

Moorpark College General Catalog and Announcement of Courses 1992-1993

A Public Community College Accredited by
the Western Association of Schools and Colleges

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

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The Ventura County Community College District Governing Board

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Dr. Jeff Marsee Vice Chancellor, Administrative Services
John D. Tallman Vice Chancellor, Instructional Services
Dr. Donald Medley.....Associate Vice Chancellor, Information Systems & Research
Jerry D. PauleyAssociate Vice Chancellor, Personnel Services



Dr. Thomas G. Lakin
Chancellor



Dr. James W. Walker
President

1992-93 College Calendar

Fall Semester, 1992 - August 24 - December 22, 1992

FALL 1992	
REGISTRATION	See Schedule of Classes
August 24	First day of instruction First day of late registration
September 4	Last day to add semester-length classes Last day to apply for enrollment fee and/or parking fee refunds
September 7	Labor Day - legal holiday
September 18	Last date to drop semester-length classes without a transcript entry
September 25	Last date to declare Credit/No Credit grading option for semester-length classes
November 11	Veterans Day - legal holiday
November 25	Last date to drop semester-length classes with a "W" grade Last day to apply for Fall 1992 graduation or Certificate of Achievement
November 26 & 27	Thanksgiving vacation
SPRING 1993	
REGISTRATION	See Schedule of Classes
December 16-22	Final examinations, Fall semester
December 22	End of Fall semester

Spring Semester, 1993 - January 19 - May 21, 1993

January 19	First day of instruction
February 1	First day of late registration Last day to add semester-length classes Last day to apply for enrollment fee and/or parking fee refunds
February 11	Last date to drop semester-length classes without a transcript entry
February 12 & 15	Presidents' Days - legal holidays
February 24	Last date to declare Credit/No Credit grading option for semester-length classes
April 5-9	Spring break
April 16	Last day to apply for Spring 1993 or Summer 1993 graduation or Certificate of Achievement
April 30	Last date to drop semester-length classes with a "W" grade
SUMMER SESSION	
REGISTRATION	See Schedule of Classes
May 17-21	Final examinations, Spring semester
May 21	Graduation End of Spring semester

Summer Session, 1993

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

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

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QUESTION 1

1. The following table shows the results of a survey of 100 people who were asked to rate their satisfaction with their current job.

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INTRODUCTION

History

Moorpark College celebrated its 25th anniversary of providing high-quality education to the community in 1991-92 and looks forward to its second quarter century.

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

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

The Moorpark College Foundation was formed in 1980 and spearheaded the construction of Griffin Stadium, the Charles Temple observatory and the Carlsberg Amphitheater. The Foundation Board of Directors is comprised of over 30 community leaders who are interested in helping the college through fund-raising activities, faculty grants, and student scholarships.

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

Today, Moorpark College has approximately 12,000 students -- ranging in age from 16 to 70 -- who are enrolled in day, afternoon and evening courses. Fifty-six percent of the students are women and 44 percent are men. Moorpark College has a minority population of 18 percent. Our students come from the Conejo Valley (Newbury Park, Thousand Oaks, Westlake Village), Simi Valley, Camarillo, Agoura/Calabasas, Somis, Fillmore, west San Fernando Valley, and Moorpark. With more than 1,200 classes offered, the community college has expanded to five off-campus locations -- including a working ranch located in the Santa Monica Mountains where students receive training in equine and ranch management.

Some of the diverse programs offered at Moorpark College include a full range of general education transfer classes as well as vocation areas such as Administration of Justice, Child Development, Graphic Arts, Interior Design, Exotic Animal Training and Management, Equine Training and Management, Radio/Television, Nursing, Electronics, and Laser/Electro-Optics. The college has recently added a Center for Learning

Assistance Services where students receive personalized help in reading, writing, English, and math skills as well as computer techniques.

Moorpark College Foundation

The Moorpark College Foundation is a nonprofit, tax-exempt auxiliary organization which accepts and solicits gifts, donations, trusts, and bequests for college related use. It provides tax deductible advantages to the donor. It also provides a method for the college to interact with businesses, government, and other nonprofit agencies in the broader Southern California community.

Though public funds provide support for most of the instructional and related activities and facilities at the college, donations, gifts and bequests provide a significant addition to institutional accomplishments. Private contributions are essential for the support of creative faculty efforts which extend beyond normal institutionally supported areas, including scholarships for incoming honor students, and needed physical facilities such as the Charles Temple Observatory, Griffin Stadium, and special instructor-created projects which enhance a student's learning experience.

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

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

Information can be secured from the Executive Director of the Foundation at (805) 378-1409, or by addressing a letter to the Moorpark College Foundation, 7075 Campus Road, Moorpark, CA 93021, a 501(c)(3) nonprofit corporation recognized by the Internal Revenue Service.

Philosophy and Goals

Moorpark College is dedicated to meeting the educational needs of the community it serves. It is the primary objective of the College to provide educational experiences beyond the high school level that will assist students in realizing their greatest potential. To achieve this goal, the College accepts the responsibility for providing programs that will:

1. Cultivate individual cultural and vocational abilities.
2. Assist students in perceiving and utilizing the resources in order to achieve a richer and more productive life.
3. Prepare students for citizenship in a free society.

The guiding philosophy of Moorpark College is based on an enduring belief that all people want to realize their own potential; armed with this powerful motivating force, they have the capacity to learn and to direct their own destiny. To make progress toward this major objective, it is essential that all members of the college community:

1. Have access to information about the natural environment, about themselves, about society and about their heritage.
2. Be provided an opportunity to gain understanding of important issues, concepts and relationships.
3. Enjoy freedom to inquire, to explore, to take issue and to choose.
4. Develop a level of competency that gives them a chance to become self-sustaining and discerning.

Objectives

Because the College is committed to fulfilling the varying individual educational needs of the high school graduates and the adults in the community, the following programs are provided by the College:

- General Education which offers intellectual and cultural experiences for the personal development needed by students to realize their full potential as individuals in a free society.
- Occupational programs to provide students with the skills and related instruction necessary for beginning employment, advancement, and retraining in a number of semi-professional, industrial, business, and technical fields. The employment opportunities and needs of the area served by the College are emphasized.
- Developmental programs designed to make up students' inadequacies in certain areas in order to prepare them to undertake successfully further education and training at the college level.
- Guidance planned to make individual students aware of their abilities and opportunities in order that they may make suitable educational-vocational choices and may realize maximum benefit from their college experiences.
- Community Service and *Continuing Education* programs to provide for the cultural, social, intellectual and recreational needs of the area which the College serves.
- Co-curricular programs that provide students with opportunities for participation in creating activities that lead to their personal growth in leadership and in social and civic responsibility.

Accreditation

Moorpark College is accredited by the Western Association of Schools and Colleges, and copies of the most recent accreditation reports are on file in the President's Office for review upon request.

ADMISSIONS INFORMATION

Eligibility

Admission to Moorpark College is open to any high school graduate, anyone possessing a high school proficiency certificate, or any adult eighteen years of age or older and capable of profiting from instruction.

Moorpark College offers specialized programs in Exotic Animal Training/Management, Equine Management/Training, and Nursing, which require special admissions procedures. For further information refer to respective catalog sections.

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

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

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

Special Part-Time High School Admissions

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

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

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

Foreign Students

Definitions

A foreign student is a person who has been admitted into the United States with a F-1 visa.

Persons who hold other types of visas may be eligible for admission as regular students. Depending on their visa status, they may be admitted as resident or nonresident.

Persons having alien status may establish residency if they fit any of the following visa classifications:

1. Career Diplomat visa - "A"
2. Foreign Investor visa - "E"
3. International Treaty Organization - "G"
4. Foreign Press visa - "I"
5. Finance visa - "K"

6. Refugees

7. Intracompany transfer - "K"

8. Religious occupations - "R"

Aliens precluded from establishing residence in the United States by the Immigration and Nationality Act are those with B, C, D, F, H, J, L, M, O, P, and Q visas; however, students can be admitted as nonresidents if their visa extends beyond the last day of the semester in which they wish to enroll.

Students with Resident Immigrant visas are not foreign students. Their enrollment at our campus is the same as all other residents.

Foreign students with Student visas are required to be full-time enrolled (12 units). Prior approval by the Dean of Student Affairs must be gained in order to enroll in successive semesters.

Limitations on Enrollments (F-1 visa only)

Due to the district's financial and space limitations, and to the special educational needs of foreign students, the Ventura County Community College District reserves the right to limit the number of foreign students (F-1) admitted each year.

In order to foster cultural exchange, the district encourages ethnic and national **diversity** among the foreign students admitted.

With the above statements in mind, it is the policy of the Ventura County Community College District that the number of foreign students enrolled at a particular college of the district shall not exceed 2% of the established full-time equivalent day enrollment at the college. Also, no more than 20% of the 2% total of foreign students at any one college of the district shall be admitted from one particular country.

Admission Requirements (F-1 visa only)

Prior to the completion of the registration process, foreign students must submit the following documents to the Dean of Student Affairs:

1. A completed application form, declaring an educational objective (major).
2. Provide evidence of proficiency in the use of English. Students educated in a country where English was not the language in which their education was earned must submit a Test of English as a Foreign Language (TOEFL) score of 500 or above. For information regarding TOEFL, students are advised to contact the Dean of Student Affairs, or write to: Educational Testing Service, P.O. Box 6151, Princeton, New Jersey 08541-6151
3. Submit a confidential statement of finance that verifies the student's capability for meeting the costs of attending Moorpark College. Additionally, the student must provide affidavits guaranteeing financial support from family, relative, or United States sponsor.

4. Before registration is validated, foreign students must pay the entire nonresident tuition for the semester. Tuition is \$110 per unit.
5. Provide translated transcripts from secondary schools and colleges previously attended. In general, it is expected that applicants will have completed secondary school with a satisfactory academic record.
6. Submit a health statement signed by a licensed physician that verifies general good health and freedom from communicable diseases.
7. Foreign students are required to provide proof of major medical insurance coverage. If needed, the college can provide information on policies available to them.

Other requirements upon arrival:

1. Personal letter from the student
2. Letter of recommendation
3. Foreign Student Agreement

Contact the Dean of Student Affairs for detailed instructions.

Residency Requirements

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

1. To qualify as a state resident, a student must have legally resided in California continuously for one year and one day prior to the beginning of the semester he/she is planning to attend. (Students who have resided in California for more than one year but less than two years, see item 6 below.) Students who meet residence requirements are not subject to nonresident fees.
2. A nonresident is a student who has not legally resided in California for one year and one day prior to the beginning of the semester in which he/she plans to enroll. Students classified as nonresidents shall be required to pay nonresident tuition fees in addition to the mandatory enrollment and health fees. A schedule of nonresident tuition fees is shown in Appendix VII.
3. Military personnel and/or their dependents are advised to check with the Office of Admissions and Records for additional information pertaining to the determination of their legal residence.
4. Foreign students (F-1 visa) and holders of nonimmigrant visas (B, C, D, F, H, L, M, O, P, Q) are classified as nonresidents and shall be required to pay nonresident tuition fees in addition to the mandatory enrollment and health fees for each semester of attendance.
5. Persons residing in the United States on Department of Immigration & Naturalization approved visas may be eligible for admission, as well as residence classification. Such eligibility is determined by the type and status of the visa issued. Proof of current visa status must be submitted to the Office of Admissions and Records in order to determine eligibility.
6. Students who have lived in California for more than one year but less than two years will be asked to show proof of California legal residence. The burden of proving eligibility for residence status lies with the student. Failure to present such proof will result in a nonresident classification. A complete listing of acceptable proofs of residence is available from the Office of Admissions and Records.

Matriculation

Matriculation is a process which results in an agreement between the college and the student for the purpose of defining and realizing the student's educational goal. This agree-

ment includes responsibilities for both the college and the individual student, and results in a Student Educational Plan.

College Responsibilities Include:

1. Providing an admissions and records process that will enable the college to collect state required information on students. This information will be used as a basis for providing services to students.
2. Providing an assessment process using multiple measures to determine academic readiness in English, Reading, and Math. These assessment results will be used by the college to assist students in the selection of academic courses. Additional assessments are available in areas of study/learning skills and vocational interest.
3. Providing an orientation process designed to acquaint students with college programs, services, facilities and grounds, academic expectations, and college policies and procedures.
4. Providing counseling services to assist students in course selection, development of an individual student educational plan, and use of campus support services. Additional advisement and counseling assistance will be provided for students who have not declared an educational goal, are enrolled in basic skills courses, are on academic probation/dismissal, or have been identified as high-risk students.
5. Establishing a process to monitor a student's progress and provide necessary assistance toward meeting educational goals.

Student Responsibilities Include:

1. Submitting official transcripts from high schools and colleges attended.
2. Acquiring and reading the college catalog, class schedules, handouts, and other student materials which detail college policies and procedures.
3. Indicating at least a broad educational goal upon admission.
4. Declaring a specific educational goal after completing a minimum of 15 units.
5. Participating in assessment, orientation, counseling/advisement services and other follow-up support services deemed necessary by the college in order for students to complete their stated educational goal.
6. Attending all classes and completing all course assignments.
7. Completing courses and maintaining progress toward their stated educational goals.

Matriculation Exemption Policy

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

Assessment:

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

Orientation:

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

Counseling/Advisement:

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

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

Admission Procedures

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

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

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

Transcripts

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

1. Plan to work for a degree or certificate;
2. plan to participate in inter-collegiate athletics;
3. plan to apply for veteran's benefits (see "special note" below);
4. were placed on academic probation or dismissed from the last institution of attendance; or
5. a Veteran claiming benefits.

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

Special Note: To comply with Veterans Administration regulations, veterans claiming benefits must have all previous college, university, or military service school transcripts on file before subsistence benefits can begin. This requires that all

units, not just those acquired under previous VA benefits, be claimed.

Registration Procedures

Detailed registration instructions and procedures for all methods of registration are printed in the Schedule of Classes which is available approximately one to two months prior to the beginning of the semester. Forms for mail registration are printed in the Schedule of Classes. The Schedule of Classes also contains the calendar of registration dates and the location of off-campus registration sites.

Late registration is permitted into open classes during the first two weeks of the semester. Adds into full classes require the written consent of the instructor. After the second week of the semester, class adds and registration require written approval of both the instructor and the Division Director.

Students receive credit for classes attended only if officially enrolled.

Fees

Fees are all subject to change by the Governing Board of the Ventura County Community College District.

Enrollment Fee

A mandatory enrollment fee of \$6.00 per unit is charged with a maximum of \$60.00. This fee is waived for high school Admissions Program students.

Health Fee

A mandatory \$7.50 per semester (\$5.00 summer session) Health Fee is charged.

Parking Fee (Optional)

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

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

Students who receive financial assistance pursuant to any of the programs described in subsection (g) of Education Code Section 72252 shall be exempt from parking fees in excess of twenty dollars (\$20) per semester.

A parking permit is required in all lots on campus. Vehicles without permits must purchase a "One-Day Use Permit" for \$1.00. This permit must be displayed on the dash of the vehicle and parking is then permitted in all student lots. One-Day Permits can be obtained from any one of three machines located on the main driveways of the campus. CITATIONS

WILL BE ISSUED FOR VEHICLE WITHOUT A VALID PERMIT.

Nonresident Tuition Fee

Tuition is required of nonresident and foreign students. The 1992-93 tuition schedule has been established at \$110.00 per unit.

Parking Fee Refunds

Students who *officially* withdraw from the college by the end of the second week of classes during the regular semester (or end of the first week of summer session) may request a refund of parking fees paid. Refunds require that the validated student registration receipt showing fees paid be turned in at the time of withdrawal. No parking refund can be made without return of the parking sticker.

Nonresident Tuition Refunds

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

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

The Registrar's Office shall compute the amount of refund and notify the Campus Business Office in writing as to the amount of the refund. The refund will be made by check from the District Administrative Services within a reasonable time following official notification.

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

Fall or Spring Semester

- 1st week 100% of Tuition less \$50 Admin. fee charge
- 2nd week 75% of Tuition less \$50 Admin. fee charge
- 3rd week 50% of Tuition less \$50 Admin. fee charge
- 4th week 25% of Tuition less \$50 Admin. fee charge

Summer Session

- 1st week 100% of Tuition less \$50 Admin. fee charge
 - 2nd week 50% of Tuition less \$50 Admin. fee charge
 - 3rd week 25% of Tuition less \$50 Admin. fee charge
- A complete table of refunds appears in Appendix VII.

Enrollment Fee Refunds

Students who *officially* drop or withdraw from classes by the end of the second week of classes during the regular semester (or end of the first week of summer session) may request a refund of enrollment fees paid. Refund request forms are available at the Student Business Office. A \$10.00 administrative fee will be subtracted from each refund. Proof of enrollment fees paid must accompany the refund request. There are no cash refunds.

Enrollment Verification

Verifications of enrollment for insurance and other purposes are provided for \$3.00 per verification. Verifications are completed within three days of the signed student request.

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

Transcript

Two transcripts are furnished to each student free of charge. A \$3.00 fee is charged for each additional transcript. A \$5.00 fee is charged for rush transcripts. Rush transcripts are provided 24 hours after submission of a signed student request.

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

Expenses

Moorpark College, as one of California's public community colleges, charges resident students enrollment fees. The maximum enrollment fee prescribed by law shall equal fifty dollars (\$50.00) per semester.

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

Full-Time Student

A student is defined as full time if carrying 12 or more units in the regular semester or 4 units in the summer session. While students may qualify for benefits if enrolled in 12 units, 15 units is the minimum units per semester for traditional transfer and graduation-bound students.

Policy on Educational Workload

A student's educational workload generally consists of fifteen (15) units of work per semester in order to make normal progress toward the AA/AS degree and/or transfer requirements. Students desiring to take an overload — more than nineteen and a half (19.5) units but less than twenty-two (22) — must have a counselor's approval. Students desiring to take twenty-two (22) units or more must have the approval of the Dean of Student Services in addition to the counselor's approval.

Unit Requirements for Benefits

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

Veteran and war orphan benefits under GI Bill --

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

ACADEMIC POLICIES

Grading Practices

Work in all courses acceptable in fulfillment of the requirements for associate degrees, certificates, diplomas, licenses, or baccalaureate-level work shall be graded in accordance with the provisions adopted by the District Governing Board for the following sections which relate to the letter grading scale, the Credit/No Credit options, or Credit by Examination.

Grading System

Letter Grading Scale

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

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

Grades from the letter grading scale shall be averaged on the basis of the numerical grade point equivalencies to determine a student's grade point average (GPA).

Non-evaluative Symbols

The District Governing Board has authorized the use of only the non-evaluative symbols I, RD and W which are defined in the following paragraphs:

I - Incomplete

Students who are at the end of a term and have failed to complete the required academic work of a course because of unforeseeable, emergency, and justifiable reasons may receive a symbol "I" (Incomplete) on their records. The conditions for receiving a letter grade and for the removal of the "I" must be stated by the instructor in a written record which must also state the grade to be assigned in lieu of the removal of the "I." This record must be given to the student and a copy is to be placed on file with the Registrar until the conditions are met (the "I" is made up) or the time limit is passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The "I" may be made up no later than one year following the end of the term for which it was assigned.

The "I" symbol shall not be used in calculating units attempted nor for grade points.

RD - Report Delayed

The "RD" symbol may be assigned by the Registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. "RD" shall not be used in calculating grade point averages.

W - Withdrawal

A student may withdraw from a class through the last day of the fourteenth week of instruction for full semester classes or through seventy-five percent (75%) of a class less than a semester in length. The academic record of a student who remains in a class beyond this time limit must reflect a grade other than a "W." No notation ("W" or other) shall be made on the academic record of the student who withdraws during the first four weeks of a term or thirty percent (30%) of a term, whichever is less. Withdrawal between the end of the fourth week and the last day of the fourteenth week of instruction for full semester classes or through seventy-five percent (75%) of a class less than a semester in length shall be recorded as a "W" on the student's record.

Forms for this purpose are available in the Records Office.

Credit/No Credit Options

Colleges of the Ventura County Community College District may offer courses in two Credit/No Credit (CR/NC) options; 1. Courses which are offered on a Credit/No Credit basis only; and 2. Courses in which students may elect the Credit/No Credit option.

The first category includes those courses in which all students in the course are evaluated on a Credit/No Credit (CR/NC) basis as indicated in the course description in this catalog. This CR/NC grading option shall be used to the exclusion of all other grades in courses for which there is a single satisfactory standard of performance and for which unit credit is assigned. Credit shall be assigned for meeting that standard, No Credit for failure to do so.

The second category of Credit/No Credit options is comprised of courses designated by the college wherein each student may elect by no later than the end of the first thirty percent (30%) of the term or length of the class whether the basis of evaluation is to be Credit/No Credit or a letter grade. Once the thirty percent (30%) deadline has passed, the request cannot be withdrawn and the student becomes ineligible to petition to change a grade. It is the student's responsibility to notify the instructor of his or her intent to be graded on a Credit/No Credit basis and to file the appropriate form, otherwise a letter grade will be assigned. The petition for this

purpose, "Request for Credit/No Credit," is available in the Records Office.

All units earned on a Credit/No Credit basis in accredited California institutions of higher education or equivalent out-of-state institutions shall be counted in satisfaction of community college curriculum requirements.

A student may apply a maximum of 20 units of credit earned under the Credit/No Credit option to an AA or AS degree or Certificate of Achievement. Exceptions to this unit limitation will be granted only to students enrolled in the designated occupational programs specified in the Credit by Examination policy of this catalog. Credit (CR) is used to denote "passed with credit" when no letter grade is given. Credit is assigned for work of such quality as to warrant a letter grade of C or better.

Units earned on a Credit/No Credit basis shall not be used to calculate grade point averages. However, units attempted for which NC is recorded shall be considered in probation and dismissal procedures.

Students should be aware that other colleges and universities may restrict the acceptance of courses taken on a Credit/No Credit basis, especially for satisfaction of major requirements.

Auditing Policy

Auditing enables a student to attend a class without receiving a grade, taking an exam, or earning unit credit. Students enrolled in classes to receive ten or more semester units shall, with instructor consent, be allowed to audit one class without a fee. Students not enrolled in ten semester credit units may, with instructor consent, audit one class with a fee for auditing of fifteen dollars (\$15.00) per unit per semester. Audit students must also pay the Health Fee.

Priority in class enrollment shall be given to students desiring to take the course for credit towards a certificate or degree. Therefore, students wishing to audit may register for classes in audit status by special petition only in the last two days of the add/drop period. This petition requires permission of the instructor. Laboratory classes are not normally available for audit. Students auditing a course shall not be permitted to change their enrollment in that course to receive credit for the course. Petitions for this purpose, Petition to Audit a Course, are available in the Office of Admissions and Records.

Students auditing a course are not permitted to take exams in class, nor are they permitted to challenge the course at a later date. Instructors are under no obligation to grade assignments of students auditing a course. Attendance requirements for students auditing courses are the same as for all other students as stated elsewhere in this college catalog. Audit fees are nonrefundable.

Credit by Examination

Granting unit credit for a course by examination is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. If an examination indicates that the student possesses adequate equivalency and mastery of the subject, credit may be granted. All courses shall be open to credit by examination unless specifically exempted. Each division of the college shall determine the courses for which credit by examination may be granted and the Office of Instruction shall maintain a current list of courses excluded from this policy. For the purpose of this policy, a course shall mean an organized area of instruction as described in the college catalog. A student should be advised that the use of units given by credit by exam to estab-

lish eligibility for athletics, financial aid, and veterans benefits are subject to the rules and regulations of the external agencies involved.

Exceptions to the above may be made when necessary to meet provisions of California state law or the rules and regulations of state agencies governing programs of the California Community Colleges.

Credit by examination may be granted only to a student who: is currently enrolled in at least one course in the college; has completed at least 12 units in residence in the colleges of the Ventura County Community College District; is not on academic probation; has submitted transcripts of all previous course work; has not earned college credit in more advanced subject matter; and, has not received a grade (A, B, C, D, F, CR, NC) or equivalent, in the course for which he or she is seeking credit by examination at this or any other educational institutions. A student seeking credit by examination will receive a CR (credit) if he or she satisfactorily passes the examination; no other grade will be recorded. Students who are unsuccessful in an attempt to challenge by examination will not receive a NC (no credit) and no record of the attempt for credit by examination will appear on a student's transcript. However, students may challenge a course only once. A student may challenge no more than 12 units (or 4 courses) under the Credit by Examination policy towards an Associate degree or Certificate of Achievement. The amount of unit credit granted by examination to an individual shall not count towards the minimum 12 units required for residency. Credit by examination may be granted in only one course in a sequence of courses, as determined by prerequisites and may not be granted for a course which is prerequisite to the one in which the student is currently enrolled.

Exceptions to the proposed statement are permitted for each college in those occupational programs where curriculum makes this necessary. The exceptions are as follows:

- 1) The 12 unit residency requirement is suspended, permitting students to petition for Credit by Examination prior to completion of that requirement; when the residency requirement has been met, the course(s) successfully challenged shall be added to the student's record.
- 2) Credit by Examination may be granted for more than one course in a sequence of required courses, when approved by the administrator responsible for vocational programs.

The petition for this purpose, "Petition for Credit by Examination," is initiated in the Counseling Office. Approved petitions must be on file with the administering instructor by Friday of the tenth week of the semester. The examination is to be administered prior to the last day of the final examination period.

Credit (CR) is assigned for work of such quality as to warrant a letter grade of C or better. Transcript entries shall distinguish credits obtained by examination from credits obtained as a result of regular course enrollment. The student's academic record shall be clearly annotated to reflect that credit was earned by examination. Students should be aware that other colleges may not accept credit by examination for transfer purposes.

The following courses may not be taken under the "Credit by Examination" option: Anth 5, Hist 60T, Phil 1, 2, 3, 11, Photo 4, 9, all PE activity courses, and all "49" and "79" numbered courses.

Credit for Military Service

The colleges of the Ventura County Community College District will recognize and grant credit to service personnel for formal educational training completed in the United States

armed forces provided such credit is not a duplication of work taken previously.

Service personnel may be allowed credit for formal service school courses offered by the United States Military Service recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. The credit allowed will be based upon the recommendations specified in the Guide. The maximum amount of credit which may be allowed toward satisfaction of college requirements shall be 12 units.

Service personnel will be allowed full advanced standing credit for college-level courses completed under the auspices of the Defense Activity for Nontraditional Education Support (DANTES) or the United States Armed Forces Institute (USAFI) as recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. Service personnel will be allowed full advanced standing credit for college-level courses completed at the Naval Construction Training Center (NCTC) at Port Hueneme based upon the recommendations of the Accredited Institutions of Postsecondary Education of the American Council of Education. Such credit will be treated in the same manner and under the same policies as allowing credit from regionally accredited colleges and universities.

Any work taken by service personnel while in military service at a regionally accredited college or university and for which the college or university issues a regular transcript showing the credits allowable towards its own degrees, will be allowed advanced standing credit toward the Associate Degree in the same manner as if the student had pursued the courses as a civilian.

Transfer Credit from Regionally Accredited Colleges and Universities

Students transferring to the Ventura County Community Colleges from colleges accredited by the recognized regional accrediting associations will normally be granted lower-division credit for courses entered on officially certified transcripts. These transcripts must be sent to the Office of Admissions. They will be evaluated based upon the current Transfer Credit Practices of appropriate associations.

Students transferring to the Ventura County Community College District from other regionally accredited colleges and universities, are required to declare all previous college work. Failure to provide complete information may result in dismissal from the Ventura County Community Colleges.

Transfer Credit from Foreign Colleges and Universities

Students transferring to the Ventura County Community Colleges from foreign colleges or universities must have their transcripts evaluated by an agency approved by the College District.

Course work from non-English speaking countries must be evaluated by approved translating agencies. Students must submit their official transcripts to an approved agency and request that the agency forward the official evaluation to the college.

Course work attempted will normally be lower-division unit credit only. Requests for equivalent course credit are evaluated on an individual basis by the Office of Admissions. This review is based upon considerations of the recommendations of the transcript evaluation service and by the appropriate college discipline.

College Board Advanced Placement

Moorpark College grants college credit for successful completion of Advanced Placement Program examinations of the College Board. Students who complete special advanced placement courses in high school and who present scores of three or higher (3, 4, or 5) for the Advanced Placement Examinations to the College's Office of Admissions will receive credit for specific college courses. A student may not enroll in any course for which Advanced Placement exam credit has been allowed. The following table indicates equivalencies and credit allowances. (The applicability of these courses to General Education requirements may be found in the Degree Requirements and Transfer Information section of the catalog.)

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

Examination	College Credit	M.C. Course Equivalencies
American Government	3 Units	Pol Sc 3
American History	6 Units	Hist 7A, 7B
Art: History	6 Units	Art 1A, 3 Units Humanities electives
Art: Studio Drawing	6 Units	3 Units Fine Arts/GE, 3 Units Humanities electives, Consult Art Department
Art: Studio General	6 Units	3 Units Fine Arts/GE, 3 Units Humanities electives, Consult Art Department
Biology	6 Units*	Biol 2A, 2B (No lab Units)
Chemistry	10 Units*	Chem 1A, 1B (No lab Units)
English Language and Composition	6 Units	Engl 1A, 3 Units of elective credit
English Literature and Composition	6 Units	Engl 1A, 1B
European History	3 Units	Hist 1B
French Language	8 Units	Fr 1, 2
French Literature	8 Units	Fr 3, 4
German Language	8 Units	Ger 1, 2
German Literature	8 Units	Ger 3, 4
Mathematics Calculus AB	5 Units	Math 25A
Mathematics Calculus BC	5 Units	Math 25B
Physics B	6 Units*	Ph 10A/10B (No lab Units)
Physics C Mechanics	3 Units*	Ph 20A (No lab Units)
Physics C Elec. & Magnetism	3 Units*	Ph 20B (No lab Units)
Spanish Language	8 Units	Spn 1, 2
Spanish Literature	8 Units	Spn 3, 4

*Does not meet lab requirement for General Education.

Admission, Probation, Dismissal, and Readmission

Admission, probation, dismissal, and readmission policies and procedures are designed to assist students in making progress toward realistic academic career and personal goals. Admission to designated instructional programs, as identified by each college, is conditional until complete official transcripts have been received from previous institutions attended.

Standards for Probation

A student who has attempted at least twelve (12) semester units as shown by the official academic record shall be placed on **academic probation** if the student has earned a grade point average below 2.0 in all the units which were graded on the basis of the grading scale established by this District.

