Fundamentals of Electronics	4
Psych 9	Psychology of Human Relations	3
HS 1	Health and Society	3
PE	Physical Education	1/2
		16 1/2

*Successful completion of 31 1/2 units and proficiency tests results in a Production Technology - Production Certificate.

ENGINEERING

University of California at Los Angeles

Widely diversified opportunities are available to the student who obtains a Bachelor of Science or higher degree in Engineering. This degree may be conferred by private schools, state colleges, or universities after successful completion of a minimum of four years work. The first two of these four years may be completed at Moorpark College, after which the student may transfer, at the junior level, to the four-year institution of his choice. However, the program outlined is representative, and before planning a study list, the student should consult his counselor and study the catalog of the senior institution to which he expects to transfer.

First Semester

Orient 2	Introduction to College	1/2
Engr 4	Introduction to Engineering	3
Chem 1A	General Chemistry	5
Math 21A	Calculus with Analytic Geometry I	4
Ph 4A	Mechanics of Solids	4
Engr 1	Engineering Orientation	1/2
PE	Physical Education	1/2
		<hr/>
		17 1/2

Second Semester

Engr 6	Engineering Analysis	3
Chem 1B	General Chemistry	5
Ph 4B	Mechanics of Fluids, Heat, Sound & Light	3
Math 21B	Calculus with Analytic Geometry II	4
HS 1	Health and Society	2
PE	Physical Education	1/2
		<hr/>
		17 1/2

Third Semester

Math 15	Statistics	3
Engl 1A	College Composition and Literature	3
Math 22A	Calculus with Analytic Geometry III	4
Ph 4C	Electricity and Magnetism and Optics	4
Pol Sci 3	American Government	3
PE	Physical Education	1/2
		<hr/>
		17 1/2

Fourth Semester

Engr 1	Introduction to Circuit Analysis	3
Engr 18	Engineer Materials	3
Ph 4D	Modern Physics	3
Math 22B	Calculus with Analytic Geometry IV	4
Hist 7B	Social & Political History of U.S.	3
PE	Physical Education	1/2
		<hr/>
		16 1/2

ENGLISH

University of California at Santa Barbara

Aristotle points out that history is concerned with facts, while philosophy is concerned with theory, and that it is in literature that precepts and concepts are viewed at once. Poets, short-story writers, and dramatists are the pulse of the time. The field of literature is concerned with the psychology of the human condition, a sensitivity to the beauties, innuendoes, and ironies of language, and a critical understanding of great books. Classics have been defined as "Books that everyone wants to have read, but no one wants to read." In the study of literature, the great books are read and evaluated. Career opportunities include teaching, journalism, criticism, free-lance writing, radio and television writing, and trade publication work.

First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
For Lang	Foreign Language	3
Hist 1A	Introduction to Western Civilization	3
Biol 2A	General Biology	4
HS 1	Health and Society	2
PE	Physical Education	1/2
		<hr/>
		16

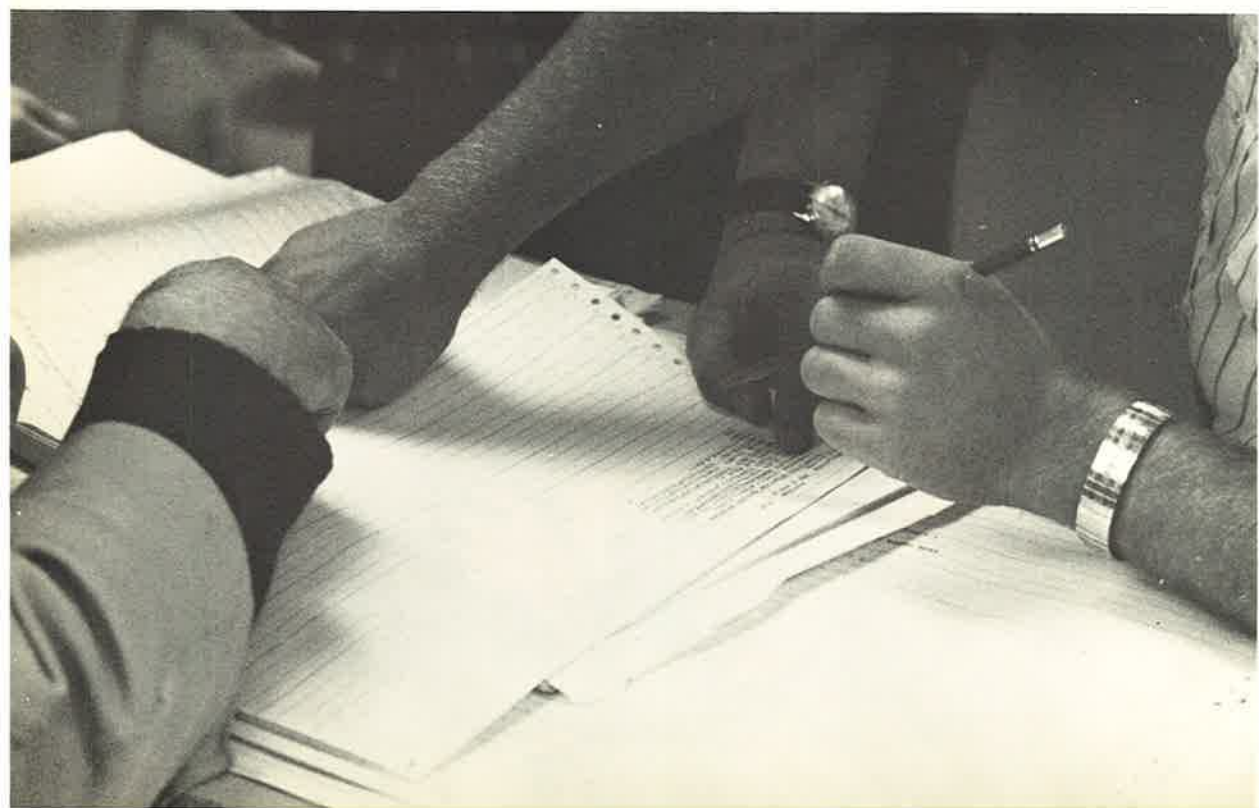
Second Semester		Units
Engl 1B	College Composition and Literature	3
For Lang	Foreign Language	4
Hist 1B	Introduction to Western Civilization	3
Geol 2 and 2L	Physical Geology and Laboratory	4
Art 2	Art Appreciation	3
PE	Physical Education	1/2
		<hr/>
		17 1/2

Third Semester		Units
Engl 30	Masterpieces of World Literature	3
For Lang	Foreign Language	4
Anth 1	Cultural Anthropology	3
Mus 8	Music Appreciation	3
Phil 1A	Introduction to Philosophy	3
PE	Physical Education	1/2
		<hr/>
		16 1/2

Fourth Semester		Units
For Lang	Foreign Language	4
Pol Sci 3	American Government	3
Hist 7B	Social & Political History of the U.S.	3
Psych 1A	General Psychology	3
Phil 1B	Introduction to Philosophy	3
PE	Physical Education	1/2
		<hr/>
		16 1/2

Student must take English 34 (Introduction to Poetry) at UCSB.





FINANCIAL INSTITUTIONS

This is a program designed to prepare young men and women for careers in the banking industry, savings and loan institutions, insurance companies, financial companies and other financial intermediaries. Opportunities for employment within this industry for junior college graduates are on the increase in many areas.

First Semester		Units
Orient 1	Introduction to College	1/2
Bus 30*	Introduction to Business	3
Econ 10*	The American Economy	3
Bus 3**	Applied Accounting	3
Hum 1A	Man in Society	6
PE	Physical Education	1/2
		16

Second Semester		
Orient 5	Career Planning	1
Bus 40*	Personal Finance	3
Bus 7*	Calculating Machines	3
Bus 10*	Accounting for Management	3
Hum 1B*	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Third Semester		
Bus 32	Small Business Management	3
DP 1*	Introduction to Data Processing	3
Bus 45	Financial Institutions	3
Psych 9	Psychology of Human Relations	3
Bus 9	Business Lectures	1/2
HS 1	Health and Society	2
PE	Physical Education	1/2
		15

Fourth Semester		
Speech 15	Practical Speech	3
Bus 46	Credits and Collections	3
Bus Elect	Business Electives	6
Bus 33	Business Law	3
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		16

*Successful completion of 32 units and proficiency tests results in a Financial Institutions Certificate.

**Bus 1A may be substituted for Bus 3.

FIRE SCIENCE

This responsible and life-saving work is in demand in many communities. This program provides training to meet this demand. Class sessions may be repeated each week to adjust the working hours of the fire protection personnel.

First Semester		Units
Orient 2	Introduction to College	1/2
FSc 90*	Introduction to Fire Protection	3
FSc 91*	Introduction to Fire Suppression	3
Engl 2A	College Composition and Literature	3
Phys Sci 1	Introduction to Physical Science	3
Bus 40	Personal Finances	3
PE	Physical Education	1/2
		16

Second Semester		
FSc 92*	Fundamentals of Fire Prevention	3
FSc 93*	Fire Fighting Tactics and Strategy	3
Speech 15	Practical Speech	3
Chem 21	Elementary Chemistry	4
HS 1	Health and Society	2
PE	Physical Education	1/2
		15 1/2

Third Semester		
FSc 94	Hazardous Materials 1	3
FSc 96	Related Codes and Ordinances	3
Hist 5	United States History	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
FSc Elective	Elective	2
PE	Physical Education	1/2
		14 1/2

Fourth Semester		
FSc 97*	Fire Hydraulics	3
FSc 99*	Fire Company Organization and Procedure	3
Pol Sci 3	American Government	3
FSc Elective	Elective	4
Psych 9	General Psychology	3
PE	Physical Education	1/2
		16 1/2

*Fire science Core Courses

NOTE: Fire Science Electives

Fire Science 95	Fire Science 101
Fire Science 98	Fire Science 102
Fire Science 100	Fire Science 103

FOOD SERVICE MANAGEMENT

The hotels, motor inns, motels, resorts, restaurants, cafeterias, hospitals and institutional food establishments offer career opportunities leading to responsible and attractive positions in the management of these industries. The increase in leisure time and the growth of tourism all indicate a growing demand in the Service Industry for trained personnel. Moorpark College is expected to have a sustained and dynamic growth in the food service area.

First Semester		Units
Orient 2	Introduction to College	1/2
FSM 11*	Restaurant Operations	2
FSM 14*	Food Purchasing	1
FSM 10A*	Quantity Food Preparation	2
Bus 40*	Personal Finance	3
Hum 1A*	Man in Society	6
PE	Physical Education	1/2
		15

Second Semester		
FSM 12*	Menu Making	2
FSM 15*	Hotel and Restaurant Sanitation	1
HE 10*	Nutrition	3
FSM 10B*	Quantity Food Preparation	3
Hum 1B*	Man in Society	6
Orient 5	Career Planning and Employment	1
PE	Physical Education	1/2
		16 1/2

Third Semester		
FSM 49A	Directed Work Experience in Food Service	2
Bus 7*	Calculating Machines	3
Bus 11A	Beginning Typing	3
Bus 30	Introduction to Business Principles	3
Electives		5
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
FSM 49B	Directed Work Experience in Food Service	2
Bus 32	Small Business Management	3
Bus 33	Business Law	3
Elective	Elective	2
HS 1	Health and Society	2
Psych 9	Psychology of Human Relations	3
PE	Physical Education	1/2
		15 1/2

*Successful completion of 32 units and proficiency tests results in a Food Service Management Certificate.

FOREIGN LANGUAGE

University of California at Los Angeles

With the growing interdependence of nations, persons with facility in foreign language are needed more than ever. Specialists work in such areas as anthropology, economics, political science, literature, and sociology. Still, the principal area of employment is in teaching on the elementary, secondary, and college levels. Other careers may be found in interpreting, translating, research, diplomacy and other government work, libraries, and the publishing business.

First Semester		Units
Orient 2	Introduction to College	1/2
For Lang	Foreign Language	4
Engl 1A	College Composition and Literature	3
Hist 1A	Introduction to Western Civilization	3
Biol 2A	General Biology	4
HE 1	Health and Society	2
PE	Physical Education	1/2
		17

Second Semester		
For Lang	Foreign Language	4
Engl 1B	College Composition and Literature	3
Hist 1B	Introduction to Western Civilization	3
Psych 1A	General Psychology	3
Biol 2B	General Biology	4
PE	Physical Education	1/2
		17 1/2

Third Semester		
For Lang	Foreign Language	4
Engl 15A	Survey of English Literature	3
Phil 1A	Introduction to Philosophy	3
Hist 7A	Social & Political History of U.S.	3
Phys Sci 1	Introduction to Physical Science	3
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
For Lang	Foreign Language	4
Engl 15B	Survey of English Literature	3
Phil 1B	Introduction to Philosophy	3
Geol 2	Physical Geology	3
PE	Physical Education	1/2
		13 1/2

FORESTRY

Forests, rangelands, wildlife and water are part of our country's great wealth of natural resources. This program is designed to train forestry aides or forestry technicians who assist foresters in managing and caring for both public and private forest lands. Primarily, employment opportunities are with the State and Federal Government.

First Semester		Units
For 2	Natural Resources	3
Bot 10	Environmental Botany	4
AH 1	Introductory Animal Husbandry	3
Hum 1A	Man in Society	6
Orient 2	Introduction to College	1/2
PE	Physical Education	1/2
		17

Second Semester		
Hum 1B	Man in Society	6
HS 1	Health and Society	2
LH 2	Plant Identification and Propagation	3
Math 1	Elementary Algebra	3
Ag 2A	Agricultural Projects	2
PE	Physical Education	1/2
		16 1/2

Third Semester		
For 1	Introduction to Forestry	3
For 4	Fish and Game Management	3
Ent 1	Economic Entomology	3
Chem 21	Elementary Chemistry	4
Ag 2B	Agricultural Projects	2
Orient 5	Career Planning and Employment	1
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
For 3	Fire Protection	3
Ag 21	Soil	3
Psych 9	Psychology of Human Relations	3
Speech 15	Practical Speech	3
Biol 2A	General Biology	4
PE	Physical Education	1/2
		16 1/2

HISTORY

San Fernando Valley State College

Historians study the records of the past and write books and articles describing and analyzing past events, institutions, ideas, and people. They may use their knowledge of the past to explain current events or to forecast. Approximately 80% of historians today are employed in schools and colleges. Approximately 10% are employed in federal government agencies; and a small but growing number are employed by other government agencies, non-profit foundations, research councils, libraries, and corporations.

	First Semester	Units
Orient 2	Introduction to College	½
Hist 7A	Social & Political History of the U.S.	3
Anth 2	Cultural Anthropology	3
Psych 1A	General Psychology	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
Engl 1A	College Composition and Literature	3
PE	Physical Education	½
		<hr/>
		16

	Second Semester	Units
Hist 7B	Social & Political History of the U.S.	3
Soc 1	Introduction to Sociology	3
Speech 1	Introduction to Speech	3
Engl 1B	College Composition and Literature	3
Phys Sci 1	Introduction to Physical Science	3
PE	Physical Education	½
		<hr/>
		15½

	Third Semester	Units
Hist 1A	Introduction to Western Civilization	3
Pol Sci 1	Introduction to Government	3
Phil 1A	Introduction to Philosophy	3
Geog 1	Elements of Cultural Geography	3
HS	Health and Society	2
PE	Physical Education	½
		<hr/>
		14½

	Fourth Semester	Units
Hist 1B	Introduction to Western Civilization	3
Phil 2	Introduction to Logic	3
Econ 1A	Principles of Economics	3
Geog 2	Elements of Cultural Geography	3
Biol 2A	General Biology	4
PE	Physical Education	½
		<hr/>
		16½

HOME ECONOMICS - AIRLINE HOSTESS

Applicants for airline stewardess training must generally meet the following basic qualifications:

Age: 20 through 27

Marital Status: Single

Height: 5' 2" to 5' 9"

Vision: 20/50 or better without glasses:

Weight: 100 to 140 pounds

contacts considered.

Each applicant is required by the airlines to pass a rigid physical examination approved by the medical department of the airlines.

The following program of study is recommended for those who wish to apply for airline stewardess training.

First Semester		Units
Orient 2	Introduction to College	1/2
Hum 1A	Man in Society	6
HE 18	Apparel Selection & Grooming	2
Bus 11A	Beginning Typewriting	3
Bus 40	Personal Finance	3
PE 20	Body Mechanics	1/2
		15
Second Semester		
Hum 1B	Man in Society	6
FSM 12	Menu Making	3
Bus 11B	Beginning Typewriting	3
HE 10	Nutrition	2
Orient 5	Career Planning and Employment	1
PE 21	Gymnastics	1/2
		15 1/2
Third Semester		
Elective	Elective	3
HE 19	Textiles	2
Bus 15A	Office Practice	3
Bus 30	Introduction to Business Principles	3
Speech 15	Practical Speech	3
HS 1	Health and Society	2
PE 35	Basic Dance Skills	1/2
		16 1/2
Fourth Semester		
HE 23	Child Care and Development	2
Geol 2	Physical Geology	3
HE 4	Household Equipment Management	2
Psych 9	Psychology of Human Relations	3
Soc 4	Marriage and the Family	3
Elective	Elective	3
PE	Physical Education	1/2
		16 1/2

HOME ECONOMICS - COSTUME DESIGN

Home Economics is the field of knowledge and service primarily concerned with strengthening family life through the attainment of well-being of individuals and families, the improvement of homes, and the preservation of values significant in home life.

First Semester		Units
Hum 1A*	Man in Society	6
HE 18*	Apparel Selection and Grooming	2
HE 19*	Textiles	2
HE 16A*	Clothing Construction	3
Art 4A*	Color and Design	2
Orient 2	Introduction to College	1/2
PE	Physical Education	1/2
		16

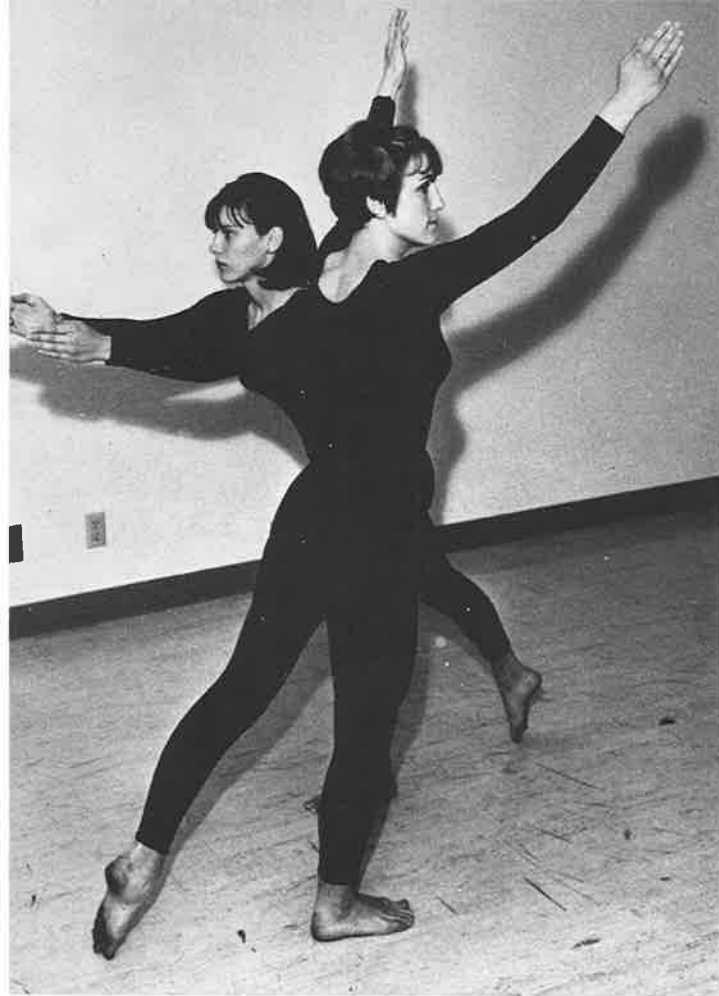
Second Semester		
Hum 1B*	Man in Society	6
HE 16B*	Clothing Construction	3
Art 4B*	Color and Design	2
Bus 40*	Personal Finance	3
Orient 5	Career Planning	1
PE	Physical Education	1/2
		15 1/2

Third Semester		
HE 5*	Home Furnishings	3
HE Elective	Home Economics Elective	3
Psych 9	Psychology of Human Relations	3
Jour 1A	News Reporting and Writing	3
HE 24A	Tailoring	2
HE 4	Household Equipment Management	2
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
HE 24B	Tailoring	2
HE 25	Home Furnishings Laboratory	2
Bus 35	Salesmanship	3
Speech 15	Practical Speech	3
Soc 4	Marriage and the Family	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		15 1/2

*Successful completion of 32 units and proficiency tests results in a home Economics-Costume Design Certificate.





HOME FURNISHING - MERCHANDISING

The home furnishings merchandising curriculum has been developed in co-operation with representatives of the home furnishings industry and the Home Furnishings Education Foundation. Students who successfully complete the curriculum will be prepared to assume various positions in sales, purchasing and management in the industry.

First Semester		Units
Orient 2	Introduction to College	1/2
Bus 35	Salesmanship	3
HE 5	Home Furnishings	3
HE 16A	Clothing Construction	3
Hum 1A	Man in Society	6
Orient 5	Career Planning and Employment	1
PE	Physical Education	1/2
		17

Second Semester		
Bus 30	Introduction to Business Principles	3
Bus 36	Retail Merchandising	3
HE 18	Apparel Selection & Grooming	2
HE 25A	Home Furnishings Laboratory	2
Hum 1B	Man in Society	6
PE	Physical Education	1/2
		16 1/2

Third Semester		
Bus 40	Personal Finance	3
Bus 38	Advertising	3
HE Elective	Home Economics Elective	3
Art 4A	Color and Design	2
Psych 9	Psychology of Human Relations	3
HE 49A	Directed Work Experience	2
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
Bus 33	Business Law	3
Soc 4	Marriage and the Family	3
Bus 37	Marketing	3
Art 4B	Color and Design	2
HE 49B	Directed Work Experience	2
HS 1	Health and Society	2
PE	Physical Education	1/2
		15 1/2

INDUSTRIAL SUPERVISION

This program is designed both for students wishing to enter into the industrial supervisory field and those now currently employed in an industry supervisory position. Included in the program is a certificate in Industrial Supervision that is both highly practical as well as theoretical. This program is designed to provide assistance to management in the development of qualified foremen and supervisors for industry.

First Semester		Units
Orient 2	Introduction to College	½
Hum 1A*	Man in Society	6
Bus 50*	Elements of Supervision	3
Read	Reading Elective	2
Econ 10*	American Economy	3
PE	Physical Education	½
		15
Second Semester		
Hum 1B	Man in Society	6
Bus 10*	Accounting for Management	3
Bus 31*	Business Organization and Management	3
Bus 51*	Personnel Management	3
PE	Physical Education	½
		15½
Third Semester		
Bus 52*	Labor Management Relations	3
Bus 53*	Cost and Job Control for Supervisors	3
DP 1*	Introduction to Data Processing	3
Bus	Business Elective	2
HS 1	Health and Society	2
Bus 40A	Directed Work Experience	2
PE	Physical Education	½
		15½
Fourth Semester		
Psych 9	Psychology of Human Relations	3
Bus 33	Business Law	3
Bus 40	Personal Finance	3
Bus 49B	Directed Work Experience	2
Bus	Business Elective	4
PE	Physical Education	½
		15½

*Successful completion of 30 units and proficiency tests, and current employment in industry will result in the awarding of an in-service Industrial Supervision Certificate.

INSTRUCTIONAL ASSOCIATE

The purpose of this program is to train individuals for employment in various public and private school districts and government agencies involved in educational and training programs. The total program includes patterns designed for both in-service and pre-service preparation.

First Semester		Units
Orient 2	Introduction to College	1/2
Hum 1A+	Man in Society	6
Reading Elective +*	Reading Elective	3
ED 1A +*	Instructional Skills	3
Elective +	Elective	3
PE	Physical Education	1/2
		16
Second Semester		
Orient 5	Career Planning and Employment	1
Hum 1B +	Man in Society	6
ED 1B +*	Instructional Skills	3
Elective +*	Elective	4
Reading Elective +	Reading Elective	2
PE	Physical Education	1/2
		16 1/2
Third Semester		
Directed Studies *	Directed Studies	2
Psych 9	Psychology of Human Relations	3
HE Elective	Home Economics Elective	4
Elective	Elective	6
PE	Physical Education Activities	1/2
		15 1/2
Fourth Semester		
Directed Studies	Directed Studies	2
HS 1	Health and Society	2
Bus 40	Personal Finance	3
Soc 4	Marriage and the Family	3
Elective	Elective	6
PE	Physical Education	1/2
		16 1/2

*Successful completion of 15 units and proficiency test result in a special in-service Instructional Aide Certificate.

+Successful completion of 32 units and proficiency test results in a Instructional Assistant Certificate.

JOURNALISM

San Jose State College

Journalism embraces the writing, editing, managing, and production of mass-media communication. Journalists are involved, therefore, not only in the preparation of all types of periodicals, but also in the fields of advertising, public relations, radio, television, and motion pictures. There are wide opportunities for journalists not only in newspaper and magazine writing, but also in trade, business, and labor publications, and in such specialized fields as editorial work, writing of feature articles, fiction, poetry, and drama.

First Semester

Orient 2	Introduction to College	1/2
Jour 1A	News Reporting and Writing	3
Photo 1	Beginning Photography	3
Engl 1A	College Composition & Literature	3
Hist 7A	Social & Political History of U.S.	3
Biol 2A	General Biology	4
PE	Physical Education	1/2
		<hr/>
		17

Second Semester

Jour 1B	News Reporting and Writing	3
Psych 1A	General Psychology	3
Engl 1B	College Composition & Literature	3
Hist 7B	Social & Political History of U.S.	3
Biol 2B	General Biology	4
PE	Physical Education	1/2
		<hr/>
		16 1/2

Third Semester

Phil 1A	Introduction to Philosophy	3
Engl 30	Masterpieces of World Literature	3
Econ 1A	Principles of Economics	3
Hist 1A	Introduction to Western Civilization	3
Pol Sci 3	American Government	3
PE	Physical Education	1/2
HE 1	Health and Society	2
		<hr/>
		17 1/2

Fourth Semester

Soc 1	Introduction to Sociology	3
Speech 1	Introduction to Speech	3
Econ 1B	Principles of Economics	3
Hist 1B	Introduction to Western Civilization	3
Phy Sci 1	Introduction to Physical Science	3
PE	Physical Education	1/2
		<hr/>
		15 1/2

Journalism 55 should be taken at S.J.S.C.

LAW ENFORCEMENT - POLICE SCIENCE

The field of law enforcement provides many rewarding and responsible positions for both men and women law enforcement officers. This program meets the California State requirements for the Peace Officers Standard Training (POST).

First Semester		Units
Orient 2	Introduction to College	1/2
LE 1	Introduction to Law Enforcement	3
LE 4A	Criminal Law	3
Psych 9	Psychology of Human Relations	3
Hum 1A	Man in Society	6
PE	Physical Education	1/2
		16

Second Semester		
LE 8	Criminal Evidence	3
LE 15	Administration of Justice	3
Speech 15	Practical Speech	3
Hum 1B	Man in Society	6
PE	Physical Education	1/2
		15 1/2

Third Semester		
LE 9	Firearms	1
LE 10A	Patrol Procedures	3
LE 10B	Criminal Investigation	3
Bus 11A	Beginning Typewriting	3
Soc 4	Marriage and the Family	3
Photo 1	Beginning Photography	3
PE	Physical Education	1/2
		16 1/2

Fourth Semester		
LE 13	Traffic Control and Investigation	3
LE 14	Juvenile Procedure	3
Phys Sci 1	Introduction to Physical Science	3
Bus 40	Personal Finances	3
HE 5	First Aid and Safety	2
HE 1	Health and Society	2
LE 12	Defensive Tactics	1/2
		16 1/2

MARKETING

This program should prepare the student for a career in retail selling, including promotion to a management position in the retail field. Current openings in this field provide ample opportunity for part-time work experience while in attendance, and permanent placement upon completion of the A.A. degree in the marketing programs.

First Semester		Units
Orient 2	Introduction to College	1/2
Bus 30*	Introduction to Business	3
Bus 37*	Marketing	3
Bus 40*	Personal Finance	3
Hum 1A*	Man in Society	6
PE	Physical Education	1/2
		16
Second Semester		
Orient 5	Career Planning	1
Bus 35*	Salesmanship	3
Econ 10*	The American Economy	3
Bus 10*	Accounting for Management	3
Hum 1B*	Man in Society	6
PE	Physical Education	1/2
		16 1/2
Third Semester		
Bus 3	Applied Accounting	3
Bus 35*	Retail Marketing	3
Bus 9	Business Lectures	1/2
DP 1	Introduction to Data Processing	3
Psych 9	Psychology of Human Relations	3
Bus 7	Calculating Machines	2
Bus 49A	Directed Work Experience in Business	1
PE	Physical Education	1/2
		17
Fourth Semester		
Bus 38	Advertising	3
Bus 33	Business Law	3
Bus 9	Business Lectures	1/2
Speech 15	Practical Speech	3
Bus Elect	Business Elective	3
HS 1	Health and Society	2
Bus 49B	Directed Work Experience in Business	1
PE	Physical Education	1/2
		16

*Successful completion of 33 units and proficiency tests results in a Marketing Certificate.

MEDICINE

University of California at Los Angeles

The field of medicine has been considered for over three thousand years to be one of the humane arts. The curriculum leading to the degree of Doctor of Medicine provides the student with the means by which he may prepare himself for the demanding profession in which he is responsible for the care of patients; for the cure and prevention of illness; and for teaching and research. Graduates may elect further training for a choice of careers: special practice in surgery, pediatrics, psychiatry; academic medicine; public health; and in industrial medicine.

First Semester		Units
Orient 2	Introduction to College	½
Engl 1A	College Composition & Literature	3
Chem 1A	General Chemistry	5
For Lang	Foreign Language	4
Math 7 (or elective)	Integrated College Algebra and Trigonometry	5
PE	Physical Education	½
		18

Second Semester		
Engl 1B	College Composition & Literature	3
Chem 1B	General Chemistry	5
Psych 1A	General Psychology	3
For Lang	Foreign Language	4
PE	Physical Education	½
HS 1	Health and Society	2
		17½

Third Semester		
Ph 3	The Arts of Experimental Investigation	1
Biol 2A	General Biology	4
PH 2A	General Physics	3
Math 21A	Calculus with Analytic Geometry 1	4
Chem 5	Quantitative Analysis	3
Pol Sci 3	American Government	3
PE	Physical Education	½
		18½

Fourth Semester		
Biol 2B	General Biology	4
Ph 2B	General Physics	4
Hist 5	United States History	3
Chem 8, 9	Elementary Organic Chemistry/ Organic Chemistry Lab	6
PE	Physical Education	½
		17½

Recommend that 6 additional units in social sciences and/or humanities be taken in one of the summer sessions.

MUSIC

San Fernando Valley State College

It is difficult to imagine our world without music. A career in music today may involve performing solo, or in ensembles, as well as accompanying and conducting in such fields as radio, television, and the recording industry. Although most instrumental musicians play only one instrument, many are qualified to play two or more. As a rule, these musicians also specialize in either classical or popular music; only a few play both types professionally. Many musicians, in addition to their work as performers, give private lessons and/or teach in our schools. Some are employed in hospitals, working in the field of music therapy, while others work in music libraries.

First Semester		Units
Orient 2	Introduction to College	1/2
Mus 9A	Music History and Literature	3
Mus 2A	Theory	4
Mus 10 or 15 or 18 or 21	Choir or Orchestra or Band or Ensemble	2
Engl 1A	College Composition and Literature	3
Phy Sci 1	Introduction to Physical Science	3
PE	Physical Education	1/2
		16
Second Semester		
Mus 9B	Music History and Literature	3
Mus 2B	Theory	4
Mus 10 or 15 or 18 or 21	Choir or Orchestra or Band or Ensemble	2
Engl 1B	College Composition and Literature	3
Geol 2	Physical Geology	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		17 1/2
Third Semester		
Mus 2C	Theory	4
Mus 10 or 15 or 18 or 21	Choir, or Orchestra or Band or Ensemble	2
Mus 24A	Piano	2
Speech 1	Introduction to Speech	3
Phil 1A	Introduction to Philosophy	3
Hist 7B	Social & Political History of U.S.	3
PE	Physical Education	1/2
		17 1/2
Fourth Semester		
Mus 10 or 15 or 18 or 21	Choir or Orchestra or Band or Ensemble	2
Mus 2D	Theory	4
Mus 24B	Piano	2
Phil 2	Introduction to Logic	3
Pol Sci 3	American Government	3
Biol 2A	General Biology	4
PE	Physical Education	1/2
		18 1/2

Recommend that Psychology 1A, Political Science 3 and History 5 be taken in the summer session.





NURSERY SCHOOL EDUCATION

There is a developing need for trained teachers and aides to work with young children in Nursery School programs. The increasing number of working mothers with children and the need for working with children from the economically disadvantaged groups has increased the demand in the private nursery schools as well as the Head Start day centers. It is an exciting and useful career for part-time and full-time employment, particularly for women. It provides an opportunity to be of service in an area of great need.

First Semester		Units
Hum 1A*	Man in Society	6
HE 10*	Nutrition	2
Orient 2	Introduction to College	1/2
HE 60*	Child, Family and Community	3
HE 63*	Music in the Pre-School	2
HE 64*	Art in the Pre-School	2
PE 20B	Body Mechanics	1/2
		16

Second Semester		
Hum 1B*	Man in Society	6
HE 23	Child Care and Development	2
HE 65	Science in the Pre-School	2
HE 66*	Literature in the Pre-School	2
Soc 4*	Marriage and the Family	3
PE 21	Gymnastics	1/2
		15 1/2

Third Semester		
HE 61*	Nursery School Programs	3
HE 49A	Directed Work Experience	2
HE 62	Nursery School Administration	3
Speech 15	Practical Speech	3
Bus 40	Personal Finance	3
FSM 12	Menu Making	2
PE 35	Basic Dance Skills	1/2
		16 1/2

Fourth Semester		
He 61B	Nursery School Programs	3
HE 49B	Directed Work Experience	2
HE 77 (PE 77)	Creative Movement in the Pre-School	2
Psych 9	Psychology of Human Relations	3
HE 18	Apparel Selection and Grooming	2
Read 4	Techniques of Reading	2
HS 1	Health and Society	2
		16 1/2

*Successful completion of 33 units and proficiency tests results in a Nursery School Education Certificate.

PHILOSOPHY

California State College at Long Beach

In a general sense, philosophy includes the sciences, social sciences, and humanities as they involve the art of reasoning and develop an understanding of the human condition. The philosophy student studies the chief schools of ideas (such as Realism, Idealism, Empiricism) and develops a sense of their relationships and interdependences. In addition, he is concerned with such subjects as how man learns and the values he creates.

First Semester		Units
Orient 2	Introduction to College	1/2
Phil 1A	Introduction to Philosophy	3
Engl 1A	College Composition and Literature	3
Hist 7A	Social & Political History of U.S.	3
Biol 2A	General Biology	4
HS 1	Health and Society	2
PE	Physical Education	1/2
		16

Second Semester		
Phil 1B	Introduction to Philosophy	3
Engl 1B	College Composition and Literature	3
Art 1 or Mus 8	Art History or Music Appreciation	3
Pol Sci 3	American Government	3
Speech 1	Introduction to Speech	3
PE	Physical Education	1/2
		15 1/2

Third Semester		
Psych 1A	General Psychology	3
Soc 1	Introduction to Sociology	3
Econ 1A	Principles of Economics	3
Hist 1A	Introduction to Western Civilization	3
Phy Sci 1	Introduction to Physical Science	3
PE	Physical Education	1/2
		15 1/2

Fourth Semester		
Phil 2	Introduction to Logic	3
Soc 2	Social Problems	3
Anth 2	Cultural Anthropology	3
Hist 1B	Introduction to Western Civilization	3
Geol 2, 2L	Physical Geology, Laboratory	4
PE	Physical Education	1/2
		16 1/2

PHYSICAL EDUCATION

San Fernando Valley State College

The physical educator plays an ever-increasing role of importance in a society preoccupied with automation and cybernetics. Physical Education provides an opportunity to motivate, organize, and teach the social, emotional, and physical aspects of man. The major in physical education is designed for students who (1) plan to teach physical education or (2) expect to become physical education leaders in public or private programs, and (3) plan to continue the study of physical education for an advanced degree.

First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
Biol 2A	General Biology	4
HS 1	Health and Society	2
Psych 1A	General Psychology	3
PE 35	Basic Dance Skills	1/2
PE 36**	Modern Dance	1/2
PE 60* - 61*	Professional Activities I	<u>2</u>
		15 - 15 1/2
Second Semester		
Speech 2	Elements of Public Speaking	3
Biol 2B	General Biology	4
Hist 7A	Social & Political History of the U.S.	4
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
PE 46**	Modern Dance	1/2
PE 62* - 63**	Professional Activities II	<u>2</u>
		16 - 16 1/2
Third Semester		
An 1	Human Anatomy	4
Engl 1B	College Composition and Literature	3
HS 5	Safety & First Aid	2
Pol Sci 3	American Government	3
PE 37	Social, Folk, & Square Dance	1/2
PE 70	Introduction to Physical Education	2
PE 64* - 65**	Professional Activities III	<u>2</u>
		16 1/2
Fourth Semester		
Phys 1	Introduction to Human Physiology	4
Soc 1	Introduction to Sociology	3
Phil 1A	Introduction to Philosophy	3
PE 71	Recreation Leadership	2
PE 72* - 73*	Sports Officiating	1
PE 66* - 67**	Professional Activities IV	<u>2</u>
		15

*Men Majors only

**Women Majors only

Biology 2A is a prerequisite to Physiology 1 and Biology 2B is also a recommended Prerequisite.

Chemistry 21 or equivalent should be completed prior to enrollment in Physiology 1.

It is recommended that the major in physical education acquire, through his counselor, a copy of the Moorpark College Division of Health and Physical Education "Recommended Pattern of Courses" and the division "Course numbering system."

PHYSICAL THERAPY

University of California at Los Angeles

Physical Therapists help persons with muscle, nerve, joint, or bone diseases or injuries to overcome their disabilities. A student majoring in physical therapy may anticipate employment in a doctor's office, in a public or private hospital, in a clinic, or he may have a private practice of his own. Opportunities may also be found in public agencies, in governmental services, and in industrial applications.

Student should take PE 43 at UCLA.

First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
For Lang	Foreign Language	4
Chem 1A	General Chemistry	5
Psych 1A	General Psychology	3
PE	Physical Education	1/2
		<hr/>
		16

Second Semester		
Engl 1B	College Composition and Literature	3
For Lang	Foreign Language	4
Chem 1B	General Chemistry	5
Psych 1B	General Psychology	3
HS 5	First Aid and Safety	2
PE	Physical Education	1/2
		<hr/>
		17 1/2

Third Semester		
Biol 2A	General Biology	4
Engl 31	Masterpieces of World Literature	3
Ph 2A	General Physics	3
Math 7	Integrated College Algebra and Trigonometry	5
Ph 2	Arts of Experimental Investigation	1
PE	Physical Education	1/2
		<hr/>
		16 1/2

Fourth Semester		
Biol 2B	General Biology	4
Pol Sci 3	American Government	3
Ph 2B	General Physics	4
Hist 7A	Social & Political History of U.S.	3
PE	Physical Education	1/2
HS 1	Health and Society	2
		<hr/>
		16 1/2

POLITICAL SCIENCE

University of California at Los Angeles

Political Science is the study of government. Political scientists are interested in government at every level—local, county, state, regional, national, and international. Political scientists are employed in colleges, in such federal agencies as the U. S. Department of State and the U.S. Information Agency; and at the city, county, and state level of government. They make studies of legislation and analyze the operations of government and of non-government organizations that affect legislation.

First Semester		Units
Orient 2	Introduction to College	½
Engl 1A	College Composition and Literature	3
Hist 7A	Social & Political History of the U.S.	3
Geol 2 - 2L	Physical Geology and Lab	4
For Lang	Foreign Language	4
HS 1	Health and Society	2
PE	Physical Education	½
		17

Second Semester		
Engl 1B	College Composition and Literature	3
Hist 7B	Social & Political History of the U.S.	3
Ph 2A	General Physics	4
For Lang	Foreign Language	4
Engl 15B	Survey of English Literature	3
PE	Physical Education	½
		17½

Third Semester		
Phil 1A	Introduction to Philosophy	3
Hist 1A	Introduction to Western Civilization	3
Biol 2A	General Biology	4
For Lang	Foreign Language	4
Pol Sci 1	Introduction to Government	3
PE	Physical Education	½
		17½

Fourth Semester		
Phil 1B	Introduction to Philosophy	3
Hist 1B	Introduction to Western Civilization	3
Biol 2B	General Biology	4
For Lang	Foreign Language	4
Pol Sci 2	Comparative Governments	3
PE	Physical Education	½
		17½

PRE-PHARMACY

University of Southern California

The pre-pharmacy curriculum provides the student with preparation for the School of Pharmacy at the University. The graduate is trained to identify, formulate, manufacture and distribute drugs, and in the enforcement of laws pertaining to drugs; and to cooperate in the control of disease. Pharmacists are employed in retail pharmacies, hospital pharmacies, laboratories, and in industrial plants, as well as in public agencies and in the Armed Forces.

First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
Ph 2A	General Physics	3
Ph 3	Arts of Experimental Investigation	1
Chem 1A	General Chemistry	5
Psych 1A	General Psychology	3
PE	Physical Education	1/2
		16
Second Semester		
Engl 1B	College Composition and Literature	3
Ph 2B	General Physics	4
Chem 1B	General Chemistry	5
Hist 7B	Social & Political History of U.S.	3
PE	Physical Education	1/2
		15 1/2
Third Semester		
Biol 2A	General Biology	4
Hist 1A	Introduction to Western Civilization	3
Speech 1	Introduction to Speech	3
Econ 1A	Principles of Economics	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		15 1/2
Fourth Semester		
Biol 2B	General Biology	4
Hist 1B	Introduction to Western Civilization	3
Econ 1B	Principles of Economics	3
Pol Sci 3	American Government	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
PE	Physical Education	1/2
		16 1/2

Student should have completed typing, 2 years of algebra and trigonometry in high school.

PSYCHOLOGY

California State College at Long Beach

Psychologists study the behavior of individuals and groups. They may be found teaching in colleges and universities, in counseling individuals, in research laboratories. Specialists may work with maladjusted people in group therapy and in such fields as social and industrial psychology.

First Semester		Units
Orient 2	Introduction to College	½
Hist 7B	Social & Political History of U.S.	3
Engl 1A	College Composition and Literature	3
Chem 1A	General Chemistry	5
HS 1	Health and Society	2
Psych 1A	General Psychology	3
PE	Physical Education	½
		<hr/>
		17

Second Semester		
Psych 1B	General Psychology	3
Pol Sci 3	American Government	3
Engl 1B	College Composition and Literature	3
Chem 1B	General Chemistry	5
PE	Physical Education	½
		<hr/>
		14½

Third Semester		
Soc 1	Introduction to Sociology	3
Phil 1A	Introduction to Philosophy	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
An 1	General Human Anatomy	4
Math 7	Integrated College Algebra & Trigonometry	5
PE	Physical Education	½
		<hr/>
		18½

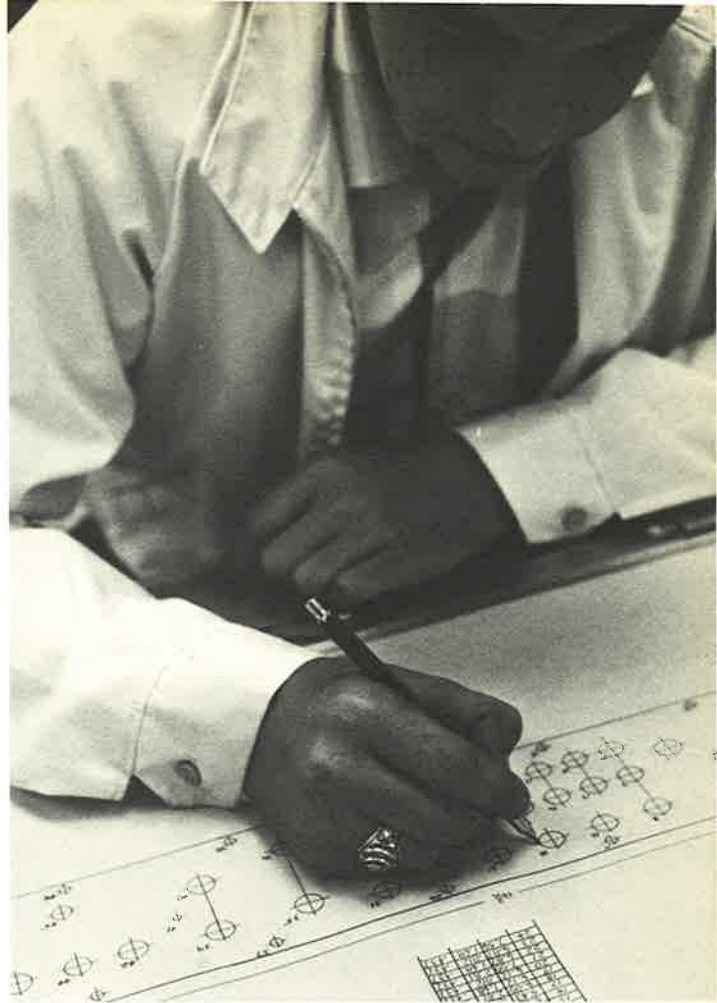
Fourth Semester		
Soc 2	Introduction to Sociology	3
Phil 2	Introduction to Logic	3
Math 15	Elementary Statistics	3
Speech 1	Introduction to Speech	3
Phys 1	Introduction to Human Physiology	4
PE	Physical Education	½
		<hr/>
		16½

PUBLIC SERVICE SUPERVISION

This program is designed both for students wishing to enter into the public service supervisory field and those now employed in supervisory capacity in the public service. Rapid technological change, explosive population growth, and mounting interdependence requires the skills and experiences of a trained core of public service employees. Many kinds of skills are needed in the administration of government and each one plays an important part in the growth of the individual in the community. The certificate program was designed to meet the needs of those already employed with government agencies and who desire to advance into supervisory positions or who are currently supervisors.

First Semester		Units
Orient 2	Introduction to College	1/2
Hum 1A*	Man in Society	6
Bus 50*	Elements of Supervision	3
Read*	Reading Elective	2
Econ 10*	American Economy	3
PE	Physical Education	1/2
		15
Second Semester		
Hum 1B	Man in Society	6
Bus 54*	Survey of Local Government Supervision	3
Bus 55*	Public Service Personnel Management	3
Pol Sci 10*	Introduction to Public Administration	3
Pol Sci 7*	Minority Group Politics	3
PE	Physical Education	1/2
		18 1/2
Third Semester		
DP 1*	Introduction to Data Processing	3
Bus 33	Business Law	3
Bus 49A	Directed Work Experience	2
Elect	Elective	2
Psych 9*	Psychology of Human Relations	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		15 1/2
Fourth Semester		
Bus 11A	Beginning Typewriting	3
Bus 40	Personal Finance	3
Bus 49B	Directed Work Experience	2
Soc 4	Marriage and the Family	3
Elect	Electives	4
PE	Physical Education	1/2
		15 1/2

Successful completion of 30 units, proficiency tests and current employment in industry will result in the awarding of an in-service Public Service Supervision Certificate.





RECREATION

San Fernando Valley State College

The recreation-education professional faces the awesome challenge of directing an automated society toward the worthy use of leisure time. The major in recreation education is designed for students who plan to follow professional careers in recreation as program leaders, directors, supervisors or administrators in public or private recreation agencies.

First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
Biol 2A	General Biology	3
Psych 1A	General Psychology	3
HS 1	Health and Society	2
PE 35	Basic Dance Skills	1/2
PE 36**	Modern Dance	1/2
PE 60 - 61**	Professional Activities	2
		14 - 14 1/2
Second Semester		
Speech 2	Elements of Public Speaking	3
Hist 7A	Social & Political History of the U.S.	3
Art 2	Art Appreciation	3
Psych 2	Personal and Social Adjustment	3
HS 5	Safety & First Aid	2
PE 46**	Modern Dance	1/2
PE 62* - 63**	Professional Activities II	2
		16 - 16 1/2
Third Semester		
Engl 1B	College Composition and Literature	3
Anth 2	Cultural Anthropology	3
Pol Sci 3	American Government	3
PE 70	Introduction to Physical Education	2
Soc 1	Introduction to Sociology	3
PE 37	Social, Folk, & Square Dance	1/2
PE 64* - 65**	Professional Activities III	2
		16 1/2
Fourth Semester		
Soc 2	Social Problems	3
Mus 8	Music Appreciation	3
Phil 1A	Introduction to Philosophy	3
PE 71	Recreation Leadership	2
Elective	Elective	3
PE 72* - 73**	Sports Officiating	1
PE 66* - 67**	Professional Activities IV	2
		17

*Men Majors only

**Women Majors only

Students who have not successfully completed a course in college preparatory high school chemistry should complete Chemistry 21. Physical Science 1 may be substituted for Biology 2A.

SECRETARY - HOME ECONOMICS

This program is designed to provide instruction for women in their two career fields of homemaking and business employment. The business skill of typing provides employment opportunities as a clerk-typist or receptionist and the homemaking skills provide appropriate training for the management of a family and a home environment.

First Semester		Units
Orient 2	Introduction to College	1/2
Bus 11A*	Beginning Typewriting	3
Bus 40*	Personal Finance	3
HE 18*	Apparel Selection & Grooming	2
Hum 1A*	Man in Society	6
PE 20	Beginning Body Mechanics	1/2
		15
Second Semester		
Bus 11B	Beginning Typewriting	3
Orient 5	Career Planning	1
HE*	Home Economics Electives	5
Hum 1B*	Man in Society	6
PE 21	Beginning Gymnastics	1/2
		15 1/2
Third Semester		
Bus 15A*	Office Practice	3
Bus 7	Calculatng Machines	3
Soc 4	Marriage and the Family	3
HE	Home Economics Elective	3
Art 4A	Color and Design	2
Bus 20A	Beginning Shorthand	3
PE 35	Basic Dance Skills	1/2
		17 1/2
Fourth Semester		
Elec	Business Electives	6
HE	Home Economics Elective	2
Psych 9	Psychology of Human Relations	3
Bus 20B	Intermediate Shorthand	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		16 1/2

*Successful completion of 34 units and proficiency tests results in a Secretary-Home Economics Certificate.

SECRETARY - STENOGRAPHY

This program is designed to provide entry-level employment in a secretarial position requiring a high level of stenographic ability.