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

A student transferring to the Ventura County Community College District from another college is subject to the same probation and dismissal policies as students of the Ventura County Community College District.

Note: Probationary status is computed using only courses taken since Fall, 1981. Courses taken prior to Fall, 1981, are not in the computer data file and are **not** included in the calculation of probation. This may alter your probationary status.

Notification of Probation

Each college in this District shall make a reasonable effort to notify a student subject to probation at or near the beginning of the semester in which it will take effect but, in any case, no later than the start of the fall semester. A student placed on probation is, as a condition of continuing enrollment, to receive individual counseling, including the regulation of his or her academic program. Each student shall also receive any other support services to help the student overcome any academic difficulties. A student on probation must have counselor approval prior to registration of his or her educational program.

Removal from Probation

A student on **academic probation** for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher.

A student on **progress probation** because of an excess of units for which entries of "W," "I," and "NC" are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).

Standards for Dismissal

A student who is on academic probation shall be subject to dismissal if the student earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters which were graded on the basis of the grading scale established by this District.

A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I," and "N" are recorded in at least three consecutive semesters, reaches or exceeds fifty percent (50%).

Notification of Dismissal

Each college in the Ventura County Community College District shall make a reasonable effort to notify a student subject to dismissal at or near the beginning of the semester in which it will take effect but, no later than the start of the fall semester. A student subject to dismissal has the right of appeal. An exception to dismissal may be made in the event of extreme and unusual circumstances that can be supported by

evidence provided by the student. Requests for appeal shall be submitted to the Vice President, Student and Educational Services.

Readmission

A student applying for readmission shall not be reinstated until a minimum of one semester has elapsed after dismissal. A student applying for readmission must submit a written request to the Vice President, Student and Educational Services. The request shall explain what circumstances or conditions would justify readmission. A student who is readmitted shall receive individual counseling to assess his or her academic and career goals. A readmitted student must have counselor approval of his or her educational program prior to registration.

Cheating or Plagiarism

Instructors have the responsibility as County Community nd authority for dealing with any cheating or plagiarism which may occur in their classes. It is the policy of the Ventura College District that the instructor may dismiss a student involved in such dishonest behavior from class with a grade of "F." In addition, the faculty member may direct the matter to the Vice President, Student and Educational Services for further disciplinary action.

Course Repetition

A course in which a grade of C or better has been earned may not be repeated except as identified in the catalog course description or as stated below. Courses taken at any college in which a grade of D, F, NC or other substandard grade has been earned may be repeated for the purpose of improving a recorded grade. This policy may apply more than once to any particular course. A course taken at another institution, in which a substandard grade was earned, may be repeated at the colleges of the Ventura County Community District, subject to this policy. In order to identify acceptable equivalencies, course equivalency shall be determined chiefly by content, as defined in the catalog course description, and not by course title or units. Prior approval for course repetition shall be required. The petition for this purpose, "Petition for Course Repetition," is available in the Counseling Office.

Upon completion of the repeated course, the previous grade earned shall be omitted from the computation of the cumulative grade point average and lined through on the permanent record. The permanent record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Students should understand that other colleges or universities may not accept credit for work which represents a repetition of high school work. In addition, there is no assurance that repeated courses resulting in an improvement in grade will be accepted by other colleges or universities.

Academic Renewal Without Course Repetition

Students may petition to have a portion of previous college work disregarded in meeting academic requirements in the colleges of the Ventura County Community College District. Academic Renewal is intended to facilitate the completion of requirements necessary for an academic degree or certificate.

A student may petition, once only, to eliminate grade point calculations and credits from selected portions of previous college work which is not reflective of the student's present demonstrated ability and level of performance. The student may petition for Academic Renewal to disregard previous substandard college work by selecting one of the following options: 1. Disregard a maximum of 15 or fewer semester units of any courses with less than a C or equivalent grade taken during any one or two terms (maximum two terms), not necessarily consecutively; or 2. Disregard all courses from two consecutive terms (one summer or intersession may be regarded as equivalent to one semester at the student's discretion). Courses and units taken at any institution may be disregarded.

Academic renewal may be granted only to a student who: is currently enrolled in at least one credit course in the college; has completed at least 12 units in residence in the colleges of the Ventura County Community College District; has submitted transcripts of all College work; has waited two years since the course work to be disregarded was completed; and, has subsequently completed at least 30 semester units with a minimum 2.40 GPA.

The colleges of the Ventura County Community College District will honor similar actions by other accredited colleges and universities in determining grade point averages and credits. The petition for this purpose, "Petition for Academic Renewal," is available in the Counseling Office. Upon granting the petition of Academic Renewal, the student's permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

The student should be aware that other colleges or universities may have different policies concerning Academic Renewal and may not honor this policy.

Withdrawal from Class

It is the student's responsibility to initiate a withdrawal when the withdrawal is desired by the student. Forms for this purpose are available in the Records Office.

Students or instructors may initiate a withdrawal through the end of the fourth week of instruction for full-semester classes or during the first thirty percent (30%) of a class less than a semester in length. This action results in no record of dropped classes on students' academic records (grade card or transcript).

Students or instructors may initiate a withdrawal between the end of the fourth week and the last day of the fourteenth week for full-semester classes, or through the first seventy-five percent (75%) of a class less than a semester in length. Withdrawal shall be authorized after informing the appropriate faculty. This action shall be recorded as "W" on students' academic records.

The academic record of a student who remains in a class beyond this time must reflect a grading symbol other than "W."

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

Withdrawal from a class may be authorized after the designated time limit by petition only in extenuating circumstances of verified cases of accidents, illnesses or other circumstances beyond the control of the student. Approved petitions shall result in a "W" recorded on a student's academic records. The petition for this purpose, "Petition to Change Grade to Withdrawal," is available in the Office of Instruction.

Withdrawal from College

It is the student's responsibility to formally withdraw from all classes if he or she intends to withdraw from college. A student who withdraws after the end of the fourth week of instruction for full-semester classes or after the end of the first thirty percent (30%) of a term for short-term or less than full-semester classes shall have an entry made on his or her permanent record in accordance with the regulations specified in the Withdrawal from Class policy.

Forms for this purpose are available in the Records Office.

Grade Changes

In any course of instruction in a college of the Ventura County Community College District for which grades are awarded, the instructor of the course shall determine the grade to be awarded each student in accordance with the grading system dealing with academic record symbols and grade point average. The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith or incompetency. Procedures for the correction of a grade given in error shall include expunging the incorrect grade from the record. The petition for this purpose, "Petition to Change Grade," is available in the Office of Instruction.

Withdrawal from a class may be authorized after the designated time limit by petition only in extenuating circumstances of verified cases of accidents, illnesses or other circumstances beyond control of the student. Approved petitions shall result in a "W" recorded on a student's academic record. The petition for this purpose, "Petition to Change Grade to Withdrawal," is available in the Office of Instruction. When grade changes are made, the students' permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Class Attendance

Students are responsible for maintaining regular class attendance. It is also the responsibility of students, at the beginning of the semester, to become aware of the attendance and absence policies of the instructor for each class in which they are enrolled. When a student's absence exceeds in number 1/9 of the total class contact hours for the session (e.g., absence from a semester-long class equal to twice the number of hours the class meets in one week), the instructor may, after due warning, request that the Office of Admissions and Records drop such student from the class and that a grade be recorded in accordance with the policy for "Dropping a Course."

If other eligible students are present and seeking admission to a class, failure of a student to be present at the first scheduled meeting of that class may result in exclusion from that class.

In the event of being dropped or excluded, the student may petition for reinstatement when just cause for absence exists. Such petition must be presented in writing to the Office of Admissions and Records for administrative review. The faculty member involved will be consulted prior to any action upon a student petition for reinstatement.

Offering of Course as Described in Catalog

Occasionally there may be course changes concerning prerequisites, contents, hours, or units of credit made after

publication of catalog. Efforts will be made through the class schedules, public media, and at time of registration to notify students of any changes in the course descriptions as presented in this catalog.

Field Trips

Field trips are required activities for a number of courses in the college curriculum. For any such courses it is intended that they be clearly identified in the college catalog and in the schedule of classes. For other courses, a field trip may be an optional activity for the students enrolled. According to policy adopted by the college district's Governing Board, all persons making any type of field trip or excursion shall be deemed to have waived all claims for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

Dean's List

Special recognition is accorded students who complete a program of 12 or more units in letter grades with a 3.50 grade point average or higher during a semester. These students are placed on the Dean's List and given appropriate recognition on campus and in the community. Students attending Moorpark College and concurrently enrolled at Oxnard and/or Ventura College may request that the units be combined for eligibility for the Dean's List. Students attending more than one campus during any semester may choose one campus for placement on the Dean's List.

Use of Listening or Recording Devices

State law in California prohibits the use by anyone in a classroom of any electronic listening or recording device without prior consent of the teacher and school administration. Any student who has need to use electronic aids must secure the consent of the instructor. If the instructor agrees to the request, the notice of consent will be filed with the Vice President, Instructional Services.

Availability of District Library Resources

The libraries at Moorpark, Oxnard and Ventura College are available to a student enrolled at any of the three colleges. The appropriate college identification card may be used at the college libraries. In addition, the Total Interlibrary Exchange (TIE) and the Black-Gold Exchange Systems permit a student to request materials from the other two libraries as well as from all members of the systems. This greatly increases the access students have to library resources.

Please see your college libraries for further details.

Extension Course Credit

Normally credit is not granted for extension course work, including correspondence courses. The acceptance of such units for credit by the college will depend on the treatment of the particular course by the institution which offered the course. A petition for acceptance of such course work should be accompanied by material which explains the course content and indicates the kind of credit given by the offering institution.

In cases where the granting of credit for extension or correspondence courses is petitioned, it may be required that the

student's competency in such course work be validated according to credit-by-examination procedures, as explained elsewhere in this section.

Repetition of General Education Credit

Lower-division credit units previously earned by a student to fulfill general education requirements for a baccalaureate degree may be accepted to fulfill general education requirements for a designated associate degree only.

Campus Solicitation

The solicitation, selling, exposing for sale, offering to sell, or endorsing any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental or sale at a college is prohibited except by written permission of the District Chancellor, President of the college or the President's designee. This policy applies to all students, staff and citizens.

See Appendix IV.

STUDENT SUPPORT SERVICES

Student Support Services Counseling and Guidance Services

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

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

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

Assessment/Testing Center Information

Moorpark College has an open admissions policy and requires no entrance examination. However, to enroll in most English, reading and/or math classes, an appropriate VCCCD Placement Test score is required or satisfactory completion of a prerequisite college course. Placement testing is for advisement purposes in order to achieve proper placement.

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

The Assessment Center maintains records of all test results, makes specific referrals to classes and programs, provides counseling and instructional staff with test information, and supervises standardized testing at Moorpark College. Testing for ESL Students is available through the Assessment Center and learning or physically disabled students may be tested through the Disabled Student Services Program.

Academic Counseling

Accurate information about program requirements and course prerequisites is essential for planning courses of study. Counselors serve as valuable resource people in helping to select appropriate classes. It is their concern to keep abreast

of any changes that may affect completion of majors, general education and/or transfer requirements.

If a student has not selected a major field of study, a counselor will be assigned to assist him/her in making the choice and in selecting suitable courses.

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

Students may arrange for academic advising through the Counseling Center in the Administration Building. It is advisable to call for a counseling appointment, particularly during the periods of time preceding and during registration. For students who may drop in for help with an academic problem, there is usually a counselor available at the counter in the Counseling Center. In addition, counselors attempt to keep open some hours in their schedules for students who may come to the Counseling Center for immediate assistance.

Career Counseling

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

A series of occupational interest and personality assessments are available at a nominal cost through the PG 2 courses.

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

Personal Counseling

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

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

Transfer Center

Moorpark College offers assistance to those students who have potential to transfer to four-year colleges and universities. Activities of the Center include:

Workshops offered throughout the year on a variety of topics related to transfer.

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

Transcript evaluation, course planning, walk-in CSU/UC certification.

Assistance with reference materials including catalogs, articulation agreements, campus videos.

Assistance with university admissions and financial aid applications.

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

If an advanced degree is in your future, the Moorpark College Transfer Center can assist you in a smooth and successful transition to a four-year college or university.

Health Services

The Student Health Center is located in the Administration Building, Ext. 1413. A registered nurse is available daily and during evening hours on a walk-in basis. For a complete list of services, please refer to the Student Health Brochure.

Doctor Services include a General Practitioner, a Women's Clinic, and Clinical Psychologists during specified hours as posted in the Health Center and by appointment only.

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

Optional Health Insurance and Optional Dental Insurance applications may be obtained from the Health Office.

The Mary Baird Women's Center

The Mary Baird Women's Center, located upstairs in the Library Building (L-241), is a place for students, women and men, to meet people and obtain services and support. Comfortable chairs and a library of books, magazines, and pamphlets on a wide variety of women's issues are available. The Center also contains a bulletin board with up-to-date information on meetings, groups, and events of interest to women. A current research file on women's issues is maintained.

The Center is open from 9 a.m. to 2 p.m. Monday through Friday. Information on Center-sponsored activities and referrals to other campus services (counselors, health services, library resources) as well as community services (welfare agencies, lawyers, health clinics) is provided.

The Center has noon-time lectures and discussions on topics of interest and controversy.

Student Financial Support Services

Financial Aid Programs

Financial assistance is based on the student's need for help in successfully pursuing an educational program. Eligibility for financial aid is determined by a Department of Education-approved needs analysis system which calculates the difference between the ability of students and their families to provide for their financial needs and the amount required to meet educational expenses while attending college. Students interested in applying for financial aid should visit or write the Student Financial Services Office to obtain the CSS Financial Aid Application Form, the Ventura County Community College District Student Data Form (SDF), and detailed application process instructions.

The policy of the Ventura County Community College District is in compliance with the provisions of the Civil Rights Act of 1964 in Title IX of the Educational Amendments of 1972 in

that no financial aid applicant will be discriminated against on the basis of race, religion, color, national origin, marital status, age, sex, or physical impairment.

Financial Aid recipients must be enrolled in a minimum of six (6) semester units. Students enrolled in 12 units or more will receive the maximum award. Full-time students are eligible to receive financial assistance for a period not to exceed three (3) years while attending any college in the Ventura County Community College District. Three-quarter and half-time students should check with the Financial Aid Office for eligibility. Continued eligibility requires successful completion of contracted units each semester with a minimum of 2.0 grade point average.

Various programs are available, including grants, loans, scholarships, and part-time employment support. These programs may be funded partially or totally by various levels of government, by the college district, by the student body and faculty, and by community donors. The financial aid programs are subject to change due to the fact that funds may become depleted or the level of participation by the various funding agencies may be reduced.

Grants

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

Loans

Students with financial aid eligibility may qualify for loans through Moorpark College, where loans are incorporated as a part of the regular financial aid package. The loans bear simple 5% to 8% interest on the unpaid balance. Interest is not charged nor payment required until six months after the borrower ceases to be at least a half-time student. Repayment of loans may be scheduled over a 10-year period.

Work Study Program

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

Extended Opportunity Program and Services (EOPS)

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

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

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

There are four steps to the application procedure:

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

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

1. Be a resident of California,
2. Be a full-time student,
3. Be eligible to receive a Board of Governors (A or B) Grant
 - A. Be on AFDC or SSI/SSP or General Relief or be eligible for Deceased/Disabled Veterans' Dependent Fee Waiver or
 - B. Or if employed last year's family income can not exceed \$17,000 for a family of four (add \$1,000 for each additional dependent).
4. Have not completed more than 70 units,
5. Be educationally disadvantaged by at least one of the following criteria:
 - a. High school G.P.A. below 2.50
 - b. Been previously enrolled in remedial courses
 - c. Not eligible to enroll in Math 3 or
 - d. Not eligible to enroll in Engl 2 or
 - e. Non high school graduate
 - f. Member of underrepresented group or
 - g. First generation college student
6. The student must be making normal progress towards a goal, certificate, or degree as determined by the college, with a satisfactory average of "C" or better for each semester.
7. Each EOPS student must regularly attend tutorial counseling, vocational orientation, and the three EOPS individual appointments.

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

Veteran's Services

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

Student Activities

The Student Activities Office welcomes you to Moorpark College. We are located in the Campus Center building within the Student Lounge, and are open 8:00 a.m. - 6:00 p.m. Monday through Friday, and can be reached at 378-1434. Student Activities is responsible for campus clubs, student government, scholarships, cheerleading, special events, car-pooling, poster regulation, housing and job listings.

Housing

Moorpark College is a commuter college without campus housing. The Student Activities Office maintains a bulletin board in the Campus Center lobby with listings of rooms and homes for rent in the area, and of those who are seeking a rental. Posting of housing notices does not imply that the college has approved the housing.

Student Employment

The Student Activities Office maintains bulletin boards in the Campus Center lobby with available job opportunities, both on and off campus. Work-study positions on campus are offered through the Financial Aid Office for those students who qualify.

Transportation

Students may register for car-pooling in the Student Activities Office. Bus schedules for the Simi Valley and Moorpark areas also are available.

Cheerleading

Promoting enthusiasm and school spirit at athletic events is the objective of the Moorpark Cheerleading Squad. These dedicated students invest their time and talent in supporting our teams. Those interested in cheerleading should contact the Student Activities Office.

Campus Clubs

Involvement in a club offers students an opportunity to associate with others who have common interests. There are a number of clubs at Moorpark College, including Alpha Gamma Sigma (Honor Society), Black Student Union, Latino Students Organization, International Students Organization, Campus Environmental Activists, and more. If you would like information about existing clubs, or would like to start a new club, come to the Student Activities Office for information.

Associated Student Body (ASB)

This organization is responsible for student government and provides a means of input to faculty and administration concerning issues affecting all students. ASB meetings are held each Thursday 7:00 - 8:30 a.m. in the President's Conference Room in the Administration Building. All Moorpark College students are welcome to attend. Students interested in student government should contact the Student Activities Office for more information.

ASB Cards

Your purchase of an ASB card helps to fund activities and events sponsored by the Associated Student Body. It entitles you to reduced admission to athletic events and student productions, check cashing privileges in the business office and bookstore, and the right to compete for ASB scholarships. Some local merchants offer discounts with an ASB card. You may buy your ASB card when registering for classes or at any time during the year by paying for it at the Student Business Office and bringing your receipt to the ASB Office to have your photo taken.

Scholarships

A number of scholarships are available to Moorpark College students. All students are encouraged to check scholarship opportunities; family income is not always a factor and perfect grades are not required. Announcement of available scholarships is made in the college newspaper, on the Scholarship Bulletin Board in the Campus Center, and through periodic bulletins produced by the Student Activities Office. Reference material is available for students to research scholarships on their own in the Student Activities Office and in the campus library. Scholarship Orientation is held each Thursday morning at 10:30. For more information call 378-1434.

Poster Regulation

Any posters, flyers, or other printed materials which advertise programs or events that are clearly identified as having Moorpark College sponsorship may be posted without bearing an "Approved for Posting" stamp. All other items must be stamped in the Student Activities Office. No publicity materials may be attached to painted or glass surfaces, the exterior of

buildings, vehicles, or on the sidewalks. Any materials posted incorrectly will be removed by Maintenance Staff.

College Services and Programs

Bookstore

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

Cafeteria

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

Lost and Found

Students who lose belongings on campus should check for possible recovery of missing items. The switchboard in the Administration Building serves as a collection point for lost and found items.

Student Grievance Policy

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

Forensics Program

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

Musical Groups

There are several vocal and instrumental music performing groups at Moorpark College which invite student participation. Performances consisting of a wide variety of music literature are presented on and off campus each semester. The Concert Choir also often participates in choral festivals.

The Moorpark Masterworks Chorale, comprised of experienced adult singers from many local communities, performs campus concerts, community seasonal concerts and special choral events. Their repertoire includes selections from the great choral masterpieces which are often accompanied by orchestra. Membership is by audition.

Two other vocal groups are available to students who are interested in opera and musical theatre. The Opera Workshop presents a varied program of opera and light opera masterpieces each year. The Summer Musical Theatre provides an excellent opportunity to students who wish to perform Broadway musicals. Both groups are open to students by audition.

The newly organized orchestra is open to all students who wish to rehearse and perform music for the orchestra.

Music Performance Organizations

The music performance opportunities in the Moorpark College Music Department include eight different instrumental and vocal performing organizations. They are the concert choir, masterworks chorale, opera and musical theatre, orchestra, wind ensemble, jazz band, chamber ensemble, and

piano ensemble. These organizations are scheduled in the fall, spring, and summer sessions and offer students a wealth and variety of musical performance possibilities. Performances take place both on and off campus. For correct scheduling information check your current class-offering schedules.

Intercollegiate Athletics

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

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

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

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

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

The intercollegiate sports teams are all under the supervision of the college Athletic Director.

SPECIAL PROGRAMS

Community Services

The Community Services Program, as an integral part of the comprehensive college, strives to meet the lifelong learning needs of the citizens it serves through a diversity of educational activities: short-term courses, cultural and special events, seminars, travel-lecture films, and real estate continuing education units (CEUs). The program is self-supporting through the assessment of student fees.

Disabled Students Program & Services

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

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

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

The following special services are offered:

- Interpreter services for hearing impaired
- Notetaking services
- Mobility assistance
- Reader services
- Speech and language development
- Transcribing services
- Specialized tutoring
- Registration assistance
- Test proctoring
- Special parking areas
- TransAcademic and career guidance

Special equipment including:

- | | |
|---------------------------|-----------------------|
| tape recorders | talking calculator |
| print magnifiers | large print materials |
| closed circuit television | electric typewriters |
| calculators | speech compressors |

Learning Diagnostic Center

The Learning Diagnostic Center can assist learning-disabled students with the essential tools needed for success in their classes. Many students need help in basic reading, spelling and arithmetic skills as well as individualized

special techniques for the realization of their full potential academically or vocationally.

The student's problems are diagnosed and an individual program is designed to meet their needs. Students advance at their own rate using a large variety of instructional materials. Special classes and tutorial sessions provide assistance. Specialized tutoring in regular classes can be provided by arranging for individualized adaptations with instructors.

An educational program is planned at the Learning Diagnostic Center in the Student Services Building.

High Tech Center for the Disabled

The High Tech Center uses adapted computer technology to give disabled students access to both Apple and IBM personal computers. Special adaptations have been made to the equipment to provide access to physically disabled, blind, and deaf students. Special computer programs are available for students with acquired brain injuries and learning disabilities. In addition, the center has a voice-activated computer system. The center provides individualized instructional programs on the computer in the areas of memory, critical thinking, learning strategies, keyboarding, use of the word processor, language skills, math skills, spelling, career interest areas, and vocational advisement. The High Tech Center is located in AA132.

Learning Resources Center

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

The College Library and Audio-visual Services

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

The library collection includes 60,000 books, 267 current periodical titles (magazines, newspapers and journals) and 181 periodical titles on microfilm. Also available are audio cassettes, video tapes and phonograph records.

The library reference collection maintains traditional research materials as well as pamphlet files, college catalogs, and an extensive collection of career and scholarship information. A computerized subject index to periodical articles is located in the reference area. Interlibrary loan service is available to borrow materials owned by other libraries. Professional librarians are on duty to assist students with research projects and to provide instruction in the use of library resources.

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

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

The library hours are Monday through Thursday 7:30 am - 8:30 pm and Friday 7:30 am - 4:30 pm.

Center for Learning Assistance Services (CLAS)

The educational philosophy that characterizes CLAS, the Center for Learning Assistance Services is one that focuses on the individual. It is one that not only allows, but also requires, the learner to participate in the learning process. It accommodates all students regardless of their learning rates, styles, strengths, or weaknesses. The Center is located on the second floor of the Library room L-222.

There are three main service areas: Essential Skills, Academic Skills Materials, and Tutorials.

ESSENTIAL SKILLS

Small group and individualized instruction are provided through Essential Skills (ES) laboratory courses provided by the Essential Skills Lab instructors. Diagnostic assessment, advisement, and specialized assistance is provided and multi-media and computer-aided instructional techniques and materials are assigned. Courses are offered in reading, writing, math, and study skills.

Enrollment in Essential Skills courses is on an Easy Entrance/Easy Exit credit/no credit basis any time during the semester. The descriptions of these classes are presented in the Essential Skills course descriptions appearing in the Program/Announcement of Courses section of the catalog.

ACADEMIC SKILLS MATERIALS

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

TUTORIALS

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

Interdisciplinary Courses

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

Women's Studies Program

The Moorpark Women's Studies Program is a selection of outstanding courses dealing with various issues and concerns of women in today's society. These courses will assist women in obtaining a college degree, developing employable skills, increasing personal growth, and encouraging career options in non-traditional vocations. Units earned are credited toward the AA degree as well as toward transfer to a four-year college.

The Women's Studies Program emphasizes freedom of choice and provides an academic setting to explore the varied

options available to women today. The Women's Studies Program offers the students an opportunity to enjoy the company and support of other women while taking classes of special interest.

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

Television Courses

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

Company Specific Education and Training Program

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

Study Abroad Program

In 1988 Moorpark College began to offer students the option of taking regularly scheduled classes at either the Moorpark Campus or at a site in a foreign country. Two main types of programs are available, one lasting an entire semester, and the other, shorter term, covering a six-week summer session or Christmas-Easter breaks. The semester programs have been offered at Oxford, England each Spring semester since 1988. The shorter programs of study have been available at various locations on the European continent. There is a program of environmental study offered in Baja California.

The Oxford Program has consisted of courses in Political Science, History, English, Humanities, Geology, Geography, and Philosophy. They are taught by two instructors, selected each year from among the Moorpark College faculty. The content of these classes is identical with the same classes taught on the Moorpark Campus; the only difference between them is the teaching site in a foreign country. The classes taught abroad meet State of California requirements concerning transferability, General Education, and History and Institutions. Financial assistance is available to qualified students.

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

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

DEGREE REQUIREMENTS AND TRANSFER INFORMATION

Graduation Requirements

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

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

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

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

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

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

Associate Degrees

A. BASIC REQUIREMENTS

- I. Completion of at least 60 semester units of college course work with a cumulative Grade Point Average (GPA) of not less than 2.00.
- II. Completion of all courses (at least 18 semester units) required for a major in a specified field of study (curriculum pattern) as described in the catalog.
- III. Completion of the last 12 semester units in residence at the college granting the degree selected from courses required for graduation, if in attendance at the time of qualifying for graduation. If the student designates a

specific major, then at least 6 of the 12 units must be selected from major courses.

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

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

- IV. Demonstrated competency in reading, written expression, and math.
 - a. Reading - Satisfactory completion of Read 1 or a higher level reading course or satisfactory score on TASK II test.
 - b. Written Expression - Satisfactory completion of Engl 2 or Engl 1A or satisfactory score on the VCCCD English test.
 - c. Math - Satisfactory completion of Math 1 or higher level course or satisfactory score on the VCCCD math test.

B. GENERAL EDUCATION REQUIREMENTS

- I. Specific Associate in Arts and Associate in Science Degrees.
 - a. Natural Sciences - a minimum of 6 units
 - (1) One course in a Biological Science
 - (2) One course in a Physical Science
 - b. Social Sciences - a minimum of 6 units
 - (1) One course in American History or Institutions
 - (2) One other course in Social and Behavioral Sciences
 - c. Humanities - a minimum of 6 units
 - (1) One course in Fine or Performing Arts
 - (2) One other course in Humanities
 - d. Language and Rationality - a minimum of 6 units
 - (1) One course in English Composition
 - (2) One course in Communication or Analytical Thinking
 - e. Health/Physical Education - a minimum of two courses
 - (1) One course in the area of health
 - (2) One course in Physical Education activity
- II. General Liberal Arts and Sciences AA Degree.

In addition to the General Education requirements shown above for the specific AA/AS degree, students are required to complete an additional 12 units, selecting courses from areas A through D. These General Education requirements shall include one course in Ethnic/Women's Studies. Courses meeting this requirement

are: Anth 2, 4, 6, 9; Bus 41; Ch St 1, 2, 4; Fr 1; Ger 1; Hist 3, 4, 6, 8, 12; Hum 18, 19; Ital 1; Japan 1; Soc 2, 6, 8; Spn 1. Completion of the degree requires a total of at least 36 units in the four areas as well as one course from Physical Education and one course in Health Education. The boldface courses are those acceptable for Ethnic/Women's Studies credit.

Transfer Students

All transfer students may earn a General Liberal Arts and Science AA degree by completing one of the following patterns:

- I. Completing the Associate degree pattern specified.
- II. Completing at least 36 units of course work selected from the General Education/Breadth pattern of a transfer institution, plus the Physical Education/Health and Ethnic/Women's Studies requirements specified.
 - a. If the General Education/Breadth pattern of a transfer institution requires fewer than 36 units, additional courses may be selected from courses required in preparation for the students selected major. At a minimum, general education courses must include: natural science (3 units); social and behavioral science (3 units); humanities (3 units); courses in language and rationality from English composition (3 units); and from communication or analytical thinking (3 units); and one additional course (3 units) from the categories designated above. Competency, PE/Health and Ethnic/Women's Studies requirements must also be satisfied.
 - b. If the General Education/Breadth pattern of a transfer institution and the units required for the transfer major total fewer than 36 units, the student must select additional course work from the approved course lists of General Education courses specified for either the Associate or the transfer degree.

Courses Designated to Meet Associate Degree Requirements

A. Natural Sciences

- (1) Biological Science: Anth 1; Biol 1, 2A, 3, 5, 16, 17; Bot 1; Env Sc 2; Zoo 1.
- (2) Physical Science: Astron 1, 1L, 2; Chem 1A, 12, 13; Env Sc 1, 3, 20; Geog 1, 5; Geol 1, 2, 2L, 3, 5, 21, 41, 61; Phy Sc 1/1L; Ph 1, 1L, 5, 5L, 10A/10AL, 12, 20A/20AL.

B. Social Sciences

- (1) American History or Institutions: Ch St 4; Hist 3, 4, 5, 6, 7A, 7B, 12; Hum 1; Pol Sc 1, 3; Urban 1A.
- (2) Social and Behavioral Sciences: Anth 2, 3, 4, 6, 9, 11; Bus 41, 42; Ch St 1, 2, 4; Econ 1, 30; EATM 4; Geog 2, 3, 4, 7, 10; Hist 1A, 1B, 4, 5, 6, 7A, 7B, 8, 9, 12; Hum 19, 42; Pol Sc 1, 2, 3, 4; Psych 1A, 3, 4, 5, 7, 8, 9, 10, 11, 12, 30; Soc 1, 2, 4, 5, 6, 8; Urban 1A, 1B.