First Semester

Orient 2	Introduction to College	1/2
Bus 20A*	Beginning Shorthand	3
Bus 40*	Personal Finance	3
HE 18*	Apparel Selection & Grooming	2
Hum 1A	Man in Society	6
PE 20	Beginning Body Mechanics	1/2
		15

Second Semester

Orient 5	Career Planning	1
Bus 20B*	Intermediate Shorthand	3
Bus 15A*	Office Practice	3
Read 4A*	Techniques of Reading	2
Hum 1B*	Man in Society	6
PE 21	Beginning Gymnastics	1/2
		15 1/2

Third Semester

Bus 21A*	Advanced Shorthand	3
Bus 12A	Advanced Typewriting	3
Bus 15B	Secretarial Procedures	3
Bus 30	Introduction to Business Principles	3
HS 1	Health and Society	2
Bus 9	Business Lectures	1/2
Bus 49A	Directed Work Experience in Business	1
PE 35	Basic Dance Skills	1/2
		16

Fourth Semester

Bus 21B	Transcription	3
Bus 12B	Production Typewriting	3
HE	Home Economics Elective	3
Psych 9	Psychology of Human Relations	3
Bus 7	Calculating Machines	2
Bus 9	Business Lectures	1/2
PE	Physical Education	1/2
		15

*Successful completion of 34 units and proficiency tests result in a Secretary-Stenography Certificate.

SECRETARY - TYPING (CLERK TYPIST)

This program is designed to provide entry-level job skills in a secretarial position emphasizing typing and machine transcription responsibilities with a minimum amount of stenography.

First Semester

Orient 2	Introduction to College	1/2
Bus 11A	Beginning Typewriting	3
Bus 7*	Calculating Machines	3
Bus 40*	Personal Finance	3
Hum 1A*	Man in Society	6
PE 20	Beginning Body Mechanics	1/2
		16

Second Semester

Orient 5	Career Planning	1
Bus 11B*	Intermediate Typewriting	3
Bus 15A*	Office Practice	3
HE 18*	Apparel Selection & Grooming	2
Hum 1B*	Man in Society	6
PE 21	Beginning Gymnastics	1/2
		15 1/2

Third Semester

Bus 12A*	Advanced Typewriting	3
Bus 20A*	Beginning Shorthand	3
Bus 9	Business Lectures	1/2
Bus 3	Applied Accounting	3
Bus 30	Introduction to Business Principles	3
HS 1	Health and Society	2
Bus 49A	Directed Work Experience in Business	1
PE 35	Basic Dance Skills	1/2
		16

Fourth Semester

Bus 12B	Production Typewriting	3
Bus 20B	Intermediate Shorthand	3
Soc 4	Marriage and the Family	3
Bus 9	Business Lectures	1/2
Psych 9	Psychology of Human Relations	3
HE	Home Economics Elective	2
Bus 49B	Directed Work Experience in Business	1
PE	Physical Education	1/2
		16

*Successful completion of 34 units and proficiency tests results in a Secretary-Typing Certificate.

SOCIAL WELFARE

Fresno State College

Social workers are concerned with many types of social problems and needs. Among these are: physical, mental, and emotional handicaps; poverty; unemployment; broken homes, family maladjustment; anti-social behavior; limited recreational opportunities; and inadequate housing. A great variety of public and private agencies has social work programs, including public assistance programs, family and child welfare services, social services for the crippled, disabled, and ill, and programs for the prevention of juvenile delinquency. Some specialized fields include school social work, medical social work, psychiatric social work, rehabilitative social work, group social work, and community organization work.

First Semester		Units
Orient 2	Introduction to College	1/2
Soc 1	Introduction to Sociology	3
Psych 1A	General Psychology	3
Hist 7A	Social & Political History of U.S.	3
Engl 1A	College Composition and Literature	3
Biol 2A	General Biology	4
PE	Physical Education	1/2
		17

Second Semester		
Soc 2	Social Problems	3
Psych 1B	General Psychology	3
Pol Sci 3	American Government	3
Engl 1B	College Composition and Literature	3
Geol 2, 2L	Physical Geology, Laboratory	4
PE	Physical Education	1/2
		16 1/2

Third Semester		
Phil 1A	Introduction to Philosophy	3
Speech 1	Introduction to Speech	3
Econ 1A	Principles of Economics	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
Geog 1	Physical Geography	3
PE	Physical Education	1/2
		15 1/2

Fourth Semester		
Anth 2	Cultural Anthropology	3
Psych 2	Personal and Social Adjustment	3
Econ 1B	Principles of Economics	3
Soc 4	Marriage and the Family	3
Math 15	Introductory Statistics	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		17 1/2

Social Welfare 20 and Psychology 66 should be taken at Fresno State.

SOCIOLOGY

Chico State College

Sociologists study the many groups and institutions which man forms—families, tribes, communities, nations, and states. They study the behavior and interaction of groups, trace their origin and growth, and analyze the influence of group activities on individual members. Sociologists may study individuals, families, or communities in an attempt to discover the causes of social problems such as crime, juvenile delinquency, alcoholism, poverty, and dependency. About three-fourths of the sociologists—people in research and administrative positions, as well as teachers—work in colleges and universities. About one-tenth are in federal, state, local, or international government agencies; the rest work in private industry or for welfare or other non-profit organizations or are self-employed.

First Semester		Units
Soc 1	Introduction to Sociology	3
Hist 7B	Social & Political History of U.S.	3
Orient 2	Introduction to College	½
Engl 1A	College Composition and Literature	3
Biol 2A	General Biology	4
HS 1	Health and Society	2
PE	Physical Education	½
		16

Second Semester		
Soc 2	Social Problems	3
Psych 1A	General Psychology	3
Pol Sci 3	American Government	3
Engl 1B	College Composition and Literature	3
Biol 2B	General Biology	4
PE	Physical Education	½
		16½

Third Semester		
Anth 2	Cultural Anthropology	3
Hist 1A	Introduction to Western Civilization	3
Speech 1	Introduction to Speech	3
Geol 2, 2L	Physical Geology, Laboratory	4
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
PE	Physical Education	½
		16½

Fourth Semester		
Hist 1B	Introduction to Western Civilization	3
Econ 1A	Principles of Economics	3
Engl 15A or Engl 30	Survey of English Literature or Masterpieces of World Literature	3
Phil 1A	Introduction to Philosophy	3
Soc 4	Marriage and the Family	3
PE	Physical Education	½
		15½

SPEECH

San Fernando Valley State College

Speech, or rhetoric as it was once called, is one of the oldest and most revered of the liberal arts. In addition to studying the history of oration and debate from Pericles and Cicero to the present, students now enter such specialized fields as speech therapy (working with mentally retarded, deaf and hard of hearing, and psychologically disturbed), child welfare, psychology, and counseling.

First Semester		Units
Orient 2	Introduction to College	½
Speech 1	Introduction to Speech	3
Engl 1A	College Composition and Literature	3
Psych 1A	General Psychology	3
Art 2 or Mus 8	Art Appreciation or Music Appreciation	3
Hist 7A	Social & Political History of the U.S.	3
PE	Physical Education	½
		16
Second Semester		
Speech 2	Elements of Public Speaking	3
Soc 1	Introduction to Sociology	3
Engl 1B	College Composition and Literature	3
Pol Sci 3	American Government	3
Phy Sci 1	Introduction to Physical Science	3
PE	Physical Education	½
		15½
Third Semester		
Hist 1A	Introduction to Western Civilization	3
Speech 5	Elementary Oral Interpretation	3
Phil 1A	Introduction to Philosophy	3
Engl 15A or Engl 30	Survey of English Literature or Masterpieces of World Literature	3
Biol 2A	General Biology	4
PE	Physical Education	½
		16½
Fourth Semester		
Engl 15B or Engl 31	Survey of English Literature or Masterpieces of World Literature	3
Phil 2	Introduction to Logic	3
Anth 2 or Geog 2	Cultural Anthropology or Physical Geography	3
Econ 1A	Principles of Economics	3
Geol 2, 2L	Physical Geology and Laboratory	4
HS 1	Health and Society	2
PE	Physical Education	½
		18½

Speech 25, Argumentation, should be taken at S.F.V.S.C.

VETERINARY MEDICINE

University of California at Davis

Career opportunities are many and varied for those trained to alleviate and prevent diseases in animals. Caring for the nation's animals attracts the majority of the graduates into private practice. However, fields such as teaching, research, government service, space medicine, public health, bio-medical research, laboratory animal medicine, and drug research are attracting more and more of those trained in veterinary medicine.

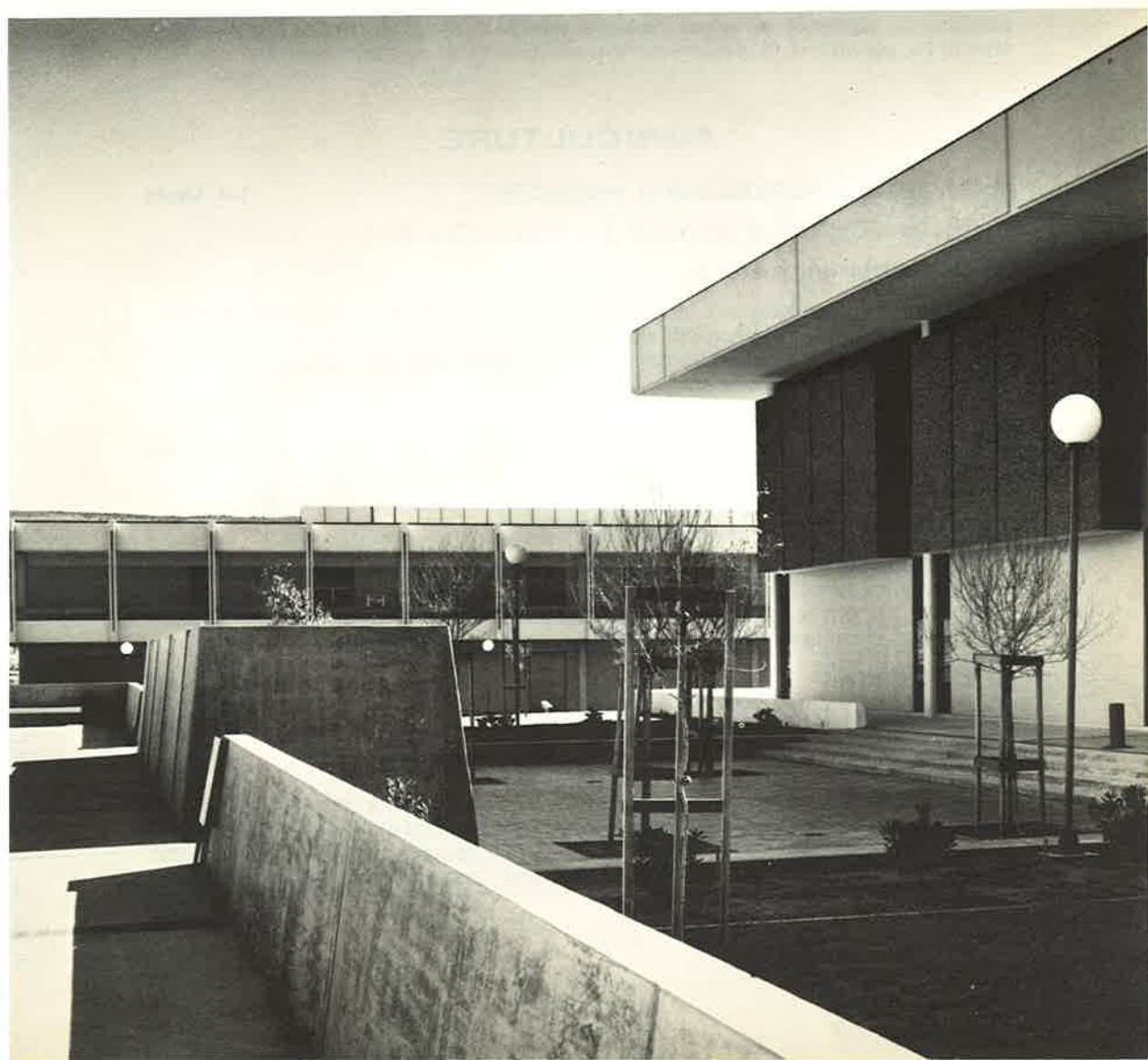
First Semester		Units
Orient 2	Introduction to College	1/2
Engl 1A	College Composition and Literature	3
Chem 1A	General Chemistry	5
Biol 2A	General Biology	4
Hist 7A	Social & Political History of the U.S.	3
PE	Physical Education	1/2
		<hr/>
		16

Second Semester		
Engl 1B	College Composition and Literature	3
Chem 1B	General Chemistry	5
Biol 2B	General Biology	4
Art 2	Art Appreciation	3
HS 1	Health and Society	2
PE	Physical Education	1/2
		<hr/>
		17 1/2

Third Semester		
Ph 2A	General Physics	3
Ph 3	Arts of Experimental Investigation	1
Chem 8	Elementary Organic Chemistry	3
AH 1	Introductory Animal Husbandry	3
Psych 1A	General Psychology	3
For Lang	Foreign Language	4
PE	Physical Education	1/2
		<hr/>
		17 1/2

Fourth Semester		
Ph 2B	General Physics	3
Chem 5	Quantitative Analysis	3
Psych 1B	General Psychology	3
For Lang	Foreign Language	4
Pol Sci 3	American Government	3
PE	Physical Education	1/2
		<hr/>
		16 1/2

COURSE DESCRIPTIONS



DESCRIPTION OF COURSES

Year Courses — Courses requiring a year (two semesters) in which to complete the full offering are designated by number and letter. (Example, History 7A-7B). The A section of the course is usually offered in the fall semester with the B section following in the spring. However some year-sequence courses begin in the spring semester. For year-sequence classes, the "A" course is generally required as a prerequisite for the "B" course.

Semester Unit Values — The semester unit value of the course is shown by a number (or numbers in the case of year courses) following the title of the course. The semester unit is based on three hours of work-study; one lecture hour with two attendant hours of preparation or three hours of laboratory activity requiring special facilities or equipment. In certain instances, in order to best serve students in summer session and in evening classes, the hours of instruction in some courses may be reduced and credit reduced proportionately. When an offering is reduced from standard hours and units, the course will be identified in the appropriate class schedule by an "x" following the course number, for example: Bus 20x, HE 10x. The standard credit allowance per semester for the course is stated in the description.

Schedule of Courses — Courses listed below are offered as a regular part of established curricula or when demand warrants. The current class schedule should be consulted to determine the availability of specific courses.

AGRICULTURE

Ag 2A-B-C-D — AGRICULTURAL PROJECTS

1-4 Units

Prerequisite: Consent of instructor and Division Chairman.

3-12 hours laboratory weekly.

Planning, development, and execution of individual agriculture production projects under the supervision of a faculty advisor; an organized program to enable the student to gain practical skills and experiences in agriculture. Maximum of 12 units for AG 2A-2B-2C-2D.

Ag 10 — AGRICULTURE CONSTRUCTION AND MAINTENANCE

2 Units

Prerequisites: None.

1 hour lecture, 3 hours laboratory weekly.

Construction techniques, materials, structural planning and maintenance of agricultural structures and equipment. Carpentry and masonry tools, hardware and materials as applied to construction and maintenance of various agricultural structures. Use of hand and power equipment.

Ag 21 — SOILS

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Physical, chemical, and biological properties of soils, the factors determining productivity; soil classification interpretation and evaluation of soil practices used in agriculture; laboratory work in soil sampling and testing, organic materials and microbiology, alkaline soils and reclamation; use of soil maps, soil and water experiments.

Ag 22A-B — DIRECTED STUDIES IN AGRICULTURE **1-3 Units**

Prerequisites: A specific course in the field and consent of the instructor and Division Chairman.

1-3 hours lecture weekly.

Designed for selected students who are interested in furthering their knowledge of agriculture on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

Ag 49A-B — DIRECTED WORK EXPERIENCE IN AGRICULTURE **1-3 Units**

Prerequisite: Consent of instructor and Division Chairman.

6-18 hours laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to agriculture policies, program practices, and procedures in specific fields. Maximum of 6 units.

Agron 1 — INTRODUCTION TO AGRONOMY **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Plant structures and their functions; crop ecology and basic factors affecting crops and crop production. Identification of crops, seeds and weeds. Weed control in this locality. Seed production, including certified seed.

Agron 2 — VEGETABLE CROPS **3 Units**

Prerequisite: Agron 1 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

Economic importance, adaptation, cultural practices, marketing, pest control, calendar of operations, cost analysis of the major representative crops of the area. Environmental relationships, moisture, temperature, general weather influence on crops in the locality.

AH 1 — INTRODUCTORY ANIMAL HUSBANDRY **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Survey of livestock production in the community, state, nation and world. Study of anatomy and physiology, genetics, nutrition, livestock selection, management, and marketing of the breeds of beef, dairy, swine, sheep and poultry and their products.

AH 2 — ADVANCED ANIMAL HUSBANDRY **3 Units**

Prerequisite: AH 1 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

Management of livestock units common to the community. Management of purebred and commercial beef herds including selection of breeding stock. Feed lot operation and marketing of slaughter and purebred cattle. Breed-selection, care, and feeding of light horses, their place and use in the agriculture of California. Poultry production, including brooding, rearing, laying flocks, feeding and housing.

AH 6 — LIVESTOCK HEALTH AND NUTRITION

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Sanitation practices, causes, symptoms, prevention and treatment of common livestock diseases and parasites. Composition of feeds and their uses in animal nutrition, assimilation of feeds, balancing rations. Pasture, range, and feed lot feeding of healthy animals. Management of pastures and feeding in relation to disease and parasites.

Ent 1 — ECONOMIC ENTOMOLOGY

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Common insects that attack agricultural crops and stored products; basic taxonomy of the major orders; identification, life cycles, habits, hosts, economic importance, and control of the principal insects in agriculture; identification and evaluation of beneficial insects. Insect collection required.

For 1 — INTRODUCTION TO FORESTRY

3 Units

Prerequisites: None.

3 hours lecture weekly.

General principles of forestry including location, history, importance, protection and proper use of our forest and forest products. Identification of plant materials in the forest areas of Southern California.

For 2 — NATURAL RESOURCES

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Economic and social values of our natural resources. History of man in relation to land use, human population in relation to resources; history of the conservation movement; present day conservation practices.

For 3 — FOREST PROTECTION

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Forest production, including principles of combustion, weather, fire control, topography, fuels, classes of fires and fire behavior. Fire prevention including fire suppression and fire equipment. Enemies of the forest, including disease, insects, fungi, animals, etc.

For 4 — FISH AND GAME MANAGEMENT

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

A study of fish culture including operation of facilities for production of sport and commercial fish; management, feeding, parasites and diseases. Management of species of small and large game mammals, their life histories, distribution, management and conservation.

Hort 10 — INTRODUCTION TO HORTICULTURE **3 Units**

Prerequisite: Agron 1 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

Elementary botany of fruit and nut crops including growth and fruiting habits; varieties, characteristics and adaptations as related to farming practices; environmental factors influencing fruit production operations; pruning and training procedures of local fruit and nut crops. Study of management operations and cultural practices on fruit and nut crops in the area.

LH 1 — INTRODUCTION TO LANDSCAPE HORTICULTURE **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

The landscape industry in California; the wholesale grower, the jobs, the retail nursery, the garden center and other outlets for landscape plants and materials. A study of nursery location, organization and operation. Practice in production of ornamental plants.

LH 2 — PLANT IDENTIFICATION AND PROPAGATION **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Identification, growth habits, culture, principles of sexual and asexual propagation, and landscape use of trees, shrubs, vines, annuals and herbaceous perennials.

LH 3 — TURFGRASS SELECTION AND USE **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Study of turfgrass, including varieties, their selection and use in lawns, public parks, public institutions, playgrounds, athletic fields, golf courses, and bowling greens. Identification of turfgrass, establishment of turf areas, soil preparation, irrigation, fertilization and special management factors.

LH 4 — TURFGRASS MAINTENANCE AND MANAGEMENT **3 Units**

Prerequisite: LH 3 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

Study of the following topics: equipment used with turfgrass management; soil aerification and thatch control; drainage requirements and the use of wetting agents; sprinkler system design and operation; record keeping; personnel management, public relations.

LH 23 — LANDSCAPE GARDENING AND MANAGEMENT **3 Units**

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Planting and care of lawns, ground covers, flowers, trees and shrubs, including proper pruning and training; plant growth, weed, insect, and disease control; irrigation and fertilization principles; identification and uses of landscape plants; garden maintenance problems of landscape properties, with field laboratory in proper care and use of garden equipment.

LH 24 — LANDSCAPE DESIGN

3 Units

Prerequisites: None.

2 hours lecture, 3 hours laboratory weekly.

Principles of landscaping planning and design for residential properties, with emphasis on the location of lawns, trees, shrubs, walks, driveways, patios, planters, and other landscape structures for home and commercial landscaping; laboratory in practical drafting and landscaping design problems.

ANATOMY

An 1 — GENERAL HUMAN ANATOMY

4 Units

Prerequisite: Satisfactory score on placement test.

2 hours lecture, 5 hours laboratory weekly.

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.

ANTHROPOLOGY

Anth 2 — CULTURAL ANTHROPOLOGY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

An understanding of man and his society with reference to the development and change of cultures; basic concepts and methods for analyzing society and culture illustrated with materials drawn largely from non-Western Societies.

ART

Art 1A — ART HISTORY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

Survey of the history of art of the western world from prehistoric times to the middle ages, including ancient, medieval, classic, early Christian and Byzantine. Emphasis on techniques in architecture, painting and sculpture as well as an examination of the key figures in art history.

Art 1B — ART HISTORY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

Survey of the history of art of the western world from the middle ages to modern times; continued emphasis on techniques of producing art as well as an examination of the key figures in art history.

Art 2 — ART APPRECIATION

3 Units

Prerequisites: None.

3 hours lecture weekly.

A one-semester survey to acquaint the student with the major periods and styles of art of the western world and to develop understanding of the visual arts.

Recommended for general education requirement.

Art 4A-B-C — COLOR AND DESIGN

2-2-2 Units

Prerequisite: Art 4A for Art 4B; Art 4B for Art 4C or permission of instructor.

1 hour lecture, 3 hours studio weekly.

A basic course providing background in the use of design principles; specific problems in line, shape, texture and form. Emphasis on color theory and its practical applications.

Art 12A-B — DRAWING AND COMPOSITION

2-2 Units

Prerequisite: Art 12A for Art 12B.

6 hours studio weekly.

Basic drawing experience stressing graphic representation of objects through a variety of media and techniques; particular emphasis upon the fundamental means of pictorial composition.

Art 13A-B — LIFE DRAWING

2-2 Units

Prerequisite: Art 12A for Art 13A; Art 13A for Art 13B or permission of instructor.

Drawing the human figure from the live model; emphasis on structure proportion, form and composition; practice in the use of linear and tonal concepts.

Art 16A-B — PAINTING

2-2 Units

Prerequisites: Art 4A and 4B and Art 12A and 12B or consent of instructor; Art 16A for Art 16B.

6 hours studio weekly.

An intermediate course pertaining to the nature of structural and expressive values in contemporary painting; practice in the building of form, control of pictorial order, and the uses of color and light; emphasis on technical competence and individual concepts; experimentation with traditional and newer painting materials.

Art 22 — DIRECTED STUDIES IN ART

1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of art on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

Cr 8A-B — BEGINNING CERAMICS

2-2 Units

Prerequisite: Cr 8A for Cr 8B.

6 hours studio weekly.

Practice in the technique of elementary clay construction including coil, slab method, and introduction to throwing on the potter's wheel; experimentation in sculptural forms and the development of glazes.

BACTERIOLOGY

Bac 1 — GENERAL BACTERIOLOGY AND MICROBIOLOGY

5 Units

Prerequisite: Chem 20 or equivalent.

3 hours lecture, 6 hours laboratory weekly.

Bacteria, algae, fungi, Fickettsiae, viruses and protozoa; emphasis on bacterial morphology, anatomy, staining, classification, metabolism and growth, and effects of physical and chemical agents on bacteria; microbiology of soil, food, milk and water; and the principles of disease transmission, prevention and immunity; independent laboratory experiments.

BIOLOGY

Biol 2 A-B — GENERAL BIOLOGY

4-4 Units

Prerequisites: Satisfactory score on placement test. 2A for 2B.

3 hours lecture and 3 hours laboratory weekly.

First semester — This general course emphasizes the cell and the organism, with particular attention to the structure of the vertebrates and man. Second semester—This course emphasizes the population and the community with special reference to ecosystems, biotic communities, heredity and evolution.

Biol 22 A-B — DIRECTED STUDIES IN BIOLOGY

1-3 Units

Prerequisite: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of biology on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

BOTANY

Bot 1 — GENERAL BOTANY

5 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture, 6 hours laboratory weekly.

Introductory study of morphology, anatomy and physiology of seed plants; emphasis on such biological principles as physical and chemical aspects of life, cellular organization, reproduction, and heredity.

Bot 3 — PLANT CLASSIFICATION

4 Units

Prerequisite: Biol 2B or Bot 1.

2 hours lecture, 6 hours laboratory weekly.

Native and cultivated plants are studied in the laboratory and the field and identified by taxonomic keys. Lectures develop the principles of systematic botany, plant distribution, and the biotic communities of the area.

Bot 10 — ENVIRONMENTAL BOTANY

4 Units

Prerequisites: None.

3 hours lecture, 3 hours laboratory weekly.

Overview of the physiological and morphological patterns in representative members of the plant groups; additional emphasis upon plant environmental factors, both naturally and agriculturally induced.

BROADCASTING

Broad 1 — INTRODUCTION TO RADIO-TELEVISION BROADCASTING

3 Units

Prerequisites: None.

3 hours lecture weekly.

This course acquaints the student with the foundations of radio and television broadcasting. It is a survey of the history of broadcasting, as well as programming, networks, advertising, legal aspects, and scripts. The course involves some practical experience in the college studio, with introduction to concepts of production and directing.

Broad 2 — RADIO AND TELEVISION WORKSHOP

2 Units

Prerequisite: Broadcasting 1 or concurrent enrollment.

6 hours laboratory weekly.