C. Humanities

- (1) Fine or Performing Arts: Art 1A, 2, 3, 4A, 8A, 12A, 14A, 15A; Engl 10A; Hum 2, 3, 4, 6; Mus 1, 6, 7, 8, 9A, 9B, 10, 12, 15; Photo 1A, 2; RT 9; ThA 1, 2A, 4A, 4B, 9.
- (2) Humanities: Art 1A, 2, 3; Bus 42; Engl 1B, 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 29A, 29B, 30, 31, 33; Fr 1, 2, 3, 4; Ger 1, 2, 3, 4; Hum 1, 2, 3, 4, 5, 6, 10A, 10B, 18, 19, 42; Ital 1, 2; Japan 1, 2, 3; Journ 1; Mus 7, 8, 9A, 9B; Phil 1, 2, 3, 11; Photo 1A, 2; RT 1; Spn 1, 2, 3, 4, 41; Spch 1; ThA 1.

D. Language and Rationality

(1) English Composition: Bus 28; Engl 1A, 2; Hum 1, 2; Journ 2.

(2) Communication or Analytical Thinking: CIS 3A, 4A; CS 1/1L, 10/10L, 18/18L; Engl 1C; Hum 1, 2; Journ 2; Math 3, 4A, 5, 6, 7, 10, 12, 13, 15, 16A, 25A; Phil 7, 9; Spch 1, 7.

E. Health/Physical Education

- (1) HE 1, 2, 5, or 7 or NtS 1, 4.
- (2) Any PE activity course.

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

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

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

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

Accounting Technician
Administration of Justice - Corrections
Administration of Justice - Law Enforcement
Astrophysics
Biology
Business Management
Chemistry
Child Development
Computer Information Systems
Computer Science
Computerized Composition
Electronics Engineering Technology
Electronics Technology
Engineering
Environmental Science
Equine Management and Training Program
Exotic Animal Training and Management
Geology
Graphic Design
Interior Design
Journalism
Laser/Electro-Optics Technology
Marketing
Nursing Science
Photography
Photojournalism
Physics
Printing Technology
Radio/Television
Radiologic Technology
Real Estate
Supervision

Major Requirements Under Which a Student Graduates

A student remaining in continuous attendance and pursuing the same major at Moorpark College may elect to meet the major in effect either at the time of his or her entering the

major, or at the time of his or her graduation from Moorpark College. This policy applies only to the requirements for courses in a major (Certificates of Achievement and designated Associated degrees) and does not apply to General Education requirements.

Variance in Major Requirements

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

Guidelines for Additional Degrees

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

- A. A student who has earned an associate degree at any accredited institution may earn an additional associate degree.
- B. A student who holds a higher degree may earn an additional associate degree in a specific major.
- C. General Education requirements earned for one degree may be applied toward another degree; any deficiencies in the current general education must be completed.
- D. A candidate for an additional degree must complete twelve or more units of credit, in residence, concurrent with or after completion of requirements for the first associate degree. In addition, a candidate must be in attendance in the semester during which graduation requirements for the additional degree are completed.
- E. A student must complete all the required courses listed in the catalog for the specific majors. In the event that unmet requirements for a specific major do not total 12 units, a student must complete the remaining units from electives listed under the major or courses as approved by the appropriate division.
- F. All general education courses required for the specific degree must be completed.
- G. In the case of degrees offering two or more options, a student may earn an additional degree within the same field by completing the requirements for that option (the additional degree) and all other requirements specified herein.

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

Certificates of Achievement

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

1. SCHOLARSHIP - A cumulative grade point average of not less than 2.0 in all college and university work attempted.
2. MAJOR - Completion of all courses required in a curriculum specified in the college catalog.
3. RESIDENCY - Completion of at least 12 semester units in residence at the college granting the certificate.

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

Accounting Technician
Business Management
Computer Information Systems
Early Childhood Education
Electronics Technology

Equine Management and Training Program
Exotic Animal Training and Management
Interior Design
Laser/Electro-Optics Technology
Marketing
Music
Printing Technology
Real Estate
Supervision

Certificates of Completion

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

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

Drafting Technology/CAD
School Age Child Care

Information for Transfer Students

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

California's public four-year institutions are organized into two state-wide systems: nine campuses make up the University of California (UC) System and twenty campuses make up the California State University (CSU) System². To insure admission to either of the systems students are advised to make application during the announced application-filing periods. Admission is not guaranteed to any particular campus of either system; nor is acceptance in the major area of the student's first choice assured. Because specific majors at some campuses may be impacted or may allow only limited enrollment, students may be re-directed to campuses of their second choice for certain majors, or may need to change to a different major. Consequently, students are advised, and in some cases are required, to complete both the general education, or breadth, requirements and the lower-division courses required in the major before transferring to a four-year school. It is advantageous for students to choose the college or university of transfer as early in their educational careers as possible.

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

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

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

Transfer Requirements in General Education

General education, or breadth, requirements for a few of the four-year colleges and universities are shown on the immediately succeeding pages of this catalog. The require-

ments are shown for those institutions to which a majority of Moorpark College students ultimately transfer. Consequently, the patterns of courses selected are those which satisfy the schools of the California State University system and the campuses of the University of California, along with nearby California Lutheran University at Thousand Oaks.

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

Intersegmental General Education Transfer Curriculum

The IGETC is a series of courses that community college students can use to satisfy lower-division general education requirements at any CSU or UC campus. The IGETC will provide an option to the California State University General Education Requirements.

The Intersegmental General Education Transfer Curriculum will permit a student to transfer from a community college to a campus in either the California State University or the University of California system without the need, after transfer, to take additional lower-division general education courses to satisfy campus General Education requirements.

Completion of the IGETC is not a requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division, general education requirements of the CSU or UC prior to transfer. Students may find it advantageous to take courses fulfilling CSU's general education requirements or those of a particular UC campus.

Area 1: English Communication

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

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

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

Group B: Critical Thinking - English Composition, 1 course, 3 semester units.
Engl 1C.

OR

(for 92-93 only) Engl 1B and one course from: Phil 7, 9; Spch 7.

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

Area 2: Mathematical Concepts And Quantitative Reasoning

1 course, 3 semester units.

Math 5**, 7**, 12**, 13, 14, 15, 16A, 16B, 25A**, 25B**.

Area 3: Arts And Humanities

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

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

Humanities: Engl 1B*, 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 21, 29A, 29B, 30, 31, 33; Hist 1A, 1B; Phil 1, 2, 3, 11.

Area 4: Social And Behavioral Sciences

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

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

Area 5: Physical And Biological Sciences

At least 2 courses, one Physical Science course and one Biological Science course; at least one must include a laboratory (indicated by "L" in parentheses). 7-9 semester units.

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

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

Language Other Than English (UC Requirement Only)

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

Fr 1; Ger 1; Ital 1; **Spn 1.

*Courses designated with an asterisk may be counted in one area only.

**Indicates that transfer credit may be limited by either UC or CSU or both. Please consult with a counselor for additional information.

(L) Designates courses with a laboratory.

California State University System

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

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

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

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

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

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

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

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

The required pattern is briefly summarized as:
Minimum CSU General Education Requirements

Area A:	Communication/ Critical Thinking	9 units
Area B:	Natural Sciences/ Mathematical Concepts	12 units
Area C:	Humanities	12 units
Area D:	Social Sciences	12 units
Area E:	Self Understanding/ Development	3 units

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

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

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

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

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

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

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

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

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

Minimum CSUN General Education in the above areas are:

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

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

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

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

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

Area A:	Communication/ Critical Thinking	9 units
Area B:	Natural Sciences/ Mathematical Concepts	9 units
Area C:	Humanities	9 units
Area D:	Social Sciences	9 units
Area E:	Self Understanding/ Development	3 units

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

Pertinent points to keep in mind are:

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

Area A: Communication/Critical Thinking

9 units: One course from each group.

A1 - Oral Communication
Spch 1, 2

A2 - Written Communication
Engl 1A

A3 - Critical Thinking

Engl 1C
 Phil 7, 9
 Spch 7

Area B: Natural Sciences/Mathematical Concepts

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

B1 - Physical Science

Astron 1, 1L, 2
 Chem 1A(L), 1B(L), 12(L), 13(L)
 Env Sc 1(L), 3
 Geog 1, 1L, 5, 5L
 Geol 1(L), 2, 2L, 3, 5, 21, 41, 61
 Phy Sc 1/1L
 Ph 1, 1L, 5, 5L, 10A/10AL, 10B/10BL, 12, 20A/20AL, 20B/20BL
 Phys 1(L)

B2 - Life Science

An 1(L)
 Anth 1
 Biol 1(L), 2A(L), 2B(L), 3(L), 5(L), 16, 17
 Bot 1(L)
 Env Sc 2(L)
 Psych 1B
 Zoo 1(L)

B3 - Mathematical Concepts

Math 5, 6, 7, 10, 12, 13, 14, 15, 16A, 16B, 25A, 25B

Area C: Humanities

9 units: Three courses from three of the six sub-areas below.

C1 - Fine Arts

Art 1A, 1B, 2, 3, 4A, 8A, 12A
 Hum 2, 3, 4, 5, 6, 10A, 10B, 18
 Mus 1, 6, 7, 8, 9A, 9B
 Photo 1A, 2
 ThA 1, 4A, 4B

C2 - Literature

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

C3 - Philosophy

Phil 1, 2, 3, 11

C4 - Foreign Language

Fr 1, 2, 3, 4
 Ger 1, 2, 3, 4
 Ital 1, 2
 Japan 1
 Spn 1, 1A, 1B, 2, 3, 4, 41

C5 - Active Participation

Art 4A, 8A, 12A, 15A, 16A
 Engl 10A
 Mus 10, 12, 18, 21, 32
 Photo 1A
 PE 46A, 48A, 49A, 53A
 ThA 2A

C6 - Western and Non-Western Cultures

Engl 33, 45, 46
 Hist 1A, 1B
 Hum 10A, 10B

Area D: Social Sciences

9 units: Three courses from three of the six sub-areas below.

D1 - Social Institutions

Anth 4, 7, 11

Ch St 1, 2

Geog 3, 4, 7

Hum 18, 19

Journ 1

Phil 3

Psych 1A, 3, 4, 5, 7, 8, 9, 30

RT 1

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

D2 - Political Institutions

Geog 10

Pol Sc 1, 2, 3, 4

Urban 1A, 1B

D3 - Economic Institutions

Econ 1, 2

Geog 4

D4 - Contemporary

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

Bus 42

Ch St 1, 2

Geog 2, 3, 4, 7

Hum 19, 42

Journ 1

Pol Sc 2, 4

Psych 1A, 3, 4, 5, 7, 8, 9, 30

RT 1

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

Urban 1A, 1B

D5 - Historical

Ch St 4

Hist 3, 4, 5, 6, 7A, 7B, 8, 9, 12

D6 - Western and Non-Western Context

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

Geog 2, 3, 4, 7

Hist 1A, 1B

Pol Sc 2, 4

Area E: Self Understanding/Development

3 units.

CD 30

HE 1, 2, 5, 7

Hum 1

NtS 1, 4

PG 2

PE (All P.E. Activity Courses)

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

Soc 5, 8

Spch 4

Satisfaction of Title V, Section 40404, requirements in United States History, Constitution and American Ideals.

(One course is to be taken from the area of History and one course from the area of Government.)

History

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

Government

Pol Sc 1, 3

Urban 1A

University of California, Los Angeles College of Letters and Science

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

BASIC PROFICIENCY LEVELS

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

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

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

GENERAL EDUCATION REQUIREMENTS

Physical Sciences -- *Three courses or eight semester units* (for Physical Science majors, only one course is required).

Astron 1, 1L; Chem 1A, 1B, 8, 9, 12, 13; Env Sc 1; Geog 1, 1L, 5, 5L; Geol 1, 2, 2L, 3, 4, 5; Math 14, 16A, 16B, 25A, 25B; Phy Sc 1/1L; Ph 1, 10A/10AL, 10B/10BL, 12, 20A/20AL, 20B/20BL, 20C/20CL.

Life Sciences -- *Three courses or eight semester units* (for Life Science majors, only one course is required).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

University of California, Los Angeles

School of the Arts

School of Theatre, Film and Television

(For majors In: Art, Dance, Design, Music, Theatre, World Arts and Cultures)

English Composition And Rhetoric (3 units)

Engl 1A with a minimum grade of C or AP score of 4.

Critical Reading And Writing (3 units)

Engl 1B with a minimum grade of C or AP score of 5.

Foreign Language (Minimum 8 units)

(1) Two semesters of one college-level language (level 2); or

(2) Completion of the second semester of one college-level language course. If option #2 is chosen, the remaining units are to be made up by completion of additional courses in any area of the General Education requirements.

(3) No credit will be given for duplication of native tongue. Proficiency exams MAY NOT be used to complete this requirement.

Fr 1, 2; Ger 1, 2; Ital 1, 2; Spn 1, 2.

Science/Mathematics (Minimum 6 units; no lab required)

Physical or Biological Sciences:

An 1; AnPhys 1; Astron 1, 2, 10; Biol 1, 2A, 2B; Bot 1; Chem 1A, 1B, 8, 9, 12*, 13; Env Sc 1; Geog 5; Geol 1, 2, 4, 5; Micro 1; Phy Sc 1/1L; Ph 1, 10A/10AL, 10B/10BL, 12, 20A/20AL, 20B/20BL, 20C/20CL; Phys 1; Zoo 1.

Natural Science or Mathematics:

Anth 1; Geog 1; Geol 3; Math 5, 7, 12, 13, 14, 16A, 16B, 20, 25A, 25B, 25C, 30, 31, 33, 35; Psych 1B.

*Students who have had one year of high school chemistry with a grade of "C" or better may not receive college credit for Chem 12.

Social Science (9 units - 3 units in each category)

Group A:

Hist 1A.

Group B:

Hist 1B, 3, 5, 6, 7A, 7B, 8, 9, 10, 12, 15, 16.

Group C:*

Anth 2, 3, 4, 6, 9; Ch St 1, 2, 4, 8; Econ 1, 2, 4; Geog 2, 3, 7, 10; Hist 4; Pol Sc 1, 2, 3, 4, 7, 8; Psych 1A, 4, 5, 8; Soc 1, 3, 5, 6, 8.

*Students may fully satisfy Social Science elective and American History and Institutions requirements by completing any boldface course.

Humanities (9 units - 3 units in each category)

One course from:

Art 1A, 1B, 2, 3 (except Art & Design majors); Mus 7, 8, 9A, 9B (except Music majors); ThA 4A, 4B (except Film/Television and Theatre majors).

One course from:

Engl 13A, 13B, 14, 15A, 15B, 17*, 18, 19, 20, 21, 29A, 29B, 30, 31, 33.

*Not for Theatre majors.

One course from:

Phil 1, 2, 3, 7, 9, 11.

**University of California, Santa Barbara
College of Letters and Sciences**

General Education Requirements -- General education courses do not have to be completed prior to transfer to UCSB. All transfer students entering UCSB have the option of following this specific pattern of courses or completing the UC Transfer Core Curriculum.

Subject Requirements -- UCSB has a Subject A requirement which may be satisfied by the completion of English 1A with "C" grade or better prior to transfer. Students who do not complete this course prior to transfer must pass an examination or enroll in English 1 Subject A at UCSB prior to enrollment in English 2A at UCSB.

American History And Institutions Requirement -- Courses used to fulfill the American History and Institutions requirement may also be applied to General Education Requirements or major requirements or both, where appropriate.

	Bachelor Of Science Degree	Bachelor Of Arts Degree
Reading and Composition		
Area A: Engl 1A, 1B.	Two courses	Two courses
Foreign Language		
Area B: Fr 2; Ger 2; Ital 2; Spn 2.	One course	One course
Science		
Area C: C-1: An 1; AnPhys 1; Biol 1, 2A, 16; Bot 1; Phys 1; Zoo 1. C-2: Astron 1, 2; Chem 1A, 12; Geog 1; Geol 1, 2, 5; Ph 1, 10A, 12.	If your major is in this category, no course work is required. (Biopsychology majors must take one course from C-1.)	C-1: one course C-2: one course (One additional course from C-3 after transfer to UCSB.)
Social Science		
Area D: D-1: Psych 1A, 4, 5, 8. D-2: Anth 2, 3, 4, 6*; Ch St 2*, 4*; Geog 2, 3, 4; Hist 3*, 4*, 5*, 6*, 7A*, 7B*, 12*; Soc 1, 5. D-3: Econ 1, 2. D-4: Pol Sc 1*, 2, 3*, 4.	Two courses One course must be taken from D-3 or D-4. (If your major is in this category, no course work is required.)	Two courses One course must be taken from D-3 or D-4.
Western Civilization		
Area E: Hist 1A, 1B.	Two courses from Area E or four courses from Area F.	Two courses
Arts and Literature		
Area F-1: Art 1A, 1B, 2, 3; Hum 3, 4, 5, 6; Mus 7, 8, 9A, 9B; Photo 2; ThA 1, 4A, 4B.	Two courses, each from a different discipline	Two courses, each from a different discipline
Humanities		
Area F-2: 2-A: Engl 13A*, 13B*, 14, 15A, 15B, 17, 18*. 2-B: Engl 29A, 29B, 30, 31, 33.	One course from Area 2A; and one course from Area 2B	One course from Area 2A; and one course from Area 2B
Ethnicity Requirement: One course required. Anth 4, 6; Ch St 1, 2, 4; Hist 3, 4, 6; Pol Sc 7, 8; Soc 6.		
*American History and Institutions Requirement: One course from the following list or in combination with any of the boldface courses listed in areas D and F. AJ 1; Anth 6; Ch St 1, 2, 4, 8; Econ 4; Engl 13A, 13B, 18; Hist 3, 4, 5, 6, 7A, 7B, 8, 12; Pol Sc 1, 3, 7, 8, 11; Soc 2, 6, 8; Urban 1A, 1B.		
Courses offered by a single department can be applied to only one of the four areas -- C, D, E, or F. The above information is subject to change.		

**University of Southern California
College of Letters, Arts, and Sciences**

(See Counselor to determine the number of courses from each area for degrees in the Schools of Fine Arts, Music, and Business.)

Skills Levels

- I. **Freshman Composition:** English 1AB and pass USC's Skill Level Examination.
- II. **Foreign Language:** Pass USC's Skill Level Examination. (A passing score on the Foreign Language Skill Level Examination is usually achieved after three semesters of one language or the equivalent. Some majors do not require foreign language. For more information, consult USC's current bulletins.)
- III. **Math Skill Level:** Pass USC's Math Skill Level Examination OR Math 5, 7, 12; 16A, 16B or 25A with a C or better.

Areas Of Exposure	Coll. of Letters & Science B.A.	Coll. of Letters & Science B.S.	School of Business	School of Engineering
The Natural World				
1. Earth Sciences: Astron 1; Geog 1, 1L*, 5; Geol 1*, 2, 3, 4*, 5, 21, 61.	one course (1)			
2. Life Sciences: An 1*; Biol 1*, 2A*, 2B*, 3*, 5*, 16, 17; Bot 1*; Env Sc 2*; Micro 1*; Phys 1*, 2; Zoo 1*.	one course (1)			
3. Physical Sciences: Astron 1; Chem 1A*, 1B*, 8 (with 9*), 12*, 13*; Env Sc 1*; Phy Sc 1; Ph 1, 10A, 10AL*, 12, 20A, 20AL*, 20B, 20BL*, 20C, 20CL*.	one course (1)			
*meets Lab requirement				
Representative Cultures				
1. American Public Life: Ch St 1, 8; Hist 7B, 60V; Pol Sc 1, 3, 7, 8, 11; Soc 6; Urban 1A.	one course	(4)	(5)	One course (6) from any of these four areas.
2. Foundations of Western Culture I: Art 1A; Engl 29A, 29B, 30; Hist 1A; ThA 4A.	one course	(4)	(5)	
3. Foundations of Western Culture II: Art 1B; Engl 31; Hist 1B; ThA 4B.	one course (2)	(4)	(5)	
4. Non-Western Cultures: Anth 2, 6, 60C, 60I; Hist 6, 10, 15, 16; Phil 11; Pol Sc 60C.	one course	one course	one course	
Representative Approaches to the Study of the Individual, Culture and Society				
1. Empirical Approaches: Anth 1, 2, 3, 5, 9; Ch St 1, 2, 8; CD 30; Econ 1, 2, 4; Geog 2, 3, 10; Pol Sc 2, 4; Psych 1A, 1B, 4, 5, 8, 9, 10; Soc 1, 2, 3, 5, 6, 8; Urban 1A.	one course (3)	(4)	one course	One course (6) from any of these four areas.
2. Aesthetic Approaches: Literature Engl 13A, 13B, 14, 15A, 15B, 17, 18, 19, 20, 29A, 29B, 30, 31.	one course	Two courses each from a different area.	one course	
3. Aesthetic Approaches: The Arts Art 1A, 1B, 2, 3; Hum 2, 3; Mus 7, 8, 9A, 9B; ThA 1, 4A, 4B.	one course		(5)	
4. Ethical Approaches: Phil 2.	one course		(5)	

- (1) Each course must be in a different department. One of the 3 must have a lab. B.A. majors in Sciences/Math are excepted from the restrictions, but must take 3 science courses.
- (2) Not required of Humanities majors.
- (3) Two (2) courses required for Humanities majors; one for Science and Science/Math majors.
- (4) Three (3) courses required. Choose from any of the following areas: American Public Life; Western Culture I & II; Empirical Approaches (From two disciplines).
- (5) Two (2) courses required. Choose from any of the following areas: American Public Life; Western Culture I & II; The Arts; and Ethical Approaches (From two disciplines).
- (6) In addition to the 2 courses, select another from one of the categories already chosen, and a fourth course from a category not previously chosen.

Private or Out-of-State Schools

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

Transfer information, including general education requirements, for California Lutheran University at nearby Thousand Oaks is shown here:

California Lutheran University

GENERAL TRANSFER INFORMATION

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

GENERAL EDUCATION REQUIREMENTS

Area I. Proficiencies

A. Written Communication

1. Engl 1A.
2. Two courses; one must be upper division. (No Moorpark College equivalent available. Those who transfer at the Junior or Senior level have only to complete the upper-division course in the student's major.)

B. Oral Communication

1. One course or passing score on the Oral Communication Proficiency Test to be taken at CLU (no credit given). Spch 1, 2, 5, 7.

C. Foreign Language

1. Two sequential courses in one foreign language or successful completion of a foreign language course at the third semester level. Fr 1-4; Ger 1-4; Ital 1, 2; Japan 1-3; Spn 1-4.

OR

B.S. degree option until Fall 1994: Entering students seeking the B.S. degree may meet this requirement by substituting two courses in Computer, Math or Statistics.

D. Computer Competency

Level 1: Waived for those students who have completed Engl 1A at Moorpark.

Level 2: No Moorpark College equivalent.

E. Mathematical Reasoning

College level math course or qualifying score on the CLU Math Placement Test.

OR

Complete with a C or better at Moorpark: Math 5, 6, 7, 10, 13, 14, 15, 16A, 16B, 25A, 25B, 25C or above.

Area II. Perspectives

A. Humanities

1. History -- one course from: Any history course except Hist 22.
2. Literature -- one course from: Engl 1B, 13A, 13B, 15A, 15B, 17, 18, 19, 20, 21, 30, 31, 33.
3. Philosophy -- one course from: Phil 1, 2, 3.

4. Religion -- two courses: Rel 100 at CLU and Phil 11 (waived for Junior level transfers).

B. Natural Sciences

1. Two courses from different disciplines. One course must have a lab component: An 1; Biol 1, 2A, 2B, 3, 5; Bot 1; Chem 1A, 1B, 12, 13; Env Sc 1; Geog 1, 1L; Geol 1, 2, 2L; Micro 1; Phy Sc 1, 1L; Phys 1; and Physics with lab except 22; Zoo 1.

C. Social Sciences

1. Two courses from different disciplines: Anth 2, 3, 4, 6; Econ 1, 2, 4, 30; Geog 2, 3, 4; Pol Sc 1-11 (Not California requirement); Psych 1-8; Soc 1-8.

D. Visual and Performing Arts

1. Two courses, one of which must include participation in one of the visual or performing arts, and only one of which may be less than two credits: Art 1A, 1B, 2, 3, 4A-13D, 16A-18D; Mus 1-2D, 3A, 3B, 7-9B, 10-28 (except 22); Photo 1A-8; PE 43A-53D; ThA 1, 2A-2D, 3, 4A, 4B, 10-15B, 16, 20, 21, 23, 24. (Courses which are boldface meet the performance requirement.)

E. Health and Well-Being

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

(Note: Any students over the age of 25 at entrance will have the Health and Well-Being requirement waived.)

Area III. Cultures and Civilizations

A. Global Studies: The World and the West

No Moorpark College equivalent available. However, this requirement is waived for those students entering with 45 or more units.

B. American Studies: American History and Politics

1. One course from: Hist 3, 4, 5, 6, 7A, 7B, 12; Pol Sc 1, 3; Urban 1A. (Students may not use this course to meet an additional requirement.)

C. Gender and Ethnic Studies

1. One course from: Anth 2, 4, 6, 9; Ch St 1, 2; Hist 12; Hum 18, 19; Pol Sc 7; Soc 6, 8.

Area IV. Integrated Studies

A. Freshman Cluster

No Moorpark College equivalent. However, this requirement will be waived for those students who have completed Engl 1A before transferring, or have completed over 28 transferable units.

B. Integrated Studies Capstone

One upper-division course after transfer.

Transfer Curricula

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

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

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

PROGRAMS, TRANSFER MAJORS AND ANNOUNCEMENT OF COURSES

Announcement of Courses

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

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

Special Note:

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

Adapted Computer Technology

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



Administration of Justice

Public concern with rising crime rates and the increasing role of law enforcement in public service work has contributed to the growth of criminal justice agencies throughout the nation.

There is a broad range of opportunities for men and women in all branches of law enforcement and corrections. Never before has there been such a demand for qualified persons in these occupational fields as now.

The Administration of Justice Program offers an education to students in the varied aspects of law enforcement and correctional work. A foundation of knowledge is provided for those interested in becoming competitive candidates for these interesting and challenging careers.

Career Opportunities

Municipal Police Officer	County Marshall
Group Supervisor & Counselor	Border Patrol Agent
State Traffic Officer (CHP)	Deputy Sheriff
State University Police Officer	Security Officer
County and State Park Ranger	Private Detective

Faculty

Full-Time	Part-Time	Counselors
Mitchell Smith	Philip Anderson	Rick Cardoni
	David Harrington	Mike Johnson
	James Murphy	
	Arthur Ruditsky	
	Michael Sayre	
	Michael Webb	

Transfer Information

Certification and approval of the Administration of Justice curriculum has been given by the California State Commission of Peace Officers Standards and Training.

Major requirements for upper-division standing at:

California Lutheran University:

AJ 1, 2.

California State University, Hayward:

AJ 1, 2, 4, 11.

California State University, Los Angeles:

AJ 1, 2, 3, 4, 11.

California State University, Sacramento:

AJ 1, 2, 3.

University of California, Santa Barbara:

Law and Society major: Phil 7; Pol Sc 3; Soc 1; Criminal Justice emphasis add: Econ 1, 2; Math 15; Psych 1A.

Administration of Justice

Corrections

Occupational

Associate in Science Degree

This program is designed to meet the continuing need for law enforcement specialists in the field of corrections.

Required Courses:

AJ 1	Intro to Administration of Justice	Units 3
------	------------------------------------	------------

AJ 2	Concepts of Criminal Law	3
AJ 3	Community Relations	3
AJ 4	Legal Aspects of Evidence	3
AJ 5	Principles and Procedures of the Justice System	3
AJ 6	Criminal Justice Report Writing	3

Required Additional Courses:

Select nine (9) units from the following courses:

AJ 14	Juvenile Procedure	3
AJ 41	Intro to Probation, Parole and Corrections	3
Bus 50	Elements of Supervision	3
Psych 3	Psychology of Interpersonal Relationships	3

Total minimum units required in major area -- 27

Recommended Courses: Pol Sc 3; Psych 1A; Soc 1

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

Administration of Justice

Law Enforcement

Occupational

Associate in Science Degree

This program offers training of students in the varied aspects of law enforcement work. Background is provided for those interested in being recruited by law enforcement agencies as well as upgrading of skills for those already employed in law enforcement.

Required Courses:

	Units
AJ 1	Intro to Administration of Justice 3
AJ 2	Concepts of Criminal Law 3
AJ 3	Community Relations 3
AJ 4	Legal Aspects of Evidence 3
AJ 5	Principles and Procedures of the Justice System 3
AJ 6	Criminal Justice Report Writing 3
AJ 41	Intro to Probation, Parole and Corrections 3

Required Additional Courses:

Select six (6) units from the following courses:

AJ 10	Patrol Procedures 3
AJ 11	Criminal Investigation 3
AJ 14	Juvenile Procedure 3
AJ 18	Narcotics Investigation 3
AJ 19	Vice Control 3

Total minimum units required in major area -- 27

Recommended Courses: AJ 12; Pol Sc 3; Psych 1A; Soc 1

Suggested Course Sequence:

First Semester		Second Semester	
AJ 1	3	AJ 3	3
AJ 2	3	AJ 5	3
6		6	
Third Semester		Fourth Semester	
AJ 4	3	AJ 6	3
AJ 41	3	Any Elective Course	3
Any Elective Course	3		3
9		6	

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

Administration of Justice Courses

AJ 1 -- 3 Units

Introduction to the Administration of Justice

Class Hours: 3 lecture

Basic topics covered in this class include: the history and philosophy of administration of justice in America; recapitulation of the system; identifying of the various sub-systems, role expectations, and their interrelationships; theories of crime, punishment and rehabilitation; ethics, education and training for professionalism in the system. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with AJ 5. CAN: AJ 2*

AJ 2 -- 3 Units

Concepts of Criminal Law

Class Hours: 3 lecture

This class deals with the following major topics: historical development and philosophy of law, including constitutional provisions, definitions, classification of crime, and their application to the system of Administration of Justice; legal research, study of case law, methodology, and concepts of law as a social force. *Transfer credit: CSU; UC. CAN: AJ 4*

AJ 3 -- 3 Units

Community Relations

Class Hours: 3 lecture

Students in this course make an in-depth exploration of the Administration of Justice practitioners and their agencies. Through interaction and study the student will become aware of the interrelationship and role expectations among the various agencies and the public. Principal emphasis will be placed upon the professional image of the system, Justice Administration and the development of positive relationships between members of the system and the public. *Transfer credit: CSU; UC*

AJ 4 -- 3 Units

Legal Aspects of Evidence

Prerequisites: AJ 1 and AJ 2

Class Hours: 3 lecture

The student becomes acquainted with the origin, development philosophy and constitutional basis of evidence in this class. Other topics to be covered include constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. *Transfer credit: CSU. CAN: AJ 6*

AJ 5 -- 3 Units

Principles and Procedures of the Justice System

Class Hours: 3 lecture

The course provides an in-depth study of the role and responsibilities of each segment within the administration of justice system: law enforcement, judicial, and corrections. The student also learns about each sub-system procedure, from initial entry to final disposition, as well as the relationship each segment maintains with its system members. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with AJ 1*

AJ 6 -- 3 Units

Criminal Justice Report Writing

Prerequisite: Engl 2 or eligibility for Engl 1A

Class Hours: 3 lecture

This course, designed for criminal justice practitioners, emphasizes the mastery of report writing skills to record crime scenes, emergency response situations, and routine occurrences. Its goal is to help students translate observation into accurate, clear, concise, complete and acceptable standard written English so that documents are appropriate for court presentation. *Transfer credit: CSU*

AJ 10 -- 3 Units

Patrol Procedures (S)

Class Hours: 3 lecture

Responsibilities, techniques, and methods of police patrol are emphasized in this class. The student learns about the handling of complaints,

mechanics of arrest, preliminary investigations, field note taking, and report writing. *Transfer credit: CSU*

AJ 11 -- 3 Units

Criminal Investigation (F)

Prerequisites: AJ 1 and AJ 2

Class Hours: 3 lecture

Instruction covers the fundamentals of investigation including crime scene search and recording; collection and preservation of physical evidence; scientific aids, modus operandi; source of information; interviews and interrogation; follow-up and case preparation. *Transfer credit: CSU. CAN: AJ 8*

AJ 12 -- 1.5 Units

Body Conditioning for Law Enforcement

Corequisite: PE 2A

Class Hours: 1 lecture, 2 activity

This class is designed to prepare students to compete successfully in the physical selection portion of civil service tests for Police Officer and Correctional Officer. If successfully completed, the student will also be prepared to endure the physical training inherent in an 18-week law enforcement academy. May be taken four (4) times for credit.

AJ 14 -- 3 Units

Juvenile Procedure (S)

Class Hours: 3 lecture

The course focuses upon the organization, functions, and jurisdiction of juvenile agencies. Other topics include the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures. *Transfer credit: CSU*

AJ 18 -- 3 Units

Narcotics Investigation (S)

Class Hours: 3 lecture

Students learn to identify marijuana, opiates, dangerous drugs, hallucinogens, and their paraphernalia. Principles of identifying and dealing with the "user" are also delineated. Other topics include: laws and court decisions relating to the offender, fundamentals of arrest, search, report writing, and court testimony. The prevention and control of drug abuse as it relates to society. *Transfer credit: CSU*

AJ 19 -- 3 Units

Vice Control (F)

Class Hours: 3 lecture

This course covers the detection, repression and control of vice. Topics include gambling, prostitution, liquor, sex offender violations, vice law, and court procedures. The course is intended to provide knowledge and skill in the recognition, investigation, and control of vice offenders. *Transfer credit: CSU*

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

Independent Studies in Administration of Justice

Prerequisite: A previous course in Administration of Justice

Class Hours: 1-3 tutorial

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

AJ 41 -- 3 Units

Introduction to Probation, Parole and Corrections

Class Hours: 3 lecture

An introduction to the legal and practical aspects, practices, and procedures of probation, this course includes an analysis of both, with emphasis on rehabilitation and classification methods in criminology. *Transfer credit: CSU*

AJ 60A-Z -- 1-3 Units

Topics in Administration of Justice

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 2 Units

Arson Investigation I

Prerequisites: Completion of AJ 1, 2, 3, 4, 5

Class Hours: 40 lecture total

Fundamentals of fire investigation; motives; fire scene search and documentation; collection and preservation of physical evidence; sources of information; case preparation and follow-up. (This is a P.O.S.T. certified course designed to upgrade police/fire personnel.)

AJ 89A-Z -- .5-3 Units

Institutes In Law Enforcement★

Prerequisites: AJ 1, 2, 3, 4 and 5 (Core) or possession of P.O.S.T. Basic Certificate

Class Hours: Variable

This short term lecture series concentrates on specialized law enforcement technology designed for criminal justice personnel.



Agriculture

Career OpportunitiesThe Moorpark College Agriculture Program is offered at Rancho Sierra Vista in Newbury Park. This National Park Service facility is the site of a "model ranch" program featuring the Equine Management and Training Program.

Career Opportunities

Equine Management and Training Program

Horse Ranch Manager
Horse Trainer
Artificial Insemination Specialist
Entertainment Park -- Horse Specialist
Horse Specialist -- Marketing
Horse Conditioner -- Shows, Track, Eventing

Faculty

Full-Time	Part-Time	Counselor
Donald Anderson	Edythe Anderson Sandra Chamow Susan Postel	Donna Allyn

Equine Management and Training Program Admission to Program

Students desiring to qualify for admission to the Equine Management and Training Program must first complete an application for screening. Applications may be obtained at the Rancho Sierra Vista site in Newbury Park. Deadlines for submission of applications and pertinent data are established and published each year. Applicants are encouraged to complete required materials and submit them to the Rancho Sierra Vista location prior to the conclusion of classes in the spring semester. A committee will review all applications and will notify those selected during the summer. Students will be notified of their selection by mail.

Equine Management and Training Program

Occupational Associate in Science Degree

This program is designed to train people for employment on horse ranches, animal entertainment centers, and related equine industries. Students interested in careers in the equine field and who want a two-year degree should enroll in the Equine Management and Training Associate in Science Degree program. Emphasis is on the equine training courses augmented by general education requirements.

Required Courses:	Units
Ag 23A Special Projects in Agriculture	3
Ag 23B Special Projects in Agriculture	2/3
Ag 40 Horse Husbandry I	3
Ag 41 Horse Husbandry II	3
Ag 43 Training for Instructors in Horsemanship	2
Ag 44 Equine Schooling Techniques	2
Ag 45 Intro to Horse Training	3
Ag 46 Advanced Horse Training Techniques	3

Ag 47	Artificial Insemination of Horses	3
Ag 48A	Principles of Horse Ranch Management	2
Ag 48B	Practical Application of Ranch Management	2
Ag 79A	Equine Management and Training Program Internship	4
Ag 79B	Equine Management and Training Program Internship	4
Ag 81	Horseshoeing and Trimming	2
Total minimum units required in major area -- 41		

Suggested Course Sequence:

First or Third Semester	Second or Fourth Semester
Ag 23A 3	Ag 23B 3
Ag 40 3	Ag 41 3
Ag 45 3	Ag 46 3
Ag 48A 2	Ag 47 3
Ag 79A 4	Ag 48B 2
Ag 81 2	Ag 79B 4

17

18

Summer Session

Ag 23B	2
Ag 43	2
Ag 44	2

6

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

Equine Management and Training Program

Certificate of Achievement

A Certificate of Achievement in Equine Management and Training is offered to those students desiring only intensive equine training for immediate employment, rather than also enrolling in general education courses required of all associate degree programs and transfer degrees. Training is provided for employment on horse ranches, animal entertainment centers, and related equine industries.

Required Courses:

Required Courses:	Units
Ag 23A Special Projects in Agriculture	3
Ag 23B Special Projects in Agriculture	2/3
Ag 40 Horse Husbandry I	3
Ag 41 Horse Husbandry II	3
Ag 43 Training for Instructors in Horsemanship	2
Ag 44 Equine Schooling Techniques	2
Ag 45 Intro to Horse Training	3
Ag 46 Advanced Horse Training Techniques	3
Ag 47 Artificial Insemination of Horses	3
Ag 48A Principles of Horse Ranch Management	2
Ag 48B Practical Application of Ranch Management	2
Ag 79A Equine Management and Training Program Internship	4
Ag 79B Equine Management and Training Program Internship	4
Ag 81 Horseshoeing and Trimming	2
Total minimum units required -- 41	

Recommended Course: Engl 2

Agriculture Courses

AG 1 -- 3 Units

Introduction to Horticulture

Class Hours: 3 lecture

The landscape industry, floral industry, turf industry, nurseries and pest control field will be studied. Emphasis will be placed on local applications and examples. Careers and areas where further education will be needed will be pointed out. Recruiters from several horticulture programs will be invited to speak. Students will interview professionals in one or more fields of interest. *Transfer credit: CSU*

AG 12 -- 3 Units

Landscape Gardening and Management

Class Hours: 3 lecture

Students learn about the 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. This is primarily an evening course. *Transfer credit: CSU*

AG 13 -- 3 Units

Landscape Design for Homes

Class Hours: 3 lecture

This course deals with the principles of landscape 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. This is primarily an evening course. *Transfer credit: CSU*

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

Independent Studies in Agriculture

Prerequisite: A previous course in Agriculture

Class Hours: 1-3 tutorial

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

AG 23A/B/C/D -- 1-3 Units

Special Projects in Agriculture

Prerequisite: Previous or concurrent enrollment in Agriculture class

Class Hours: 3-9 laboratory

Interested students may further their knowledge and skills beyond those offered in scheduled classes. May be taken four (4) times for credit. Lab work can be done by arrangement. *Transfer credit: CSU*

AG 31 -- 3 Units

Feeds and Feeding

Class Hours: 2 lecture, 3 laboratory

The nutritional requirements of livestock, the balancing of feed rations, and the costs of feed rations are the focus of this course. *Transfer credit: CSU*

AG 40 -- 3 Units

Horse Husbandry I

Class Hours: 2 lecture, 3 laboratory

Horse selection, nutrition, internal and external parasite control, and disease control programs are covered in this course. *Transfer credit: CSU; UC*

AG 41 -- 3 Units

Horse Husbandry II

Prerequisite: AG 40

Class Hours: 2 lecture, 3 laboratory

Students learn horse ranch management, breeding and care of the mare and the foal, as well as basic training techniques. Course includes field trips to local equine centers. *Transfer credit: CSU*

AG 43 -- 2 Units

Training for Instructors in Horsemanship

Prerequisite: Entrance into Equine Management and Training Program

Class Hours: 1 lecture, 3 laboratory

The course is designed to prepare students to teach basic horseback riding and horsemanship using both English and Western tack.

AG 44 -- 2 Units

Equine Schooling Techniques

Prerequisite: Entrance into Equine Management and Training Program

Class Hours: 1 lecture, 3 laboratory

Students will be instructed in giving advanced equitation and horsemanship lessons using both English and Western tack.

AG 45 -- 3 Units

Introduction to Horse Training

Prerequisite: Entrance into Equine Management and Training Program

Class Hours: 9 laboratory

The class will concentrate on the halter training of foals, beginning training of yearlings and two-year-olds, lounging techniques, ground driving and training to the saddle. Both Western and English tack will be used.

AG 46 -- 3 Units

Advanced Horse Training Techniques

Prerequisite: Entrance into Equine Management and Training Program

Class Hours: 9 laboratory

Students will learn to train the horse to walk, trot and canter with leg aids. They will learn to take leads on cue, side pass, back, ground tie, work trail obstacles, work cavallettes and beginning jumps, turn on forehand and haunches, lead change and figure eight.

AG 47 -- 3 Units

Artificial Insemination of Horses

Prerequisite: Current enrollment in Equine Internship Program or Horse Husbandry I

Class Hours: 1 lecture, 6 laboratory

The course covers the breeding of horses utilizing artificial insemination techniques. The student will learn the advantages and disadvantages of using this method for breeding horses. Experience will be gained in the artificial collection and evaluation of semen, insemination of the mare, use of frozen semen, determination of estrus, and the use of the Prognosticator in the determination of pregnancy. The College equine laboratory, equipment and horse herd are used in this course.

AG 48A -- 2 Units

Principles of Horse Ranch Management

Prerequisite: Entrance into Equine Management and Training Program

Class Hours: 1 lecture, 3 laboratory

This course is designed to teach management and supervision skills as they relate to a modern equine operation. The IBM XT Computer will be used with the Ranger and Horse power software programs with an emphasis on record keeping. *Transfer credit: CSU*

AG 48B -- 2 Units

Practical Application of Ranch Management

Prerequisite: AG 48A

Class Hours: 1 lecture, 3 laboratory

This course uses an IBM XT Computer with the Ranger software program; its emphasis is on the breeding program. *Transfer credit: CSU*

AG 50 -- 3 Units

Food Crop Production

Class Hours: 2 lecture, 3 laboratory

Students study plant structures and their functions; crop ecology and basic factors affecting crops and crop production. They also develop skill in identification of crops, seeds and weeds, as well as in weed

control in this locality and seed production, including certified seed.
Transfer credit: CSU

AG 53 -- 3 Units
Practical Horse Management I

Class Hours: 3 lecture

In this series on the selection, health and care of horses, topics include: quarter horse selection, Arabian horse selection, thoroughbred selection, saddle breeds and selection, inoculations, safety, common diseases, feeds, and colt care.

AG 54 -- 3 Units
Practical Horse Management II

Prerequisite: AG 53

Class Hours: 3 lecture

This course covers the reproductive system, breeding methods, and the fetal development of horses. Other topics covered include stallion management, foaling, and breeding farm economics.

AG 60A-Z -- 1-3 Units
Topics in Agriculture

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

AG 65 -- 3 Units
Introduction to Agri-Business

Class Hours: 3 lecture

The course focuses upon business principles as they apply to agriculture business enterprises in related agricultural areas that service and supply production agriculture, i.e., agricultural chemical sales and services, agricultural equipment sales and service to others. *Transfer credit: CSU*

AG 66 -- 3 Units
Record Keeping

Class Hours: 2 lecture, 3 laboratory

This required course for all Agriculture students is the study of basic record keeping procedures used in production agriculture. *Transfer credit: CSU*

AG 71 -- 3 Units
Natural Resources

Class Hours: 3 lecture

This study of the economic and social values of our natural resources, includes the history of man in relation to land use, human population in relation to resources, history of the conservation movement, present-day conservation practices. *Transfer credit: CSU; UC*

AG 72 -- 3 Units
Park Site Development

Class Hours: 2 lecture, 3 laboratory

Construction of systems necessary to development of park sites -- concrete block wall, brick, watering systems and carpentry. Use of tools required. *Transfer credit: CSU*

AG 73 -- 3 Units
Nature Plant Structures

Class Hours: 2 lecture, 3 laboratory

This is an introduction to understanding plant structure as it relates to the natural resources environment. Focus will be upon stems, leaves, flowers, fruits, seeds and inflorescences. Gross structure is emphasized rather than microscopic analysis. Actual on-site experiences in a natural park setting will be provided. *Transfer credit: CSU*

AG 74 -- 3 Units
Insect and Disease Management

Class Hours: 2 lecture, 3 laboratory

Common insects that attack agricultural crops and stored products are studied, including: 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. *Transfer credit: CSU*

AG 79A -- 4 Units
Equine Management and Training Program Internship

Prerequisite: Entrance into Equine Management and Training Program
Class Hours: 12 laboratory

Students will use the management skills and techniques learned in Equine Management and Training. Classes will operate the Rancho Sierra Vista horse ranch. Students will receive practical experience in operating a modern horse ranch.

AG 79B -- 4 Units
Equine Management and Training Program Internship

Prerequisite: AG 79A

Class Hours: 12 laboratory

Students use the management skills and techniques learned in Equine Management and Training classes to operate the Rancho Sierra Vista horse ranch. Students will receive practical experience in operating a modern horse ranch.

AG 81 -- 2 Units
Horseshoeing and Trimming

Prerequisites: Entrance into Equine Management and Training Program, AG 45, AG 79A

Class Hours: 1 lecture, 3 laboratory

This course will offer instruction in the anatomy and physiology of horses' legs, pastern and feet. The proper trimming and care of horses' front and hind feet, normal and corrective shoeing of the front and hind feet will also be covered.



Anthropology

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

Career Opportunities

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

Archaeologist-Federal/State/Private	Expedition Guide
Environmental Impact Analyst	Population Analyst
Health Researcher	Recreation Specialist
Urban Planner Assistant	Travel Consultant
Exhibit Designer	Tour Guide
Cultural Resource Management	Museum Curator

Faculty

Full-Time	Part-Time	Counselors
John Baker	Diane Heiken	Kathy Alfano
Robert Lopez	Nadine Mandel-Toren	Mike Johnson
Thomas McAdam	Michele Titus	
Jack Reynolds		

Transfer Information

Anthropology is a study of humans and their learned social behavior -- their cultures -- at all times and all over the world. Most graduates with a degree in Anthropology are likely to pursue careers in teaching, government service, research, law, or business.

Major requirements for upper-division standing at:

California State University, Northridge:
Anth 1, 2.

California State University, Sacramento:
Anth 1, 2; additional courses after transfer.

University of California, Davis:
Anth 1, 2, 3; Env Sc 2 or Geog 1; Math 15.

University of California, Santa Barbara:
(Cultural) Anth 1, 2, 3.

(Physical) An 1; Anth 1, 2, 3.

■ Archaeology

Associate in Arts Degree

This is a specialized program designed to award a designated associate degree to those students who have completed a course of specialization in Archaeology. At no time is this program intended to be used as a license for independent unsupervised archaeological research. Rather it is a program designed to introduce the student to archaeological research and to give them the opportunity to actively participate in supervised archaeological research. These requirements were also chosen to optimize students' preparation for upper-division course work in Anthropology/Archaeology offered by four-year institutions. Since course

work in Anthropology/Archaeology is somewhat sequential at most four-year institutions, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in Archaeology. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards active participation in archaeological research projects.

Required Courses:

AREA A: Core courses in Anthropology, in the order recommended, for a total of 9 units.

	Units
Anth 3 Archaeology	3
Anth 2 Cultural Anthropology	3
Anth 1 Physical Anthropology	3

AREA B: Practical courses in Archaeological methodology for a total of 18 units. Courses in this area may be repeated two times.

Anth 5 Archaeological Field Methods	3
Anth 10 Archaeological Reconnaissance	3
Anth 60R Archaeological Research Methods	3

AREA C: Electives for a total of 18 units selected from the following courses. Those courses indicated by (2X) may be repeated two times in this area.

Anth 5 Archaeological Field Methods (2X)	3
Anth 10 Archaeological Reconnaissance (2X)	3
Anth 60C Indians of California	3
Anth 60I The Chumash and Their Neighbors	3
Anth 60R Archaeological Research Methods (2X)	3
Anth 60S Introductory Archaeological Field Methods Supervision (2X)	3

Biol 5 Field Biology	3
Engl 11 Report and Technical Writing	3
Geog 6 Map Use and Interpretation	2
Geol 4 Mineralogy	4
Geol 21 Geology of California	3
Photo 1A Beginning Photography	3

Total minimum units required in major area -- 45

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

Anthropology Courses

ANTH 1 -- 3 Units

Physical Anthropology

Class Hours: 3 lecture

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

ANTH 2 -- 3 Units

Cultural Anthropology

Class Hours: 3 lecture

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

ANTH 3 -- 3 Units

Archaeology

Class Hours: 3 lecture

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

ANTH 4 -- 3 Units Chicano Culture*

Class Hours: 3 lecture

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

ANTH 5 -- 3 Units Archaeological Field Methods

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

Class Hours: 1 lecture, 6 laboratory

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

ANTH 6 -- 3 Units Introduction to Native American Studies*

Class Hours: 3 lecture

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

ANTH 7 -- 3 Units Peoples and Cultures of the World

Class Hours: 3 lecture

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

ANTH 9 -- 3 Units

Female of the Species

Class Hours: 3 lecture

A survey of the evolution of female anatomy and behavior and an examination of the variety of women's roles and stereotypes in different types of cultures, including our own, from an anthropological perspective. *Transfer credit: CSU; UC*

ANTH 10 -- 3 Units Archaeological Reconnaissance

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

Class Hours: 1 lecture, 6 laboratory

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

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

Class Hours: 3 lecture

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

ANTH 11 -- 3 Units

The Anthropology of Magic, Witchcraft and Religion

Class Hours: 3 lecture

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

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

Prerequisite: A previous course in Anthropology

Class Hours: .5-3 tutorial

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

ANTH 60A-Z -- 1-3 Units

Topics in Anthropology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60C -- 3 Units Indians of California

Class Hours: 3 lecture

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

60I -- 3 Units The Chumash and Their Neighbors

Class Hours: 3 lecture

This will be an in-depth look at the Chumash, the major aboriginal population to occupy Ventura County in pre-contact times. Major consideration will be given to their social, political, and economic structure and to their relations with their aboriginal neighbors and the later Spanish Colonial establishment.

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

Class Hours: 3 lecture

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

60R -- 3 Units Anthropological Research Methods

Prerequisite: A previous course in Anthropology

Class Hours: 2 lecture, 3 laboratory

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

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

Prerequisite: 12 units of Anth 5

Class Hours: 1 lecture, 6 laboratory

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

*These courses are offered periodically.



Art

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

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

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

Career Opportunities

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

Art Courses

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

ART 1A -- 3 Units

Art History (F)

Class Hours: 3 lecture

This survey of the history of art of the western world, from prehistoric times to the middle ages, includes ancient, medieval, classic, early Christian and Byzantine art. Emphasis is placed on techniques in architecture, painting and sculpture as well as an examination of the key figures in art history. This course is required for art majors. *Transfer credit: CSU; UC. CAN: ART 2*

ART 1B -- 3 Units

Art History (S)

Class Hours: 3 lecture

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

ART 2 -- 3 Units

Art Appreciation

Class Hours: 3 lecture

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

ART 3 -- 3 Units

Modern Art Forms

Class Hours: 3 lecture

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

ART 4A -- 3 Units

Color and Design

Class Hours: 2 lecture, 3 laboratory

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

ART 4B -- 3 Units

Three-Dimensional Design

Prerequisite: Art 4A

Class Hours: 2 lecture, 3 laboratory

Aspects of 3D design will be studied including the application of 2D design principles to the third dimension. Students will create form

Faculty

Full-Time	Part-Time	Counselors
Kirk Aiken	Michael Blair	Donna Allyn
William Dodgen	Lynn Creighton	Don Henderson
Christine Marx	Richard Flores	
Jack Noyes	Gaye Laguire	
Frank Sardisco	Gulhis Monezis	
	Gerald Swigger	
	Bonese Turner	

Transfer Information

Major requirements for upper-division standing at: **California State University, Northridge:** Art 1A, 1B, 4A, 4B, 12A, 13A, and 6-10 units of Art electives. (exclude Art 2)

University of California, Santa Barbara: Art History: Art 1A, 1B; Photo 2. (Foreign Language recommended)
Studio Art: Art 1A, 1B, 4A, 4B, 8A, 12A, 16A. Any two transferable history courses.

■ Art

Associate in Arts Degree

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

Required Courses:

Course	Units
Art 1A Art History	3
Art 1B Art History	3
Art 4A Color and Design	3
Art 4B Three-Dimensional Design	3
Art 12A Drawing and Composition	3
Art 12B Drawing and Composition	3
Art 13A Life Drawing	3

Required Additional Courses:

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

Total minimum units required in major area -- 27

through interaction with various materials including clay, plaster, wire, found objects, paper-maché, and cardboard employing additive and subtractive techniques and various construction methods. *Transfer credit: CSU; UC*

ART 4C -- 3 Units **Advanced Problems in Color and Design**

Prerequisite: Art 4A
Class Hours: 2 lecture, 3 laboratory

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

ART 8A -- 3 Units **Beginning Ceramics**

Class Hours: 1 lecture, 6 laboratory

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

ART 8B -- 3 Units **Beginning Ceramics**

Prerequisite: Art 8A
Class Hours: 1 lecture, 6 laboratory

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

ART 9A -- 3 Units **Ceramic Design**

Prerequisites: Art 8B and Art 4A
Class Hours: 1 lecture, 6 laboratory

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

ART 9B -- 3 Units **Ceramic Design**

Prerequisite: Art 9A
Class Hours: 1 lecture, 6 laboratory

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

ART 12A -- 3 Units **Drawing and Composition**

Class Hours: 1 lecture, 6 laboratory
Basic drawing experience stresses graphic representation of objects through a variety of media and techniques; particular emphasis is placed on the fundamental means of pictorial composition, depth perception, perspective and rendering. *Transfer credit: CSU; UC*. CAN: ART 8*

ART 12B -- 3 Units **Drawing and Composition**

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

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

ART 13A -- 3 Units **Life Drawing**

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

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

ART 13B -- 3 Units **Life Drawing**

Prerequisite: Art 13A
Class Hours: 1 lecture, 6 laboratory

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

ART 13C/D -- 3/3 Units **Life Drawing**

Prerequisites: Art 13B for 13C; Art 13C for 13D
Class Hours: 1 lecture, 6 laboratory

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

ART 14A -- 2 Units **Silkscreen-Serigraph Printmaking**

Prerequisite: Art 4A
Class Hours: 6 laboratory

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

ART 14B -- 2 Units **Advanced Silkscreen-Serigraph Printmaking**

Prerequisite: Art 14A
Class Hours: 6 laboratory

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

ART 15A -- 3 Units **Beginning Printmaking**

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

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

ART 15B -- 3 Units **Beginning Printmaking**

Prerequisite: Art 15A
Class Hours: 1 lecture, 6 laboratory

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

ART 15C -- 3 Units **Advanced Printmaking**

Prerequisite: Art 15B
Class Hours: 1 lecture, 6 laboratory

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

ART 15D -- 3 Units **Advanced Printmaking**

Prerequisite: Art 15C
Class Hours: 1 lecture, 6 laboratory

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

ART 16A -- 3 Units Painting

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

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

ART 16B -- 3 Units Painting

Prerequisite: Art 16A
Class Hours: 1 lecture, 6 laboratory

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

ART 16C -- 3 Units Advanced Painting

Prerequisite: Art 16B
Class Hours: 1 lecture, 6 laboratory

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

ART 16D -- 3 Units Advanced Painting

Prerequisite: Art 16C
Class Hours: 1 lecture, 6 laboratory

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

ART 17A -- 3 Units Landscape Painting

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

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

ART 17B -- 3 Units Landscape Painting

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

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

ART 18A -- 3 Units Water Color

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

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

ART 18B -- 3 Units Water Color

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

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

ART 18C -- 3 Units Water Color

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

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

ART 18D -- 3 Units Water Color

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

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

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

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

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

ART 23 -- 3 Units Beginning Stained Glass Design

Class Hours: 1 lecture, 6 laboratory

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

ART 24 -- 3 Units Advanced Stained Glass Design

Prerequisite: ART 23
Class Hours: 1 lecture, 6 laboratory

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

ART 60A-Z -- 1-3 Units Topics In Art

Prerequisites: To be determined with each Topic
Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit Art Gallery Practices

Prerequisite: Art 4A or GRD 20A or Photo 1B
Class Hours: 1 lecture

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

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

Printmaking Studio Practices

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

Class Hours: 3/6/9 laboratory

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

60F -- 3 Units

Glaze Chemistry

Prerequisite: A previous course in ceramics

Class Hours: 2 lecture, 3 laboratory

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



Astronomy

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

Career Opportunities

(Post bachelors degree necessary)

Astronomer
Astrophysicist

Faculty

Full-Time	Part-Time	Counselor
Balazs Becht	Hal Jandorf Philip Klutch Dennis Leatart Carolyn Mallory Ronald Wallingford	Olivia Menchaca

Transfer Information

Astrophysics

Major requirements for upper-division standing at:

California State University, Northridge:

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

Physics option: Chem 1B; Math 35.

Applied Physics: Engr 20/20L; Math 35.

Astrophysics: Math 35.

University of California, Berkeley:

Math 25A, 25B, 25C, 31, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Davis:

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

■Astrophysics

Associate in Science Degree

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

Preparation for the Major:

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

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

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

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

Required Courses:

		Units
Astron 1*	An Introduction to Astronomy	3
Astron 10*	Observational Astronomy	2
Chem 1A	General Chemistry I	6
Chem 1B	General Chemistry II	6
Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Math 25C	Calculus with Analytic Geometry III	5
Math 35	Applied Differential Equations	3
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 20B/20BL	Electricity and Magnetism/Lab	4
Ph 20C/20CL	Wave Motion, Heat, Optics and Modern Physics/Lab	4

Total minimum units required in major area -- 47

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

Suggested Course Sequence:

First Semester

Chem 1A	6
Math 25A	5
	11

Third Semester

Astron 1	3
Math 25C	5
Ph 20B/20BL	4
	12

Second Semester

Chem 1B	6
Math 25B	5
Ph 20A/20AL	4
	15

Fourth Semester

Astron 10	2
Math 35	3
Ph 20C/20CL	4
	9

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

Astronomy Courses

ASTRON 1 -- 3 Units

An Introduction to Astronomy

Class Hours: 3 lecture

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

ASTRON 1L -- 1 Unit

An Introduction to Astronomy Laboratory

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

Class Hours: 3 laboratory

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

ASTRON 2 -- 3 Units

Our Solar System: The Next Frontier

Class Hours: 3 lecture

This course includes a brief introduction to observational astronomy, followed by a review of the history of astronomy. The planets, satellites,

asteroids, comets, and the sun are studied in detail. The laws of motion and the law of gravitation are discussed in connection with space travel. Space missions of the past, present and the future are reviewed and the question of colonization of other planets is explored. *Transfer credit: CSU; UC*

ASTRON 10 -- 2 Units Observational Astronomy

Prerequisites: Astron 1/1L or Astron 2 and Math 6 or Math 7, or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 1.5 lecture, 1.5 laboratory

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

ASTRON 22A/B -- .5-3/.5-3 Units Independent Studies in Astronomy

Prerequisite: A previous course in Astronomy

Class Hours: .5-3 tutorial

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

Public Programs

The Community Service office at Moorpark College arranges for public programs in astronomy. These monthly programs are held at Moorpark College in the Charles Temple Observatory and the adjacent 150-seat Richard Carlsberg Amphitheater. For information call (805) 378-1408.