Basic studio and control room operation. Practical experience in the various aspects of production, explanation of program patterns, studio procedures, use of equipment, production of programs, and radio-television acting.

Broad 3 — RADIO-TELEVISION WRITING

2 Units

Prerequisite: English 1A or Humanities 1A or consent of instructor.

2 hours lecture weekly.

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 broadcasting media. (Co-number English 11).

BUSINESS EDUCATION

Bus 1A-B — ACCOUNTING PRINCIPLES

3-3 Units

Prerequisite: Satisfactory math score or completion of Bus 3 or equivalent.

Grade of C or better in 1A in order to enter 1B.
2 hours lecture, 3 hours laboratory weekly.

Basic principles of accounting as a foundation for advanced study, and as a vocational skill; the accounting cycle, voucher system; problems involved in accounting for notes, expenses, assets, payroll, and for sole proprietorship, partnership, corporation, or manufacturing enterprise; financial statement analysis.

Primarily for business administration majors and other students with adequate background.

Bus 3 — APPLIED ACCOUNTING

3 Units

Prerequisite: None.

2 hours lecture, 3 hours laboratory weekly.

Fundamentals of double-entry bookkeeping theory and application; the bookkeeping cycle and its application to sole proprietorship in trading concerns and service enterprises, financial statements; accounting for notes and securities; banking and petty cash transactions.

Not open to students who have passed Bus 1A.

Bus 7 — CALCULATING MACHINES

3 Units

Prerequisite: None.

2 hours lecture, 3 hours laboratory

Development of skill in the operation of the familiar brands of rotary calculators with problems to emphasize the arithmetic of percentage and interest; operation of the 10-key adding machine by the "touch" method. Practice on the rotary calculators in the solution of more advanced problems; operation of the key-driven calculator by the "touch" system.

Bus 9 — BUSINESS LECTURES

½ Unit

Prerequisite: None.

1 hour lecture weekly.

Required of all students in business, economics and data processing. A series of informative lectures by leaders in business, government and industry.

Bus 10 — ACCOUNTING FOR MANAGEMENT

3 Units

Prerequisite: Bus 1A.

3 hours lecture weekly.

Special emphasis is placed on the analysis of financial statements, utilizing financial ratios and understanding financial reports such as credit reports, Dun and Bradstreet reports and stock market reports.

Bus 11A-B — BEGINNING TYPEWRITING

3-3 Units

Prerequisite: 11A or 35 wpm for 11B.

2 hours lecture, 3 hours laboratory weekly.

First semester—Mastery of the keyboard: Development of speed and accuracy; tabulation, centering, business letters, and manuscript typing. Suggested speed attainment of 45-wpm. Manual machines.

Second semester—Drill on developing speed and accuracy; detailed practice in business letters, forms, tabulations and manuscript typing. Required of all secretarial students. Suggested speed attainment of 50-60 wpm.

Bus 12A-B — INTERMEDIATE TYPING

3-3 Units

Prerequisite: 11B with grade of C or better or speed of 50 wpm for 12A; 12A with grade of C or better or speed of 50-60 wpm.
2 hours lecture, 3 hours laboratory weekly.

First semester—Advanced Typewriting: Intensive practice in business letters, production typing, legal papers, all business forms, and two-page tabulations; drills in speed and accuracy. Individual speed improvement requirements set. Electric machines.

Second semester—Production Typewriting: Building skill in typing office problem materials to meet business production standards. Individual speed improvement requirements set. Electric machines.

Bus 15A-B — OFFICE PRACTICE

3-3 Units

Prerequisite: Minimum typing speed of 50 wpm for 15A. 15A for 15B or consent of instructor. Shorthand required for 15B. Shorthand is recommended for 15A.
2 hours lecture, 3 hours laboratory weekly.

First semester—Office Practice: Instruction and practice in performing various office duties, including methods of handling mail, arranging itineraries, procuring office supplies, using the telephone, and improving human relations. Field trips. Work with transcribing units and duplication machines.

Second semester—Secretarial Procedures: Theory and practice in selecting and operating dictating and transcribing machines, duplicating machines, copying machines, and proportional spacing typewriters. Field trips. Students will spend a minimum of 30 hours in actual on-campus office work.

Bus 16 — OFFICE MACHINES

2 Units

Prerequisite: Bus 11A or equivalent.
6 hours laboratory weekly.

Course provides students with instruction in the operation of the following equipment; spirit duplicators, mimeographs, xerox, dry copiers, multilith, key punch, collator, proportional spacing typewriter, mimeoscope, folding machine, addressograph, composer, thermofax.

Bus 20A-B — BEGINNING SHORTHAND

3-3 Units

Prerequisite: 11A or Typing speed of 40 wpm for 20A; 20A or one year of high school shorthand, typing speed of 50 wpm for 20B.
4 hours lecture, one hour laboratory weekly.

First semester—The basic principles of reading and writing shorthand. Extensive study of Gregg theory. Dictation of practice material. Minimum speed attainment of 60 wpm.

Second semester—Building dictation speed with unpracticed material, and a review of shorthand principles. Review and drill in punctuation, spelling, and letter writing. Minimum speed attainment of 80 wpm.

Bus 21A-B — INTERMEDIATE SHORTHAND**3-3 Units**

Prerequisite: For Bus 21A, shorthand speed of 80; for Bus 21B, 21A or shorthand speed of 100 wpm. Typing speed of 50 wpm.

4 hours lecture, 1 hour laboratory weekly.

First semester—Review of shorthand theory; advanced development of speed drills and dictation. Transcription involving various forms of business letters and other communications with emphasis on mailability and production rate. Work on special vocabularies. Students should attain minimum of 100 wpm.

Second semester—Transcription: Increased speed in sustained dictation and the transcription of mailable business correspondence. Minimum speed attainment of 120 wpm. Detailed dictation in special vocabularies.

Bus 22A-B — DIRECTED STUDIES IN BUSINESS**1-3 Units**

Prerequisite: A course in the specific field and the consent of the instructor and division chairman.

1-3 hours tutorial weekly

Designed for selected students who are interested in furthering their knowledge of business on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

Bus 30 — INTRODUCTION TO BUSINESS PRINCIPLES**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Purpose, organization and terminology of business, including such topics as investments, insurance, real estate, budgeting and accounting, business law, proprietorship and partnerships, and appropriate forms.

Bus 31 — BUSINESS ORGANIZATION AND MANAGEMENT**3 Units**

Prerequisites: None (Bus 30 is recommended).

3 hours lecture weekly.

Basic functions of a business organization and manager's responsibilities in planning, organizing, directing, controlling, coordinating and executing the organizational objectives.

Bus 32 — SMALL BUSINESS MANAGEMENT**3 Units**

Prerequisite: None

3 hours lecture weekly

The role of the small businessman in the American economy, training in performing the various functions of business including setting up, staffing and organization, advertising, selling, budgeting, and personnel for retail stores, service firms and industrial organizations.

Bus 33 — BUSINESS LAW**3 Units**

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

Fundamental principles of law as applied to ordinary business relationships; sources of business law; the essential elements of a contract; agency and employment relationships; negotiable instruments; bailments, personal property, and sales of personal property; emphasis on the Uniform Commercial Code.

Bus 35 — SALESMANSHIP**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Elements of effective salesmanship; sales personality, development of the sales plan, securing prospects, counseling buyers, the demonstration, handling objections, self-management, and public relations.

Bus 36 — RETAIL MERCHANDISING**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Merchandise control and budgeting; location, leasing, equipment; advertising; discount stores; shifts in consumption patterns; credits and collections; and store services.

Bus 37 — MARKETING**3 Units**

Prerequisite: Bus 30 or Bus 31 (or concurrent enrollment).

3 hours lecture weekly.

Marketing management from the viewpoint of the manager who researches and plans the product, organizes his staff, and controls the sales, advertising, and channels of distribution; case problem approach emphasized.

Bus 38 — ADVERTISING**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Introduction to the field of advertising. Media, budgeting, market research, layout, copywriting, advertising agencies. Student receives actual practice in the planning of an advertising campaign.

Bus 39 — BUSINESS COMMUNICATIONS**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Student is given training in the development of business letters and reports; persuasion and training in correct English usage in oral and written business communication.

Bus 40 — PERSONAL FINANCE**3 Units**

Prerequisite: Math 9 or consent of instructor.

3 hours lecture weekly.

Basic course designed to improve student's management of personal financial affairs. Problem solving and practical experience in the development of individual's budgets, investments, insurance, loans, taxes, social security, etc.

Bus 45 — FINANCIAL INSTITUTIONS**3 Units**

Prerequisites: None.

3 hours lecture weekly.

An introduction to the various types of financial institutions and their role in the modern economy. Covers the function of commercial banks, savings and loan institutions, personal finance companies, insurance companies, escrow companies, and credit unions.

Bus 46 — CREDITS AND COLLECTIONS**3 Units**

Prerequisite: Bus 45 or consent of instructor
3 hours lecture weekly.

Factors involved in making commercial and personal loans, bases for granting credits, follow-up, collection procedures for current and delinquent loans.

Bus 49A-B — DIRECTED WORK EXPERIENCE IN BUSINESS**1-3 Units**

Prerequisite: Consent of instructor and Division Chairman.
6-18 hours laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to business policies, program practices, and procedures in specific business and/or government fields. Maximum of 6 units.

Bus. 50—ELEMENTS OF SUPERVISION**3 Units**

Prerequisites: None.
3 hours lecture weekly.

A basic course covering in general terms the total responsibilities of a supervisor; organization, duties and responsibilities, human relations, grievances, training, rating, promotion, quality and quantity control.

Bus 51 — PERSONNEL MANAGEMENT**3 Units**

Prerequisites: Bus 50 or consent of instructor.
3 hours lecture weekly.

Personnel management as a staff function in the process of manpower administration in the organization. Policies and methods of obtaining and developing an efficient work force, including manpower planning, recruitment, selection, placement, training, management development, performance, evaluation, compensation practices, safety, benefits administration.

Bus 52 — LABOR MANAGEMENT RELATIONS**3 Units**

Prerequisite: Bus 50, Bus 51 or consent of instructor.
3 hours lecture weekly.

History and development of the labor movement, development of labor legislation — the National Labor Relations Acts, the Wagner Act, the Taft-Hartley Act; supervisor's responsibility for good labor relations; union contract and grievance procedure.

Bus 53 — COST AND JOB CONTROL FOR SUPERVISORS**3 Units**

Prerequisite: Bus 50 or consent of instructor.
3 hour lecture weekly.

Determination of costs in industry; cost control and related factors — materials, waste, salvage, quality control, quantity control, control of time; supervisor's responsibility for costs. Determination of job methods control and improvements; basic principles of work simplification including time and motion study techniques.

Bus 54 — SURVEY OF LOCAL GOVERNMENT SUPERVISION **2 Units**

Prerequisite: Bus 50 or consent of instructor.

2 hours lecture weekly.

A survey course designed to familiarize first time supervisors in local government with principles and processes of management. The overview includes classification, standards, work performance, evaluation, counseling, interviewing, communication, work simplification, cost reduction, grievances, and organization.

Bus 55 — PUBLIC SERVICE PERSONNEL MANAGEMENT **2 Units**

Prerequisite: Bus 50 or consent of instructor.

2 hours lecture weekly.

A study of the public service Civil Service Merit System with emphasis on counseling and interviewing techniques, their basic purpose and their application to the solution of problems encountered by public service supervisors. The role of the supervisor in staffing and employee development under a merit system is reviewed.

CHEMISTRY

Chem 1A-B — GENERAL CHEMISTRY **5-5 Units**

3 hours lecture, 6 hours laboratory weekly.

Chem 1A

Prerequisite: Chem 21 or high school chemistry with a grade of C or better and algebra skill including exponents and logarithms of the equivalent of Math 1.

This course is required of all majors in chemistry and most other fields of science and technology, and is also transferable as a laboratory science course or general education requirement for majors in any field.

Lecture: This course will describe matter in terms of composition and structure from the viewpoint of the atomic theory, atom structure and atom bonding. Properties of matter will be considered from a kinetic molecular theory, gas laws, colligative properties, and nuclear chemistry.

Laboratory: Volumetric analysis, stoichiometry. Use of the balance, error analysis, properties of various chlorine, sulfur and nitrogen oxidation states.

Chem 1B

Prerequisite: This course is sequential with 1A.

Lecture: Molecular interactions, reaction dynamics, thermochemistry, and thermodynamics, chemical, physical and solution equilibrium, electrochemistry. Why and how chemical reactions occur. Systematic descriptive chemistry.

Laboratory: Volumetric and gravimetric analysis, reaction rate experiments, electrochemical determinations, calorimetry, qualitative analysis.

Chem 5 — QUANTITATIVE ANALYSIS **3 Units**

Prerequisite: Completion of Chem 1A-1B or equivalent.

2 hours lecture, 6 hours laboratory weekly.

The principles and techniques of volumetric, potentiometric, and colorimetric methods of analysis. Including an equilibrium system and their stoichiometry.

Chem 8 — ELEMENTARY ORGANIC CHEMISTRY **3 Units**

Prerequisite: Chem 1A-1B with grade of C or better.
3 hours lecture weekly.

Application of modern principles to a study of the structure, reactivity and synthesis of aliphatic and aromatic compounds of carbon.

Chem 9 — ORGANIC CHEMISTRY LABORATORY **3 Units**

Prerequisite: Chem 8 (or concurrent enrollment).
1 hour lecture, 6 hours laboratory weekly.

Preparation and identification of organic compounds. Discussion of problems concerning the preparation and identification of aliphatic and aromatic compounds.

Chem 21—ELEMENTARY CHEMISTRY **4 Units**

Prerequisite: Math 1 or equivalent (or concurrent enrollment).
3 hours lecture, 3 hours laboratory weekly.

Fundamental principles and techniques of inorganic and organic chemistry; including modern concepts of atomic structure and the periodic table, molecular structure and chemical properties, state of matter, chemical reactions, stoichiometry, reaction rates and equilibrium. A basic course for students with no chemistry background or those in need of review.

Chem 22—DIRECTED STUDIES IN CHEMISTRY **1-3 Units**

Prerequisite: A course in the specific field and the consent of the instructor and division chairman.
1-3 hours tutorial weekly

Designed for selected students who are interested in furthering their knowledge of chemistry on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

DATA PROCESSING

DP 1 — INTRODUCTION TO DATA PROCESSING **3 Units**

Prerequisites: None.
3 hours lecture weekly.

Basic methods, techniques and systems of data processing, development of data processing functions as applied in manual, mechanical, electromechanical and electronic data processing systems.

DP 3 — ELECTROMECHANICAL MACHINES **4 Units**

Prerequisite: DP 1 or equivalent.
3 hours lecture, 3 hours laboratory weekly.

Basic operation and programming of data processing machines; interpreters, sorter, collators, accounting machines; laboratory experience on equipment.

DP 4A — COMPUTER PROGRAMMING 1 **3 Units**

Prerequisite: DP 1 and 2 years of high school algebra or Math 7 with a grade of C or better.
2 hours lecture, 3 hours laboratory weekly.

Familiarization with basic digital computer programming concepts; absolute machine language programming system and symbolic programming system; laboratory experience in actual operation and programming.

DP 4B — COMPUTER PROGRAMMING II **3 Units**

Prerequisite: DP 4A.

2 hour lecture, 3 hours laboratory weekly.

A study of automatic programming systems and their applications to the solution of business data processing problems; disk concepts, FORTRAN and COBALT.

DP 6 — DATA PROCESSING SYSTEMS **4 Units**

Prerequisite: DP 1, or consent of instructor.

3 hours lecture, 3 hours laboratory weekly.

Data processing systems and procedures, analysis of various existing business data processing applications, integrated processing principles, total management information, and data systems concepts.

ECONOMICS

Econ 1A-B — PRINCIPLES OF ECONOMICS **3-3 Units**

Prerequisite: Satisfactory score on placement test; Econ 1A for Econ 1B.

3 hours lecture weekly.

First semester—Functioning of a mixed enterprise system, business organization, labor organization and problems, the economic role of government, national income determination, monetary and fiscal policies, money and banking.

Second semester—Price system, functional distribution of income, international trade and finance, comparative economic systems, economic growth and development.

Econ 10 — THE AMERICAN ECONOMY **3 Units**

Prerequisites: None.

3 hours lecture weekly.

A survey of the American economy with emphasis on the development, functioning, and significance of economic institutions of concern to citizens. The monetary system, consumer-producer relationships, the role of government and fiscal policy, business cycle, international funds, and unemployment are examined in detail.

EDUCATION

Ed 1A-B — INSTRUCTIONAL SKILLS **3-3 Units**

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

A survey of the educational methods and materials which an instruc-

tional aide will encounter in a public elementary or secondary school classroom. Content would emphasize programmed instruction, auto-tutoring, audio-visual equipment, elementary grammar and spelling, arithmetic, chalkboard techniques, and mechanical reading aids.

ENGINEERING

Engr 1 — ENGINEERING ORIENTATION

½ Unit

Prerequisite: Engr 4 (concurrent).

1 hour lecture weekly (9 weeks).

A study of the engineering profession; its requirements, opportunities, and responsibilities. Presentations by members of the engineering profession.

Engr 3 — DESCRIPTIVE GEOMETRY

2 Units

Prerequisite: ET2, Math 5 or equivalent.

6 hours laboratory weekly.

Study of points, lines and planes, curves and warped surfaces, intersections and development as a basis for more advanced design courses.

Engr 4 — INTRODUCTION TO ENGINEERING DESIGN

3 Units

Prerequisite: Two years high school drafting, or ET2, or consent of instructor.

1 hour lecture, 6 hours laboratory weekly.

Introduction to elementary design, including experimental design of a structure, machine, circuit, or process. Graphic computations and analysis, and preparation of working drawings. Introduction to the general method of engineering design. Case studies of engineering designs including possible field trips.

Engr 6 — ENGINEERING ANALYSIS

3 Units

Prerequisite: Math 21B (concurrent).

2 hours lecture, 3 hours laboratory weekly.

Methods of analysis as applied to engineering problems. Introduction to discrete and continuous probability models, distribution functions, and their parameters within the context provided by examples of random phenomena in engineering. Description, programming, and utilization of digital computers with emphasis on the solution of engineering problems. Students will prepare code, and run problems on a digital computer.

Engr 12 — ENGINEERING STATICS

3 Units

Prerequisite: Engr 2, Math 21A-21B.

3 hours lecture weekly.

Force systems and equilibrium conditions with emphasis on engineering problems covering structures, machines, distributed forces and friction, including graphical and algebraic solutions and introduction to the method of virtual work.

Engr 15 — INTRODUCTION TO CIRCUIT ANALYSIS

3 Units

Prerequisite: Math 21A, Ph 5 (or concurrent enrollment).
3 hours lecture weekly.

Introduction to the analysis of electrical circuits, basic network elements; circuit analysis theorems; natural and forced response of simple circuits; steady state sinusoidal analysis.

Engr 18—ENGINEERING MATERIALS

3 Units

Prerequisite: Chem 1B, Ph 5.
2 hours lecture; 3 hours laboratory weekly.

Application of basic principles to the selection and use of engineering materials; analysis of the internal structures of materials and dependence of properties upon these structures; the study of the behavior of materials in service.

ENGINEERING TECHNOLOGY

ET 1 — TECHNICAL ORIENTATION

½ Unit

Prerequisite: None.
1 hour weekly (9 weeks).

An introductory course describing the requirements, opportunities, and responsibilities of technicians in the various fields of engineering and technology. Members of the profession will speak.

ET 2—MECHANICAL DRAFTING

3 Units

Prerequisite: None.
2 hours lecture, 3 hours laboratory weekly.

An introduction to drafting and graphic practice. 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. Designed to satisfy general education fine arts requirement.

ET 3—GRAPHICS AND ENGINEERING SKETCHING

2 Units

Prerequisite: ET 2 or consent of instructor.
6 hours laboratory weekly.

Advanced orthographic projection: auxiliaries, sections, dimensioning, working drawings, charts, scales, perspective drawings, and freehand sketching.

ET 4 — BLUEPRINT READING

2 Units

Prerequisite: ET 2.
1 hour lecture, 3 hours laboratory weekly.

The interpretation of mechanical drawings typical of the field of metal workings; theory of common types of projections, dimensioning principles, and machine standards; application by creative sketching and by interpreta-

tion of blueprints; emphasis on the various technical fields.

ET 10 — ELECTROMECHANICAL DRAWING

2 Units

Prerequisite: ET 2 or equivalent.

6 hours laboratory weekly.

Principles of dimensioning, schematics, wiring diagrams, printed circuits. Emphasis on sketching.

ET 11 — MACHINE DESIGN

2 Units

Prerequisite: ET 2 or consent of instructor.

6 hours laboratory weekly.

Drafting and design to meet current industrial drafting practice and military specifications, technical analysis, definition of a design, true position tolerancing, fundamentals of graphic mathematics, functional scales, and elementary nomography.

ET 14 — TECHNICAL ILLUSTRATION

2 Units

Prerequisite: ET 2 or equivalent.

6 hours laboratory weekly.

Preparation of technical illustrations to meet the standards of industry; drawings from blueprints, technical orders and freehand sketches; technical aspects of preparing work for reproduction; axonometric and perspective projection.

ET 18 — DRAFTING PROJECTS

2 Units

Prerequisite: ET 2 or equivalent and consent of instructor.

6 hours laboratory weekly.

Integration of previously acquired knowledge through assignment of projects to design simple machines or sub-assemblies of machines; philosophy and techniques of successful design.

ET 20A-B — PRINCIPLES OF ELECTRONICS

4-4 Units

Prerequisite: Math 5 or equivalent (or concurrent enrollment) for ET 20A.

(One year of high school electricity or ET 21 recommended).

ET 20A or equivalent for ET 20B.

3 hours lecture, 3 hours laboratory weekly.

First semester—Direct current theory, including current, voltage and resistance; work and power; series and parallel circuits; electrical measurements; and the concepts of inductance and capacitance.

Second semester—Alternating current theory, including such concepts as reactance, impedance, and resonance; vector algebra; harmonics; three-phase systems.

ET 21 — FUNDAMENTALS OF ELECTRONICS

4 Units

Prerequisite: None.

3 hours lecture, 3 hours laboratory weekly.

An introduction to the field of electronics. Circuits and components. Amplifiers, filters, and switches. Electronic systems: communication, television, computers, controls. Contemporary subjects in electronics will be discussed. Designed as an introductory course for technology majors and to satisfy the general education requirement in science.

ET 22A-B — DIRECTED STUDIES IN TECHNOLOGY **1-3 Units**

Prerequisite: A course in the specific field and the consent of the instructor and division chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of technology on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

ET 23A-B — APPLIED ELECTRONICS I AND II **3-3 Units**

Prerequisite: ET 23A: Math 1 and ET 21 or equivalent. ET 23A for ET 23B.
2 hours lecture, 3 hours laboratory weekly.

First semester—Applied DC theory, including electronics, atomic structure, series and parallel circuits, magnetism, and measurements.

Second semester—Applied AC theory, including inductance, capacitance, impedance, resonance and multiphase systems.

ET 24A-B — ANALYSIS OF CIRCUITS AND SYSTEMS **5-5 Units**

Prerequisite: ET 22B and ET 26; ET 24A for ET 24B.
4 hours lecture, 3 hours laboratory weekly.

First semester—Analysis of circuits relating to feedback amplifiers, sine and non-sinusoidal oscillators; their application to computers, control systems and communications systems.

Second semester—Graphic and analytical evaluation of pulse generators, wave-shaping, timing and time-delaying circuits with application to digital computer systems and electronic instruments.

ET 25A-B — APPLIED ELECTRONICS III AND IV **5-5 Units**

Prerequisite ET 25A: ET 23B and ET 25A prerequisite to ET 25B.
3 hours lecture, 6 hours laboratory weekly.

First semester—Industrial application of semiconductor and vacuum tube circuits, amplifier circuits, and oscillators; laboratory emphasizes practical trouble shooting of the various circuits studied.

Second semester—Semiconductor and vacuum tube circuits including feedback amplifiers, switcher circuits and non-sinoidal oscillators.

ET 26 — ELECTRON TUBES AND SEMI-CONDUCTORS **3 Units**

Prerequisite: ET 20B or ET 22B (or concurrent enrollment).
2 hours lecture, 3 hours laboratory weekly.

Electron devices with mention of circuit application but with no actual circuits presented; analysis of the characteristics and limitations of various types of tubes and semi-conductors leading to an appreciation of selection and application.

ET 28 — ELECTRONIC MEASUREMENTS**2 Units**

Prerequisite: ET 22B or ET 23B (can be concurrent).

1 hour lecture, 3 hours laboratory weekly.

Theory and practice involved in the operation and use of laboratory test equipment for measurement and analysis of electronic circuits.

ET 29 — ELECTRONIC PROJECTS**2 Units**

Prerequisite: ET 24B or ET 25B.

6 hour laboratory weekly.

Experience in techniques of laboratory work throughout the construction, testing and reporting of individual electronic projects.

ET 30 — TECHNICAL MATERIALS**3 Units**

Prerequisite: None.

3 hours lecture weekly.

Introduction to the properties of materials including physical properties, limitation, design considerations, and measurement procedures.

ET 31 — MECHANICS**3 Units**

Prerequisite: Math 5 (or concurrent enrollment).

3 hours lecture weekly.

A non-calculus course relating to the principles of plane statics and dynamics and their application to engineering problems; force systems, equilibrium conditions, force analysis of structures, friction, fluid statics, kinematics in plane motion.

ET 32 — STRENGTH OF MATERIALS**3 Units**

Prerequisite: ET 31.

3 hours lecture weekly.

Principles of applied mechanics of materials, utilizing basic mathematics in stress-strain concepts, beam analysis, joints and connections, and stress analysis.

ET 34 — HYDRAULICS**3 Units**

Prerequisite: Math 5 (or concurrent enrollment).

3 hours lecture weekly.

An introduction to the principles of hydrology and hydraulics with application of these principles to the design of engineering structures.

ET 42 — COMMUNICATIONS ELECTRONICS**3 Units**

Prerequisite: ET 24A, ET 25A or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

This course continues and expands the study of electronics and circuits begun in earlier courses. Emphasis is placed on preparing the student to obtain a commercial radio operator's license. Topics include amplifiers,

oscillators, modulator principles, principles of receivers, and radio transmitters, propagation of radio waves, fundamentals of antennas and micro-wave systems.

ET 44 — AUTOMATIC CONTROLS **3 Units**

Prerequisite: ET 24A, ET 25A or consent of instructor.
2 hours lecture, 3 hours laboratory weekly.

An introduction to basic automatic controls. This course includes power inversion and control, photoelectric and time control of switches, motor controls, and basic open and closed loop servomechanisms.

ET 46 — COMPUTER FUNDAMENTALS **4 Units**

Prerequisite: ET 24B, ET 25B or consent of instructor.
3 hours lecture, 3 hours laboratory weekly.

A study of analog and digital computers. Operational amplifiers and simulation are covered in the study of analog computer. Elements of programming, number systems, binary arithmetic, Boolean algebra, computer circuits, computer control and computer arithmetic are covered in the study of digital computers.

ET 48 — INTRODUCTION TO TELEVISION SYSTEMS **3 Units**

Prerequisite: ET 21 or consent of instructor.
2 hours lecture, 3 hours laboratory weekly.

Fundamentals of television: theory of operation, installation and maintenance; production aspects. Lab emphasis on technical or production aspects, at the option of the student. Experience with actual TV systems.

ET 49A-B — DIRECTED WORK EXPERIENCE IN ELECTRONICS **1-2 Units**

Prerequisite: Consent of instructor and division chairman.
6-12 hours laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to methods, equipment and working conditions existing in specific fields of electronics technology.

ET 51 — ELECTRONIC CALCULATIONS **3 Units**

Prerequisite: None.
3 hours lecture weekly.

Review of basic mathematical skills: integers, decimals, and fractions. Introduction to algebra, geometry, and trigonometry as applied to electronic calculations. Ohm's Law. Determinants as applied to Kirschhoff's Laws. Introduction to Boolean Algebra.

ET 60 — INTRODUCTION TO PRODUCTION SYSTEMS **3 Units**

Prerequisite: ET 54 or equivalent or industrial experience.
3 hours lecture weekly.

Introduction to production techniques: machine tools, automation, production data processing. Operations research fundamentals; human factors. Guest speakers from industry.

ET 64 — INTRODUCTION TO MACHINE SHOP **3 Units**

Prerequisite: Math 3.

2 hours lecture, 3 hours laboratory weekly.

Introduction to the machine shop, as applied in industry. Use of hand tools; measurement and measuring tools; threads and threading; shop sketching and layout. Machine tools: lathe, drills, tapers. Shop capabilities and practices.

ET 66 — INTRODUCTION TO NUMERICAL CONTROL **3 Units**

Prerequisite: ET 60.

2 hours lecture, 3 hours laboratory weekly.

Principles and techniques involved in operation of numerical control systems and machinery; review of mathematical formulae required for part-programming and computer programming; introduction to flow charting; use of special language forms for computer input and program sheets; terminology peculiar to numerical control.

ET 68 — INTRODUCTION TO METEOROLOGY **3 Units**

Prerequisite: ET 28.

2 hours lecture, 3 hours laboratory weekly.

Principles of instrument calibration. Analysis of instrument specifications as applied to calibrations. Measurement standards. Industrial and military standards and practices.

ET 72 — INTRODUCTION TO METEOROLOGY **3 Units**

Prerequisite: Math 3 or consent of instructor.

3 hours lecture weekly.

Introduction to weather observation; the effects of weather on our environment. Meteorological instrumentation and reporting. Interpretation of data.

ENGLISH

Engl 1A — COLLEGE COMPOSITION AND LITERATURE **3 Units**

Prerequisite: Satisfactory score on the English placement test.

3 hours lecture weekly.

Training in expository writing supplemented by critical reading; practice in analyzing expository and imaginative prose and in summarizing reading selections accurately; writing full length themes, including one investigative paper involving library and research techniques.

Engl 1B — COLLEGE COMPOSITION AND LITERATURE **3 Units**

Prerequisite: Engl 1A

3 hours lecture weekly.

Critical reading and analysis of the types of modern literature; the novel, the short story, poetry, and drama; three weeks of intensive work on the film as an art form; further training in developing composition skills and in improving literary judgment.

Engl 2 — PREPARATORY ENGLISH

3 Units

Prerequisite: Satisfactory score on English placement test.
3 hours lecture weekly.

Emphasis on English grammar, spelling, vocabulary building, sentence structure, and diction; frequent practice in writing short themes and in reading and analyzing selected essays.

Not to be offered 1968-69

Engl 3—PRACTICUM IN ENGLISH COMPOSITION

1 Unit

Prerequisite: Required of all students who need additional work in composition skills.
3 hours laboratory weekly.

Intensive practice in writing and revising essays with emphasis on paragraph structure, syntax, and the elimination of writing problems, such as misspelling, fragments, and run-on sentences. Work from other classes may be brought into this lab situation for review and revision. Use is made of instructional machines and programmed texts.

Engl 10 — CREATIVE WRITING

3 Units

Prerequisite: Engl 1A and consent of instructor.
3 hours lecture weekly.

A study of the literary forms — the essay, short story, poetry, and drama — presented from the standpoint of critical background and theory for each form; practice in writing original works; discussion and analysis of students' writings.

Engl 11 — RADIO-TELEVISION WRITING

2 Units

Prerequisite: Engl 1A or consent of instructor.
2 hours lecture weekly.

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 medias. (Co-number Broad 3).

Engl 15A-B — SURVEY OF ENGLISH LITERATURE

3-3 Units

Prerequisite: Engl 1A-1B as required by transfer institution.
3 hours lecture weekly.

First semester—English literature in its cultural framework from Anglo-Saxon times to the Romantic Period.

Second semester—English literature in its cultural framework from the rise of Romanticism to the present.

Engl 17 — SHAKESPEARE

3 Units

Prerequisite: Engl 1A
3 hours lecture weekly.

A survey of twelve plays, including romantic comedies, chronicles, tragedies, "dark" comedies, and romances; lectures; critical papers; and class discussions.

Engl 19 — INTRODUCTION TO SHORT STORY **3 Units**

Prerequisite: Eligibility for English 1A.
3 hour lecture weekly.

The form and meaning of short stories through intensive analysis of structure and meaning in selected American, British and continental examples.

Engl 22A-B — DIRECTED STUDIES IN ENGLISH **1-3 Units**

Prerequisite: A course in the specific field and the consent of the instructor and division chairman.
1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of English on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

Engl 30 — MASTERPIECES OF WORLD LITERATURE **3 Units**

Prerequisite: Eligibility for Engl 1A.
3 hours lecture weekly.

A survey of representative authors from the time of Homer to the Renaissance, with intensive study of selected Greek, Roman, Medieval, and Renaissance masterpieces.

Engl 31 — MASTERPIECES OF WORLD LITERATURE **3 Units**

Prerequisite: Engl 1A.
3 hours lecture weekly.

A survey of major literature from the Renaissance to the present, including such authors as Locke, Moliere, Rousseau, Goethe, Emerson, Tolstoi, Ibsen, and Mann.

Engl 35A — SURVEY OF AMERICAN LITERATURE **3 Units**

Prerequisite: Engl 1A.
3 hours lecture weekly.

Significant American writers from the early seventeenth century to 1800, with emphasis on the intrinsic political, social, and intellectual trends of the periods they represent.

Engl 35B — SURVEY OF AMERICAN LITERATURE **3 Units**

Prerequisite: Engl 1A.
3 hours lecture weekly.

Significant American writers from 1800 to the present, with emphasis on the intrinsic political, social, and intellectual trends of the periods they represent.

FIRE SCIENCE

FSc 90 — INTRODUCTION TO FIRE PROTECTION **3 Units**

Prerequisite: None.
3 hours lecture weekly.

Philosophy and history of fire protection, history of loss of life and property by fire; organization and function of local, county, state, federal, and private fire protection agencies; survey of professional career opportunities.

FSc 91 — INTRODUCTION TO FIRE SUPPRESSION **3 Units**

Prerequisite: None.

3 hours lecture weekly.

Characteristics of behavior of fire; fire hazard properties of ordinary materials; extinguishing agents; fire suppression organization and equipment; basic fire fighting tactics; public relations as affected by fire suppression.

FSc 92 — FUNDAMENTALS OF FIRE PREVENTION **3 Units**

Prerequisite: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Organization and function of the fire prevention organization; inspection; surveying and mapping procedures; recognition of fire hazards; engineering a solution of the hazard; enforcement of the solution; public relations as affected by fire prevention

FSc 93 — FIRE FIGHTING TACTICS AND STRATEGY **3 Units**

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Review of fire chemistry, equipment and manpower, basic fire fighting tactics and strategy; methods of attack; preplanning fire problems.

FSc 94 — HAZARDOUS MATERIALS I **3 Units**

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Review of basic chemistry, storage, handling, laws, standards, and fire fighting practices pertaining to hazardous solids, liquids and gases.

FSc 95 — FIRE PROTECTION EQUIPMENT AND SYSTEMS **2 Units**

Prerequisites: FSc 90 and 91, or consent of instructor.

2 hours lecture weekly.

Portable fire extinguishing equipment; sprinkler systems; protection systems for special hazards; fire alarm and detection systems.

FSc 96 — RELATED CODES AND ORDINANCES **3 Units**

Prerequisite: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Familiarization with national, state, and local laws and ordinances which influence the field of fire prevention.

FSc 97 — FIRE HYDRAULICS **3 Units**

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Review of basic mathematics; hydraulic laws and formulas as applied

to the fire service; application of formulas and mental calculation to hydraulic problems; water supply problem; underwriters requirements for pumps.

FSc 98 — BUILDING CONSTRUCTION FOR FIRE PROTECTION 2 Units

Prerequisites: FSc 90 and 91, or consent of instructor.

2 hours lecture weekly.

Fundamental building construction and design; fire protection features; special consideration.

FSc 99 — FIRE COMPANY ORGANIZATION AND PROCEDURE 3 Units

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Review of fire department organization; fire company organization; the company officer; personnel administration; communications; fire equipment; maintenance; training; fire prevention; fire fighting company, fire fighting capability; records and reports.

FSc 100 — FIRE APPARATUS AND EQUIPMENT 3 Units

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Driving laws; driving technique; construction and operation of pumping engines, ladder trucks, aerial platforms, specialized equipment; apparatus maintenance.

FSc 101 — RESCUE PRACTICES 3 Units

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

The human body, emergency care of victims, childbirth, artificial respiration, toxic gases, chemicals and diseases, radioactive hazards, rescue problems and techniques.

FSc 102 — HAZARDOUS MATERIALS II 3 Units

Prerequisites: FSc 90, 91 and 94, or consent of instructor.

3 hours lecture weekly.

A second semester course in hazardous materials covering storage, handling, laws, standards, and fire fighting practices with emphasis on fire fighting and control at the company officer level.

FSc 103 — FIRE INVESTIGATION I 3 Units

Prerequisites: FSc 90 and 91, or consent of instructor.

3 hours lecture weekly.

Introduction to arson and incendiarism, arson laws, and types of incendiary fires; methods of determining fire cause, recognizing and preserving evidence, interviewing and detaining witnesses; procedures in handling juvenile court procedure and giving court testimony.

FRENCH

Fr 1A-B — ELEMENTARY FRENCH

4-4 Units

Prerequisite: For Fr 1A, consent of counselor; for Fr 1B, Fr 1A or 2 years of high school French with grades of C or better.

4 hours lecture, 1 hour laboratory weekly.

Training 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 students will be expected to spend an additional hour per week of study in the language laboratory.

Fr 2A-B — INTERMEDIATE FRENCH

4-4 Units

Prerequisite: For Fr 2A, Fr 1B or 3 years of high school French with grades of C or better; for Fr 2B, Fr 2A or 4 years of high school French with an equivalent fluency.

4 hours lecture, 1 hour laboratory weekly.

Further study of basic grammar and composition; development of ability to read with greater ease by study and discussion in French of representative literary works; continued emphasis on oral and written expression. All students will be expected to spend an additional hour per week of study in the language laboratory.

FOOD SERVICE MANAGEMENT

FSM 10A-B — QUANTITY FOOD PREPARATION

2 Units

Prerequisite: FSM 10A for FSM 10B.

6 hours laboratory weekly.

This course provides for training in the proper handling of kitchen tools and equipment, experience in preparing meals in a food service establishment, analysis of menu planning, budgeting, and food specifications.

FSM 11 — RESTAURANT OPERATIONS

2 Units

Prerequisites: None.

6 hours laboratory weekly.

This course is designed to provide occupational training to individuals working in cafeterias, restaurants, and similar types of food service establishments. In particular, emphasis will be placed on training in marketable job skills as head waiter, maitre d', cook, buyer, or similar restaurant and cafeteria fields.

FSM 12 — MENU MAKING

1 Unit

Prerequisites: None.

1 hour lecture weekly.

This course examines the basic principles of menu making. Consideration is given to all phases of menu pricing, merchandising, and control. Factors affecting the planning of a menu will be discussed, including types of operation, season of the year, clientele, equipment, personal available, and principles of nutrition.

In particular, emphasis is on special food service, menus involved in catered or mass feeding, banquets, weddings, and similar large gatherings.

FSM 14 — FOOD PURCHASING

1 Unit

Prerequisites: None.

3 hours laboratory weekly.

This course provides training in the duties, organization, and policies of the purchasing function in a food service establishment. Instruction is given in the proper techniques for purchasing of foods, food standards and appropriate legislation, comparative and competitive buying of meats, staples, vegetables and canned and frozen foods. Lab experience is provided in the selection and ordering of food for a food establishment.

FSM 15 — HOTEL AND RESTAURANT SANITATION

1 Unit

Prerequisites: None.

1 hour lecture weekly.

This course provides training in the safe and sanitary operation of a food service establishment. In particular, emphasis will be placed on costs, organization, personnel practices, and public regulations concerning sanitation, hygiene, safety, inspection, and grading.

FSM 22A-B — DIRECTED STUDIES IN FOOD SERVICES

1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of Food Service Management on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

FSM 49A-B — DIRECTED WORK EXPERIENCE IN FOOD SERVICE

1-3 Units

Prerequisite: Consent of instructor and Division Chairman.

6-18 hour laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to food service management policies, programs, practices, procedures and operations. Maximum of 6 units.

FSM 91 — CAFETERIA FOOD SERVICE

2 Units

Prerequisite: Employment in food service or consent of instructor.

1 hour lecture, 3 hours laboratory weekly.

This course is designed to give theoretical and practical training to individuals working in cafeterias and food service to upgrade their vocational skills and knowledge.

FSM 92 — BEGINNING MENU PLANNING

1 Unit

Prerequisite: Employment in school cafeteria or consent of instructor.

1 hour lecture weekly.

Basic factors included in planning menus based on the Type A lunch pattern; planning to make the Type A lunch attractive; use of menu planning work sheets.

FSM 93 — SANITATION AND SAFETY **1 Unit**

Prerequisite: Employment in school cafeteria, FSM 92 or consent of instructor.
1 hour lecture weekly.

Personal cleanliness; sanitary practices in food preparation; cause, control and investigation of illnesses caused by food contamination, dishwashing, storage and refrigeration; sanitation of kitchen and equipment; cleansing materials, garbage and refuse disposal; safety precautions and training for accident prevention.

FSM 94 — FOOD PURCHASING **1 Unit**

Prerequisite: Employment in school cafeteria, FS 92 and HE 10 or consent of instructor.
1 hour lecture weekly.

Methods of buying, quantity selection, standards and grades, factors influencing prices.

FSM 95 — QUANTITY FOOD PREPARATION **2 Units**

Prerequisite: Employment in school cafeteria or consent of instructor.
1 hour lecture, 3 hours laboratory weekly.

Experience in methods of quantity food preparation which retain nutritive values; use of standard recipe files; use of weights and measures; use of equipment, timing.

FSM 96 — ADVANCED MENU PLANNING **1 Unit**

Prerequisite: FSM 92 or consent of instructor.
1 hour lecture weekly.

The advanced phases of menu pricing, merchandising, and controls are provided in this course. In particular, emphasis is on special food service, menus involved in catered or mass feeding, banquets, weddings, and similar large gatherings.

FSM 98 — WORK SIMPLIFICATION **1 Unit**

Prerequisite: Employment in food service or consent of instructor.
1 hour lecture weekly.

Principles of motion economy as related to the use of the human body and work place. Application of work simplification procedures to school food service problems.

GEOGRAPHY

Geog 1 — ELEMENTS OF PHYSICAL GEOGRAPHY **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

A study of the physical elements of geography, hydrography, land forms, vegetation, and climate; their interrelationships, pattern of distribution on a world scale, and the mutual relationships which exist between man and his physical environment, including ecology and its social ramifications. Map reading and interpretation emphasized.

Geog 2—ELEMENTS OF CULTURAL GEOGRAPHY **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Introduction to the broad field of geography—its objectives, principal divisions, basic principles, and applications to present-day world problems, understanding human society in relation to the earth environment with emphasis on the cultural elements; geographic analysis of the major world regions.

Geog 22 — DIRECTED STUDIES IN GEOGRAPHY **1-3 Units**

Prerequisite: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.
1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of geography on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

GEOLOGY

Geol 2 — PHYSICAL GEOLOGY **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Materials and structure of the earth, origin and development of landforms; interpretation of topographic geologic maps. One field trip required. It is recommended that Geol 2L be taken concurrently.

Geol 2L—PHYSICAL GEOLOGY LABORATORY **1 Unit**

Prerequisite: None. Geol 2 is recommended.
3 hours laboratory weekly.

Identification of rocks and minerals; reading and interpretation of topographic aerial and geologic maps; study of earth structures and geomorphology by means of models and block diagrams; field trips in the local area. Supplements Geol 2.

Geol 3 — HISTORICAL GEOLOGY **3 Units**

Prerequisite: Geol 2.
3 hours lecture weekly.

Geologic history of the earth; evolution of its continents, oceans, and major landforms; development of plant and animal life as revealed in the fossil record. One field trip required.

Geol 15 — MINERALOGY AND CRYSTALLOGRAPHY **3 Units**

Prerequisite: A previous course in geology or chemistry.
2 hours lecture, 3 hours laboratory weekly.

Introduction to the six crystal systems; identification of 100 of the common metallic and non-metallic minerals and ores by physical methods, occurrence, origin and associations.

Geol 21 — GEOLOGY OF CALIFORNIA **3 Units**

Prerequisite: Physical Geology or Physical Geography.
3 hours lecture weekly.

Study of the twelve geomorphic provinces of California including topography, structure, geologic history, lithology and mineral resources.

Geol 22AB—DIRECTED STUDIES IN GEOLOGY AND PETROLOGY **1-3 Units**

Prerequisites: Geology 2, Geology 2L, Mineralogy recommended; Historical Geology or Geology of California.
1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of geology and petrology on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of six units.

Geol 31 — ROCKS AND MINERALS **2 Units**

Prerequisites: None.
2 hours lecture, 1 hour laboratory weekly.

The identification, classification, origin and occurrence of common rocks, minerals and fossils in hand specimens; the use and interpretation of topographic and geologic maps.

Geol 41 — GEOLOGY OF NATIONAL PARKS AND MONUMENTS **3 Units**

Prerequisites: None.
3 hours lecture weekly.

Survey of the geologic history of the national parks and monuments. Emphasis on western America. A general introduction to geology for the traveler and average citizen.

GERMAN

Ger 1A-B — ELEMENTARY GERMAN **4-4 Units**

Prerequisite: For Ger 1A, consent of counselor; for Ger 1B, Ger 1A or 2 years of high school German or an equivalent fluency.
4 hours lecture, 1 hour laboratory weekly.

Training in pronunciation, comprehension, basic conversation, elementary principles of grammar, reading of prose, and simple composition; progress in oral-aural techniques emphasized throughout the course, supple-

mented by use of audio-lingual tapes in language laboratory; reading and writing stressed in latter part of course. All students will be expected to spend an additional hour per week of study in the language laboratory.

Ger 2A-B — INTERMEDIATE GERMAN

4-4 Units

Prerequisite: For Ger 2A, Ger 1B or 3 years of high school German with grades of C or better or equivalent fluency; for Ger 2B, Ger 2A or 4 years of high school German.

4 hours lecture, 1 hour laboratory weekly.

Intensive review of grammar; emphasis on expansion of listening and reading comprehension through hearing and reading samples of German literature, i.e., short stories, essays, poetry, and novels; further development of oral and written fluency through class discussion, individual speeches, and written reports. All students will be expected to spend an additional hour per week of study in the language laboratory.

HEALTH SCIENCE

HS 1 — HEALTH AND SOCIETY

2 Units

Prerequisite: None.

2 hours lecture weekly.

Consideration of the nature and function of health in our social pattern. An analysis of major health problems designed to contribute to the student's understanding of his role as an individual and as a contributing member of the community's efforts to implement the advances of medicine and the health sciences.

HS 5 — SAFETY AND FIRST AID

2 Units

Prerequisite: None.

2 hours lecture weekly.

The development of positive attitudes toward safety and the application of the concepts of "What constitutes safe living," the prevention of shock, unconsciousness, poisons, fractures, dressings and bandages, care and treatment of athletic injuries. Successful completion of this course qualifies for the standard or the advanced "American Red Cross First Aid to the Injured" certificate.

HISTORY

Hist 1A—AN INTRODUCTION TO WESTERN CIVILIZATION

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

A survey of important events and developments in western civilization from prehistory through the sixteenth century; readings and discussions on important ideas, institutions, and contributions.

Hist 1B — AN INTRODUCTION TO WESTERN CIVILIZATION

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

A survey of important events and developments in western civilization from the seventeenth century to modern times; continued readings and discussions on important ideas and institutions.

Hist 5 — UNITED STATES HISTORY **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Introduction to important problems, persons, and developments of the major periods of American history; thematic, problematic, and interpretative rather than factual approach.

This course, which satisfies graduation requirements in U.S. history, is not open to students electing Hist 7A-7B; a student may not earn credit in both Hist 5 and Hist 7A-7B.

Hist 7A — SOCIAL AND POLITICAL HISTORY OF THE UNITED STATES **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

English colonization in North America, the American Revolutionary experience, emergence of the new nation, Manifest Destiny, the sectional struggle and Civil War.

Hist 7B — SOCIAL AND POLITICAL HISTORY OF THE UNITED STATES **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Political and social adjustment following the Civil War, growth of the West, emergence of America as an industrial and world power, Progressivism, developments of the Twenties and New Deal, World War II, the Truman, Eisenhower, and Kennedy years. The year sequence is required for history majors and recommended for other students who want a thorough survey of the political and social development of the United States; either semester may be taken independently.

Hist 8 — HISTORY OF CALIFORNIA **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

A survey of the Indian, Spanish, Mexican, and American periods of California with consideration of political and cultural developments.

Hist 15A-B — INTRODUCTION TO THE HISTORY OF ASIA **3-3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Survey of the countries and cultures of Asia and their contact with the Occident; first semester emphasis on the nineteenth century, and second semester emphasis on the twentieth century.

Hist 22A-B — DIRECTED STUDIES IN HISTORY **1-3 Units**

Prerequisite: A course in the specific field with a recommending grade and con-

sent of instructor and division chairman.
1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of history on an independent study basis. Assigned problems will involve library and field work.

HOME ECONOMICS

HE 4 — HOUSEHOLD EQUIPMENT MANAGEMENT **2 Units**

Prerequisite: None.

1 hour lecture, 3 hours laboratory weekly.

Principles of consumer problems underlying selection, use and care of materials, surfaces, and mechanical food and household equipment. Emphasis on problems of selection, financing, and operation costs for equipment.

HE 5 — HOME FURNISHINGS **3 Units**

Prerequisite: None. Art 4A is recommended.

2 hours lecture, 3 hours laboratory weekly.

Principles and elements of design as applied to the furnishings of the home; selection and arrangement of furniture, draperies, carpeting and accessories.

HE 10 — NUTRITION **2 Units**

Prerequisite: None.

2 hours lecture weekly.

Basic nutritional needs of children and adults through a study of the principles of human nutrition as related to health and types of diets.

HE 16A-B — CLOTHING CONSTRUCTION **3-3 Units**

Prerequisite: None.

2 hours lecture, 3 hours laboratory weekly.

First semester—Clothing construction with emphasis on the use of the commercial pattern, construction techniques and fitting problems.

Second semester—Construction of the basic pattern for each student with the introduction of flat pattern designing; advanced construction and fitting techniques.

HE 18 — APPAREL SELECTION AND GROOMING **2 Units**

Prerequisite: None.

1 hour lecture, 3 hours laboratory weekly.

Applications of the principles of design and color harmonies in selection of clothing. Wardrobe and personal grooming and analysis is coordinated pertaining to individual skeletal structure, personality and individual requirements.

HE 19 — TEXTILES**2 Units**

Prerequisite: None.

2 hours lecture weekly.

A study of textile fibers, their construction, characteristics, finishes and uses. Designed to give a basic knowledge of textiles which will help the students in selecting and caring for fabrics in their own wardrobes.

HE 20 — HOME MANAGEMENT**2 Units**

Prerequisite: None.

1 hour lecture, 3 hours laboratory weekly.

Principles of beneficial use of family resources, such as time, energy, money and material goods.

HE 23 — CHILD CARE AND DEVELOPMENT**2 Units**

Prerequisite: None.

1 hour lecture, 3 hours laboratory weekly.