Astronomy Hotline

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



Behavioral Science

Behavioral Science Associate in Arts Degree

Areas of Emphasis: Anthropology, Psychology, Sociology

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

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

AREA B: Required Courses for Emphasis:

Anthropology Emphasis:

Any other two (2) Anthropology courses except Anth 1, 22 or 60 series courses. *ANTH 03
ANTH 11*

Psychology Emphasis:

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

Sociology Emphasis:

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

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

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

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

Sociology: any course other than the 22 or 60 series courses. *SOC 04*

Chicano Studies: 1, 2, 4.

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

Humanities: 18, 19.

Total minimum units required in major area -- 18

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

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



Biological Sciences

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

Career Opportunities

(Most careers require a bachelor and advanced degree)

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

Faculty

Full-Time	Part-Time	Counselors
David Bishop	Luis Cardenas	Kathy Alfano
Thomas McAdam	Harold Delisle	Frank Bianchino
Larry Miller	Gerald Lasnik	Olivia Menchaca
Gary Ogden	Calvin Riley	
Jack Reynolds	Hayel Said	
	Kent Taylor	

Transfer Information

Biology

Major requirements for upper-division standing at:

California State University, Northridge:

Biol 2A, 2B; Chem 1A, 1B; Math 7; Ph 10A/10AL, 10B/10BL.

Select one of the following options:

Cellular and Molecular - add Math 16A, 16B.

Environmental - add Chem 8, 9; Math 15, 16A.

General Biology - add Math 16A; Phys 1.

Microbiology - add CIS 1; Math 16A or 25A; Ph 10A/10AL, 10B/10BL.

California State University, Sacramento:

Biol 2A, 2B; Chem 1A, 1B, 8; Math 16A or 25A; Ph 10A/10AL, 10B/10BL.

University of California, Davis:

Biol 2A, 2B, 17; Bot 1; Chem 1A, 1B; Math 25A, 25B, 25C; Micro 1; Ph 10A/10AL, 10B/10BL.

University of California, Santa Barbara

Biol 2A, 2B; Chem 1A, 1B, 8, 9; Math 16A, 16B or 25A, 25B, 15C or 25C; Ph 10A/10AL, 10B/10BL, or Ph 20A/20AL, 20B/20BL.

For transfer information regarding Pre dental, Pre medical, Prenursing and Preveterinary see Health Science section of catalog.

■Biology

Associate in Arts Degree

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

Preparation for the Major:

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

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

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

Required Courses:

	Units	
Biol 2AB	General Biology I/II	8
Chem 1AB	General Chemistry I/II	12
Math 16AB	Applied Calculus I/II	6
Ph 10A/10AL	General Physics I/Lab	4
Ph 10B/10BL	General Physics II/Lab	4

Total minimum units required in major area -- 34

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A	6	Biol 2A	4
		Math 16A	3
		Ph 10A/10AL	4
	<hr/>		<hr/>
	6		11
Second Semester		Fourth Semester	
Chem 1B	6	Biol 2B	4
		Math 16B	3
		Ph 10B/10BL	4
	<hr/>		<hr/>
	6		11

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

■Biology

Associate in Science Degree

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

technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

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

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

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

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

Required Courses:

		Units
Biol 2AB	General Biology I/II	8
Chem 1AB	General Chemistry I/II	12
Math 25AB	Calculus with Analytic Geometry I/II	10
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 20B/20BL	Electricity and Magnetism/Lab	4

Total minimum units required in major area -- 38

Recommended Courses: Chem 8, 9; Ph 20C/20CL

Suggested Course Sequence:

First Semester

Chem 1A	6
<hr/>	
	6

Second Semester

Chem 1B	6
Math 25A	5
<hr/>	
	11

Third Semester

Biol 2A	4
Math 25B	5
Ph 20A/20AL	4
<hr/>	
	13

Fourth Semester

Biol 2B	4
Ph 20B/20BL	4
<hr/>	
	8

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

Anatomy Courses

AN 1 -- 4 Units

General Human Anatomy

Prerequisite: Biol 1 or Biol 2A or equivalent

Class Hours: 2 lecture, 6 laboratory

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

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

Independent Studies in Anatomy

Prerequisite: A previous course in Anatomy

Class Hours: .5-3 tutorial

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

Anatomy/Physiology Courses

ANPHYS 1 -- 3 Units

Introduction to Human Anatomy and Physiology

Prerequisite: Biol 1 or equivalent college course

Corequisite: AnPhys 1L

Class Hours: 3 lecture

This course is a survey of human anatomy and physiology, covering major organ systems and their functions. Both microscopic and macro-

scopic functional morphology are emphasized. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with An 1 or Phys 1*

ANPHYS 1L -- 2 Units

Introduction to Human Anatomy and Physiology Laboratory

Corequisite: AnPhys 1

Class Hours: 6 laboratory

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

ANPHYS 1S -- 1 Unit

Anatomy and Physiology Study Session★

Class Hours: 1 lecture

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

Biology Courses

BIOL 1 -- 4 Units

Principles of Biology

Class Hours: 3 lecture, 3 laboratory

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

BIOL 2A -- 4 Units

General Biology I

Prerequisite: Chem 12 or high school chemistry

Class Hours: 3 lecture, 3 laboratory

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

BIOL 2B -- 4 Units

General Biology II

Prerequisite: Biol 2A or equivalent college course

Class Hours: 3 lecture, 3 laboratory

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

BIOL 3 -- 3 Units

Marine Life and Its Environment

Class Hours: 2 lecture, 3 laboratory

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

BIOL 5 -- 3 Units

Field Biology

Class Hours: 2 lecture, 3 laboratory

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

BIOL 14 -- 3 Units **Natural History of Ventura County**

Class Hours: 2 lecture, 3 laboratory

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

BIOL 16 -- 3 Units **Human Biology**

Class Hours: 3 lecture

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

BIOL 17 -- 3 Units **Heredity, Evolution and Society**

Class Hours: 3 lecture

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

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

Independent Studies in Biology

Prerequisite: A previous course in Biology

Class Hours: .5-3 tutorial

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

Botany Courses

BOT 1 -- 5 Units **General Botany**

Class Hours: 3 lecture, 6 laboratory

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

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

Independent Studies in Botany

Prerequisite: A previous course in Botany

Class Hours: .5-3 tutorial

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

Microbiology Courses

MICRO 1 -- 5 Units

Principles of Microbiology

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

Class Hours: 3 lecture, 6 laboratory

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

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

Independent Studies in Microbiology

Prerequisite: A previous course in Microbiology

Class Hours: .5-3 tutorial

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

Physiology Courses

PHYS 1 -- 5 Units

Human Physiology

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

Class Hours: 4 lecture, 3 laboratory

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

PHYS 2 -- 3 Units

Physiology of Nutrition

Prerequisite: NtS 1

Class Hours: 3 lecture

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

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

Independent Studies in Physiology

Prerequisite: A previous course in Physiology

Class Hours: .5-3 tutorial

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

Zoology Courses

ZOO 1 -- 5 Units

General Zoology

Class Hours: 3 lecture, 6 laboratory

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

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

Independent Studies in Zoology

Prerequisite: A previous course in Zoology

Class Hours: .5-3 tutorial

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

Botany

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



Business

The major in Business Administration is designed to prepare students for a wide range of careers in the world of business. The areas of specialization available include accounting, (which may include "computer information systems") finance, investments, real estate, marketing, office administration, management, production, operations management, operations research, and statistics. Computer information systems may be a separate option in the Business Administration major. See Computer Information Systems and Computer Science.

Career Opportunities

Associate Degree Level

Accounting

Bookkeeping	Insurance Clerk
Junior Accountant	Accounts Payable Clerk
Payroll Clerk	

Business Management

Small Business Manager	Assistant Manager
Administrative Assistant	

Marketing

Sales Representative	Survey Interviewer
Market Research Assistant	Buyer Trainee/Assistant
Manufacturers Representative	Real Estate Sales
Sales Trainee	

Supervision

Production Supervisor	Retail Assistant Manager
Field Representative	Personnel Assistant
Production Planner	Line Supervisor
Material Scheduler	Office Manager

Bachelors Degree Level

Accounting (B.A./B.S. level)

Cost Accountant	Tax Specialist/Accountant
Assistant Controller	City or County Auditor
Controller	Revenue Agent
Treasurer	Bank Examiner
Government Accountant	Credit Counselor
Budget Analyst	Estimator
Credit Analyst	Investment Planner
Appraiser	

Business Management (B.A./B.S. level)

Administrative Assistant	Management Trainee
Office Manager	Supervisor
Administrative Specialist	Area Manager
Contract Specialist	Store Manager
Small Business Owner	Branch Manager
Small Business Manager	Personnel Assistant

Marketing (B.A./B.S. level)

Product Planner	Market Specialist
Advertising Assistant	Promotion Manager
Account Executive	Sales Executive
Manufacturers Representative	Sales Management
Communications Consultant	Sales Campaign Planner
Advertising Manager	Sales Representative

Merchandising Manager
 Package Designer
 Consumer Research Analyst
 Industrial Marketing Manager
 Customer Relations Manager

Advertiser
 Retail Merchandiser
 Product Specialist
 Media Analyst

Transfer Information

Major requirements for upper-division standing at:

California Lutheran University:
 (BA) - Bus 2A, 2B, 30; Econ 2; Math 12, 15.
 (BS) - Bus 2A, 2B, 2C; Econ 1, 2; Math 12, 15.

California Polytechnical State University, San Luis Obispo:
 Bus 2A, 2B, 2C, 30, 33A; CIS 1; Econ 1, 2; Math 15, 16A.

California State University, Northridge:
 Bus 2A, 2B, 2C, 33A; BIS 18; CIS 1; Econ 1, 2; Math 12 or 16A (Accounting and MIS majors must take Math 16A or 25A).

California State University, Sacramento:
 Bus 2A, 2B, 2C, 33A; CIS 1; Econ 1, 2; Math 15, 16A.

California State University, San Diego:
 Bus 2A, 2B, 2C; CIS 1; Econ 1, 2; Math 15, 25A.

University of California: Berkeley:
 Bus 2A, 2B, 2C; CS 10/10L; Econ 1, 2; Math 15, 25A, 25B; Foreign language through Level 2 (or three years of high school foreign language with "C" or better). Seven of these general education requirements must be completed before admission:
 Two courses from: Anth 2; Psych 1A; Soc 1.
 Two courses in Natural Science from any Physics or Life Science.
 Two courses in Foreign Language, Literature, or Civilization.
 Three courses in Social Science from Political Science or History.

See Moorpark College counselor for English requirement.

University of California, Santa Barbara:
 Economics/Business major: Bus 2A, 2B; Econ 1, 2; Math 25A, 25B.

Faculty

Full-Time

Gerald Fecht
 Janice Feingold
 Judith Gerhart
 Marshall Keyser
 Thomas Spraggins
 James Wyman
 Kathleen Young

Counselors

Gail Goodman
 Edna Ingram
 Susan Izumo
 Lisa Raufman
 Ofelia Romero-Motlagh

In - P

Part-Time

N. Dina Adler
 Stan Arky
 Ronald Boots
 Peter DiGiampietro
 Joseph Dion
 Melvin England
 Sharon Forkner-Rippon
 William Furrell
 Rollyn Habeck
 John Handlos

Timothy Hansen
 Richard Hoffing
 Thomas LaMantia
 Joseph Martin
 Carl Olson
 Harvey Richelson
 Helen Semple
 Frances Sheppard
 John Walker
 Timothy Weaver
 Jeffrey Wofford

CIS 1	Intro to Information Systems	3
CIS 1L	CIS Introduction Lab	1

Total minimum units required in major area -- 27
Recommended Courses: Bus 1, 56; Psych 3; Soc 8

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

Accounting Technician

Occupational Associate in Science Degree

This program is designed to provide comprehensive training that will enable students to enter accounts clerk positions in industry and government. It is also designed to permit employed persons to gain skills leading to promotions in the accounting field.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 6 10-Key Mastery on the Computer	.5
BIS 10A Intro to the PC and DOS	1
Bus 2A Financial Accounting Principles I	3
Bus 2B Financial Accounting Principles II	3
Bus 2C Managerial Accounting Concepts	3
Bus 7 Income Tax Law	3
Bus 8 Computerized Accounting	2
Bus 9A Microcomputer Applications in Financial Accounting	2
Bus 9B Microcomputer Applications in Managerial Accounting	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 39 Business Communications	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1

Total minimum units required in major area -- 35.5

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

Business Management

Occupational Associate in Science Degree

This program is designed to provide students with the job skills necessary for performance in management positions in business or industry.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 37 Marketing	3
Bus 39 Business Communications	3
Bus 50 Elements of Supervision	3
Bus 51 Personnel Management	3

Marketing

Occupational Associate in Science Degree

This program is designed to prepare students for opportunities in marketing occupations in business and industry. A foundation in business and economic function is provided with an understanding of specialized skills common to marketing activities.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 35 Sales Techniques	3
Bus 36 Retail Merchandising	3
Bus 37 Marketing	3
Bus 38 Advertising	3
Bus 39 Business Communications	3

Total minimum units required in major area -- 26

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

Supervision

Occupational Associate in Science Degree

This program is designed both for students wishing to qualify for opportunities in supervision as well as those currently employed in an industrial supervisory position. It provides assistance to management in the development of qualified supervisors for industry.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 39 Business Communications	3
Bus 50 Elements of Supervision	3
Bus 51 Personnel Management	3
Bus 54 Human Relations for Supervisors	3
Bus 56 Business and Professional Speech	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1

Total minimum units required in major area -- 30

Recommended Courses: Psych 3; Soc 8

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

■ Accounting Technician

Certificate of Achievement

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

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 6 10-Key Mastery on the Computer	.5
BIS 10A Intro to the PC and DOS	1
Bus 2A Financial Accounting Principles I	3
Bus 2B Financial Accounting Principles II	3
Bus 2C Managerial Accounting Concepts	3
Bus 7 Income Tax Law	3
Bus 8 Computerized Accounting	2
Bus 9A Microcomputer Applications in Financial Accounting	2
Bus 9B Microcomputer Applications in Managerial Accounting	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 39 Business Communications	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
Total minimum units required -- 35.5	

■ Business Management

Certificate of Achievement

This program offers skill training for management positions in business and industry. Individuals already employed may improve their abilities toward promotion through this curriculum.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 37 Marketing	3
Bus 39 Business Communications	3
Bus 50 Elements of Supervision	3
Bus 51 Personnel Management	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
Total minimum units required -- 27	

■ Marketing

Certificate of Achievement

This program offers a basic education for students desiring to enter marketing positions or for those individuals already employed and seeking improvement of sales related skills.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3

Bus 33A Business Law I	3
Bus 35 Sales Techniques	3
Bus 36 Retail Merchandising	3
Bus 37 Marketing	3
Bus 38 Advertising	3
Bus 39 Business Communications	3
Total minimum units required -- 26	

■ Supervision

Certificate of Achievement

This program is planned for students seeking to qualify for supervisory positions as well as those already employed who wish to improve their abilities.

Required Courses:	Units
BIS 1 Beginning Typewriting/Keyboarding I	1
BIS 10A Intro to the PC and DOS	1
Bus 30 Intro to Business and Economics	3
Bus 31 Business Organization and Management or	3
Bus 32 Small Business Operation	3
Bus 33A Business Law I	3
Bus 39 Business Communications	3
Bus 50 Elements of Supervision	3
Bus 51 Personnel Management	3
Bus 54 Human Relations for Supervisors	3
Bus 56 Business and Professional Speech	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
Total minimum units required -- 30	

Business Courses

BUS 1 -- 3 Units

Preparation for Accounting

Prerequisite: Math 9 or equivalent or eligibility for Math 1

Class Hours: 3 lecture

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

BUS 2A -- 3 Units

Financial Accounting Principles I

Prerequisites: Bus 1 or equivalent and Math 9 or equivalent, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 3 lecture

Basic principles of financial accounting are studied as a foundation for advanced study and as a vocational skill. Areas of emphasis in the course are the accounting cycle, internal control, merchandising operations, special-purpose journals, classified financial statements, short-term liquid assets, inventories, and current liabilities. *Transfer credit: CSU; UC*

BUS 2B -- 3 Units

Financial Accounting Principles II

Prerequisite: Bus 2A

Class Hours: 3 lecture

This course continues the study of basic financial accounting principles as a foundation for advanced study and as a vocational skill. Areas of emphasis include acquisition, depreciation, and disposal of long-term assets, natural resources and intangible assets, partnerships, corporations, long-term liabilities, statement of cash flows, financial statement analysis, intercompany investments, and international and inflation accounting. *Transfer credit: CSU; UC*

BUS 2C -- 3 Units**Managerial Accounting Concepts**

Prerequisites: Bus 2B and Math 3 or equivalent

Class Hours: 3 lecture

This course completes the study of basic accounting by focusing on cost accounting and accounting quantitative data and its use by management in internal decisions relating to products, prices, cost control, budgeting, etc. It is intended as a foundation for advanced study and deals primarily with manufacturing entities. *Transfer credit: CSU; UC*

BUS 4 -- 3 Units**Business Mathematics**

Class Hours: 3 lecture

This review of fundamental arithmetic and algebraic processes, with application to business problems, includes fractions, decimals, skills in areas of mark-up, discounts, interest, installment debt and other business practices.

BUS 7 -- 3 Units**Income Tax Law**

Class Hours: 3 lecture

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

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

Prerequisite: Bus 2A, BIS 10A

Class Hours: 1 lecture, 3 laboratory

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

BUS 9A -- 2 Units**Microcomputer Applications in Financial Accounting**

Prerequisites: Bus 2A and Bus 2B, BIS 10A

Class Hours: 1 lecture, 3 laboratory

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

BUS 9B -- 1 Unit**Microcomputer Applications in Managerial Accounting**

Prerequisites: Bus 2C or concurrent enrollment, Bus 9A

Class Hours: 1 lecture, 3 laboratory for 8 weeks

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

BUS 14 -- 1 Unit**Calculating Machines**

Class Hours: 2 lecture/laboratory

Skill in the operation of the 10-key adding machine is developed by the "touch" method. The course includes practical business problems that can be solved on most office calculators. *Transfer credit: CSU*

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

Prerequisite: A previous course in Business

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of business on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Director. The project will involve library work or laboratory work

or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

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

Class Hours: 3 lecture

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

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

Class Hours: 3 lecture

This course presents basic concepts and functions of business and economics and the application of economic thinking to the operation and evolution of business. It also explores business organization and finance, demand and supply, money and banking, business decision making, and inflation. Emphasis is placed on the practical use of business and economic understanding. (co-numbered Econ 30) *Transfer credit: CSU*

BUS 31 -- 3 Units**Business Organization and Management**

Prerequisite: Bus 30

Class Hours: 3 lecture

Instruction focuses upon the manager's responsibility for planning, organizing, directing, controlling and coordinating, including basic functions of an organization and responsibility for carrying out objectives in accordance with the organization's plan. *Transfer credit: CSU*

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

Prerequisite: Bus 30

Class Hours: 3 lecture

Students learn how to establish and operate a small business. Topics include planning, financing, staffing, marketing, site selection, budgeting and record keeping. *Transfer credit: CSU*

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

Class Hours: 3 lecture

This course deals with the fundamental principles of law pertaining to business transactions, including origins of the legal systems and present-day court systems and procedures. Topics covered include law of contracts, sales, real and personal property, bailments and consumer protection. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Bus 33B. CAN: BUS 8*

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

Prerequisite: Bus 33A

Class Hours: 3 lecture

This course covers the principles of law as it applies to agencies, negotiable instruments, corporations, partnerships, business transactions, trusts, wills, and insurance. Also covered is the interrelationship between the government and business entities. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Bus 33A*

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

Prerequisite: Bus 30

Class Hours: 3 lecture

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

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

Prerequisite: Bus 30
Class Hours: 3 lecture

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

BUS 37 -- 3 Units Marketing

Prerequisite: Bus 30
Class Hours: 3 lecture

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

BUS 38 -- 3 Units Advertising

Prerequisite: Bus 30
Class Hours: 3 lecture

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

BUS 39 -- 3 Units Business Communications

Class Hours: 3 lecture

This practical course helps students develop communication skills through business correspondence. It provides training in writing various types of letters commonly used in business such as inquiries, sales, collections, credit, customer relations, and employment appropriation techniques; reviews communication theory, human relations motivational effects of correspondence; develops further skills in listening and speaking. *Transfer credit: CSU*

BUS 41 -- 3 Units Women and the Law

Class Hours: 3 lecture

An in-depth study of various areas of law affecting the past and current legal status of women. Included in the study are topics of employment, property rights, credit opportunity, education, health issues, Equal Pay Act, and Affirmative Action. State and federal statutes and case laws are analyzed. *Transfer credit: CSU*

BUS 42 -- 3 Units Business and Society

Class Hours: 3 lecture

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

BUS 50 -- 3 Units Elements of Supervision

Class Hours: 3 lecture

This course covers the responsibilities of a supervisor. Topics covered are organization, duties and responsibilities, human relations, grievances, training, rating, and promotion. *Transfer credit: CSU*

BUS 51 -- 3 Units Personnel Management

Class Hours: 3 lecture

Personnel management is studied as a staff function in the process of manpower administration in the organization. The course includes such topics as 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, and administration. *Transfer credit: CSU*

BUS 54 -- 3 Units Human Relations for Supervisors

Prerequisite: Bus 50 or equivalent

Class Hours: 3 lecture

Designed to help the supervisor improve techniques of dealing with others, this course emphasizes understanding human behavior, individualizing contacts with subordinates and applying management principles to interpersonal relationships. *Transfer credit: CSU*

BUS 56 -- 3 Units Business and Professional Speech

Class Hours: 3 lecture

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

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

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

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

Class Hours: Variable

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



Business Information Systems

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

Career Opportunities

A.S. Level

Office Manager	Data Entry Clerk
Word Processor	Receptionist
Office Clerk	Data Entry Operator
Administrative Aide	

Faculty

Full-Time	Part-Time	Counselors
Shay Collier	Stephen Abrams	Susan Izumo
Marjorie Corbell	Guy Campbell	Lisa Raufman
David Kay	Joan Cantrell	
Louis Wolff	Maria Ellis	
Kathleen Young	Mar Jean Lewis	
	Walter Lusk	
	Delores Moon	
	Christopher Vender	
	Michael Webster	
	Howard Woodward	
	Diane Worstell	

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

Business Information Systems Courses

BIS 1 -- 1 Unit

Beginning Typewriting/Keyboarding I

Class Hours: 6 laboratory for 8 weeks

This course is for the student who has never had a typing course, or who prefers to start at the very beginning. Instruction includes mastery of the alphabetic/numeric keyboard, fundamental operation of the typewriter, building typing speed and accuracy.

BIS 2 -- 1 Unit

Beginning Typewriting/Keyboarding II

Prerequisites: BIS 1 or equivalent; ability to type 20 wpm

Class Hours: 6 laboratory for 8 weeks

This course is for the student who has a basic knowledge of the alphabetic keys. Instruction includes centering, figure and symbol key reaches, as well as speed building and accuracy development.

BIS 3 -- 1 Unit

Typewriting: Speedbuilding

Prerequisites: Knowledge of the keyboard; ability to type 35 wpm

Class Hours: 6 laboratory for 8 weeks

This course is designed for the student who has the ability to type at least 35 wpm accurately and the desire to work on speed and accuracy. The course consists of a series of timings and drills designed to build speed and improve accuracy. May be taken two (2) times for credit.

BIS 4 -- 1 Unit

Beginning Typewriting/Keyboarding III★

Prerequisites: BIS 2 or equivalent; ability to type 30 wpm

Class Hours: 6 laboratory for 8 weeks

This course is for the student who has knowledge of basic letter format and tables. Instruction includes memorandums, proofreader marks, reports, business correspondence and tables.

BIS 6 -- .5 Unit

10-Key Mastery on the Computer

Class Hours: 1 lecture, 3 laboratory for 4 weeks

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

BIS 9 -- .5 Unit

Microcomputer Applications In Business

Prerequisite: BIS 10A

Class Hours: 24 laboratory total

Students will gain experience in operation of microcomputers in business applications in accounting, management, and general business. Software programs will be selected in accordance with class assignments or student interest. Scheduling is self-paced and class may be entered at any time during the semester. May be taken four (4) times for credit.

BIS 10A -- 1 Unit

Introduction to the PC and DOS

Class Hours: 8 lecture, 24 laboratory total

This course is an introduction to the IBM Personal Computer hardware and operating system. Covered will be hardware components, power-up sequence, insertion and removal of diskettes, use of operating system commands, use of common system utilities, and the loading of prepackaged applications. May be taken three (3) times for credit.

BIS 10B -- 1.5 Units

Advanced DOS Functions

Prerequisite: BIS 10A

Class Hours: 12 lecture, 36 laboratory total

An in-depth study of the advanced features of MS-DOS. Adds to the essential basics from BIS 10A; explores inner workings of DOS nucleus; more on subdirectories; customizing DOS; file management; backup and recovery. Explores DOS version differences. May be taken three (3) times for credit.

BIS 10C -- .5 Unit

Hard Disk Management (DOS)★

Prerequisite: BIS 10A

Class Hours: 1 lecture for 8 weeks

Learn how hierarchical directories are created and structured and how to share data between programs. Learn how to optimize disk operating speed and use hard disk management software. May be taken three (3) times for credit.

BIS 13A -- 1 Unit

Lotus 1-2-3 I

Prerequisites: BIS 10A; knowledge of the keyboard

Class Hours: 8 lecture, 24 laboratory total

Introduction to the spreadsheet aspect of this program will be studied. The course is appropriate for the non-major student. Taught on IBM or compatible computers. May be taken three (3) times for credit. No credit for this course if taken after BIS 18.

BIS 13B -- 1 Unit

Lotus 1-2-3 II

Prerequisites: BIS 10A; knowledge of the keyboard; BIS 13A

Class Hours: 8 lecture, 24 laboratory total

This is a continuation of Lotus 1-2-3 I covering graph creation and data base operations. Course is taught on IBM or compatible computers. May be taken three (3) times for credit. No credit for this course if taken after BIS 18.

BIS 14A -- .5 Unit Introduction to Database IV

Prerequisite: BIS 10A

Class Hours: 4 lecture, 12 laboratory total

This course is an introduction to the microcomputer database application program dBASE IV. It will consist of an introductory lecture, intensive computer assisted instruction, practice lessons, practical use of the processor to generate a formal database and preparation of reports. May be taken three (3) times for credit.

BIS 14B -- 1.5 Units Programming dBASE IV

Prerequisites: BIS 14A and CIS 2

Class Hours: 12 lecture, 36 laboratory total

Advanced course for those who need more elaborate data manipulation, calculations, logical operations than can be accomplished by making requests via query language. Includes error detection, menu driven programs, formatting screens, using subroutines, dBASE IV advanced features. May be taken three (3) times for credit.

BIS 15A -- 1 Unit WordPerfect I

Prerequisites: BIS 10A or concurrent enrollment; knowledge of the keyboard

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This is an introduction to this widely-used word processing program. The course covers document creation, text enhancement, block functions, windows, Speller, and Thesaurus. May be taken three (3) times for credit.

BIS 15B -- 1 Unit WordPerfect II

Prerequisite: BIS 15A

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This is a continuation of WordPerfect I, including newspaper-style columns, printing mailing labels, using Math, and macros. May be taken three (3) times for credit.

BIS 15C -- 1 Unit WordPerfect Desktop Publishing

Prerequisite: BIS 15A

Class Hours: 1 lecture, 3 laboratory for 8 weeks

With WordPerfect's desktop publishing features, you will learn to create camera-ready documents such as brochures, newsletters, and reports. You will also perform formatting functions such as creating multiple columns, choosing from a variety of typefaces, drawing lines and boxes, using graphics, and other desktop features. May be taken three (3) times for credit.

BIS 16 -- 2 Units BASIC for the PC★

Prerequisites: BIS 10A/PC-DOS background

Class Hours: 1.5 lecture, 1.5 laboratory

This is an introduction to BASIC language (MicroSoft) as used on the PC. Includes typical mathematical problems, logic problems, simple numeric/random number games, elementary business problems. Intended for home PC user; not for CIS majors. (co-numbered CIS 16)

BIS 17 -- 2 Units Microcomputer Literacy (TV)

Class Hours: 4 lecture/laboratory

This course describes the functions and major applications of the microcomputer. A survey course with hands-on experience using a word processor, spreadsheet, and database application. (co-numbered CIS 17)

BIS 18 -- 3 Units Microcomputer Applications: Lotus 1-2-3

Prerequisites: BIS 10A; knowledge of the keyboard

Class Hours: 2 lecture, 3 laboratory

This course is an in-depth look at Lotus 1-2-3. Multiple spreadsheet operations will be discussed, as well as graphics, database applications, and Lotus macros.

BIS 19 -- .5 Unit Introduction to Windows★

Prerequisite: BIS 10A

Class Hours: 1 lecture, 3 laboratory for 4 weeks

Windows is a software program that allows the user to run programs, enter and move data around, and perform DOS-related tasks simply by using the mouse to point at objects on the screen. Topics covered include program and files management, using Write and Paintbrush, and customizing Windows. May be taken three (3) times for credit.

BIS 20A -- 1 Unit Beginning WordPerfect for Windows

Prerequisite: BIS 19

Class Hours: 1 lecture, 3 laboratory for 8 weeks

This WordPerfect version takes place in a graphical, multi-tasking environment and incorporates all of its popular features using a mouse in conjunction with button bars and dialog boxes. Basic document formatting will be included. May be taken three (3) times for credit.

BIS 20B -- 1 Unit Advanced WordPerfect for Windows

Prerequisite: BIS 20A

Class Hours: 1 lecture, 3 laboratory for 8 weeks

Advanced features in the Windows environment including tables and equations, merging, macros, columns, styles, headers and footers will be covered. May be taken three (3) times for credit.