The social, emotional, and physical development of the normal child in relation to the home; class discussion and observation in a child development laboratory situation and day nursery.

HE 24A-B — TAILORING AND DESIGN**2-2 Units**

Prerequisite: HE 16A-B or consent of instructor.

1 hour lecture, 3 hours laboratory weekly

Study of fabrics, design and construction principles suitable for tailoring of garments. The basic pattern is used in the interpretation of original and modified designs. A high standard of workmanship is encouraged.

HE 25A-B — HOME FURNISHINGS LABORATORY**1-2 Units**

Prerequisite: HE 16A and HE 5 or consent of instructor.

3-6 hours laboratory weekly.

Construction of slip covers, draperies, bedspreads, lamp shades, and other home furnishing items. Information on selection and care of necessary materials and equipment.

HE 49A-B — DIRECTED WORK EXPERIENCE IN HOME ECONOMICS**1-3 Units**

Prerequisite: Consent of instructor and division chairman.

5-10 hours laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to policies, program practices, and procedures in specific fields. Maximum of 6 units.

HE 60 — CHILD, FAMILY AND COMMUNITY**3 Units**

Prerequisite: None.

3 hours lecture weekly.

Pattern of child-rearing in contemporary society. Interaction of family and community. Significance of personal and social values in family life and community action. Individual and social resources for family health and wel-

fare and improving child development.

HE 61A-B — NURSERY SCHOOL PROGRAMS

3-3 Units

Prerequisite: HE 60.

3 hours lecture weekly.

Experience in planning a curriculum for a nursery school program. Special emphasis provided for selection and arrangement of equipment and materials to furnish a rich environment for the mental and physical growth of nursery school children.

HE 62 — NURSERY SCHOOL ADMINISTRATION

3 Units

Prerequisite: HE 60.

3 hours lecture weekly.

Origin of the nursery school movement in California. Types and essentials of good nursery schools, including licensing, legislation standards, daily routines, teacher responsibility, and public relations.

HE 63 — MUSIC IN THE PRE-SCHOOL

2 Units

Prerequisite: None.

2 hours lecture weekly.

Designed to help teachers in understanding the growth and development of children in relation to music at home and at school. Also to help prospective teachers of young children gain skill in conducting music. In particular, emphasis will be placed on skill, construction and playing of simple musical instruments, creative rhythm, and composing songs.

HE 64 — ART IN THE PRE-SCHOOL

2 Units

Prerequisite: None.

2 hour lecture weekly.

To provide opportunities for teachers to learn how to help their children in the field of art. To help teachers in understanding the growth and development of children in relation to creative experience both at home and at school. The development of practical materials in the creative arts and an understanding of the individual child to his own creative expression.

HE 65 — SCIENCE IN THE PRE-SCHOOL

2 Units

Prerequisite: None.

2 hours lecture weekly.

To provide opportunities for teachers to learn how to help their children in the field of science. To help teachers in understanding the growth development of children in relation to science both at home and at school; the development of practical materials in a science area.

HE 66 — LITERATURE IN THE PRE-SCHOOL

2 Units

Prerequisite: None.

2 hours lecture weekly.

Exploration of various experiences in literature appropriate to the de-

velopment of young children, including story telling, poetry and puppetry.

HE 77 — CREATIVE MOVEMENT IN THE PRE-SCHOOL

2 Units

Prerequisite: None.

1 hour lecture, 3 hours laboratory weekly.

A presentation of methods and materials with which teachers of pre-school and early elementary school-aged children can lead their classes in creative rhythmic and dance activities; thereby offering their students experience in an expressive medium that can further physical, mental and social development. (Co-number PE 77).

HUMANITIES

Hum 1A-1B — MAN IN SOCIETY

6-6 Units

Prerequisite: Satisfactory score on placement test.

5 hours lecture, 3 hours laboratory weekly.

A general education course designed to increase the student's understanding of the key issues in the social sciences, literature, and the arts. This course is intended to help the student become more aware of his heritage and of the world in which he lives, to make him better able to master his freedom and responsibility in a democratic society, and to improve his skills in oral and written communication.

The class meets for two large group hour-and-a-half presentations consisting of a series of lectures, illustrated talks, films, slide presentations and panel discussions. Each large group presentation is followed by a small discussion section. In conjunction with the discussion section, the student completes 51 hours of laboratory work per semester consisting of plays, lectures, films, and political and social events. A field trip is required.

Humanities 1A-1B fulfills the A.A. degree graduation requirements in American Institutions, Fine Arts, and English Composition. To satisfy the general education requirements in the Social Sciences for the A.A. degree, the student must complete an additional 2 units.

Students planning on transferring to a four-year institution should consider traditional general education courses.

Students completing Humanities 1A-1B are eligible for placement in transfer courses. Consultation with counselor is required.

JOURNALISM

Journ 1—NEWS REPORTING AND WRITING

3 Units

Prerequisite: None.

2 hours lecture, 3 hours laboratory weekly.

An introduction to journalism with an emphasis on developing news writing skills through interviewing, reporting, evaluation of news significance, collection of accurate facts, and writing of news copy. Practical experience is gained through writing for the school newspaper.

Journ 2 — FEATURE AND EDITORIAL WRITING

3 Units

Prerequisite: None.

2 hours lecture, 3 hours laboratory weekly.

The writing of feature articles as used in magazine and newspapers, including the techniques used in gathering material. Practical experience given through writing for the school newspaper and magazine.

Journ 3A-B — NEWSPAPER AND MAGAZINE PRODUCTION

2-2 Units

Prerequisites: Journ 1, Journ 2, or consent of instructor.

1 hour lecture, 3 hours laboratory weekly.

This is a course in the conception, development, layout and composition of newspapers, magazines and related publications. 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 and multilith operation.

Journ 22A-B — DIRECTED STUDIES IN JOURNALISM

1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and division chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of journalism on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

LAW ENFORCEMENT

LE 1 — INTRODUCTION TO LAW ENFORCEMENT

3 Units

Prerequisite: None.

3 hours lecture weekly.

The philosophy and history of law enforcement; overview of crime and police problems; organization and jurisdiction of local, state, and federal law enforcement agencies; survey of professional career opportunities and qualifications required.

LE 4 — CRIMINAL LAW

3 Units

Prerequisite: Recommend LE 1 concurrently.

3 hours lecture weekly.

The structure, definitions, and the most frequently used sections of the Penal Code and other criminal statutes.

LE 8 — CRIMINAL EVIDENCE

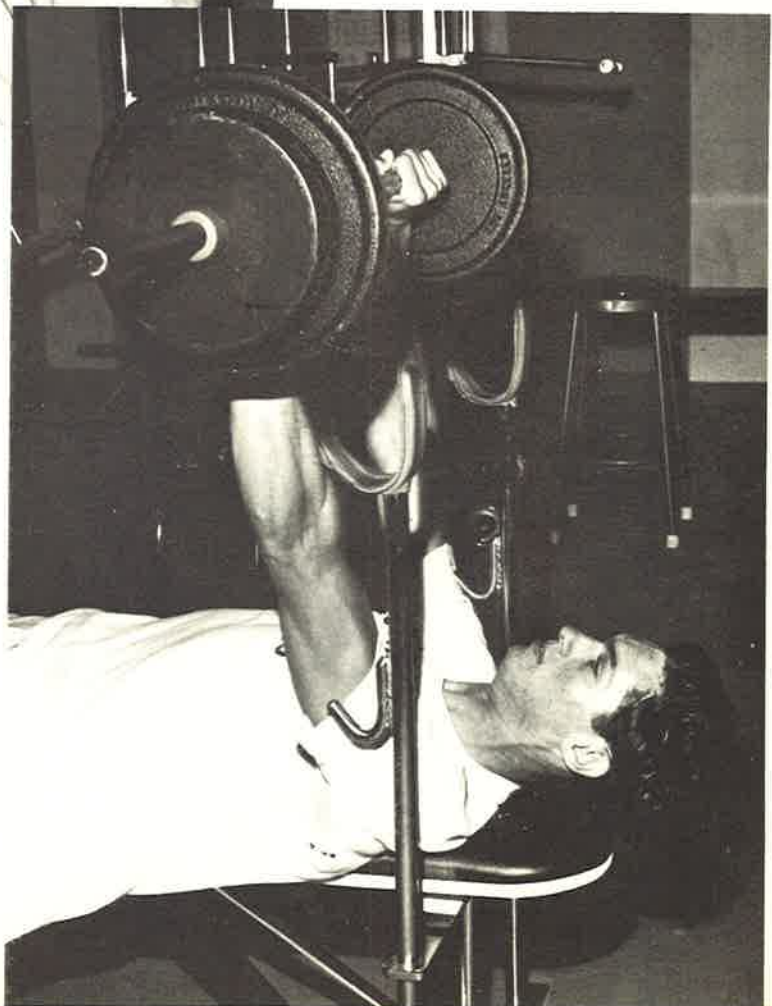
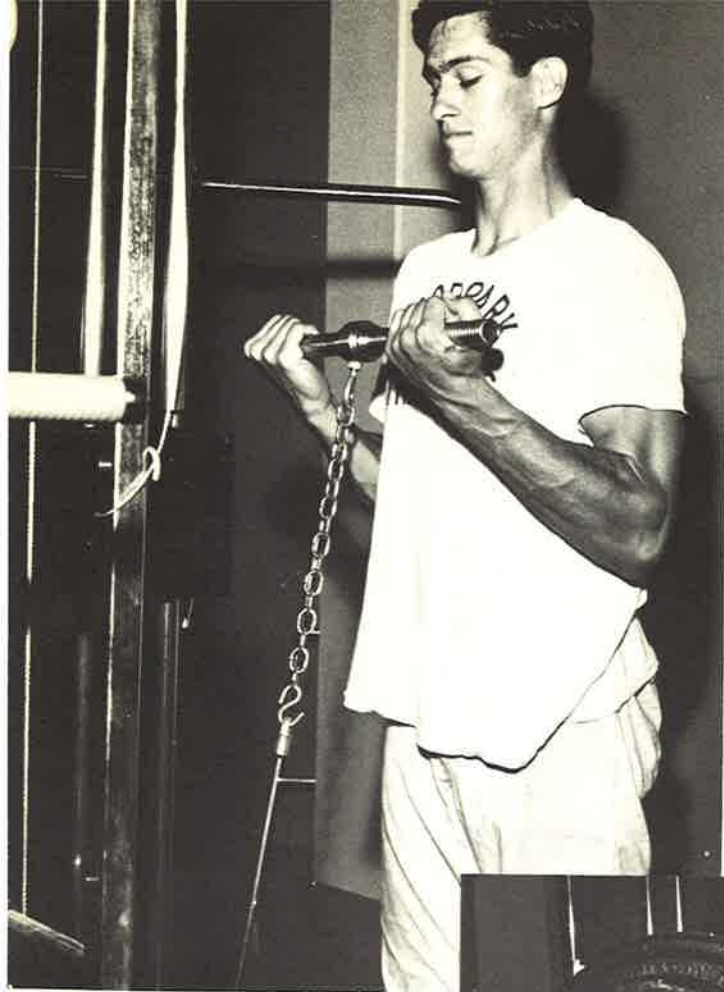
3 Units

Prerequisite: LE 1, LE 4 or consent of instructor.

3 hours lecture weekly.

The kinds and degrees of evidence and the rules governing the admissibility of evidence in court.





LE 9A — FIREARMS**1 Unit**

Prerequisite: LE 4 or consent of instructor.
3 hours laboratory weekly.

The moral aspects, legal provisions, safety precautions and restrictions covering the use of firearms; firing of the side-arm and shotgun.

LE 10A — PATROL PROCEDURES**3 Units**

Prerequisite: LE 4 or consent of instructor.
3 hours lecture weekly.

Responsibilities, techniques, and methods of police patrol.

LE 10B — CRIMINAL INVESTIGATION**3 Units**

Prerequisite: LE 8 and LE 15 or consent of instructor.
3 hours lecture weekly.

Fundamentals of investigation; crime scene search and recording; collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interviews and interrogations; follow-up and case preparation.

LE 12 — DEFENSIVE TACTICS**½ Unit**

Prerequisite: LE 8, LE 10A, and LE 15 or consent of instructor.
2 hours laboratory weekly.

Prerequisite: LE 8, LE 10A, and LE 15 or consent of instructor.
ons; demonstration and drill in a limited number of holds and come-alongs; restraint of prisoners and the mentally ill; fundamental use of the baton. This course fulfills PE 1 requirement of Law Enforcement majors.

LE 13 — TRAFFIC CONTROL AND INVESTIGATION**3 Units**

Prerequisite: LE 8, LE 10A and LE 15 or consent of instructor.
3 hours lecture weekly.

Traffic law enforcement, regulation, and control; fundamentals of traffic accident investigation; California Vehicle Code.

LE 14 — JUVENILE PROCEDURE**3 Units**

Prerequisite: LE 8, LE 10A and LE 15 or consent of instructor.
3 hours lecture weekly.

The organization, functions, and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures.

LE 15 — ADMINISTRATION OF JUSTICE**3 Units**

Prerequisite: None.
3 hours lecture weekly.

Review of court systems; procedures from incident to final disposition; principles of constitutional, federal, state, and civil laws as they apply to and affect law enforcement.

LEADERSHIP

Ldr 1A — PRINCIPLES OF LEADERSHIP

1 Unit

Prerequisite: None.

1 hour lecture, 1 hour practicum weekly.

The development of effective group leadership through an understanding of the basic tenets of parliamentary procedure. Practical application of parliamentary procedure in the group situation will be emphasized.

Ldr 1B — PRINCIPLES OF LEADERSHIP

1 Unit

Prerequisite: None.

1 hour lecture, 1 hour practicum weekly.

The identification of effective leadership and its development; leadership as it relates to the rights and responsibilities of the individual; effective leadership through the understanding of group dynamics.

LIBRARY TECHNOLOGY

LT 1 — INTRODUCTION TO LIBRARY TECHNOLOGY

3 Units

Prerequisite: None.

3 hours lecture weekly.

For students desiring to develop skills in the use of libraries. Includes a study of library tools such as indexes, bibliographies, encyclopedias, dictionaries; arrangement and use of card catalogs, book catalogs; history of libraries, books and printing.

LT 2 — LIBRARY CIRCULATION PROCEDURES

3 Units

Prerequisite: LT 1 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

A study of all aspects of library circulation work, including loaning of materials, processing of returned materials, shelving, shelf-reading, preparation of books and periodicals for binding, fine collection and record keeping, putting books on reserve, and other loan procedures and services.

LT 3 — ADVANCED LIBRARY CLERICAL TECHNIQUES

3 Units

Prerequisite: LT 1 and LT 2 or consent of instructor.

2 hours lecture, 3 hours laboratory weekly.

Study of procedures and techniques in book ordering, book preparation for the shelves, and elementary cataloging and classification.

LT 4 — AUDIO-VISUAL CLERICAL TECHNIQUES

3 Units

Prerequisite: None.

2 hours lecture, 3 hours laboratory weekly.

Study of the functions of audio-visual equipment and materials and their use; procedures used in purchasing, renting and scheduling of films, slides, transparencies, and other audio-visual items.

LT 49A-B — DIRECTED WORK EXPERIENCE IN LIBRARY

1-3 Units

Prerequisite: Consent of instructor and division chairman.
6-18 hours laboratory weekly.

On-the-job training for students under the supervision of instructor and employer. An introduction to library policies, programs, practices, procedures, and operations. Maximum of 6 units.

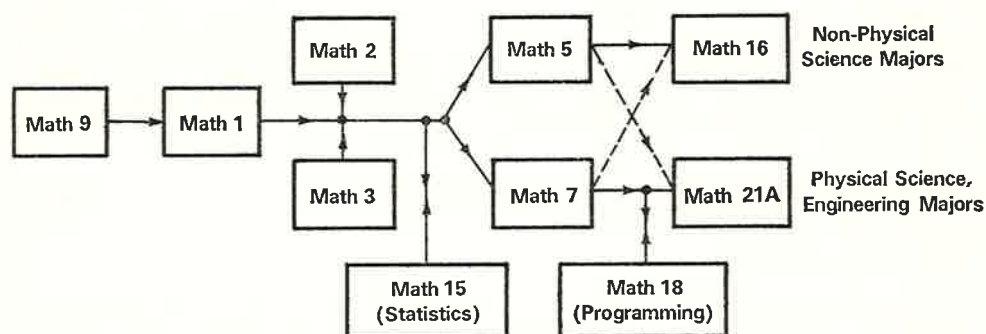
MATHEMATICS

The following information offers guidelines for enrollment in mathematics courses, assuming that the prerequisites have been met in all cases.

The student normally will be enrolled in only one mathematics course per semester. In a few exceptions, a student may be enrolled in two mathematics courses concurrently. For students planning to advance in the mathematics curriculum, a desirable combination is Math 2 and Math 3. A student may wish concurrent enrollment in Math 15 (Statistics) or Math 18 (Computer programming) with another mathematics course.

In a mathematics course, a grade of C or better indicates that the student is qualified to attempt the next course in the sequence. A grade of D indicates that the student has passed the course but should repeat the course before continuing in the sequence. However, under special circumstances counselors may permit students to enroll in the next course on a 6-week trial basis. The student who receives an F grade in a mathematics course must repeat the course before proceeding in the sequence. A student who receives a D or F grade in a mathematics course may enroll in only one mathematics course and then only with special approval for a 6-week trial period.

The flow chart shown below indicates both the sequence of courses in mathematics normally undertaken by the physical science-engineering major and by the non-physical science major.



Math 1 — ELEMENTARY ALGEBRA

3 Units

Prerequisites: None.

3 hours lecture weekly.

Operations with signed numbers, linear equations, factoring, graphing, simultaneous equations, radical and exponential notation and quadratics; prerequisite to plane geometry and intermediate algebra. Equivalent to first year high school algebra.

Math 2 — PLANE GEOMETRY**3 Units**

Prerequisite: Math 1.

3 hours lecture weekly.

Sets, real numbers, lines and planes, triangles, congruence, proof, geometric inequalities, parallel and perpendicular lines, polygons, similarity, circles, locus, construction and mensuration. Equivalent to one year high school geometry. May be taken concurrently with Math 3.

Math 3 — INTERMEDIATE ALGEBRA**3 Units**

Prerequisite: Math 1 or equivalent.

3 hours lecture weekly.

Real numbers, fundamental operations, factoring, fractions, linear equations and inequalities, exponents and radicals, functions and graphs, quadratic equations, sequences and series, exponential and logarithmic functions. Equivalent to second year high school algebra. May be taken concurrently with Math 2.

Math 5 — PLANE TRIGONOMETRY**3 Units**

Prerequisite: Math 2 and Math 3 or equivalent.

3 hours lecture weekly.

The basic trigonometric functions, their definitions, relationships, and uses; triangle solution, identities, radians, trigonometric equations, inverse functions.

Math 7—INTEGRATED COLLEGE ALGEBRA AND TRIGONOMETRY 5 Units

Prerequisite: Math 3 or equivalent or qualifying placement test score.

5 hours lecture weekly.

An integrated course in college algebra and trigonometry designed to prepare students for calculus with analytic geometry. Real number system, sets, inequalities, systems of equations and inequalities, matrices and determinants, functions and relations, circular functions, trigonometric functions and applications, inverse relations, complex numbers, exponential and logarithmic functions, theory of equations, sequences and series, mathematical induction, binomial theorem and probability.

Math 9 — FUNDAMENTALS OF MATHEMATICS**3 Units**

Prerequisites: None.

3 hours lecture weekly.

Review of the basic mathematical skills and fundamental operations as applied to integers, common and decimal fractions, and percentages; emphasis on the understanding of arithmetical and mathematical processes; introduction to algebra and the use of formulas.

Math 15 — INTRODUCTORY STATISTICS**3 Units**

Prerequisite: Math 3 or permission of instructor.

3 hours lecture weekly.

Recommended for majors in the sciences, business, economics, mathematics and engineering. Emphasis placed on the understanding of statistical

methods and applications. Topics covered includes organization and presentation of data, distributions and their properties, probability, binomial and normal distribution, statistical inference, regression, correlation and time series.

Math 18 — COMPUTER PROGRAMMING - FORTAN 2 Units

Prerequisite: Math 3 or equivalent.

3 hours lecture, 3 hours laboratory weekly

Familiarization with basic digital computer programming concepts. Designed to introduce science, engineering and mathematics students to the computer in problem solving, emphasizing the use of FORTAN language.

Math 21A-B — CALCULUS WITH ANALYTIC GEOMETRY I, II 4-4 Units

Prerequisite: Math 7 with grade of C or qualifying score on placement test.

Math 21A for Math 21B.

4 hours lecture weekly.

First semester—Elements of analytic geometry; inequalities, functions, limits and continuity; differentiation and integration of algebraic functions with applications.

Second semester—Analytic geometry and the conic sections, differentiation and integration of transcendental functions with applications, parametric equations, polar coordinates, operations with vectors, methods of integration, and applications.

Math 22A-B — CALCULUS WITH ANALYTIC GEOMETRY III, IV 4-4 Units

Prerequisite: Math 21B with a grade of C or better; Math 22A for Math 22B.

4 hours lecture weekly.

First semester—Solid analytic geometry, vectors in three dimensions, infinite series, partial differentiation, multiple integration, linear algebra, vector spaces.

Second semester—Eigenvalues and eigenvectors, advanced work in infinite series, Fourier series, implicit function theorems, vector field theory, Green's and Stoke's theorem, differential equations.

Math 28 — DIRECTED STUDIES IN MATHEMATICS 1-3 Units

Prerequisites: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

For students who desire to do further work in the field of mathematics on an independent basis. Course will involve library work and study on selected problems pertinent to the students interest area.

Math 30A-B-C — TECHNICAL MATHEMATICS 3-3-3 Units

Prerequisite: Math 1 or equivalent; Math 30A for Math 30B, Math 30B for Math 30C.

3 hours lecture weekly.

Applied mathematics for work in the industrial-technical field; geometry, algebra through quadratic equations, logarithms, slide rule, mensuration, trigonometry through the solution of the oblique triangle, vectors, forces, ma-

chines, center of gravity, and friction, with applications to shop problems, and applications of differential and integral calculus to engineering problems.

Math 40 — BUSINESS MATHEMATICS

3 Units

Prerequisite: None. Math 9 recommended for students deficient in arithmetic skills.

3 hours lecture weekly.

A review and application to business problems of fundamental arithmetic processes, fractions, decimals, percentages, and problem solving. Application of problems involving fractions, decimals, percentage and problem solving in the areas of mark-up, discounts, interest, installment debt, and other business practices.

Math 45 — SLIDE RULE

1 Unit

Prerequisite: Math 5 or equivalent.

1 hour lecture weekly.

Use of all 33 scales of a Log Log Decitrig Slide Rule; mathematical principles involved in the construction and use of the various scales.

MUSIC

Mus 1 — FUNDAMENTALS OF MUSIC

3 Units

Prerequisite: None.

3 hours lecture weekly.

Writing of scales, intervals, chords, key signatures; sight singing of elementary songs; playing of simple instruments.

Mus 2A-2B-2C-2D — THEORY

4-4-4-4 Units

Prerequisite: Music 1 or equivalent.

4 hours lecture weekly.

A study of music fundamentals, function of scales, study of chords and contrapuntal techniques as follows: 2A, intervals, rhythms, scales, triads, 4 part harmonizing of a given part, and modulation; 2B, the figured base, non-harmonics, 11th and 13th chords and other chromatic chords such as the Neapolitan 6th, augmented 6th and augmented 5th; 2D, two-voice writing and analysis of representative contrapuntal works in two or more voices; modal counterpoint, culminating motet. Students may enter that section of the course for which their technical background has prepared them, as determined by their instructor. The courses must be taken in sequence.

Mus 8 — MUSIC APPRECIATION

3 Units

Prerequisite: None.

3 hours lecture weekly.

Survey of musical history with special emphasis on the understanding and enjoyment of music; introduction to the formal principles, employed in music.

Mus 9A — MUSIC HISTORY AND LITERATURE

3 Units

Prerequisite: None.

3 hours lecture weekly.

This course traces the changes of style and the technique of music composition from Gregorian chant through such developments as medieval organum; the secular song and dance music of the Middle Ages and Renaissance; the polyphony of Dufay, Josquin, Lassus, and Palestrina; the Italian and English madrigal; the Baroque opera and concerto grosso through the 18th-Century contributions of Vivaldi, Handel, and Bach. The emphasis is on listening and analyzing for style characteristics and on the correlation of musical developments with those in the other arts of the time.

Mus 9B — MUSIC HISTORY AND LITERATURE

3 Units

Prerequisite: None.

3 hours lecture weekly.

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. Music is studied as one of the humanities, but intensive consideration is also given to the analysis of style and form in other musical works.

Mus 10 — A CAPELLA CHOIR

2 Units

Prerequisite: Consent of instructor.

1 hour lecture, 3 hours rehearsal weekly.

Choral singing for men and women. The choir participates in musical events of the college and community.

Course may be repeated for credit not in excess of four semesters.

Mus 12 — VOCAL ENSEMBLE

1 Unit

Prerequisite: Admission by audition or consent of instructor.

3 hours rehearsal weekly.

A select group of mixed singers will study and perform music in small groups, i.e., trios, quartets, sextettes, and madrigals; public performance required.

Courses may be repeated for credit not in excess of four semesters.

Mus 13 — VOICE

2 Units

Prerequisite: None.

1 hour lecture, 3 hours rehearsal weekly.

Designed for the serious vocal student interested in building classic repertoire in early Italian, English, French and German songs; vocal exercises and correction of individual vocal problems.

Mus 15 — ORCHESTRA

1 Unit

Prerequisite: Consent of instructor.

3 hours rehearsal weekly.

Preparation and performance of orchestral repertoire. May be repeated for credit not in excess of four semesters.

Mus 18 — BAND

1 Unit

Prerequisite: Skill on a band instrument satisfactory to instructor.

3 hours rehearsal weekly.

Rehearsal and performance of representative band literature in support of special events and college activities.

May be repeated for credit not in excess of four semesters.

Mus 21 — INSTRUMENTAL ENSEMBLE

1 Unit

Prerequisite: Consent of instructor.

3 hours rehearsal weekly.

Development of instrumental groups of woodwind, brass and strings to perform publicly; emphasis on balance, dynamics, phrasing and interpretation. May be repeated for credit not in excess of four semesters.

Mus 22A-B — DIRECTED STUDIES IN MUSIC

1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of music on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

Mus 24A — PIANO

2 Units

Prerequisite: None.

1 hour lecture, 3 hours rehearsal weekly.

Fundamentals of piano playing, note reading, finger drills, scales and simple piano literature.

Mus 24B — PIANO

2 Units

Prerequisite: Mus 24A or equivalent.

1 hour lecture, 3 hours rehearsal weekly.

Piano studies and techniques for steps two and three; continuation of scales and keyboard techniques.

Mus 24C — PIANO

2 Units

Prerequisite: Mus 24A-24B or equivalent.

1 hour lecture, 3 hours rehearsal weekly.

Piano studies and literature for students of fourth and fifth steps; scales and keyboard techniques.

Mus 24D — PIANO

2 Units

Prerequisite: Mus 24C or ability to play music of the third step.

1 hour lecture, 3 hours rehearsal weekly.

Emphasis on keyboard harmony and technique; harmonization of melodies with different style accompaniments, transposition, improvisation of various forms, modulation, playing by ear, scales, chords, reading choral scores.





ORIENTATION

Orient 2 — INTRODUCTION TO COLLEGE

½ Unit

Required of all entering freshmen.
9 hours lecture per semester.

An introduction to college; information necessary for successful adaptation to Moorpark College; an opportunity for self-assessment through testing and evaluation; career data related to interests; training in study skills and efficient use of time.

Orient 5 — CAREER PLANNING AND EMPLOYMENT

1 Unit

Prerequisite: Approval of Counselor.
2 hours lecture weekly or by arrangement.

This course emphasizes career planning to meet personal objectives of the student and provides him with the tools for understanding and effectively operating in today's complex labor market. Emphasis will be on mastering the techniques for finding a job, passing the screening and recruiting hurdles and selecting career ladder programs in the organization.

PHILOSOPHY

Phil 1A-B — INTRODUCTION TO PHILOSOPHY

3-3 Units

Prerequisite: Satisfactory score on placement test; Phil 1A for 1B.
3 hours lecture weekly.

Nature and uses of philosophy; possible sources, nature, and criteria of man's knowledge; examination of man's place in the universe, concepts of the self, the mind, and man's freedom; insights of the several types of schools of philosophy on knowledge, reality and value. Phil 1B concentrates on the realm of value, its nature and expression in ethics, aesthetics, religion, and social philosophy.

Phil 2 — INTRODUCTION TO LOGIC

3 Units

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Elementary thought processes, both deductive and inductive; emphasis on definition, verification, validity, forms of argument and of fallacious reasoning; application of various areas of inquiry.

Phil 3 — COMPARATIVE RELIGIONS

3 Units

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Survey of the major religions of the world as to their origin and development, themes, beliefs and values; the meaning of religion among the ancient and primitive societies; wide reading and written report required; emphasis on the development of both understanding and tolerance of various religions.

Phil 22A-B — DIRECTED STUDIES IN PHILOSOPHY

1-3 Units

Prerequisites: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of philosophy on an independent study basis. Assigned problems will involve writing and research.

PHOTOGRAPHY

Photo 1 — BEGINNING PHOTOGRAPHY

2 Units

Prerequisites: None.

6 hours laboratory weekly.

A beginning course in photographic theory and practice. Emphasis on photography as a means of creative expression, including a study of the basic principles of camera operation, exposure, developing and printing.

Photo 4 — ADVANCED PHOTOGRAPHY

2 Units

Prerequisite: Phot 1 or equivalent.

6 hours laboratory weekly.

An extension of the techniques learned in Photo 1, with further study of equipment and methods; emphasis on composition and experimental approaches to design elements and principles.

PHYSICAL EDUCATION

Enrollment Regulations — To fulfill the legal requirements in physical education, a full-time student (enrolled in eight or more units) is required to be enrolled in a Physical Education activity class for a minimum of two class meetings per week of each semester in which the student is in attendance, until the graduation requirement is met. Courses numbered PE 10 through PE 69 meet the requirement for a Physical Education activity class. PE courses numbered over 69 do **not** meet the requirement for a Physical Education activity class.

Exemption — A student may be legally exempted from the Physical Education activity requirement if (1) he or she has attained the 21st birthday prior to the first day of class, or (2) he or she has a medically excused disability. Please note that adaptive Physical Education is provided to meet the needs of most physically disabled students.

Petitions & Restrictions — Students who desire exemption from Physical Education activity are required to file a formal petition with the Dean of Students. Students who fail to register for a Physical Education activity class (except those exempted), or who register and fail to regularly attend, are subject to having their class load reduced to eight units or less and reclassification as a part-time student. Students may enroll in more than one Physical Education activity class per semester, but they may only apply one course each semester toward the fulfillment of the graduation requirement.

Repetition for Credit — The college policy for repeating a course for credit applies to all beginning Physical Education activities courses (PE courses 10 through 39). Students are encouraged to enroll in a variety of activities which have carry-over value.

Uniform Requirements — The uniform or costume appropriate for the course is required of all students. Moorpark College students are required to wear a standardized activity uniform which may be purchased in the student bookstore.

PHYSICAL EDUCATION ACTIVITIES

1/2 UNIT

Prerequisite: PE 10 through PE 39 No prerequisite. PE 41 through PE 49 requires beginning course or consent of instructor.

2 hours activity weekly.

BEGINNING MEN'S ACTIVITIES

- PE 10 **Body Conditioning** — A course designed to increase the understanding of the principles of fitness and the development and maintenance of a high level of efficiency.
- PE 11 **Gymnastics** — Development of proficiency in elementary skills of tumbling and gymnastics with emphasis on safety, basic understandings, and appreciations.
- PE 12 **Team Sports** — Techniques, strategies, rules of team sports in season, with opportunity to participate in an intramural program.

BEGINNING WOMEN'S ACTIVITIES

- PE 20 **Body Mechanics** — A course designed to bring together essential knowledge, understanding, appreciation and skills for efficient body function, to aid the student in evaluating her own exercise needs.
- PE 21 **Gymnastics** — Development of proficiency in elementary skills of tumbling and gymnastics with emphasis on safety, basic understandings, and appreciations.
- PE 22 **Team Sports**—Techniques, strategies, and rules of team sports in season, with opportunity to participate in an intramural program.

BEGINNING COEDUCATIONAL ACTIVITIES

- PE 30 **Archery**..— Development of skill in archery, including rules, etiquette, safety factors, and techniques of archery.
- PE 31 **Badminton** — Development of skill in playing badminton, including rules, etiquette, and techniques of playing badminton.
- PE 32 **Bowling** — Development of skill in bowling, including rules, etiquette, safety features, and techniques. Class is conducted off campus at the Simi Bowl.
- PE 33 **Golf** — Development of skill in playing golf. The course covers etiquette, rules, and technique of playing golf.
- PE 34 **Tennis** — Development of skill in playing tennis. The course covers etiquette, rules, and technique of playing tennis.
- PE 35 **Basic Dance Skills** — Survey, analysis, and practice of the fundamental dance skills which are basic to all types of dance. (To be offered Fall, 1968).
- PE 36 **Modern Dance** — Development of proficiency in modern dance technique, skills, and development of an understanding and appreciation for modern dance as an art form.
- PE 37 **Social, Folk, and Square Dance** — Development of Social, Folk, and Square Dance skills, etiquette, understanding, and appreciation. (To be offered Spring, 1969).
- PE 38 **Adaptive Physical Education** — A special course designed to meet the needs of students who are unable to participate in regular physical education activity classes. Students will be classified 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 adapted and recreational activities suited to his/her needs.

- PE 39 **Beginning Ballet** — An introduction to basic ballet technique. Classes will include exercises at the bar to develop flexibility, strength, control, agility, and resilience, and center practice of simple Port des Bras, Adage and Allegro combinations.

INTERMEDIATE ACTIVITIES

- PE 41 **Badminton (Coed)** — Advanced techniques and strategies in badminton including participation in competitive events.
- PE 43 **Golf (Coed)** — Advanced techniques and skills development with special emphasis on links play. Students are assigned play on local courses at their own expense.
- PE 44 **Tennis (Coed)** — Development of higher proficiency and performance of tennis skills with special emphasis on game strategy and techniques.
- PE 45 **Baseball (men only)** — Advanced techniques and strategies in baseball. A continuing development of a high degree of skill is emphasized.
- PE 46 **Modern Dance (Coed)** — A continuing study of modern dance with technique emphasis upon combinations of basic skills. Study of the dance phrase with integration of the elements of rhythm, design, dynamics, and motivation. (To be offered Spring, 1969).
- PE 47 **Basketball (men only)** — Advanced technique and strategies in basketball. A continuing development of a high degree of skill is emphasized. (Spring semester only).
- PE 48 **Football (men only)** — Advanced technique and strategies in football. A continuing development of a high degree of skill is emphasized.
- PE 49 **Track (men only)** — Advanced techniques and strategies in track. A continuing development of a high degree of skill is emphasized.

VARSITY SPORTS FOR MEN

1 Unit

Prerequisite: Meet the requirements for athletic eligibility in the Western States Conference and/or coach's permission.

Hours: 2 hours daily.

- PE 50 *Baseball (Spring Semester only).
- PE 51 *Basketball (Fall & Spring Semesters)
- PE 52 *Cross Country (Fall Semester only).
- PE 53 *Football (Fall Semester only).
- PE 54 *Golf (Spring Semester only).
- PE 55 *Tennis (Spring Semester only).
- PE 56 *Track (Spring Semester only).
- PE 57 *Wrestling (Fall & Spring Semesters).

*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. Varsity sports meet the P.E. activity requirement.

PROFESSIONAL COURSES

- PE 60 MEN'S PROFESSIONAL ACTIVITIES I** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
Development of skills, safety habits, appreciation and knowledge of rules, strategy, and background of the following activities: rugby, soccer, speedball, trampoline, tumbling.
- PE 61 WOMEN'S PROFESSIONAL ACTIVITIES I** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
An orientation to the field of physical education and development of skills, safety habits, appreciation and knowledge of rules, strategy, and background of the following activities: body mechanics, calisthenics, and gymnastics (including apparatus work).
- PE 62 MEN'S PROFESSIONAL ACTIVITIES II** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
Development of skills, safety habits, appreciation and knowledge of rules, strategy, and background of the following activities: Gymnastics, handball, weight training, wrestling. (To be offered Spring, 1969).
- PE 63 WOMEN'S PROFESSIONAL ACTIVITIES II** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
Development of skills, safety habits, appreciation and knowledge of rules, strategy and background of the following activities: Marching, soccer, speedway, speedball, touchdown, track and field. (To be offered Spring, 1969).
- PE 64 MEN'S PROFESSIONAL ACTIVITIES III** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
Development of skills, safety habits, appreciation and knowledge of rules, strategy and background of the following activities: archery, badminton, basketball, golf, lead-up games, volleyball. (To be offered Fall, 1969).
- PE 65 WOMEN'S PROFESSIONAL ACTIVITIES III** **2 Units**
Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
1 hour lecture, 3 hours laboratory weekly.
Development of skills, safety habits, appreciation and knowledge of rules, strategy and background of the following activities: Archery, badminton, field hockey, golf, lead-up games, volleyball. (To be offered Fall, 1969).

- PE 66 MEN'S PROFESSIONAL ACTIVITIES IV** **2 Units**
 Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
 1 hour lecture, 3 hours laboratory weekly.
 Development of skills, safety habits, appreciation and knowledge of rules, strategy, and background of the following activities: baseball, football, softball, tennis, track and field. (To be offered Spring, 1969).
- PE 67 WOMEN'S PROFESSIONAL ACTIVITIES IV** **2 Units**
 Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
 1 hour lecture, 3 hours laboratory weekly.
 An orientation to the field of physical education and development of skills, safety habits, appreciation and knowledge of rules, strategy, and background of the following activities: basketball, softball, tennis. (To be offered Spring 1970).
- PE 70 INTRODUCTION TO PHYSICAL EDUCATION (Coed)** **2 Units**
 Prerequisites: None.
 2 hours lecture weekly.
 A general survey of the field of Physical Education; exploration of the aims, objectives, scope and contemporary values of Physical Education, Project and field work required. (Fall Semester only).
- PE 72 MEN'S SPORTS OFFICIATING** **1 Unit**
 Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
 1 hour lecture, 1 hour laboratory weekly.
 Instruction and laboratory experience in sports officiating for men. Proficiency ratings required to successfully complete the course. (Spring Semester only).
- PE 73 WOMEN'S SPORTS OFFICIATING** **1 Unit**
 Prerequisites: Consent of instructor and/or enrolled in P. E. major /minor program.
 1 hour lecture, 1 hour laboratory weekly.
 Instruction and laboratory experience in sports officiating for women. Women's National Officials Rating Committee (WNORC) ratings may be earned in several sports. (Spring Semester only).
- PE 74 DANCE PRODUCTION (Coed)** **2 Units**
 Prerequisites: Beginning and Intermediate Modern Dance and/or consent of instructor.
 1 hour lecture, 3 hours laboratory weekly.
 Practical experience in the many phases of dance concert and demonstration presentation i.e., choreography, staging, make-up, costuming, set designing and construction, lighting, and publicity. (To be offered Spring, 1969).
- PE 77 CREATIVE RHYTHMIC ACTIVITIES FOR CHILDREN** **2 Units**
 (HE 77) Prerequisites: None.
 1 hour lecture, 3 hours laboratory weekly.

A presentation of methods and materials with which teachers of preschool and early elementary school-aged children can lead their classes in creative rhythmic and dance activities; thereby offering their students experience in an expressive medium that can further physical, mental and social development.

PHYSICS

Ph 2A-B — GENERAL PHYSICS

3-4 Units

Prerequisite: High school mathematics through trigonometry; Ph 2A for Ph 2B.
Ph 3 must be taken concurrently with Ph 2A.

3 hours lecture weekly for Ph 2A. 3 hours lecture, 3 hours laboratory weekly

First semester—An introduction to mechanics, heat, sound and optics. A descriptive course with some quantitative work. Demonstration lectures and solution of problems. A course designed to meet the needs of medical, dental, optometry, and liberal arts students.

Second semester—An introduction to electricity, atomic, nuclear and relativistic physics. Demonstration lectures, assignment of problems, and laboratory experiments. A continuation of Ph 2A.

Ph 3 — THE ARTS OF EXPERIMENTAL INVESTIGATION

1 Unit

Prerequisite: Concurrent enrollment in Ph 2A required.
3 hours laboratory weekly.

A laboratory course to accompany all non-engineering beginning physics courses (2A, 11A, 10). The role of the laboratory in solving problems is defined and basic arts of planning, execution, analysis and synthesis in experimentation is practiced. Basic measurement skills of time, mass, lengths and charge are required.

Ph 4A — MECHANICS OF SOLIDS

4 Units

Prerequisites: High School physics or Physics 10 with laboratory or equivalent, Math 21A, (taken concurrently).

3 hours lecture, 3 hours laboratory weekly.

An introductory study of statistics and dynamics of particles and rigid bodies. This course uses analytical techniques such as calculus and vector analysis where needed and is intended for majors in physics, engineering, chemistry, and mathematics. Relativistic mechanics is introduced. Basic lab techniques and skills are emphasized.

Ph 4B—MECHANICS OF FLUIDS, HEAT, SOUND AND LIGHT

3 Units

Prerequisites: Successful completion of Ph 4A or equivalent. Math 21B must be taken concurrently or have been completed.

2 hours lecture, 3 hours laboratory weekly.

An introduction to hydrostatics, hydrodynamics, thermodynamics processes and systems, mechanical waves, and geometrical and physical optics. Some basic exercises in lab and some real problems.

Ph 4C — ELECTRICITY AND MAGNETISM AND OPTICS

4 Units

Prerequisites: Successful completion of Ph 4B or equivalent and Math 21B.

3 hours lecture, 3 hours laboratory weekly.

An introduction to electricity, magnetism and optics. Emphasis is placed on an understanding of field theory and the applications of the calculus. Topics covered include: Coulombs' Law, Gauss' Law, Faraday's Law, Ohm's Law, AC and DC circuits, and introductory electronic circuits. The electromagnetic nature of light is emphasized. Lab employs AC and DC circuits to include oscilloscopes and other modern laboratory equipment.

Ph 4D — MODERN PHYSICS

3 Units

Prerequisites: Successful completion of Ph 4C, its equivalent or permission of instructor and successful completion of Math 22A.

2 hours lecture, 3 hours laboratory weekly.

An introduction to atomic and nuclear physics. Selected topics in quantum mechanics are discussed. The solution of problems in vector calculus and differential equation is demonstrated. Three hours of laboratory work each week in atomic and nuclear physics.

Ph 5 — ELECTRICITY

4 Units

Prerequisites: Ph 4, Math 21A-21B.

3 hours lecture, 3 hours laboratory weekly.

Demonstration lectures, problems and laboratory work in the fundamentals of electricity, including fields, circuits, magnetism and electromagnetic waves. Vector calculus introduced in solution of Maxwell's equations.

Ph 6 — OPTICS, HEAT AND MODERN PHYSICS

4 Units

Prerequisites Ph 5, Math 21A-21B.

3 hours lecture, 3 hours laboratory weekly.

Demonstration lectures, problems and laboratory work in the fundamentals of physical optics, heat, atomic and nuclear physics, relativity and quantum mechanics, including problems in fluid and heat flow and wave phenomena.

Ph 10 — DESCRIPTIVE PHYSICS

3 Units

Prerequisite: None.

3 hours lecture weekly (3 hours lab recommended, but not required).

Primarily a non-mathematical description of the basic principles of physics, using discussions, lecture-demonstrations, oral and written reports.

Ph 11A — TECHNICAL PHYSICS

4 Units

Prerequisites: High school algebra with grade of C or higher or equivalent.

3 hours lecture, 3 hours laboratory weekly.

Mechanics, heat, electricity, magnetism, sound, light and atomic energy with emphasis on technical applications in industry. A rigorous but non-calculus course in basic applied physics. Required of all technical majors.

Ph 22 — DIRECTED STUDIES IN PHYSICS

1-3 Units

Prerequisites: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of physics on an independent study basis. Assigned problems will involve library, laboratory, and field work.

PHYSICAL SCIENCE

Phys Sci 1 — INTRODUCTION TO PHYSICAL SCIENCE **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Fundamental concepts of physics, chemistry, geology, astronomy, meteorology and the historical record of scientific discovery. Not recommended for students with college credits in any of the physical sciences.

PHYSIOLOGY

Phys 1 — INTRODUCTION TO HUMAN PHYSIOLOGY **4 Units**

Prerequisites: Chem 21 or equivalent and Biol 2A.
3 hours lecture, 3 hours laboratory weekly.

Functioning of the human organism; consideration of organ systems and basic structure as necessary to understand the physiological principle involved; laboratory experiments and/or demonstrations to illustrate basic physiological principles, techniques and instruments.

POLITICAL SCIENCE

Pol Sci 1 — INTRODUCTION TO GOVERNMENT **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Basic principles of political science as it applies to American and European governmental systems; major governmental institutions, theories about government, and processes of politics; fulfills state requirements for federal, state and local government. The student will do research and writing on special topics, and the case study of selected political problems will be used to supplement the lectures and discussions.

For social science majors or others with strong interest in this subject area.

Pol Sci 2 — COMPARATIVE GOVERNMENTS **3 Units**

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Selected governments of Europe and Asia, including Britain, France, Germany, the Soviet Union, China, and India; the origins and development of governments within these countries, their constitutional principles, political ideologies, institutions, parties, and social policies.

Pol Sci 3 — AMERICAN GOVERNMENT **3 Units**

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

Survey of the main characteristics, historical background, principles, structure, and practice of American government, including the national, California state and local government; fulfills the state requirements for study of federal, state and local government.

Pol Sci 7 — MINORITY GROUPS

3 Units

Prerequisites: None.

3 hours lecture weekly.

A study of the historical and contemporary political problems faced by religious, ethnic, sexual, low income, and racial minorities in America. The course is intended to study the environment America creates for the minority group member, the prejudice he faces, and the means he finds for overcoming the prejudice and becoming an equal participant in the political process. The political process is seen as an area in which majority-minority relations are studied and where negotiations and compromises are achieved in solving minority group problems.

Pol Sci 10 — INTRODUCTION TO PUBLIC ADMINISTRATION

3 Units

Prerequisites: None.

3 hours lecture weekly.

A survey of the history, theory and structure of public agencies in America. Focus will be placed on the theory of bureaucracy, the development of the civil service system, and similarities and differences in government administration at the local, state and federal level.

Pol Sci 22A-B — DIRECTED STUDIES IN POLITICAL SCIENCE

1-3 Units

Prerequisites: A course in the specific field with a recommending grade and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of political science on an independent study basis. Assigned problems will involve library and field work.

Pol Sci 49A-B—DIRECTED WORK EXPERIENCE IN POLITICAL SCIENCE

1-3 Units

Prerequisites: Consent of instructor and Division Chairman.

6-12 hours laboratory weekly.

A program of on-the-job training for students planning to enter public agencies. There will be a combination of work in the agencies and classroom evaluation of the agency and of the performance of the student. Maximum of 6 units.

PSYCHOLOGY

Psych 1A — GENERAL PSYCHOLOGY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

An examination of the subject matter of psychology with emphasis on

those areas relating to the understanding of behavior, including the influence of heredity and environment, personality development and adjustment, motivation, abilities, perception and learning.

Psych 1B — GENERAL PSYCHOLOGY **3 Units**

Prerequisite: Psych 1A.

3 hours lecture weekly.

An introduction to experimental methodology in psychology with the emphasis on learning, perception and the physiological basis of behavior.

Psych 2 — PERSONAL AND SOCIAL ADJUSTMENT **3 Units**

Prerequisite; Psych 1A.

3 hours lecture weekly.

Orientation in the use of psychological principles applied in understanding human relationships and developing social adaptability; major emphasis on the dynamics of normal personality development and problems of mental health.

Psych 9 — PSYCHOLOGY OF HUMAN RELATIONS **3 Units**

Prerequisites: None.

3 hours lecture weekly.

Consideration of ideas useful in understanding people and in achieving emotional maturity, self-respect, more meaningful human relations, and self-actualization; primarily for students in non-transferable curricula.

Psych 22A-B — DIRECTED STUDIES IN PSYCHOLOGY **1-3 Units**

Prerequisites: A course in the specific field and consent of instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of psychology on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

READING

Read 1A — BASIC READING SKILLS **3 Units**

Prerequisites: English placement test score and counselor recommendation.

2 hours lecture, 3 hours laboratory weekly.

Diagnosis of individual reading difficulties; adaption to assist student to overcome his individual difficulties providing suitable materials; use of reading accelerators.

Read 1B — ADVANCED LAB **1 Unit**

Prerequisite: Read 1A.

3 hours laboratory weekly.

Improvement of skills in reading and studying that were taught in Read

1A. This course is entirely laboratory, with emphasis on using machines and kits available in the Reading Lab.

Read 4A — TECHNIQUES OF READING

2 Units

Prerequisites: English placement test score and counselor recommendation.
1 hour lecture, 3 hours laboratory weekly.

Improvement of vocabulary, reading speed, and rate of comprehension; practice in scanning and in finding essential ideas; use of mechanical aids, manuals, and films.

Read 4B — ADVANCED READING LAB

1 Unit

Prerequisite: Read 4A.
3 hours laboratory weekly.

Improvement of skills in reading and studying that were taught in Read 4A. The course is entirely laboratory, with emphasis on using machines and kits available in the Reading Lab.

REAL ESTATE

RE 91 — REAL ESTATE PRINCIPLES

3 Units

Prerequisites: None.
3 hours lecture weekly.

Practical study of the economic aspects and the fundamental laws and principles of real estate, designed to provide the necessary knowledge required of candidates for the California Real Estate Salesman's Examination; prerequisite for more specialized courses.

RE 92 — LEGAL ASPECTS OF REAL ESTATE

3 Units

Prerequisite: RE 91.
3 hours lecture weekly.

Practical study of California real estate law to assist real estate salesmen and brokers in avoiding the legal problems which arise in conjunction with real estate transactions; case study methods are utilized.

RE 93 — REAL ESTATE PRACTICES

3 Units

Prerequisite: RE 91.
3 hours lecture weekly.

Techniques of operating a real estate business with emphasis on the daily activities of brokers and salesmen; emphasis on securing and qualifying prospects, obtaining listings, and legal factors in the real estate transaction.

RE 94 — REAL ESTATE APPRAISAL

3 Units

Prerequisite: RE 91.
3 hours lecture weekly.

A first course in real estate appraisal confined largely to residential property with an introduction to investment property valuation; methods and techniques for determining value for loan and insurance purposes; case study situations and actual field work.

RE 95 — REAL ESTATE FINANCE

3 Units

Prerequisite: RE 91.

3 hours lecture weekly.

Practical study and analysis of money markets, interest rates, and real estate financing, with actual case illustrations demonstrating lending policies, problems and rules involved in financing real property, including residential, multi-family, commercial, and special purpose properties.

RE 96 — REAL ESTATE ECONOMICS

3 Units

Prerequisites: None.

3 hours lecture weekly.

Economic trends in real estate and land use; dynamic factors which create values in real estate; background for more specialized courses in real estate operation and techniques.