BIS 22A/B -- 1-3/1-3 Units Independent Studies in Business Information Systems

Prerequisite: A previous course in Business Information Systems

Class Hours: 1-3 tutorial

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

BIS 23 -- 3 Units Desktop Publishing (IBM Compatible)

Prerequisite: GC 20 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will introduce the student to desktop publishing using the personal computer. Emphasis will be placed on techniques of desktop publishing in the production of charts, forms, newsletters and other desktop publications. This course will also include basic instructions in word processing as it relates to desktop publishing. The students will apply the theories and practices of typography, page layout and graphics in the design and production of various desktop publications. (co-numbered GC 23)

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

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- .5 Unit

Report Writing on Computers★

Prerequisite: BIS 1 or equivalent

Class Hours: 1 lecture, 3 laboratory for 4 weeks

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



Chemistry

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

Career Opportunities

B.S. Level

(Most careers require bachelors or graduate degree)

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

Faculty

Full-Time	Part-Time	Counselors
Eugene Berg	Hyla Acheson	Kathy Alfano
Richard Kurtik	Dennis Anderson	Frank Bianchino
Robert Miller	Marjorie Leerabhandh	Olivia Menchaca
David Murphy	Van Lopez	
	Kandiah Mahendran	
	Farid Noakhtar	

Transfer Information

Major requirements for upper-division standing at:

California State University, Northridge:

(BA): Chem 1A, 1B; Math 16A, 16B; Ph 10A/10AL, 10B/10BL.
(BS): Chem 1A, 1B; Math 25A, 25B, 25C, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

Biochemistry Option: Add Biol 2A, 2B.

California State University, Sacramento:

Chem 1A, 1B; Math 25A, 25B, 25C; Ph 10AB with Labs or 20ABC with Labs.

University of California, Santa Barbara:

(BA): Chem 1A, 1B, 9; Math 25A, 25B, 25C; Ph 10AB with Labs or 20ABC with Labs.

(BS): Add Math 31, 35; Ph 10AB with Labs or 20ABC with Labs.

Chemistry

Associate in Arts Degree

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

requirements for a major in chemistry. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

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

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

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

Required Courses:

		Units
Chem 1A	General Chemistry I	6
Chem 1B	General Chemistry II	6
Chem 8	Elementary Organic Chemistry	4
Chem 9	Organic Chemistry Lab	2
Math 16A	Applied Calculus I	3
Math 16B	Applied Calculus II	3
Ph 10A/10AL	General Physics I/Lab	4
Ph 10B/10BL	General Physics II/Lab	4

Total minimum units required in major area -- 32

Suggested Course Sequence:

First Semester

Chem 1A	6
<hr/>	
	6

Third Semester

Math 16A	3
Ph 10A/10AL	4
<hr/>	
	7

Second Semester

Chem 1B	6
<hr/>	
	6

Fourth Semester

Chem 8	4
Chem 9	2
Math 16B	3
Ph 10B/10BL	4
<hr/>	
	13

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

Chemistry

Associate in Science Degree

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

Preparation for the Major:

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

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

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

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

Required Courses:		Units
Chem 1A	General Chemistry I	6
Chem 1B	General Chemistry II	6
Chem 8	Elementary Organic Chemistry	4
Chem 9	Organic Chemistry Lab	2
Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Math 25C	Calculus with Analytic Geometry III	5
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 20B/20BL	Electricity and Magnetism/Lab	4
Ph 20C/20CL	Wave Motion, Heat, Optics and Modern Physics/Lab	4

Total minimum units required in major area -- 45

Recommended Course: Math 35

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A	6	Math 25C	5
Math 25A	5	Ph 20B/20BL	4
	11		9
Second Semester		Fourth Semester	
Chem 1B	6	Chem 8	4
Math 25B	5	Chem 9	2
Ph 20A/20AL	4	Ph 20C/20CL	4
	15		10

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

Chemistry Courses

CHEM 1A -- 6 Units General Chemistry I

Prerequisites: Chem 12 or equivalent college course, or skills which may be measured by an appropriate score on the Chemistry Placement Exam and Math 3 or equivalent college course, or eligibility for Math 5 or higher on the Math Placement Exam
Class Hours: 5 lecture, 3 laboratory

LECTURE: Topics covered include: atomic theory and stoichiometry; thermochemistry; quantum theory and electronic structure of atoms; chemical bonding and molecular structure; physical behavior of gases; states of matter and phase equilibria; solutions; titrations and qualitative analysis.

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

CHEM 1B -- 6 Units General Chemistry II

Prerequisite: Chem 1A and Math 5 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 5 lecture, 3 laboratory

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

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

CHEM 8 -- 4 Units Elementary Organic Chemistry

Prerequisite: Chem 1B (may be taken concurrently)

Class Hours: 4 lecture

A study of the properties and reactions of carbon compounds with emphasis on structure and mechanism. Topics covered include: synthesis and characterization of organic compounds; nomenclature; spectroscopic analysis; biochemistry. *Transfer credit: CSU; UC*

CHEM 9 -- 2 Units Organic Chemistry Lab

Prerequisite: Chem 8 (may be taken concurrently)

Class Hours: 6 laboratory

This lecture-laboratory course deals with the synthesis, characterization and spectroscopic analysis of organic compounds. *Transfer credit: CSU; UC*

CHEM 12 -- 5 Units Introductory Chemistry I

Prerequisite: Math 1 or equivalent college course, or eligibility for Math 3 or higher on the Math Placement Exam

Class Hours: 4 lecture, 3 laboratory

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

CHEM 13 -- 5 Units Introductory Chemistry II

Prerequisite: Chem 12 or one year of high school chemistry

Class Hours: 4 lecture, 3 laboratory

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

CHEM 22A/B -- .5-3/.5-3 Units Independent Studies in Chemistry

Prerequisite: A previous course in Chemistry

Class Hours: .5-3 tutorial

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



Chicano Studies

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

Career Opportunities

B.A. Level

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

Faculty

Full-Time

Tomás Sanchez

Counselor

Olivia Menchaca

Transfer Information

Successful completion of the Chicano Studies program prepares students for work in the Barrio, education, politics, social services, and various other positions in government service and private industry.

Major requirements for upper-division standing at:

California State University, Northridge:

Ch St 2 (or Anth 4).

University of California, Santa Barbara:

Ch St 1, 2, 4; Spn 4.

Chicano Studies Courses

CH ST 1 -- 3 Units

The Chicano In Contemporary Society

Class Hours: 3 lecture

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

CH ST 2 -- 3 Units

Chicano Culture

Class Hours: 3 lecture

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

CH ST 4 -- 3 Units

History of the Southwest

Class Hours: 3 lecture

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

CH ST 8 -- 3 Units

Political Patterns in the U.S.

Class Hours: 3 lecture

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

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

Independent Studies -- The Chicano

Prerequisite: A previous course in Chicano Studies

Class Hours: 1-3 tutorial

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



Child Development

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

Career Opportunities

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

Faculty

Full-Time	Part-Time	Counselor
Linda Cravens	Rosalie Bergman	Rick Cardoni
	Dianne Cohn	
	Joan Fasken	
	Bonnie Hoult	
	Kathleen Reiter	
	Christabel Schadt	
	Dianne Smith	
	Maria Smith-Green	

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 Math 15; Phys 1 or Psych 1B.
 Up to 12 units of approved electives may apply in the major.
 See counselor.
California State University, Sacramento:
 Biol 1 or Biol 16; CD 30 or Psych 4 or Psych 7.
 See also the Liberal Studies transfer major.

Child Development

Occupational Associate in Science Degree

This program offers comprehensive training of teachers and aides for work with young children in Early Childhood settings. Career opportunities for both full and part-time work are increasing and are available to both men and women.

Required Courses:	Units
CD 30 Human Development	3
CD 38 Practicum I - Observation in Early Childhood	3
CD 39A Practicum II - Supervised Participation in Early Childhood	3
CD 39B Practicum III - Supervised Field Experience in Early Childhood	3

CD 40 Child, Family and Community	3
CD 41 Early Childhood Programs	3
CD 43 Parent and Teacher Communications and Conferencing	3
HE 5 Safety and First Aid	3

Required Additional Courses:

Select six (6) units from the following courses:

CD 51 Music in Early Childhood	3
CD 52 Art in Early Childhood	3
CD 53 Science in Early Childhood	3
CD 54 Literature in Early Childhood	3

Select one (1) of the following courses:

Psych 1A Intro to Psychology	3
Psych 3 Psychology of Interpersonal Relationships	3

Total minimum units required in major area -- 33

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

Early Childhood Education

Certificate of Achievement

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

Required Courses:	Units
CD 30 Human Development	3
CD 38 Practicum I - Observation in Early Childhood	3
CD 39A Practicum II - Supervised Participation in Early Childhood	3
CD 39B Practicum III - Supervised Field Experience in Early Childhood	3
CD 40 Child, Family and Community	3
CD 41 Early Childhood Programs	3
CD 43 Parent and Teacher Communications and Conferencing	3
General Education Courses*	6

Required Additional Courses:

Select one (1) of the following courses:

Psych 1A Intro to Psychology	3
Psych 3 Psychology of Interpersonal Relationships	3

Total minimum units required -- 30

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

School Age Child Care

Certificate of Completion

Primary Employability Skills to be Developed:

Students completing this certificate will obtain the necessary skills required to work successfully in programs held in before-and-after school centers.

Required Courses:	Units
CD 30 Human Development	3
CD 40 Child, Family and Community	3
CD 45 Programs for the School Age Child	3
HE 5 Safety and First Aid	3
Psych 3 Psychology of Interpersonal Relationships	3
Total minimum units required -- 15	

Child Development Courses

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

Independent Studies In Child Development

Prerequisite: A previous course in Child Development

Class Hours: 1-3 tutorial

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

CD 30 -- 3 Units

Human Development (DS1) (F/S)

Class Hours: 3 lecture

This course is a chronological survey of human development from prenatal to adolescence. Cognitive, social, physical and emotional development is investigated. Application of research and principles of growth to resolution of developmental tasks at each age level is studied. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Psych 7*

CD 31 -- 3 Units

Infant Studies (DS4) (S)

Class Hours: 3 lecture

This course covers the requirements for infant-toddler care based on developmental needs of the child. Planning curriculum, designing an environment and observation of existing programs are included.

CD 38 -- 3 Units

Practicum I - Observation in Early Childhood (F/S)

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to observation techniques in a preschool setting. Students will observe children's activities, classroom materials and environment and teacher planning and interaction within the Child Development Center. Extended experiences are gained in community observation at other Early Childhood Programs. *Transfer credit: CSU*

CD 39A -- 3 Units

Practicum II - Supervised Participation In Early Childhood (F/S)

Prerequisites: CD 30 and CD 38 previous or concurrent; verification of annual tuberculin test required

Class Hours: 2 lecture, 3 laboratory

This course provides training in Early Childhood procedures and practices for students who will be teaching young children and for those who are presently employed in preschools, Head Start Centers, and day-care facilities. Students will gain practical experience while actually working with the young children in the Child Development Center. *Transfer credit: CSU*

CD 39B -- 3 Units

Practicum III - Supervised Field Experience in Early Childhood (S)

Prerequisites: CD 39A; verification of annual tuberculin test required

Class Hours: 2 lecture, 3 laboratory

Students are given extended training in observation-participation and planning of the Early Childhood experiences in community preschool settings; i.e., child care facility, private and church programs, Head Start and special education. *Transfer credit: CSU*

CD 40 -- 3 Units

Child, Family and Community (DS2) (F/S)

Class Hours: 3 lecture

Students in this course study the patterns of child-rearing in contemporary society, as well as interaction of family and community; significance of personal and social values in family life and community; individual and social resources for family health and welfare and improving child development. *Transfer credit: CSU*

CD 41 -- 3 Units

Early Childhood Programs (DS3) (F/S)

Class Hours: 3 lecture

This course provides a survey of philosophies and programs in the field of Early Childhood, as well as experience in planning a curriculum for a program. Special emphasis is provided for selection and arrangement of equipment and materials to furnish a rich environment for the mental and physical growth of preschool children. *Transfer credit: CSU*

CD 42 -- 3 Units

Administration of Early Childhood Programs (DS6) (F)

Prerequisite: None. CD 40 and CD 41 recommended

Class Hours: 3 lecture

Class content covers the origin of the preschool movement in California, types of preschools, licensing requirements, legislation standards, daily routines, teacher responsibility, and public relations. This course will also include principles and practices of communication skills for the teacher and administrator with other staff members in the preschool and between the school and the home. *Transfer credit: CSU*

CD 43 -- 3 Units

Parent and Teacher Communications and Conferencing (S)

Class Hours: 3 lecture

The course is intended to increase knowledge and effectiveness in parent-teacher conferencing with an emphasis on techniques that facilitate skillful communication. Understanding of parental and teacher goals and of expectations in relationship to the young child is also emphasized.

CD 44 -- 3 Units

Parent-Child Relationships (F)

Class Hours: 3 lecture

The course is designed to provide present and future parents with the skills necessary to foster successful parent-child interaction. There will be a focus on verbal and non-verbal communication. Learning concepts, materials and discussion of the parents' role as the child's most significant "teacher" will be included in course experience. May be taken two (2) times for credit.

CD 45 -- 3 Units

Programs for the School Age Child (DS5) (F)

Class Hours: 3 lecture

This course introduces the student to the care of school age children. It is designed for those planning to work in before and after school programs with the school age child. It will help the student develop an appropriate curriculum to meet the developmental and emotional needs of this age child. It will also provide the student with information about support for the family and how to make use of community resources.

CD 51 -- 3 Units

Music in Early Childhood (S)

Class Hours: 3 lecture

This course is designed to help teachers in understanding the growth and development of children in relation to music at home and at school. This course can also help teachers of young children to gain skill in conducting a music program for Early Childhood. In particular, emphasis will be placed on skill, construction and playing of simple musical instruments, creative rhythm, singing, and composing songs. *Transfer credit: CSU*

CD 52 -- 3 Units

Art In Early Childhood (F/S)

Class Hours: 3 lecture

This course is designed to provide opportunities for teachers to learn how to help their children in the field of art; also to provide assistance to teachers in understanding the growth and development of children's creative experience both at home and at school. Teachers also learn to develop practical materials in the creative arts and how to understand the individual child relative to his own creative expression. *Transfer credit: CSU*

CD 53 -- 3 Units

Science in Early Childhood (F)

Class Hours: 3 lecture

This course provides opportunities for parents to learn how to help their children in the field of science, and to help teachers in understanding the growth and development of children in relation to science and mathematics both at home and at school. Practical materials in a science area are also developed. *Transfer credit: CSU*

CD 54 -- 3 Units

Literature In Early Childhood (S)

Class Hours: 3 lecture

Students explore various experiences appropriate to the development of young children - including picture books, flannel graphs, poetry, puppetry, records, television, and dramatic play. Emphasis is placed on developing language concepts and skills. *Transfer credit: CSU*

CD 60A-Z -- 1-3 Units

Topics in Child Development (F/S)

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1.5 Units

Programs for Toddlers (F)

Class Hours: 24 lecture total

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

60B -- 1 Unit

Early Childhood Classroom Management

Class Hours: 16 lecture total

This short term lecture-workshop course is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide opportunity to develop a knowledge base in management techniques that integrate sound developmental theory with practical application in early childhood settings.

60C -- 1 Unit

Developing Cognitive Group Times in Early Childhood

Class Hours: 16 lecture total

This short term lecture-workshop course is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide the student with opportunity to create a developmental sequence for the various cognitive areas introduced at Group Times to children in early childhood programs.

60D -- 1 Unit

Exploring: The Process Approach to Teaching Young Children

Class Hours: 16 lecture total

This short-term class is designed primarily for preschool and day-care personnel in teaching and administrative roles. The course will provide the student with opportunities to develop integrated curriculum which is developmentally appropriate and process oriented.

60E -- 1.5 Units

Language Development In Young Children (F)

Prerequisite: None. CD 30 recommended

Class Hours: 24 lecture total

This is the exploration of language development from birth to school age. This course helps prospective teachers and parents of young children plan activities and materials to promote language growth.

60F -- 1 Unit

Investigating: The Process Approach to Teaching Young Children

Class Hours: 16 lecture total

This short-term class will continue to explore the Process Approach to Teaching, which emphasizes process over product when working with young children. The EXPLORING class (CD 60D) is not a prerequisite course but can serve as setting and background for this INVESTIGATING class where additional topics will be presented.

CD 89A-Z -- .5-3 Units

Institutes in Child Development★

Class Hours: Variable

This short-term lecture-workshop series is designed primarily for preschool and day-care personnel in teaching and administrative roles. This series will provide opportunity to gain understanding and skills in the areas of communication with children, parents, staff, and community agencies.



Computer Information Systems

This program is designed for students interested in employment in business and industry using computer applications. Emphasis is placed upon business computer information systems for training entry-level programmers and related management personnel.

Career Opportunities

A.S. Level in Business Data Processing

Junior Programmer
 Computer Operator
 Programmer Trainee
 Applications Specialist
 Tape Librarian
 Systems Analyst
 Computer Programming Coordinator
 Information Center Manager
 Information Systems Manager
 Data Processing Sales Representative
 Technical Information Specialist
 Technical Services Manager

A.S. Level in Microcomputer Data Processing

Office Manager
 Word Processor
 Office Clerk
 Administrative Aide
 Data Entry Clerk
 Receptionist
 Data Entry Operator

Faculty

Full-Time	Part-Time	Counselors
David Kay	Guy Campbell	Susan Izumo
Louis Wolff	David Delacalzada	Lisa Raufman
	George Kurata	
	Edward Voyek	

Computer Information Systems

Occupational Associate in Science Degree

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

Business Data Processing Option

Required Courses:	Units
Bus 2A Financial Accounting Principles I	3
Bus 2B Financial Accounting Principles II	3
Bus 30 Intro to Business and Economics	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
CIS 2 Computer Program Design	3
CIS 2L CIS Program Design Lab	1
CIS 3A Computer Programming BASIC I	3
CIS 3AL CIS BASIC I Lab	1
CIS 4A Computer Programming I: COBOL	3
CIS 4AL CIS COBOL I Lab	1
CIS 4B Computer Programming II: COBOL	3

CIS 4BL CIS COBOL II Lab	1
CIS 6 Systems Analysis	3

Total minimum units required in major area -- 32

Recommended Courses: CIS 5, 8; CS 18/18L; Econ 1, 2

Microcomputer Data Processing Option

Required Courses:

BIS 10A Intro to the PC and DOS	1
BIS 10B Advanced DOS Functions	1.5
BIS 13A Lotus 1-2-3 I	1
BIS 13B Lotus 1-2-3 II	1
BIS 14A Intro to Database IV	.5
BIS 14B Programming dBASE IV	1.5
Bus 2A Financial Accounting Principles I	3
Bus 30 Intro to Business and Economics	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
CIS 2 Computer Program Design	3
CIS 2L CIS Program Design Lab	1
CIS 3A Computer Programming BASIC I	3
CIS 3AL CIS BASIC I Lab	1
CIS 3B Computer Programming BASIC II	3
CIS 3BL CIS BASIC II Lab	1

Required Additional Courses:

Select one (1) of the following courses:

Bus 2B Financial Accounting Principles II	3
Bus 8 Computerized Accounting	2

Select one (1) pair from the following courses:

BIS 15A WordPerfect I	1
BIS 15B WordPerfect II	1
BIS 20A Beginning WordPerfect for Windows	1
BIS 20B Advanced WordPerfect for Windows	1

Total minimum units required in major area -- 32.5-33.5

Recommended Courses: Bus 2B; CIS 4A; Econ 1, 2

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

Computer Information Systems

Certificate of Achievement

This program is designed for students interested in learning some basic skills of computer information systems with the goal of immediate employment in business or industry utilizing computer information systems techniques and equipment.

Business Data Processing Option

Required Courses:	Units
Bus 2A Financial Accounting Principles I	3
Bus 2B Financial Accounting Principles II	3
Bus 30 Intro to Business and Economics	3
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
CIS 2 Computer Program Design	3
CIS 2L CIS Program Design Lab	1
CIS 3A Computer Programming BASIC I	3
CIS 3AL CIS BASIC I Lab	1
CIS 4A Computer Programming I: COBOL	3
CIS 4AL CIS COBOL I Lab	1
CIS 4B Computer Programming II: COBOL	3
CIS 4BL CIS COBOL II Lab	1
CIS 6 Systems Analysis	3

Total minimum units required -- 32

Microcomputer Data Processing Option

Required Courses:

BIS 10A	Intro to the PC and DOS	1
BIS 10B	Advanced DOS Functions	1.5
BIS 13A	Lotus 1-2-3 I	1
BIS 13B	Lotus 1-2-3 II	1
BIS 14A	Intro to Database IV	.5
BIS 14B	Programming dBASE IV	1.5
Bus 2A	Financial Accounting Principles I	3
Bus 30	Intro to Business and Economics	3
CIS 1	Intro to Information Systems	3
CIS 1L	CIS Introduction Lab	1
CIS 2	Computer Program Design	3
CIS 2L	CIS Program Design Lab	1
CIS 3A	Computer Programming BASIC I	3
CIS 3AL	CIS BASIC I Lab	1
CIS 3B	Computer Programming BASIC II	3
CIS 3BL	CIS BASIC II Lab	1

Required Additional Courses:

Select one (1) of the following courses:

Bus 2B	Financial Accounting Principles II	3
Bus 8	Computerized Accounting	2

Select one (1) pair from the following courses:

BIS 15A	WordPerfect I	1
BIS 15B	WordPerfect II	1
BIS 20A	Beginning WordPerfect for Windows	1
BIS 20B	Advanced WordPerfect for Windows	1

Total minimum units required -- 32.5-33.5

Computer Information Systems Courses

The UC system allows credit for the first 6 courses taken in either Computer Information Systems or Computer Science or a combination thereof.

CIS 1 -- 3 Units

Introduction to Information Systems

Prerequisite: None. Basic typing/keyboarding skills will be helpful

Corequisite: CIS 1L

Class Hours: 3 lecture

This introductory course covers the history, development and application of information processing system principles and their functions from all aspects: manual, mechanical, electromechanical and electronic systems. Course will include an overview of applications of computer languages in solving business problems with hands-on experience solving problems, designing program logic, writing and executing BASIC-language computer programs. It will provide hands-on experience with microcomputer applications including a word processor, a spreadsheet, and a database program. This course is designed to meet the requirements of the Data Processing Management Association (DPMA) Model curriculum. *Transfer credit: CSU*

CIS 1L -- 1 Unit

CIS Introduction Lab★

Corequisite: CIS 1

Class Hours: 3 laboratory

This course provides hands-on laboratory experience to accompany CIS 1. Problems in BASIC and microcomputer applications will be run on IBM PC or equivalent. *Transfer credit: CSU*

CIS 2 -- 3 Units

Computer Program Design

Prerequisite: CIS 1 or concurrent enrollment or equivalent

Corequisite: CIS 2L

Class Hours: 3 lecture

This course is an introduction to structured problem-solving techniques using digital computers. Includes design and documentation

methods; implementation of algorithms. No knowledge of programming language required. *Transfer credit: CSU; UC credit limitations.*

CIS 2L -- 1 Unit

CIS Program Design Lab★

Corequisite: CIS 2

Class Hours: 3 laboratory

This course provides hands-on experience in the Lab, using terminals operating in an interactive mode, in support of CIS 2. Provides additional exposure and experience with computers and allows proof of algorithm designs created in CIS 2. *Transfer credit: CSU; UC credit limitations.*

CIS 3A -- 3 Units

Computer Programming BASIC I

Prerequisite: CIS 1 (For CIS majors, concurrent enrollment in or prior completion of CIS 2 is recommended.)

Corequisite: CIS 3AL

Class Hours: 3 lecture

Topics include console procedures and an overview of computer hardware organization, data representation internally, instruction forms, flowcharting problems and logic/solutions, algorithms for problem solutions and demonstrations of interactive terminals. Concepts and definitions include labels, variables, subscripts and scientific notation, as well as debugging of basic statements and elementary coding. (formerly CIS 14) *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with CIS 16. CAN: CSCI 6*

CIS 3AL -- 1 Unit

CIS BASIC I Lab★

Corequisite: CIS 3A

Class Hours: 3 laboratory

This course provides hands-on laboratory experience to accompany CIS 3A. Problems in BASIC will be run on suitable microcomputer hardware using QBASIC. *Transfer credit: CSU; UC credit limitations.*

CIS 3B -- 3 Units

Computer Programming BASIC II (F-evening; S-day)

Prerequisite: CIS 3A

Corequisite: CIS 3BL

Class Hours: 3 lecture

This is a continuation of CIS 3A intended for those students who wish to attain greater proficiency in the BASIC programming language. Emphasis on table processing, sorting, multiple file processing. Students will develop a system of sequential and random file handling programs in the BASIC language for business applications. *Transfer credit: CSU; UC credit limitations.*

CIS 3BL -- 1 Unit

CIS BASIC II Lab★

Corequisite: CIS 3B

Class Hours: 3 laboratory

This course provides supervised hands-on laboratory experience to accompany CIS 3B. Problems in BASIC will be analyzed; solution algorithms will be designed and implemented, including debug and full documentation. *Transfer credit: CSU; UC credit limitations.*

CIS 4A -- 3 Units

Computer Programming I: COBOL

Prerequisite: CIS 1 (For CIS majors, concurrent enrollment in or prior completion of CIS 2 is recommended.)

Corequisite: CIS 4AL

Class Hours: 3 lecture

Students become familiar with basic computer programming concepts used in the solving of business computer information systems problems. Completion of assigned class problems provides experience in actual programming using COBOL language. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 8*

CIS 4AL -- 1 Unit

CIS COBOL I Lab★

Corequisite: CIS 4A

Class Hours: 3 laboratory

This course provides hands-on laboratory experience to accompany CIS 4A. Problems in COBOL will be run in the Lab on suitable micro-computer hardware. *Transfer credit: CSU; UC credit limitations.*

CIS 4B -- 3 Units

Computer Programming II: COBOL (F-evening; S-day)

Prerequisite: CIS 4A or equivalent

Corequisite: CIS 4BL

Class Hours: 3 lecture

A study of advanced COBOL programming techniques, with particular emphasis on disk file concepts, for solving business computer information systems problems such as payroll, accounts payable, inventory, etc. *Transfer credit: CSU; UC credit limitations.*

CIS 4BL -- 1 Unit

CIS COBOL II Lab★

Corequisite: CIS 4B

Class Hours: 3 laboratory

This course provides supervised hands-on laboratory experience with a set of interrelated COBOL programs that utilize the more advanced capabilities of the language in a realistic business-like process. Includes all aspects of design, development and documentation. *Transfer credit: CSU; UC credit limitations.*

CIS 5 -- 3 Units

Database Management Systems (F-evening only)

Prerequisites: CIS 1 plus either CIS 4A or CS 18/18L

Class Hours: 3 lecture

Introduction to application program development in a database environment, with an emphasis on loading, modifying, and querying the database using a host language (COBOL or FORTRAN). Compounds the students' existing programming knowledge with a knowledge of DBMS systems to make them more marketable as a computer programmer. *Transfer credit: CSU*

CIS 6 -- 3 Units

Systems Analysis (F-day; S-evening)

Prerequisites: CIS 1 and a programming class or equivalent

Class Hours: 3 lecture

Study includes computer information systems systems and procedures, analysis of various existing business computer information systems principles. Required of most business and economics departments for non-data and data systems concepts. *Transfer credit: CSU*

CIS 7 -- 3 Units

Computer Programming RPG II (F-evening only)

Prerequisites: CIS 1 and CIS 2 or equivalent

Corequisite: CIS 7L

Class Hours: 3 lecture

Instruction is given in basic computer programming concepts and development techniques. Laboratory development and problem solving utilize the Report Program Generator. Completion of assigned class problems provides experience in actual programming using RPG II language.

CIS 7L -- 1 Unit

CIS RPG II Lab★

Corequisite: CIS 7

Class Hours: 3 laboratory

This course provides hands-on experience using RPG II to build skills in support of information gained in CIS 7. Students will code, debug, test, and document a number of typical business problems of varying complexity.

CIS 8 -- 3 Units

Operating Systems (S-evening only)

Prerequisites: CIS 1 or equivalent and at least one semester of computer programming

Class Hours: 3 lecture

Designed to acquaint students with the concepts, techniques and use of operating systems and Job Control Language (JCL). This course also emphasizes methods of coding and maintenance of operating systems

for computers with multi-processing capabilities. *Transfer credit: CSU; UC credit limitations.*

CIS 9 -- 1 Unit

Computer Programming Laboratory★

Corequisite: CIS 22A/B with subject that requires extensive lab work/computer usage

Class Hours: 3 laboratory

This course allows for laboratory experience credit, when deemed appropriate by the instructor, for an Independent Study contract. May be taken two (2) times for credit. *Transfer credit: CSU; UC credit limitations.*

CIS 16 -- 2 Units

BASIC for the PC★ (F-evening; S-evening)

Prerequisites: BIS 10A/PC-DOS background

Class Hours: 1.5 lecture, 1.5 laboratory

This is an introduction to BASIC language (MicroSoft) as used on the PC. Includes typical mathematical problems, logic problems, simple numeric/random number games, elementary business problems. Intended for home PC user; not for CIS majors. (co-numbered BIS 16) *Transfer credit: UC maximum credit allowed -- one course if combined with CIS 3A*

CIS 17 -- 2 Units

Microcomputer Literacy (TV) (F-day; S-day)

Class Hours: 4 lecture/laboratory

This course describes the functions and major applications of the microcomputer. A survey course with hands-on experience using a word processor, spreadsheet, and database application. (co-numbered BIS 17)

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

Independent Studies in Information Systems

Prerequisite: A previous course in Computer Information Systems

Class Hours: 1-3 tutorial

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

CIS 60A-Z -- 1-3 Units

Topics in Computers

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Computer Science

This program prepares students for further study in Computer Science and can lead to careers in such fields as technical applications programming, design of computer operating systems and related software, systems analysis and design, etc.

Career Opportunities

B.S. Level

(Requires bachelors or graduate studies)

Computer Programmer	Business Programmer
Applications Engineer, Computer	System Designer
Microprocessing Technologist	Scientific Programmer
Naval Research Logistics	Forms Analyst
Process Control Programmer	Coder
Operational Research Manager	Software Analyst
Computer Service Technician	Software Engineer
Computer Lab Technician	Systems Analyst

Faculty

Full-Time	Part-Time	Counselor
Fred Schaak	Thomas Becker	Kathy Alfano
Sheila Tan	Donald Cook	
	Russell Hinds	
	Larry Lace	
	Takyiu Liu	
	Christine Salazar	

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 CS 10/10L, 20/20L, 30/30L, 40, 50, 60; Math 25AB, 31; Phil 9; competency in FORTRAN, COBOL. Select one sequence from: Biol 2AB; Chem 1AB; Ph 20AB with Labs.

Important Note: The courses listed above are required of all Computer Science majors at CSUN. Since CSUN offers 11 choices for concentration in Computer Science at the junior level, some of them with additional lower-division requirements, a student who is planning this major should refer to the CSUN catalog for further information and, upon transfer, consult an advisor at CSUN about these concentrations.

University of California, Berkeley:
 CS 10/10L, 20/20L, 30/30L; Math 25A, 25B, 31.

Computer Science Associate in Science Degree

Moorpark College offers an Associate in Science Degree in Computer Science. The Computer Science major has a dual purpose: to prepare students for upper-division course work in Computer Science and to provide technical training for a variety of careers in business, industry, and government.

Required Courses:	Units
CS 10/10L* Intro to Computer Science/Pascal/Lab	4
CS 20/20L Data Structures and Program Design/Lab	4
CS 30/30L Assembly Language Programming/Lab	4
CS 40 Computer Architecture	3

Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Math 31	Intro to Linear Algebra	3

Required Additional Courses:

Select two (2) of the following courses:		
CS 17/17L	Systems Programming with C/Lab	4
CS 19/19L	Software Engineering with Ada/Lab	4
CS 50	Files and Data Bases	3
CS 60/60L	Concepts of Programming Languages/Lab	4
Math 25C	Calculus with Analytic Geometry III	5
Math 35	Applied Differential Equations	3
Phil 9	Symbolic Logic	4

Total minimum units required in major area -- 34-37

*CS 16 (Computer Programming Pascal) has been combined with CS 10 and is no longer offered as a separate course.

Suggested Course Sequence:

First Semester		Third Semester	
CS 10/10L	4	CS 30/30L	4
		Math 25B	5
	4		9
Second Semester		Fourth Semester	
CS 20/20L	4	CS 40	3
Math 25A	5	Math 31	3
	9		6

The Suggested Course Sequence shown above does not include the two Required Additional Courses that students select for the Associate in Science Degree.

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

Computer Science Courses

The UC system allows credit for the first 6 courses taken in either Computer Science or Computer Information Systems or a combination thereof.

CS 1 -- 3 Units

Fundamentals of Computers and Programming/Pascal

Prerequisite: Math 1 or equivalent (This course is intended for students with little or no background in computing.)

Corequisite: Concurrent enrollment in CS 1L required

Class Hours: 3 lecture

This course is an introduction to computers and computer science, problem-solving techniques, design of algorithms, and an introduction to structured programming in Pascal. *Transfer credit: CSU; UC credit limitations.*

CS 1L -- 1 Unit

Fundamentals of Computers and Programming/Pascal Laboratory*

Corequisite: Concurrent enrollment in CS 1 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 1. *Transfer credit: CSU; UC credit limitations.*

CS 2 -- 3 Units

Introduction to Unix and C Programming

Prerequisites: CS 1 or familiarity with computer architecture and at least one high-level programming language

Corequisite: Concurrent enrollment in CS 2L required
Class Hours: 3 lecture

This course is an introduction to the Unix operating system and the Unix Programming Environment, and an introduction to basic programming concepts and program design in C. *Transfer credit: CSU; UC credit limitations.*

CS 2L -- 1 Unit
Introduction to Unix and C Programming Laboratory★

Corequisite: Concurrent enrollment in CS 2 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 2. *Transfer credit: CSU; UC credit limitations.*

CS 3 -- 3 Units
Introduction to Computer Hardware and Systems Software

Prerequisite: CS 1
Class Hours: 3 lecture

This is an introduction to computer hardware and systems software concepts from the user's viewpoint. Topics include computer organization, data representation, operating systems, systems software design and use for the microcomputer. This is a course for non-computer science majors. *Transfer credit: CSU*

CS 10 -- 3 Units
Introduction to Computer Science/Pascal

Prerequisite: Math 6 or Math 7 or equivalent college course
Corequisite: Concurrent enrollment in CS 10L required
Class Hours: 3 lecture

This course is an introduction to computer programming and the organization of computers using the Pascal language. Basic programming concepts are studied including: algorithms, data and control structures, debugging, program design, documentation, and structured programming. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 2*

CS 10L -- 1 Unit
Introduction to Computer Science/Pascal Laboratory★

Corequisite: Concurrent enrollment in CS 10 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 10. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 2*

CS 17 -- 3 Units
Systems Programming with C

Prerequisite: CS 10/10L or equivalent college course or proficiency in Pascal or CS 2

Corequisite: Concurrent enrollment in CS 17L required
Class Hours: 3 lecture

This course is an introduction to systems programming using the C programming language. Basic programming concepts are studied, including algorithms, data structures, input/output, and file operations. *Transfer credit: CSU; UC credit limitations.*

CS 17L -- 1 Unit
Systems Programming Laboratory with C★

Prerequisite: CS 10/10L or equivalent college course or proficiency in Pascal or CS 2

Corequisite: Concurrent enrollment in CS 17 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 17. *Transfer credit: CSU; UC credit limitations.*

CS 18 -- 3 Units
Computer Programming - FORTRAN

Prerequisites: Math 5 and Math 6 or Math 7 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Corequisite: Concurrent enrollment in CS 18L required
Class Hours: 3 lecture

This course is an introduction to programming and the organization of computers using the FORTRAN language. Basic programming concepts

are studied including: algorithms, data and control structures, debugging, program design, documentation, and structured programming. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 4*

CS 18L -- 1 Unit
Computer Programming Laboratory - FORTRAN★

Corequisite: Concurrent enrollment in CS 18 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 18. *Transfer credit: CSU; UC credit limitations. CAN: CSCI 4*

CS 19 -- 3 Units
Software Engineering with Ada

Prerequisite: CS 10/10L or equivalent college course
Corequisite: Concurrent enrollment in CS 19L required
Class Hours: 3 lecture

This is an introduction to concepts in software engineering using Ada. Topics include data abstraction and Ada's types, generics, exception handling, packages, tasking and parallel programming. *Transfer credit: CSU; UC credit limitations.*

CS 19L -- 1 Unit
Software Engineering Laboratory with Ada★

Prerequisite: CS 10/10L or equivalent college course
Corequisite: Concurrent enrollment in CS 19 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 19. *Transfer credit: CSU; UC credit limitations.*

CS 20 -- 3 Units
Data Structures and Program Design

Prerequisites: CS 10/10L or equivalent college course; proficiency in Pascal is required

Corequisite: Concurrent enrollment in CS 20L required
Class Hours: 3 lecture

Structured programming methods are applied to abstract data types such as stacks, queues, trees, and graphs. The concepts of pointer variables, linked lists, list processing, recursion, simulation, algorithm analysis and verification are presented. *Transfer credit: CSU; UC credit limitations.*

CS 20L -- 1 Unit
Data Structures and Program Design Laboratory★

Corequisite: Concurrent enrollment in CS 20 required
Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 20. *Transfer credit: CSU; UC credit limitations.*

CS 22A/B -- .5-3/.5-3 Units
Independent Studies in Computer Science

Prerequisite: A previous course in Computer Science
Class Hours: .5-3 tutorial

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

CS 30 -- 3 Units
Assembly Language Programming

Prerequisite: CS 20/20L or equivalent college course
Corequisite: Concurrent enrollment in CS 30L required
Class Hours: 3 lecture

Assembly Language Programming concepts are covered including: computer structure and machine language design, mnemonic operations and symbolic addressing, addressing techniques, data representation, input/output techniques, assembler construction and program linkage, and program development implementing high-level language constructs. *Transfer credit: CSU; UC credit limitations.*

CS 30L -- 1 Unit
Assembly Language Programming Laboratory★

Prerequisite: CS 20/20L or equivalent college course

Corequisite: Concurrent enrollment in CS 30 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 30.

Transfer credit: CSU; UC credit limitations.

CS 40 -- 3 Units

Computer Architecture

Prerequisite: CS 30/30L

Class Hours: 3 lecture

This course is an introduction to the structure and organization of computer systems. Topics include: number systems, data representation, ALU design and function, memory micro programming, I/O handling and interrupts. *Transfer credit: CSU; UC credit limitations.*

CS 50 -- 3 Units

Files and Data Bases

Prerequisite: CS 30/30L

Class Hours: 3 lecture

This is an introduction to large files and data base management. Topics include the following file structures: sequential, indexed sequential, indexed, direct, inverted, tree, and ring. Multi-file data bases, objectives of data base organization, and data base structure are also studied. *Transfer credit: CSU*

CS 60 -- 3 Units

Concepts of Programming Languages

Prerequisite: CS 20/20L or equivalent college course

Corequisite: Concurrent enrollment in CS 60L required

Class Hours: 3 lecture

Basic concepts of programming languages are studied. Topics include: syntax, BNF, scope of names, semantics, type checking, and storage management. Programming languages such as Pascal, Ada, FORTRAN, and Lisp are compared. *Transfer credit: CSU; UC credit limitations.*

CS 60L -- 1 Unit

Concepts of Programming Languages Laboratory★

Prerequisite: CS 20/20L or equivalent college course

Corequisite: Concurrent enrollment in CS 60 required

Class Hours: 3 laboratory

This course provides laboratory experience to accompany CS 60.

Transfer credit: CSU; UC credit limitations.



Drafting Technology/CAD

The Drafting Technology program prepares the student for careers related to construction, architecture, and civil engineering. Students will be trained in the use of Computer-Aided Design (CAD) equipment as well as conventional drafting machines and instruments.

Career Opportunities

Drafter	Construction Trades
Architectural Assistant	Building Plan Reader
Construction Assistant	Civil Engineering Assistant

Faculty

Full-Time	Part-Time	Counselor
Verle Harris	Michael Berman	Kathy Alfano
Paul Pritchett	Tommie Craft	
	Jamie Crowley	
	Laurence Stanton	
	Joyce Studebaker	
	James Sutton	
	Diane Worstell	

Drafting Technology/CAD

Certificate of Completion

Preparation for the Major:

Math 1 or skills which may be measured by an appropriate score on the Math Placement Exam.

Required Courses:	Units
DT 1 Intro to Drafting	3
DT 2 Intro to Computer-Aided Drafting	3
DT 3 Architectural Drafting I	3
DT 4 Architectural Computer-Aided Drafting	3
DT 11 Building Codes	3

Required Additional Courses:

Select one of the following options:

Architectural Option

This option is for students who are interested in jobs related to the design of buildings and structures. Students are required to complete the core curriculum plus the following courses:

DT 5 Architectural Drafting II	3
DT 8 Energy Conservation Code	3
DT 9 Fundamentals of Structural Design	3

Civil Engineering Option

This option is for students interested in entry-level jobs in the field of civil engineering such as engineering assistant or drafter. Students are required to complete the core curriculum plus the following courses:

DT 6 Building Site Drafting	3
DT 9 Fundamentals of Structural Design	3
DT 13 Construction Materials	3

Construction Option

This option is for students that are interested in entry-level positions in the construction industry. Students are required to complete the core curriculum plus the following courses:

DT 5 Architectural Drafting II	3
DT 10 Construction Cost Estimating	3

DT 13 Construction Materials	3
DT 14 Construction Blueprint Reading	3
Total minimum units required -- 24-27	

Drafting Technology/CAD Courses

DT 1 -- 3 Units

Introduction to Drafting

Class Hours: 2 lecture, 3 laboratory

This introduction to drafting and graphic practice includes use and care of drafting equipment and instruments, lettering, theory of orthographic projection, pictorial drawings, sketches, working drawings. Prerequisite to all drafting and design courses. *Transfer credit: CSU*

DT 2 -- 3 Units

Introduction to Computer-Aided Drafting

Prerequisites: BIS 1, BIS 10A (both may be taken concurrently) or knowledge of the keyboard, DT 1

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to Auto CAD computer-aided drafting. It includes dimensioning, layering, symbols, blocks, copies, and multiple images. Drawings will be transferred to hard copy on a printer and plotter. *Transfer credit: CSU*

DT 3 -- 3 Units

Architectural Drafting I

Prerequisite: DT 1

Class Hours: 2 lecture, 3 laboratory

This is a course in the preparation and interpretation of architectural working drawings and specifications, with emphasis on light wood frame construction. Local planning ordinances, uniform building codes, architectural graphic standards and information published by Building Product Manufacturers will be utilized as reference materials. *Transfer credit: CSU*

DT 4 -- 3 Units

Architectural Computer-Aided Drafting

Prerequisite: DT 2

Class Hours: 2 lecture, 3 laboratory

This course will introduce the students to the development of architectural drawings with the use of computer-aided drafting. *Transfer credit: CSU*

DT 5 -- 3 Units

Architectural Drafting II

Prerequisite: DT 3

Class Hours: 2 lecture, 3 laboratory

This is a course in the preparation and interpretation of architectural drawings with emphasis on heavy timber, concrete, masonry, and steel construction. *Transfer credit: CSU*

DT 6 -- 3 Units

Building Site Drafting

Prerequisite: DT 3

Class Hours: 2 lecture, 3 laboratory

This course is an introduction to civil engineering drafting which includes survey notation, graphic translation of survey notes, grading, site planning and utilities. *Transfer credit: CSU*

DT 8 -- 3 Units

Energy Conservation Code

Class Hours: 3 lecture

This course covers Title 24 of the State Energy Code. The course will cover requirements of the code and show the student how to complete the necessary forms.

DT 9 – 3 Units**Fundamentals of Structural Design**

Prerequisite: Math 1 or one year high school algebra

Class Hours: 3 lecture

The structural members of small frame buildings will be analyzed and designed. The complete structural calculations for a residence, a commercial and an industrial building will be developed.

DT 10 -- 3 Units**Construction Cost Estimating**

Prerequisite: Math 1

Class Hours: 3 lecture

The class covers principles and practices in making quantity surveys and labor estimates for construction projects. Three field trips. *Transfer credit: CSU*

DT 11 -- 3 Units**Building Codes**

Class Hours: 3 lecture

This course covers various building codes that relate to structural, plumbing, heating and air conditioning, and electrical components of buildings that are constructed in Southern California.

DT 13 -- 3 Units**Construction Materials**

Class Hours: 3 lecture

Students learn use and apply building materials to the structural composition of modern residences, commercial and industrial buildings.

DT 14 -- 3 Units**Construction Blueprint Reading**

Class Hours: 3 lecture

The student will learn to read construction drawings for typical buildings. These include wood frame, masonry, concrete and steel construction used in residential, commercial and industrial projects. *Transfer credit: CSU*

DT 22A/B -- 1-3/1-3 Units**Independent Studies in Drafting Technology/CAD**

Prerequisite: A previous course in Drafting Technology

Class Hours: 1-3 tutorial

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

DT 30 -- 3 Units**Mechanical Drawing**

Prerequisite: DT 1 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course in mechanical drawing is designed to expand and increase skills in mechanical drawing. It will cover complete working drawings, exploded view and assembly drawings, emphasizing section views, screws and fasteners, inking and increased skill in lettering. *Transfer credit: CSU*

DT 31 -- 3 Units**Interior Design Drafting**

Class Hours: 3 lecture

This course covers floor plans, elevations, orthographic and isometric sketches and drawings, and building requirements that are used to prepare interior design drawings.

DT 32 -- 3 Units**Mechanical Blueprint Reading**

Class Hours: 3 lecture

Students learn to interpret mechanical drawings typical of those found in the mechanical field theory of common types of projections, dimensioning principles, and machine standards, application by creative sketching and by interpretation of blueprints.

DT 89A-Z – .5-3 Units**Institutes in Drafting Technology/CAD★**

Class Hours: Variable

This short-term lecture series is designed to develop the abilities and skills of the participants through appropriate activities. Emphasis is placed on the acquisition of specialized knowledge in a particular segment of drafting.



Economics

The major in economics leads to careers in business or government and offers valuable preparation for various professions including law and journalism. The study of economics provides the opportunity to build a solid foundation for graduate study in either economics or administration.

Career Opportunities

B.S. Level

(Most careers require advanced degrees)

Economist	Securities Analyst
Assessor	Management Trainee
Financial Planner	Economic Development Coordinator
Stock Broker	

Faculty

Full-Time	Part-Time	Counselors
Peter Gucciardo	Rex Edwards	Mike Johnson
Robert Herman	Fred Starner	Ofelía Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:

University of California, Davis:

Econ 1, 2; Math 15, 25A, 25B, 25C.

University of California, Santa Barbara:

Economics/Mathematics major: Econ 1, 2; Math 25A, 25B, 25C, 30, 31, 35.

Economics Courses

ECON 1 -- 3 Units

Principles of Micro-Economics

Class Hours: 3 lecture

The course is an introduction to economic institutions and to issues of economic policy, especially those issues relating to the efficient use of scarce resources. Students develop a method of thinking by investigating and applying the principles of economic inquiry. Students learn how exchange acts as a social system of making choices about the consumption, production, and distribution of those resources. *Transfer credit: CSU; UC. CAN: ECON 4*

ECON 2 -- 3 Units

Principles of Macro-Economics

Class Hours: 3 lecture

This course provides further development of a method of thinking by investigating and applying the principles of economic inquiry. It is an introduction to economic institutions and to issues of economic policy, especially as those issues relate to the levels of employment and prices and to the rate of economic growth. Exchange is studied as a social system of making choices that determine policies, that influence or determine aggregate economic activity. *Transfer credit: CSU; UC. CAN: ECON 2*

ECON 4 -- 3 Units

Economic Development of the United States

Class Hours: 3 lecture

This course concerns the evolution of U.S. economic institutions as revealed by economic analysis and quantitative data, as well as the application of economics to other social sciences, to social change, and to economic problems. *Transfer credit: CSU; UC*

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

Independent Studies in Economics

Prerequisite: A previous course in Economics

Class Hours: 1-3 tutorial

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

ECON 30 -- 3 Units

Introduction to Business and Economics

Class Hours: 3 lecture

This course presents basic concepts and functions of business and economics and the application of economic thinking to the operation and evolution of business. It also explores business organization and finance, demand and supply, money and banking, business decision making, and inflation. Emphasis is placed on the practical use of business and economic understanding. (co-numbered Bus 30) *Transfer credit: CSU*

ECON 60A-Z -- 1-3 Units

Topics In Economics

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 3 Units

The USSR In Transition: The Economy

Class Hours: 3 lecture

The course aims at exploring the environment of economic reforms in the Soviet Union.



Electronics Technology

Technological developments in the electronic industry continue to create opportunities for persons who have been well-trained in that field. There is a wide choice of careers for the electronics technology student, including occupations in business, industry, education, and government.

Career Opportunities

(Most careers require a bachelors degree)

A.S. Level

Electronics Technician	Electronics Assembly
Field Service Technician	Electronic Sales
Computer Repair	

B.S. Level

Computer Technician	Field Engineer
Microwave Technician	Biomedical Technician
Field Service Representative	Equipment Technician
Electronic Assembly Supervisor	Quality Engineer
Electronic Metrology Technician	Bench Technician
Electronics Maintenance Technician	Traveling Technician
Customer Support Representative	Sales Engineer
Numerical Control Technician	Technical Trainer
Electronic Trouble Shooter	

Faculty

Full-Time	Part-Time	Counselor
Sergio Monteiro	Melvin Pedinoff Leon Rouge	Kathy Alfano

Transfer Information

Major requirements for upper-division standing at:
California Polytechnical State University, San Luis Obispo:
 Chem 12; CS 18/18L; EL 10/10L, 16/16L, 17/17L; Engl 1A, 11; Math 16A, 16B; Ph 10A/10AL, 10B/10BL; Spch 1.

■ Electronics Engineering Technology Associate in Science Degree

The foundation of today's high technology is in electronics. Students desiring an intensive two-year program in all major areas of electronics should enroll in the Electronics Technology Associate in Science Degree course of study.

Those students interested in a more comprehensive four-year university transfer program should enroll in the Electronics Engineering Technology Associate in Science Degree program. The first year of both programs are nearly identical.

Preparation for the Major:

Mathematics -- two years high school algebra or Math 3 or equivalent.

Electronics -- Students with no prior experience with Electronics are encouraged to take EL 1/1L prior to or concurrently with EL 10/10L.

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

Required Courses:		Units
Chem 12*	Introductory Chemistry I	5
CS 10/10L	Intro to Computer Science/Pascal/Lab	4
EL 10/10L	Passive Circuits/Lab	5
EL 16/16L	Analog Circuits/Lab	4
EL 17/17L	Digital Circuits/Lab	4
Engl 1A*	English Composition	3
Engl 11	Report and Technical Writing	3
Math 7*	College Algebra and Trigonometry	5
Math 16A	Applied Calculus I	3
Math 16B	Applied Calculus II	3
Ph 10A/10AL*	General Physics I/Lab	4
Ph 10B/10BL	General Physics II/Lab	4
Spch 1*	Intro to Speech	3

Total required units in major -- 50-20 (GE) = 30

*Denotes General Education course that EET majors are required to take for the A.S. Degree.

Suggested Course Sequence:

First Semester		Third Semester	
EL 10/10L	5	EL 17/17L	4
Math 7	5	Math 16A	3
(alternate course: Math 6)		(alternate course: Math 25A)	
Spch 1	3	Ph 10A/10AL	4
		(alternate course: Ph 20A/20AL)	
	13		11
Second Semester		Fourth Semester	
Chem 12	5	CS 10/10L	4
(alternate course: Chem 1A)		Engl 11	3
EL 16/16L	4	Math 16B	3
Engl 1A	3	(alternate course: Math 25B)	
		Ph 10B/10BL	4
		(alternate course: Ph 20B/20BL)	
	12		14

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

■ Electronics Technology

Occupational Associate in Science Degree

The foundation of today's high technology is in electronics. Students desiring an intensive two-year program in all major areas of electronics should enroll in the Electronics Technology Associate in Science Degree course of study.

Those students interested in a more comprehensive four-year university transfer program should enroll in the Electronics Engineering Technology Associate in Science Degree program. The first year of both programs are nearly identical.

Preparation for the Major:

Mathematics -- one year high school algebra or Math 1 or equivalent.

Electronics -- Students with no prior experience with Electronics are encouraged to take EL 1/1L prior to or concurrently with EL 10/10L.

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

Required Courses:		Units
EL 10/10L	Passive Circuits/Lab	5
EL 16/16L	Analog Circuits/Lab	4
EL 17/17L	Digital Circuits/Lab	4
EL 21	Microprocessors	2
EL 24	Diagnostics, Trouble Shooting & Repair	2
Engl 1A*	English Composition	3
Engl 11	Report and Technical Writing	3
Math 4A	Technical Mathematics I	5
	or	
Math 3	Intermediate Algebra	5
Phy Sc 1/1L*	Principles of Physical Science/Lab	4

Total required units in major -- 32-7 (GE) = 25

*Denotes General Education course required for A.S. Degree.

Suggested Course Sequence:

First Semester		Third Semester	
EL 10/10L	5	EL 17/17L	4
Math 4A or		Engl 1A	3
Math 3	5		
	<hr/> 10		<hr/> 7
Second Semester		Fourth Semester	
EL 16/16L	4	EL 21	2
Phy Sc 1/1L	4	EL 24	2
(alternate courses:		Engl 11	3
Ph 10A/10AL or			
20A/20AL &			
Chem 1A or 12)			
	<hr/> 8		<hr/> 7

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

Electronics Technology Certificate of Achievement

A Certificate of Achievement in Electronics is offered to those students desiring only the intensive training in electronics, but not the general education courses required of all associate degree programs and transfer degree programs.

Preparation for the Major:

Mathematics -- one year high school algebra or Math 1 or equivalent.

Electronics -- Students with no prior experience with Electronics are encouraged to take EL 1/1L prior to or concurrently with EL 10/10L.

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

Required Courses:		Units
EL 10/10L	Passive Circuits/Lab	5
EL 16/16L	Analog Circuits/Lab	4
EL 17/17L	Digital Circuits/Lab	4
EL 21	Microprocessors	2
EL 24	Diagnostics, Trouble Shooting & Repair	2
Engl 1A*	English Composition	3
Math 4A	Technical Mathematics I	5
	or	
Math 3	Intermediate Algebra	5

Total required units -- 25-3 (GE) = 22

*Denotes General Education course required for Certificate.

Suggested Course Sequence:

First Semester		Second Semester	
EL 10/10L	5	EL 16/16L	4
EL 17/17L	4	EL 21	2
Math 4A or		EL 24	2
Math 3	5	Engl 1A	3
	<hr/> 14		<hr/> 11

Computerized Composition
*See Graphic Communications for curriculum

Electronics Technology Courses

EL 1 -- 3 Units

Introduction to Electronics

Prerequisite: Math 1 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam or one year high school algebra

Class Hours: 3 lecture

This is an introductory course in electronics intended for both technically and nontechnically-minded students. The presentation of basic concepts and theory is reinforced by laboratory experiments in concurrent or later EL 1L enrollment. The scope ranges from electron theory to microcomputers, with emphasis on passive and active devices, amplifiers, oscillators and digital circuits. The course includes practical applications of electronics to business, science, industry and entertainment.

EL 1L -- 1 Unit

Introduction to Electronics Laboratory

Prerequisite: Concurrent or previous enrollment in EL 1

Class Hours: 3 laboratory

This course supplements lecture course EL 1 by providing laboratory experiments to illustrate and demonstrate application of lecture concepts. Practical use of electronic parts, circuit breadboarding and measurement equipment is emphasized.

EL 2 -- 3 Units

Introduction to Microprocessors

Class Hours: 3 lecture

This general introduction to the operation and application of the microprocessor will include numbering systems and basic logic building blocks, partitioning and architecture, interfacing and interface devices, the TTY, CRT, keyboard, cassette loader; programming, microprocessor applications, the 8080 microprocessor will be stressed throughout the course.

EL 10 -- 4 Units

Passive Circuits

Prerequisite: One year of high school algebra or Math 1 or equivalent

Corequisite: Math 4A or Math 3 or equivalent college course

Class Hours: 4 lecture

This course covers passive DC and AC circuit theory and operation. Ohm's and Kirchhoff's laws are used in solving series-parallel circuit problems. Basic theorems, such as Thevenin's and Norton's are applied in solving more complex circuit problems. The characteristics of resistors, capacitors, and inductors and their response in DC and AC circuits will be studied. *Transfer credit: CSU*

EL 10L -- 1 Unit

Passive Circuits Laboratory

Prerequisite: Previous completion or concurrent enrollment in EL 10

Class Hours: 3 laboratory

This laboratory course provides "hands-on" experience to reinforce the theory discussed in the lecture. Actual DC and AC circuits will be wired and measurement of resistance, voltage and current will be taken

and compared to calculated values to show validity of the formulas.
Transfer credit: CSU

EL 16 -- 3 Units Analog Circuits

Prerequisite: EL 10/10L or Ph 20B/20BL or Ph 10B/10BL
Class Hours: 3 lecture

This course describes active electronic devices and circuits, including operation and analysis of diodes, BJT's and FET's and OP amp devices. Topics covered include gain, frequency response, feedback principles, small signal amp and power amps. *Transfer credit: CSU*

EL 16L -- 1 Unit Analog Circuits Laboratory

Prerequisites: EL 10/10L or Ph 20B/20BL or Ph 10B/10BL; concurrent enrollment or previous completion of EL 16
Class Hours: 3 laboratory

This laboratory course provides "hands-on" experience to reinforce the theory discussed in the lecture. Typical solid state devices are tested and their operation in circuits is observed. *Transfer credit: CSU*

EL 17 -- 3 Units Digital Circuits

Prerequisite: EL 10/10L or Ph 20B/20BL or Ph 10B/10BL
Class Hours: 3 lecture

This course is an in-depth study of modern digital devices and systems. It covers binary number systems, combinational and sequential logic circuits, counters, memory devices, and a brief introduction to microprocessors. *Transfer credit: CSU*

EL 17L -- 1 Unit Digital Circuits Laboratory

Prerequisites: EL10/10L or Ph 20B/20BL or Ph 10B/10BL and concurrent enrollment in EL 17
Class Hours: 3 laboratory

This laboratory course is intended to reinforce the concepts learned in the lecture course. The students will build, analyze, and trouble shoot all basic circuits that are used in modern digital systems. *Transfer credit: CSU*

EL 20 -- 3 Units Communication Electronics

Prerequisite: EL 16/16L
Class Hours: 3 lecture

This is an up-to-date survey of modern communication devices and systems. Course covers analog and digital communications, antennas, transmission lines, fiber optics, microwaves, as well as various modulation and demodulation techniques.

EL 20L -- 1 Unit Communication Electronics Laboratory

Prerequisites: EL 16/16L and concurrent enrollment in EL 20
Class Hours: 3 laboratory

This laboratory course reinforces the principles discussed in the Communication Electronics lecture course. Basic communication circuits are constructed and tested. Trouble shooting is emphasized throughout the course.

EL 21 -- 2 Units Microprocessors

Prerequisite: EL 17/17L
Class Hours: 1 lecture, 3 laboratory

This is a basic course in microprocessor architecture programming and applications. Typical programming techniques, I/O functions, and interfacing are studied. The course specifically discusses the Motorola 6800 microprocessors. Simple programs are implemented in the laboratory.

EL 22A/B -- .5-3/.5-3 Units Independent Studies In Electronics

Prerequisite: A previous course in Electronics Technology
Class Hours: .5-3 tutorial

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

EL 24 -- 2 Units Diagnostics, Trouble Shooting and Repair

Prerequisites: EL 16/16L, EL 17/17L
Class Hours: 1 lecture, 3 laboratory

This is a basic course in the procedures and methods used in trouble shooting typical electronic equipment. The systematic approach is emphasized and applied to analog and digital circuits. Laboratory experiments reinforce the principles of trouble shooting.

EL 27 -- 2 Units Microcomputer Applications

Prerequisites: EL 16/16L, EL 21 or equivalent
Class Hours: 1 lecture, 3 laboratory

This course offers a study of modern applications of microcomputers in science, engineering, and industry. The study is primarily hardware oriented, but the necessary software is also considered. Topics covered include: I/O procedures for the serial and parallel ports, RS232C, IEEE-488, process control, measurement techniques, numeric control, and microprocessor development.

EL 28 -- 3 Units Industrial Electronics

Prerequisites: EL 17/17L, EL 21
Class Hours: 3 lecture

A thorough overview of modern electronics in industry. The first part of the course deals with electrical power systems, transformers, motors, actuators, switches. The remainder of the course covers various electronic circuits that control/actuate electromechanical devices; for example, power supplies, transducers, optoelectronic devices, computer control, and robotics. *Transfer credit: CSU*

EL 28L -- 1 Unit Industrial Electronics Laboratory

Prerequisite: Concurrent enrollment in EL 28
Class Hours: 3 laboratory

This course provides "hands-on" experience with modern industrial electronics circuits. Frequently used circuits will be built, tested, and repaired. The basic principles of process control are studied through the actual constructing and operating of control electronics hardware. *Transfer credit: CSU*

EL 29 -- 1 Unit Industrial Seminar

Prerequisites: EL 16/16L, EL 17/17L
Class Hours: 1 lecture

This course is designed to acquaint the student with various aspects of the electronics industry by means of a series of guest lecturers. Typical topics of the seminars include: recent advancements in electronics, job placement, resume writing and job interviews, and working in the industrial environment.