RUSSIAN

Rus 1A-B — ELEMENTARY RUSSIAN

4-4 Units

Prerequisite: For Rus 1A, consent of counselor; for Rus 1B, Rus 1A or 2 years of high school Russian.

4 hours lecture, 1 hour laboratory weekly.

A basic study of Russian, both oral and written. Fundamentals of grammar, reading, and practice in the spoken language; extensive use of language laboratory. All students will be expected to spend an additional hour per week of study in the language laboratory.

SOCIOLOGY

Soc 1 — INTRODUCTION TO SOCIOLOGY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours lecture weekly.

The structure of society, and of human behavior in the context of a social system; basic concepts and terms used in sociological research; some world-wide problems related to population and industrialization.

Soc 2 — SOCIAL PROBLEMS

3 Units

Prerequisite: Soc 1.

3 hours lecture weekly.

Sociological theory regarding deviant behavior, particularly in the U.S.; major social problems, related factors, and current and proposed policies for solution.

Soc 4 — MARRIAGE AND THE FAMILY

3 Units

Prerequisite: Satisfactory score on placement test.

3 hours of lecture weekly.

A study of the institution of marriage as a significant social unit throughout the world. Dating, mate-selection, courtship, engagement, marriage, and

parenthood are analyzed transculturally.

Soc 22—DIRECTED STUDIES IN SOCIOLOGY

1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of sociology on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

SPANISH

Spn 1A-B — ELEMENTARY SPANISH

4-4 Units

Prerequisite: For Spn 1A, consent of counselor; for Spn 1B, Spn 1A or 2 years of high school Spanish with grades of C or better.

4 hours lecture, 1 hour laboratory weekly.

Training in the basic principles of grammar and pronunciation; development of the ability to understand and to express Spanish in oral and written form; extensive use of the language laboratory. All students will be expected to spend an additional hour per week of study in the language laboratory.

Spn 2A-B — INTERMEDIATE SPANISH

4-4 Units

Prerequisite: For Spn 2A, Spn 1B or three years of high school Spanish with grades of C or better; for Spn 2B, Spn 2A or 4 years of high school Spanish.

4 hours lecture, 1 hour laboratory weekly.

Advanced conversation and composition; reading of various Spanish and Spanish-American authors; review of grammar, with written and oral practice. All students will be expected to spend an additional hour per week of study in the language laboratory.

Spn 31 — CONVERSATIONAL SPANISH

3 Units

Prerequisites: None.

3 hours lecture weekly.

An introductory course for non-native speakers of Spanish, including elementary grammar and principles of usage. Designed for students who wish to understand and use Spanish in practical situations and who do not intend to transfer to a four-year institution. Preliminary course for transfer students with no language background at all.

SPEECH

Speech 1 — INTRODUCTION TO SPEECH

3 Units

Prerequisite: Eligibility for Engl 1A.

3 hours lecture weekly.

Training and practice in the basic principles of effective oral communication through participation in public speaking, group discussion, and oral reading; emphasis on developing constructive attitudes, organized thinking, proper use of voice and body, and discriminative listening.

Speech 2 — ELEMENTS OF PUBLIC SPEAKING **3 Units**

Prerequisite: Speech 1 or consent of instructor.
3 hours lecture weekly.

Preparation and formal delivery of various types of speeches, particularly those types requiring persuasive rhetoric; special attention to content and organization, audience motivation, and evaluation; participation in group discussion with practice in parliamentary procedure.

Required of speech majors.

Speech 5 — ELEMENTARY ORAL INTERPRETATION **3 Units**

Prerequisite: Speech 1 or consent of instructor.
3 hours lecture weekly.

Principles and techniques of oral reading of prose and poetry with understanding and appreciation; evaluation of the literature selected for reading.

Speech 15 — PRACTICAL SPEECH **3 Units**

Prerequisites: None.
3 hours lecture weekly.

Development of skills to aid speaker in communication of ideas to audience; emphasis on good emotional adjustment to speech situations by delivery of short speeches, by participation in group discussions, and by learning to function effectively in parliamentary procedures.

THEATRE ARTS

ThA 2A-B — FUNDAMENTALS OF ACTING **3-3 Units**

Prerequisites: None.
2 hours lecture, 3 hours rehearsal weekly.

Introduction to acting techniques and development of characterization; exercises in pantomime, improvisation, movement, voice, and rhythm; practical experience in acting on stage.

ThA 10A-B-C-D — REHEARSAL AND PERFORMANCE **2-2-2-2 Units**

Prerequisite: Consent of instructor.
6 hours rehearsal weekly.

Supervised acting in performance of college-sponsored drama production; experience in all activities related to theatre presentations.

ThA 20A-B — THEATRE PRODUCTION **2-2 Units**

Prerequisite: Concurrent enrollment in ThA 21.
2 hours lecture weekly.

Lectures and demonstrations in the theatre and its equipment; design, construction and handling of stage scenery, properties, lighting, costumes, make-up and techniques of production.

ThA 21A-B-C — THEATRE PRODUCTION LABORATORY 1-1-1 Units

Prerequisite: Concurrent enrollment in ThA 20A or 20B.
3 hours weekly.

21A—Construction and Design; 21B—Costume and Make-up; 21C—Lighting and Sound.

Laboratory experience through participation in theatrical productions; actual experience in the areas indicated.

ThA 22A-B — DIRECTED STUDIES IN THEATRE 1-3 Units

Prerequisites: A course in the specific field and the consent of the instructor and Division Chairman.

1-3 hours tutorial weekly.

Designed for selected students who are interested in furthering their knowledge of the Theatre on an independent study basis. Assigned problems will involve library, laboratory, and field work. Maximum of 6 units.

ThA 24 — INTRODUCTION TO THE THEATRE 3 Units

Prerequisite: Satisfactory score on placement test.
3 hours lecture weekly.

Introduction to the theatre as an art form; appreciation of the theatre, past and present.

ZOOLOGY

5-5 Units

Prerequisite: Satisfactory score on placement test; Zo 1A to Zo 1B.
3 hours lecture, 6 hours laboratory weekly.

Introduction to animal structures and functions; survey of animal kingdom; biological interactions; comparative functional morphology; Zo 1A emphasizes invertebrates (except echinoderms); Zo 1B emphasizes chordates and echinoderms.



FACULTY AND ADMINISTRATION



COLLEGE ADMINISTRATION



COLLINS, JOHN J.

President

A.B., M.A., University of California at Berkeley; Ed.D., University of California at Los Angeles; Ford Foundation Fellow, Harvard University; Instructor in Sociology and Counselor, Bakersfield College; Dean of Students, Bakersfield College; Moorpark College 1966-



MOORE, RICHARD L.

Dean of Instruction

B.A., Claremont Men's College; M.B.A., University of California at Berkeley; Ph.D., Claremont Graduate School and University Center; Assistant Professor of Business, San Jose State College; Division Chairman of Business and Economics, Director of Vocational Education, San Bernardino Valley College. Moorpark College 1966-



McMASTERS, RONALD D.

Dean of Students

A.B., M.S., Fresno State College; U.S. Navy pilot; California Highway Patrol Officer, Fresno; Coordinator-instructor of Police Science Department, Director of Student activities, Bakersfield College; Moorpark College 1967-



LOMBARDI, ROBERT A.

**Assistant Dean of Students-
Counseling**

A.B., M.A., University of Southern California; Graduate Work, U.C.L.A., San Fernando Valley State; Instructor, Burbank High; Counselor-Instructor, Ventura College; Representative with Dean Witter & Co.; Moorpark College 1967-



MORRIS, DON M.

**Assistant Dean of Instruction
Coordinator, Community Services**

B.S., M.A., California State Polytechnic College; Ed.D., University of California at Los Angeles; Instructor, University of California, Santa Barbara Extension Division; Counselor and Scholarship and Loan Officer, California State Polytechnic College; Director of Personnel, California State Polytechnic College; Director of Adult and Summer Schools; San Luis Obispo & Simi, California; Moorpark College 1967-

ADMINISTRATION



HEARON, W. RAY

Student Activities, Counseling

B.A., M.A., University of California, Berkeley; Graduate Study, University of California at Los Angeles, Fresno State College, Long Beach State College. Instructor, Assistant Principal, McFarland High School, McFarland, Calif.; Dean of Students, Shafter High School, Shafter, Calif.; Dean of Student Activities, West High School, Bakersfield, Calif.; Moorpark College 1967-



SLAMA, MICHAEL M.

Director of Library Services

J.D., Charles University, Prague, Czech.; M. A., University of Denver; Graduate Study, Claremont School and University Center; Catalog Librarian; Order Librarian, Assistant Librarian, University of Idaho; Assistant Librarian, California State Polytechnic College, Pomona; Moorpark College 1966-

COUNSELING STAFF

MR. ROBERT LOMBARDI

Assistant Dean of Students - Counseling



BRINKMAN, GARY W.

Physical Education, Counseling

A.A., Mt. San Antonio College; B.S., Brigham Young; M.A., California Polytechnic; Athletic Coach, California State Polytechnic College; Administrative Assistant, Education Experimental Programs, Brigham Young University; Athletic Coach, Brigham Young University; Moorpark College 1967-



GINET, CAROLE

English, Counseling

A.B., University of California, Berkeley; M.S., University of Southern California; Instructor, Canoga Park High School; Moorpark College 1968-

COUNSELORS



LONG, KNOX T.

History, Counseling

B.A., University of California, Santa Barbara; M.A., California State College at Los Angeles; Instructor, San Marino High School, San Luis Obispo High School, Buena High School; Moorpark College 1968-



SOMMER, MAYNARD E.

Agriculture, Counseling

B.S., Fresno State College; M.A., University of California at Davis; Instructor, Bakersfield College; Assistant to Dean of Evening Division, Bakersfield College; Moorpark College 1967-



STRUMPF, MICHAEL

Reading, Counseling

B.A., M.A., University of Southern California; Counselor-coordinator in Los Angeles City Schools, Junior High, Senior High, Adult Education; English for foreign born; Moorpark College 1967-



TALLMAN, MAXINE R.

Psychology, Counseling

B.A., M.A., University of California at Santa Barbara; Graduate work at Drake University, University of Iowa and Iowa State University; Psychometrist for Ventura County Board of Education. School psychologist for Des Moines Public Schools and guidance director for the Polk County Board of Education in Des Moines. Instructor at Ventura College; Moorpark College 1967-

DIVISION CHAIRMEN



GAYLE, JAMES R. Chairman, Division of Natural Sciences
and Mathematics

B.S., U.S. Naval Academy; M.S., Purdue University; Graduate study, Reed College, University of Missouri, UCLA, University of Washington; Naval Officer; Instructor, Bakersfield College; Moorpark College 1967-



LAWSON, WILLIAM H. Chairman, Division of Technology

B.S., San Jose State College; M.S., San Jose State College; Doctoral candidate in Economics, Claremont Graduate School and University Center; Engineer, Pacific Telephone Company; College Relations Officer, U. S. Department of Labor, Washington D.C.; Department Head, Business, San Bernardino Valley College; Moorpark College 1967-



MOORE, JAMES JR. Chairman, Division of Health and
Physical Education

B.S., M.S., University of Southern California; Division Head and Athletic Director, Yuma Union High School District; Instructor and head football coach, Ventura College; Moorpark College 1967-



SIEGEL, HOWARD Chairman, Division of Humanities and
Social Science

B.A., Queens College, New York; M.A., Kansas State University; Graduate Studies, University of Connecticut; Ph.D., U.S.C.; Fellow, University of Kansas; Instructor, University of Missouri, Ventura College; Moorpark College 1967-

DEPARTMENT HEADS



AINGE, KENNETH E. Head, Department of Business and Economics

A.B., University of California, Santa Barbara; M.A., University of California, Los Angeles; Graduate study, Brigham Young University; Instructor and Coordinator, Pasadena City College; Department Manager, Sears, Roebuck and Company; Sales Agent, Underwriters, Allstate Insurance Company; Moorpark College 1967-

COORDINATORS



EDDE, BYRON D. Engineering and Engineering Technology

B.S., University of California at Berkeley; M.S., University of California at Los Angeles; Electronics Engineer, Pacific Missile Range, Pt. Mugu; Member of Technical Staff, Hughes Aircraft Company; Senior Engineer, Litton Systems; Moorpark College 1967-



FLEMING, JACK A. Law Enforcement

B.A., Sacramento State College; Kern County Sheriff; Instructor, Bakersfield College, Orange Coast College, Moorpark College 1968-



HERZOG, STEPHEN J. Head, Department of Social Sciences

B.A., M.A., PhD., University of California at Los Angeles; part time instructor at Los Angeles City College; Santa Monica City College; Instructor at Ventura College; Moorpark College Faculty Senate President, 1967-1968;



SCHONBERGER, CLINTON F. Head, Department of Life Sciences

B.A., B.S., M.A., University of North Dakota; Graduate work at University of Washington, UCLA and USC; Instructor in Illinois, North Dakota and California; Chairman of Biology at San Bernardino Valley College; Moorpark College 1967-

FACULTY

ALLEN, JUDITH JILL

English

A.B., Pennsylvania State University; M.A., Sacramento State College; Teaching Assistant, University of Southern California; Instructor, California State Polytechnic College, San Luis Obispo and California State College, Los Angeles; Moorpark College 1968-

ANDERSON, DONALD

Agriculture

B.S., Fresno State; M.A., California Polytechnic College, San Luis Obispo; North American Aviation, Special Technician, Engineering Department; Instructor, Sanger High School; Moorpark College 1968-

BASSETT, ESTELLA M.

College Nurse, Health Education

E.N., Saint Mary's Hospital School of Nursing, Rochester, New York; B.A., University of Rochester, New York; M.S., State University College, Brockport, New York; M.P.H., University of California at Los Angeles; Director of Health Services, State University College, Geneseo, N.Y.; Associate Professor-Health Education, State University College, Brockport, New York; Moorpark College 1967-

BETTINI, ARTHUR J.

History

B.A., M.A., University of California at Los Angeles; Supervising teacher, U.C.L.A. Psychology Clinic School; Instructor, Inglewood High School; Inglewood Adult Evening School; Ventura College; Moorpark College 1967-

BISHOP, DAVID L.

Life Sciences

B.S., Washington State University; M.A., University of California, Santa Barbara; University of California, Santa Barbara, Teaching Assistant; Instructor, Santa Barbara City College; Moorpark College 1968-

BLACK, RICHARD LOWELL

English

B.A., M.A., University of California, Santa Barbara; Santa Barbara City College, Student Teaching; Moorpark College 1968-

BOEDECKER, W. ROGER

Geography, Political Science

B.A., M.A., Long Beach State; Graduate work at Claremont Graduate School, Eastern Oregon College, U.C., Riverside, U.C., Santa Barbara and L.A. State College; Instructor at Westminster Intermediate School, Huntington Beach High School and Rim of the World High School; Moorpark College 1967-

BOWEN, DONALD C.

Business Administration

B.S., San Diego State College; M.B.A., University of California at Los Angeles; Graduate work at USC and L.A. State College; Bank auditor, computer operator and controller in Los Angeles; Moorpark College 1967-

BUCKNER, KENNETH L.

Sociology, Anthropology

B.S., M.A., University of Southern California; Instructor, Los Angeles City Schools, Burbank High School, Santa Monica City College; Moorpark College 1968-

BURKE, TANYA L.

Business Education

B.S., M.A., Western Michigan University; Instructor, Western Michigan University, Elk Grove High School; Moorpark College 1967-

CAULDWELL, ELEANOR E.

Chemistry

B.A., Mills College; M.S., University of California, Los Angeles; Instructor, Mills College, UCLA; Associate chemist, Aerojet General Corporation, Sacramento; Moorpark College 1968-

CHAPMAN, M. JANE

Foreign Language

B.S., M.A., Purdue University; Instructor, Los Angeles, Glendale school districts, Glendale College. Moorpark College 1968 -

COTE, RONALD G.

Physical Education

B.S., Northern Arizona University; M.A., Northern Arizona University; Graduate work at College of Idaho; Instructor and coach at Yuma High School, Yuma, Ariz.; Instructor and coach at Antelope Valley College; Instructor and coach at Rio Mesa High School; Moorpark College 1968-

CUSSEN, LINDA

Physical Education

B.A., Purdue University; Physical Education instructor, Moorpark High School; NSF Summer Institute, Purdue University; Klondike School government research project; Moorpark College 1968-

DEVLIN, J. RICHARD

Food Service Management

A.A., San Francisco City College; Restaurant owner-manager; Manager, Post Exchange branches in Japan; Instructor, San Bernardino Valley College; Moorpark College 1967-

DUNHAM, PAUL

Physical Education

A.A., Taft Junior College; B.A., University of California, Santa Barbara; M.A., San Fernando Valley State College; Instructor, Santa Ynez High School, Camarillo High School, Thousand Oaks High School, Ventura College; Moorpark College 1967-

GILMAN, RICHARD E.

Life Sciences

B.S., M.S., St. Mary's College, Winona, Minnesota; Research Assistant State University of Iowa; Graduate study at University of Iowa, University of California at Los Angeles, University of Southern California; Instructor at Burbank High School, Burbank California, Ventura College; Moorpark College 1967-

GLOVER, ROLAND

Speech

B.A., L.A. City College; M.A., Mt. St. Mary's College; Instructor, West Torrance High School, Aviation High School, Compton College; Moorpark College 1968-

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History, Music

B.A., University of California at Riverside; M.A., University of California at Los Angeles; Social worker and social work supervisor, Los Angeles Bureau of Public Assistance; Vocal tutor in New York City, Ventura, Los Angeles, San Bernardino; Soloist with Pacific Opera, San Francisco and American Opera, Los Angeles; Summer stock and musical theatre in New York; Moorpark College 1967-

- HANFT, JOHN W.** English
 B.A., University of California at Riverside; M.A., Chico State College; Graduate work, San Francisco State College, San Jose State College; Instructor, Orange Glen High School, Escondido; Sonora Union High School; Ventura College; Moorpark College 1967-
- HARRIS, VERLE D.** Engineering
 B.S., California State, Long Beach; Industrial Engineer; Ventura County Department of Public Works; Registered Engineer; Moorpark College 1968-
- HERMAN, ROBERT M.** Political Science
 B.A., M.A., University of California, Santa Barbara; Teaching Assistant, University of California, Irvine; Advisor, President's Commission on Law Enforcement and the Administration of Justice; Moorpark College 1968-
- HURLEY, JOHN E.** Reference Librarian
 B.A., M.A., San Diego State College; M.L.S., University of California, Los Angeles; Instructor, Grossmont High School District; Moorpark College 1967-
- INGERSOLL, ORBIE D.** Music
 B.A., San Fernando Valley State College; Graduate study at University of California, Santa Barbara; Instructor, Alemany High School, Mission Hills; Adolfo Camarillo High School; Associate Conductor, Ventura County Symphony Orchestra; Moorpark College 1967-
- LABEL, CECILE M.** History
 B.A., University of California, Berkeley; M.A., University of California, Los Angeles; Instructor, Golden West College, Santa Monica City College; Moorpark College 1968-
- LEHR, JAMES B.** Chemistry
 B.S., M.S., University of North Dakota; Graduate work, U.C., Berkeley, Stanford; Instructor, Oxnard Union High School District; Moorpark College 1967-
- LIETZAU, RICHARD N.** Business Education
 B.A., Winona State, Minnesota; Instructor, Eisenhower High School, Rialto, San Bernardino High School; Moorpark College 1968-
- LLOYD, LAWRENCE G.** Journalism, English
 A.B., M.A., University of Southern California; Instructor, Burbank High School; Vice-President of the California Federation of Teachers since May, 1967; Moorpark College 1967-
- MAHER, ADAM D. S.** Psychology, Philosophy
 B.A., University of California; Graduate study, Universitat Zurich, Switzerland; M.A., Humboldt State College, B.D., ThD., Pacific School of Religion; Instructor, Grossmont College, San Diego Evening College; Counseling Psychologist, San Diego State College, Humboldt State College; Moorpark College 1967-

MARTIN, FLOYD D.

Mathematics

B.S., M.A., Arizona State University; Advanced Graduate Study, Arizona State University; Dean of Men's staff, Teaching Assistant, Arizona State, Engineer, Motorola, Inc.; Moorpark College 1967-

MASON, KATHLEEN C.

Physical Education

B.A., B.F.A., University of Utah; M.E.D., University of Maryland; Fulbright Scholar, Great Britain; Instructor, George Washington University, Washington, D.C.; Agnes Bruce Greig School, Sumner, Maryland; Columbia Lighthouse for the Blind, Washington, D.C.; Georgetown Dance Workshop, Washington, D.C.; Moorpark College 1967.

MEDLEY, DON B.

Data Processing

Adrian College, Michigan, Toledo University, Pierce College; Senior Computing Analyst, Rocketdyne; Manager, Data Processing Operations, Telecomputing; Programmer, Hughes Aircraft; Supervisor, Data Processing, Kobacker Stores; Moorpark College 1968-

MENZIE, JOHN C.

Physics

A.B., University of California at Riverside; M.A., Brown University Graduate School; Instructor, San Bernardino Valley College; Moorpark College 1967-

MILLER, ROBERT W.

Chemistry

A.B., Temple University; M.S., University of Arizona, Tucson; Graduate Study, California State College at Long Beach; Research Assistant, University of Arizona; Chemist, Technologist, Shell Chemical Company, Dominguez, California; Research Chemist, Shell Chemical Company, Torrance, California; Faculty Senate President, 1968-1969; Moorpark College 1967-

MOLNAR, CHARLES D.

Mathematics

B.S., Harvey Mudd College; M.A., University of California, Riverside; Instructor, Claremont High School, Chaffey High School; Co-Author of Problem Solving in General Chemistry; Moorpark College 1968-

MURRY, SUZANNE D.

Business Education

B.S., University of Denver, Colorado; Instructor, Santiago High School, Garden Grove; Rolling Hills High School, Palos Verdes; Newbury Park High School, Newbury Park; South Bay Adult School; Moorpark College 1968-

NORDQUIST, ALVYN O.

Physical Education

B.A., M.A., Long Beach State College; B.A., San Diego State College; Instructor, Lynwood High School, Compton College; Moorpark College 1967-

OLDS, MICHAEL

History

A.B., Princeton University; A.M., Fletcher School of Law & Diplomacy, Tufts University; M.A.L.D., Fletcher School of Law & Diplomacy, Tufts University; Instructor, Tung-hai University, Taiwan; Moorpark College 1968-

OWEN, EARL B.

English

B.A., University of Redlands; M.A., University of California at Los Angeles; Instructor at Hinkley Elementary School, Hinkley, Calif.; Principal and teacher at the Bureau of Indian Affairs School, Alakanuk and Wales, Alaska; Instructor at Nome High School; Instructor at Nordhoff Union High School, Ventura College; Moorpark College 1967-

- PEARSON, MRS. BEVERLY J.** Foreign Languages
 B.A., University of Michigan; M.A., University of California at Berkeley; NDEA Institutes at USC and Burgos, Spain; Instructor, Mt. Diablo High School, College of Marin, Ventura College; Moorpark College 1967-
- POLLOCK, STEVEN J.** Psychology
 B.A., Whitman College, Washington; M.A., Claremont Graduate School; Ph.D., Claremont Graduate School; Research Assistant, Whitman College; Pitzer College and Claremont Graduate School, teaching assistant; National Institute of Mental Health, Public Health Service Research Fellowship; Moorpark College 1968-
- POPIEL, JON E.** English, Russian
 A.B., M.A., University of California, Los Angeles; Los Angeles Valley College, Moorpark 1968-
- RAGSDALE, GEORGE C.** Physical Education
 B.A., M.A., Fresno State College; Instructor, Camarillo High School, Rio Mesa High School; Moorpark College 1968-
- REYNOLDS, ROBERT E.** Drama, Speech
 B.F.A., Carnegie Institute of Technology; Ph.D., University of Minnesota; Graduate study, California Institute of Radio and T.V.; Professional work in theatre, radio and television; Recreation Administrator, Ventura; Instructor, University of Minnesota; Moorpark College 1967-
- RODGERS, WILLIAM C.** Business Administration
 B.A., St. Ambrose College; MBA, San Jose State; Assistant Professor, San Jose State College; Advisor of the American Marketing Association, San Jose State College; Moorpark College 1968-
- SARDISCO, FRANK V.** Art
 B.A., UCLA; M.F.A., Otis Art Institute; Instructor, Woodbury College, Los Angeles; Ventura College; Moorpark College 1968-
- SARNECKY, DOROTHY** Geology
 B.A., Notre Dame; M.S., Stanford University; Graduate study, University of Southern California, New Mexico State University, National Science Foundation Institute; Colorado State University; Earth Science Teaching Intern Supervisor, Stanford University; Instructor, Santa Ana College, Riverside City College; Moorpark College 1967-
- SEELY, MICHAEL K.** English
 A.B., M.A., University of California at Santa Barbara; Graduate work at Gonzaga University; Instructor at Glenbrook Intermediate School in Concord, Punahou School in Honolulu. Instructor at Ventura College; Moorpark College 1967-
- STEPHENS, ROBERT T.** Mathematics
 B.S., Brigham Young University; M.S., University of California, Riverside; Instructor, University of California, Riverside; Moorpark College 1968-
- STURGEON, JAMES H.** Art
 B.A., M.F.A., University of California at Santa Barbara; Partner in advertising agency, Chicago, Santa Barbara; Professional motion picture and still photographer; Produced musical play, Culver City; Painter of murals in Mexico; Instructor, Ventura College; Moorpark College 1967-
- WALL, SINCLAIR** Reading
 A.B., University of New Mexico; M.A., University of Chicago; Instructor, Scipio Township Schools, Indiana; Corona Unified Schools, San Diego Unified Schools, Coronado School District, Oxnard High School District; Moorpark College 1968-

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