EL 89A-Z -- .5-3 Units Institutes In Electronics★

Class Hours: Variable

This short-term lecture series designed to develop the abilities and skills of the participants through appropriate activities places emphasis on the acquisition of specialized knowledge in a particular segment of electronics.



Engineering

The field of engineering is a particularly broad one which affords the student the choice of several areas in which to specialize. The lower-division course work described below is designed to provide basic preparation for any of these choices.

Career Opportunities

B.S. Level

(Opportunities are bachelor or post-graduate level)

Mechanical Engineer	Biomedical Engineer
Chemical Engineer	Industrial Engineer
Civil Engineer	Manufacturing Engineer
Electrical Engineer	Metallurgical Engineer
Water Quality Engineer	Mining Engineer
Nuclear Engineer	Naval Engineer
Environmental Engineer	Petroleum Engineer
Sanitary Engineer	Plastics Engineer
Process Engineer	Astronautical Engineer
Hydraulic Engineer	Structural Engineer
Project Engineer	Traffic Engineer
Geotechnical Engineer	Electronic Systems Engineer
Systems Engineer	Automotive Engineer
Computer Engineer	Robotics Engineer
Stationary Engineer	Artificial Intelligence Engineer
Aerospace Engineer	Military Pilot

Faculty

Full-Time	Part-Time	Counselors
Fred Meyer	Robert Ayer Michael Mitchell	Kathy Alfano Edna Ingram

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 Chem 1A; Engr 4, 12, 16*, 20/20L; Engr 1A; Math 25A, 25B, 25C, 35; Ph 20A/20AL, 20B/20BL; Chem 1B or Ph 20C/20CL.
 *Engr 227L to be taken after transfer.
California State University, Sacramento:
 Chem 1A; CS 18/18L; Engr 12, 16, 20; Engr 1A; Math 25A, 25B, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

Engineering Associate in Science Degree

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

achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

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

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

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

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

Required Courses:

		Units
Chem 1A	General Chemistry I	6
Engr 4	Engineering and Design/CAD	3
Engr 12	Engineering Materials	3
Engr 16	Engineering Statics and Strength of Materials	4
	or	
Engr 20/20L	Electrical Engineering Fundamentals/Lab	4
Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Math 25C	Calculus with Analytic Geometry III	5
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 20B/20BL	Electricity and Magnetism/Lab	4
Ph 20C/20CL	Wave Motion, Heat, Optics and Modern Physics/Lab	4

Total minimum units required in major area -- 43

Recommended courses: Chem 1B; CS 18/18L; Math 35

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A	6	Engr 12	3
Engr 4	3	Math 25C	5
Math 25A	5	Ph 20B/20BL	4
	14		12
Second Semester		Fourth Semester	
Math 25B	5	Engr 16 or	
Ph 20A/20AL	4	Engr 20/20L	4
	9	Ph 20C/20CL	4
			8

Environmental Technology Option Occupational

This occupational program is designed to award an Associate in Science Degree in Environmental Technology to those students who have completed the requirements listed. These requirements were specified by a Moorpark College Industrial Advisory committee of working professionals in the environmental field and will be reviewed annually. Graduates of this program are prepared to provide technical support to engineers, scientists and other professionals in this fast-growing field.

Preparation for the Major:

Mathematics -- two years high school algebra or Math 3 or equivalent.

Required Courses:

		Units
Biol 1*	Principles of Biology (A1)	4
BIS 10A	Intro to the PC and DOS	1
BIS 15A	WordPerfect I	1
Chem 12	Introductory Chemistry I	5

Chem 13	Introductory Chemistry II	5
EL 1/1L	Introduction to Electronics/Lab	4
Engl 1A*	English Composition (D1)	3
Engl 11	Report and Technical Writing	3
Env Sc 1*	Environmental Science (A2)	4
Env Sc 2*	Environment and Human Interactions (A1)	4
Env Sc 4	Environmental Regulations	1
Env Sc 5	Environmental Instrumentation	1
Geol 1	Introductory Geology	3
HE 1*	Health and Society (E1)	2
Math 15*	Introductory Statistics (D2)	5
Ph 1	Descriptive Physics	3
Spch 1*	Introduction to Speech (C2)	3
Total required units in major -- 52-25 (GE) = 27		
*General Education (A1-E1 define general education categories)		

Recommended Electives: BIS 13A; CIS; CS 1/1L; DT 1, 2; Journ; Psych 11

We strongly recommend: CA Drivers License P with Hazard Material endorsement and Red Cross approved CPR course.

Suggested Course Sequence:

First Semester		Third Semester	
Biol 1	4	Chem 12	5
BIS 10A	1	Env Sc 4	1
BIS 15A	1	Geol 1	3
Engl 1A	3	Spch 1	3
Env Sc 1	4	General Education (B1)	3
HE 1	2		
<hr/>		<hr/>	
15		15	

Second Semester		Fourth Semester	
EL 1/1L	4	Chem 13	5
Engl 11	3	Env Sc 5	1
Env Sc 2	4	Math 15	5
Ph 1	3	General Education (C1)	3
General Education (E2)	1.5	General Education (B2)	3
		Psych 11 recommended	
<hr/>		<hr/>	
15.5		17	

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

Engineering Courses

The UC system allows credit for a maximum of 16 units of Engineering courses.

ENGR 4 -- 3 Units Engineering and Design/CAD

Prerequisite: DT 1 or one year of high school drafting or equivalent
Class Hours: 2 lecture, 3 laboratory

This course is designed to further the student's understanding of the engineering profession. This is accomplished with lecture/discussion on selected topics including systematic design techniques, written communication, makeup of the various engineering programs, and an overview of the engineering profession. A laboratory in engineering graphics/design is provided, which includes extensive use of computer-aided drafting software. Design projects are required. *Transfer credit: CSU; UC credit limitations.*

ENGR 12 -- 3 Units Engineering Materials

Prerequisites: Chem 1A, Ph 20A/20AL
Class Hours: 3 lecture

This introductory course on the engineering properties of materials applies the basic principles of the atomic and crystal structure of solids

to the study of properties, and to the selection and use of engineering materials. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 4*

ENGR 16 -- 4 Units Engineering Statics and Strength of Materials

Prerequisites: Ph 20A/20AL

Class Hours: 4 lecture

This course covers vector algebra, equivalent force systems, free body diagrams and equilibrium, structural mechanics, behavior of deformable solids, stress and strain tension, compression, flexure, torsion, beams, columns, statically indeterminate problems, multiaxial stresses, theories of strength. *Transfer credit: CSU; UC credit limitations. CAN: ENGR 8*

ENGR 20 -- 3 Units Electrical Engineering Fundamentals

Prerequisite: Ph 20B

Corequisite: Math 35

Class Hours: 3 lecture

This course is an introduction to the theory and analysis of electrical circuits, basic circuit elements including the operational amplifier, circuit theorems, dc circuits, forced and natural responses of simple circuits, sinusoidal steady state analysis and the use of a standard computer aided circuit analysis program. Consideration will be given to power, energy, impedance, phasors, and frequency response. *Transfer credit: CSU; UC credit limitations.*

ENGR 20L -- 1 Unit Electrical Engineering Fundamentals Laboratory

Prerequisite: Ph 20BL

Corequisite: Engr 20

Class Hours: 3 laboratory

Experiments in passive and active electrical circuits will be conducted to reinforce the concepts studied in Engr 20. *Transfer credit: CSU; UC credit limitations.*

ENGR 22A/B -- .5-3/.5-3 Units Independent Studies in Engineering

Prerequisite: A previous course in Engineering

Class Hours: .5-3 tutorial

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



English

The study of English offers a basic understanding of writing skills and appreciation of literature. The exploration of the possibilities of language in the human experience is a vital foundation for all learning.

Career Opportunities

B.A. Level

(Most careers require a bachelors degree)

Editor	Manager Trainee
Editor, House Publications	Scenario Writer
Copywriter	Legal Aide
Journalist	Report Writer
Library Reference Worker	Proofreader
Television Writer	Novelist
Technical Writer	Playwright
Publicist	Biographer
Researcher	Story Writer
Copy Editor	Magazine Writer
Program Developer	Poet
Civil Service Positions	Public Relations Worker
Executive Assistant	

Faculty

Full-Time

Judith Allen
 Gillian Dale
 John Davie
 Richard Edwards
 Hugo Ekback
 Norman Garber
 John Hanft
 Anne Kairschner
 Diana Lopez
 Barbara Outland
 Patricia Ross
 Pamela Sheridan
 Howard Siegel
 Sydney Sims
 Michael Strumpf

Part-Time

Dianne Armstrong
 Dale Alan Bailes
 David Birchman
 Joseph Castorino
 Jane Chapman
 Derreatha Corcoran
 Jimmy Crawford
 Matthew Crow
 Deborah Dixon
 Sharon Forkner-Rippon
 Francine Hallcom
 Diane Hanshaw
 Kate Harper
 Melissa Hartman
 Thomas Hughes
 Ila Jean Kragthorpe
 Linda La Puma
 Ralph La Rosa
 Clive Leeman
 Jessica Mintz
 Thomas Neuburger
 Marlene Pearson
 Judith Ramos
 Sandra Rayl
 Todd Richardson
 Monika Savic
 Stanley Seavey
 Randy Wall
 Ann Warren
 Peter Wiley
 Stuart Wilson

Counselors

Annette Burrows
 Susan Izumo

Transfer Information

Career opportunities in English include teaching; journalism; advertising; copywriting; writing for stage, screen, television, and magazines. Studies in English provide preparation for the professions, government service, and politics.

Major requirements for upper-division standing at:

California State University, Northridge:

Option I - Literature:

Select 6 units from Engl 14, 19, 20.

(3 units) from: Engl 13A, 13B, 15A, 15B.

Option II - Writing:

Engl 10A or 10B and 3 units from 14, 19, 20.

(3 units) from: Engl 13A, 13B, 15A, 15B.

Option III - Contract option:

Consult faculty advisor at CSUN.

California State University, Sacramento:

Engl 13A, 13B, 15A, 15B. (Majors must complete one year of college-level foreign language, or the equivalent.)

University of California, Davis:

Engl 13A, 13B, 15A, 15B.

University of California, Santa Barbara:

Engl 1A, 1B, 15A, 15B, 30; Hist 1A, 1B; select one of the following languages: Fr 1, 2, 3, 4; Ger 1, 2, 3, 4; Spn 1, 2, 3, 4.

Special Note

Skills which may be measured by an appropriate score on the English Placement Test is required of all students desiring entrance into English 1A. Otherwise, enrollment in English 2 and completion of the class with a C or better grade is necessary.

English Courses

ENGL 1A -- 3 Units

English Composition

Prerequisite: Skills which may be measured by an appropriate score on the English Placement Test or satisfactory completion of Engl 2 or equivalent

Class Hours: 3 lecture

This course in composition emphasizes expository writing which demonstrates principles of rhetorical organization, control of diction, clear sentence construction and command of the mechanics of writing. Course work will also include the study and analysis of literature as a model for composition. *Transfer credit: CSU; UC. CAN: ENGL 2*

ENGL 1B -- 3 Units

Introduction to Literature

Prerequisite: Engl 1A with grade of C or better

Class Hours: 3 lecture

This course is a study of imaginative literature complementing the rhetorical emphasis of Engl 1A. Written work will focus on the meaning and style of fiction, drama, and verse, seeking to develop analytical and critical skills and to provide insight into human experience. Students will write a series of essays requiring at least 8000 words of writing outside class. *Transfer credit: CSU; UC. CAN: ENGL 4*

ENGL 1C -- 3 Units

Critical Thinking and Composition

Prerequisite: Engl 1A
Class Hours: 3 lecture

This course is designed to develop critical thinking, reading, and writing skills beyond the level achieved in Engl 1A. The course will focus on the development of logical reasoning and analytical and argumentative writing skills. *Transfer credit:* CSU; UC

ENGL 2 -- 3 Units Preparatory English

Prerequisite: Skills which may be measured by an appropriate score on the English Placement Test
Class Hours: 3 lecture

This course is intended for students who need help in learning to write at the college level. The course will emphasize the coherent development of a controlling idea to a reasoned conclusion. Course work will increase the student's ability to use a variety of sentence structures and to achieve relative freedom from basic errors when writing college-level papers. May be taken two (2) times for credit.

ENGL 3 -- 3 Units Writing Skills

Class Hours: 3 lecture

This course is strongly recommended for students who need a review of basic writing skills. Emphasis will be placed on grammar, spelling, vocabulary building and sentence structure, and the student will be provided with intensive practice in developing ideas, organization, and clarity of statement. Student will be expected to write regularly. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ENGL 4A/B/C -- 3/3/3 Units English as a Second Language

Prerequisite: Beginning skills in English (speaking, reading, writing) for 4A, 4A for 4B, 4B for 4C
Class Hours: 2 lecture, 3 laboratory

This course identifies needs in speech, writing, reading, vocabulary, spelling of students for whom English is not their principal language and strengthens these areas so the student will be capable of communicating well in English. Some emphasis will also be placed on American customs. *Transfer credit:* CSU; UC maximum credit allowed -- 8 units.

ENGL 5 -- 3 Units Radio-Television Writing

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course deals with the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity, discussion programs, special events, talks and interviews. Training is given in the fundamentals of script format, professional methods, and the ethics and restrictions involved in the broadcasting media. (co-numbered RT 5) *Transfer credit:* CSU

ENGL 6 -- 3 Units Composition for Nonnative Speakers of English

Prerequisite: Engl 4C or a score of at least 20 on the ELSA
Class Hours: 2 lecture, 3 laboratory

Recommended for the student of English as a Second Language, this course provides practice in writing and correct usage and in the analysis of short cross-cultural reading selections. Emphasis will be on writing idiomatic English, and on the developing and organizing of ideas. Students will be expected to write and revise on a weekly basis. *Transfer credit:* CSU; UC pending

ENGL 10A -- 3 Units Creative Writing

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This writing workshop designed to concentrate on the techniques of writing fiction and poetry provides practice in original writing, followed by discussion and analysis of student writing. *Transfer credit:* CSU; UC

ENGL 10B -- 3 Units Creative Writing

Prerequisite: Engl 10A
Class Hours: 3 lecture

This is an advanced study of literary forms with emphasis on prose and poetry; practice in original writing followed by discussion and analysis. May be taken two (2) times for credit. *Transfer credit:* CSU; UC

ENGL 11 -- 3 Units Report and Technical Writing

Prerequisite: Engl 1A
Class Hours: 3 lecture

The course will provide extensive practice in writing proposals, memoranda, letters, technical reports, and technical manuals. Students will analyze writing situations and use appropriate structuring, developmental, and stylistic techniques. They will do careful research and documentation and incorporate data and graphics to produce complete, accurate and useful written communications. *Transfer credit:* CSU

ENGL 13A -- 3 Units Major American Writers I

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course is a survey of American writing from the colonial era to the end of the Civil War in fiction, non-fiction, and poetry. It includes major statements by 17th and 18th century writers such as Anne Bradstreet, Edward Taylor, Jonathan Edwards, and Benjamin Franklin, as well as 19th century masterpieces by Poe, Melville, the New England Transcendentalists and Walt Whitman. *Transfer credit:* CSU; UC. CAN: ENGL 14

ENGL 13B -- 3 Units Major American Writers II

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course is a survey of American writing from the post-Civil War era to the present in fiction, non-fiction, drama, and poetry. It includes works by Mark Twain, Henry James, and selected authors, poets, dramatists, and essayists. *Transfer credit:* CSU; UC. CAN: ENGL 16

ENGL 14 -- 3 Units Study of Poetry

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This is the study of poetry through a study of imagery, figurative language, allegory, rhythm, rhyme, etc. in American and British poetry. The close reading and discussion of selected poems will provide a basis for the writing of critical essays. *Transfer credit:* CSU; UC

ENGL 15A -- 3 Units Survey of English Literature

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course focuses on selected works by major British writers from the beginnings to the end of the 18th Century, in their historical and cultural contexts. *Transfer credit:* CSU; UC. CAN: ENGL 8

ENGL 15B -- 3 Units Survey of English Literature

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course focuses on selected works by major British writers in their historical and cultural contexts, from Blake to the present. *Transfer credit:* CSU; UC. CAN: ENGL 10

ENGL 17 -- 3 Units Shakespeare

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This is a survey of twelve plays, including romantic comedies, chronicles, tragedies, "dark" comedies, and romances. Class work will also include lectures, critical papers, and discussions. *Transfer credit:* CSU; UC

ENGL 18 -- 3 Units**The Modern American Novel**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

The study of representative novels by prominent American novelists from the post Civil War period to the present. Through lecture, classroom discussions, essays and tests the student will gain knowledge and a critical perspective of the unique literary contributions of major modern American novelists, as well as their relations to and reflections of their historical and cultural backgrounds. *Transfer credit: CSU; UC*

ENGL 19 -- 3 Units**Introduction to Short Story**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

The form and meaning of short stories are studied through intensive analysis of selected American, British and continental examples. *Transfer credit: CSU; UC*

ENGL 20 -- 3 Units**Study of Drama**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

English 20 is an introduction to the study of drama in its historical, critical, cultural, and biographical context. Plays studied will range from ancient Greek tragedy to the Theatre of the Absurd. Emphasis will be on analysis and developing sound critical judgment required. *Transfer credit: CSU; UC*

ENGL 21 -- 3 Units**Contemporary Novels**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

Students read and analyze post-World War II novels, American and foreign, selected because of their popularity as well as their innovative importance and literary quality. *Transfer credit: CSU; UC*

ENGL 22A/B -- 1-3/1-3 Units**Independent Studies in English**

Prerequisite: A previous course in English

Class Hours: 1-3 tutorial

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

ENGL 25 -- 3 Units**Playwriting**

Class Hours: 3 lecture

This course is designed for the student to develop his skills in writing for the theater with the possible opportunity of production. (co-numbered ThA 21) *Transfer credit: CSU*

ENGL 29A -- 3 Units**Old Testament as Literature**

Class Hours: 3 lecture

Students read and discuss the Books of the Old Testament, including the thirty-nine books from the Genesis to Malachi, and acquire an understanding of the history of the Old Testament Apocrypha. Form, theme, and style are studied. *Transfer credit: CSU; UC*

ENGL 29B -- 3 Units**New Testament as Literature**

Class Hours: 3 lecture

Students read and discuss Books of the New Testament, which includes nine of the twenty-seven books of the New Testament, from Matthew to Revelation. Form, theme, and style are also studied. *Transfer credit: CSU; UC*

ENGL 30 -- 3 Units**Masterpieces of World Literature I**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is a survey of representative authors from the time of Homer to the Renaissance, with intensive study of selected Greek, Roman, Medieval and Renaissance masterpieces. *Transfer credit: CSU; UC*

ENGL 31 -- 3 Units**Masterpieces of World Literature II**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This is a survey of major literature from the Renaissance to the present, including such authors as Locke, Moliere, Rousseau, Goethe, Emerson, Tolstoy, Ibsen, and Mann. *Transfer credit: CSU; UC*

ENGL 33 -- 3 Units**Modern European Fiction**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This study of major modern European fiction includes the work of Dostoevsky, Tolstoy, Flaubert, Camus, Verga, Hesse, Gogol, Gide, Babel, and Mann. *Transfer credit: CSU; UC*

ENGL 45 -- 3 Units**Hispanic American Literature**

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course will provide a critical, analytical survey of Hispanic/Latino literature. The influences of culture on the authors' perceptions will be the focus and discussions will emphasize a cross-cultural examination of poetry, prose and fiction. *Transfer credit: CSU; UC pending*

ENGL 46 -- 3 Units**African-American Literature**

Prerequisite: Eligibility for Engl 1A

Class Hours: 3 lecture

This is an historical survey and critical analysis of African-American literature. The goal is to understand the Black Experience as it is embodied in American writing. Figures from the 19th and 20th centuries will be discussed, with emphasis given to the writers of the Harlem Renaissance and to the most recent authors. May be taken two (2) times for credit. *Transfer credit: CSU; UC pending*

ENGL 47 -- 3 Units**Magazine Editing**

Prerequisites: Journ 1, Journ 2 or equivalent

Class Hours: 2 lecture, 3 laboratory

This is a course in the analysis, development, composition and layout of magazines or similar publications. Emphasis is given to coordinating feature stories and related articles with attractive pictorial displays. Instruction is also given in the graphic arts as related to magazine production. (co-numbered Journ 11A) *Transfer credit: CSU*

ENGL 60A-Z -- 1-3 Units**Topics in English**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 3 Units**The Poetry of Chaucer**

Prerequisite: Engl 1A

Class Hours: 3 lecture

This course emphasizes "The Canterbury Tales" and "Troilus and Criseyde." It examines Chaucer's language and literary techniques, in close reading and discussion of his major work which will be the basis for critical essays.

60W -- 3 Units
Women in Medieval Literature

Prerequisite: Engl 1A
Class Hours: 3 lecture

This course is a study of literature by and about women in medieval Europe. Students will read and discuss historical, religious, and literary works of the Middle Ages with attention to their presentation of the nature and status of women.

ENGL 89A-Z -- .5-3 Units
Institutes in English★

Class Hours: Variable

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



Environmental Science

Environmental Science is a multi-disciplinary field covering the physical, biological, economical, and legal aspects of the environment.

Career Opportunities

A.S. Degree (Environmental Technology) For information on Environmental Technology Option, refer to the Engineering section.

Field Technician
Hazardous Waste Management
Drinking & Waste Water Laboratory Technician
Air Quality Enforcement
Environmental Testing and Auditing
Consulting Firms

B.S. Degree

Regulatory - Compliance Manager
Health and Safety Managers
Industrial Hygienists and Toxicology
Urban Planning/Environmental Analyst
Research; Teaching
Resource Manager; Ranger

Faculty

Full-Time	Part-Time	Counselors
Richard Kurtik	Hyla Acheson	Mary Martin
Robert Miller	Gary Gilmartin	Olivia Menchaca
Muthena Naseri	Rashid Sani	

Transfer Information

Major requirements for upper-division standing at:
California Polytechnical State University, San Luis Obispo:

Environmental Engineering
Same preparation for all engineering majors. See our engineering program Associate in Science Degree.

California State University, Northridge:

Occupational Health Program
Biol 2A; Chem 1A and 1B or 12 and 13, 8, 9; Math 7; Micro 1;
Ph 10A/10AL, 10B/10BL; Phys 1.

University of California, Santa Barbara:

Environmental Studies:
Social Science/Humanities emphasis: Anth 2; Chem 1A or 12;
Econ 1; Env Sc 1, 2; Geog 1 or Geol 2, 2L; Math 15, 16A,
16B; Pol Sc 3.

Natural Science emphasis: Biol 2A, 2B; Chem 1A, 1B; Econ 1;
Env Sc 1, 2; Geog 1 or Geol 2, 2L; Math 15, 25A, 25B, 25C,
35; Ph 10A/10AL, 10B/10BL or Ph 20A/20AL, 20B/20BL.

Environmental Studies

Associate in Arts Degree

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Environmental Studies. These requirements

were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Arts degrees in Environmental Studies offered by four-year institutions. Since the course work in environmental studies is sequential, students may spend less time earning an Associate in Arts Degree and/or Bachelor of Arts Degree by deferring some of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in environmental studies. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

Mathematics -- two years high school algebra or Math 3 or equivalent.

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

Required Courses:

Course	Units
Anth 2 Cultural Anthropology	3
Chem 12 Introductory Chemistry I	5
Econ 1 Principles of Micro-Economics	3
Env Sc 1 Environmental Science	4
Env Sc 2 Environment and Human Interactions	4
Geol 2 Physical Geology	3
Geol 2L Physical Geology Lab	1
Math 15 Introductory Statistics	5
Math 16A Applied Calculus I	3
Math 16B Applied Calculus II	3
Pol Sc 3 American Government and Politics	3

Total minimum units required in major area -- 37

Suggested Course Sequence:

First Semester	Third Semester
Econ 1 3	Chem 12 5
Env Sc 1 4	Math 16A 3
Pol Sc 3 3	
10	8
Second Semester	Fourth Semester
Env Sc 2 4	Anth 2 3
Math 15 5	Geol 2 3
	Geol 2L 1
	Math 16B 3
9	10

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

Environmental Science

Associate in Science Degree

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Environmental Science. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Environmental Science offered by four-year institutions. Since the course work in environmental science is sequential, students may spend less time earning an Associate in Science Degree and/or Bachelor of Science Degree by deferring some

of the university general education requirements until their Junior and Senior years and giving priority to the requirements for a major in environmental science. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

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

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

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

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

Required Courses:

	Units
Biol 2A	4
Biol 2B	4
Chem 1A	6
Chem 1B	6
Econ 1	3
Env Sc 1	4
Env Sc 2	4
Math 25A	5
Math 25B	5
Math 25C	5
Ph 20A/20AL	4
Ph 20B/20BL	4
Total minimum units required in major area -- 54	

Suggested Course Sequence:

First Semester

Chem 1A	6
Econ 1	3
Env Sc 1	4
<hr/>	
	13

Thrd Semester

Biol 2A	4
Math 25B	5
Ph 20A/20AL	4
<hr/>	
	13

Second Semester

Chem 1B	6
Env Sc 2	4
Math 25A	5
<hr/>	
	15

Fourth Semester

Biol 2B	4
Math 25C	5
Ph 20B/20BL	4
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	13

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

Environmental Science Courses

ENV SC 1 -- 4 Units

Environmental Science

Class Hours: 3 lecture, 3 laboratory

This course presents the basic chemistry and physics of ecosystems. Emphasis is placed on the scientific method and natural laws in understanding energy, population, food, water, and pollution. Laboratory experiments and field trips are designed to correspond with lecture topics. Individual student projects are part of the laboratory. (Physical Science credit) *Transfer credit: CSU; UC*

ENV SC 2 -- 4 Units

Environment and Human Interactions

Prerequisite: Only one of the following: HS Biology or HS Chemistry or HS Physics or Env Sc 1 or Chem 12 or equivalent

Class Hours: 3 lecture, 3 laboratory

This course introduces the biological principles governing ecosystems. An analysis of environmental problems as they relate to world demography and human activities is also covered. Topics include: population dynamics; major world biotic communities; and the urban

environment. Field study of California's major plant communities and study of the local environment will be part of the course. Basic toxicology, fundamentals, target organs, and regulations of toxic chemicals are discussed. (Biological Science credit) *Transfer credit: CSU; UC*

ENV SC 3 -- 3 Units

Energy Resources and Conservation

Class Hours: 3 lecture

This course is an overall quantitative survey of current energy resources, alternate methods of energy generation and various energy conservation methods. Emphasis is placed on practical application relevant to today's economy and technology. Basic physics of energy and environmental utilization relevant to energy use are stressed. *Transfer credit: CSU*

ENV SC 4 -- 1 Unit

Environmental Regulations

Class Hours: 16 lecture total

This lecture course will familiarize the students of Environmental Technology with the basic knowledge of current laws and regulations that govern air and water pollution, solid waste and hazardous material management. Federal, state, and local regulations will be reviewed as well as responsibilities and interrelationship of regulatory activities.

ENV SC 5 -- 1 Unit

Environmental Instrumentation

Class Hours: 48 laboratory total

This course will introduce the students to the instrumentation used to collect and monitor environmental field data. Emphasis is placed on hands-on operation, calibration, and basic maintenance of instruments currently being utilized in industry. Sampling procedures and data collection from automatic recording devices will be addressed.

ENV SC 20 -- 3 Units

Environmental Systems

Class Hours: 2 lecture, 3 activity/laboratory

The objective of this course is to develop an understanding of the physical environment of ecosystems including: geographic formations; soils (types, textures and structure); basic rock types; elements of weather and oceanic influences, including tides and currents. This course consists of a nine-day field trip to a selected environment (e.g. deserts of Death Valley or Baja, Mexico), plus 32 hours of pre- and post-trip lectures. The field study provides first-hand experience in collecting, interpreting and reporting field data while the lecture periods provide background in the scientific method, measurements, instrumentation use, the chemistry of sea water, geologic features, rock identification, and biological indicators and adaptations. *Transfer credit: CSU*

ENV SC 22A/B -- .5-3/.5-3 Units

Independent Studies in Environmental Science

Prerequisite: A previous course in Environmental Science

Class Hours: .5-3 tutorial

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



Essential Skills

Essential Skills classes are offered to students who need specific information, abilities, and techniques to improve their chances of succeeding in all of their college classes, in the job market, and in the society. In completing the Skills Developmental Laboratory course(s), students will become prepared to undertake successfully further education and training at a college level.

Faculty

Full-Time
Patricia Dozen

Counselor
Donna
Allyn

Essential Skills Courses

ES 1 -- 1 Unit

Library Success Skills

Class Hours: 16 lecture total

This course is designed to teach basic library skills necessary for research, term paper development and classroom assignments. Skills taught will include use of the card catalog, periodical and newspaper indexes, basic reference sources, and how to compile a bibliography for term paper assignments. (College credit only. Does not apply toward a degree.)

The following courses are part of the supervised, self-paced, individualized Skills Development Laboratory program which uses teaching and tutorial techniques along with multi-media and computer-aided instruction. Following appropriate diagnostic testing and discussion with a laboratory staff member, enrollment in the appropriate course(s) for an appropriate number of units necessary to reach the student's goals will be recommended. Students may be enrolled in these classes at any time during a semester and, once having met the course and hourly requirements, they may receive college credit (not degree credit) based on an attendance formula.

For each of the following four courses, enrollment is preceded by diagnostic assessment.

ES 2 -- .5-1.5 Units

Skills Development Laboratory - Reading★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in reading skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multi-media materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 3 -- .5-1.5 Units

Skills Development Laboratory - Writing★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in writing skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multi-media materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 4 -- .5-1.5 Units

Skills Development Laboratory - Mathematics★

Class Hours: 24-72 laboratory total

This course provides the opportunity for intensive individualized developmental work in mathematical skills. Following diagnostic assessment each student will be provided with teaching and tutorial assistance in conjunction with the use of multi-media materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 5 -- .5-1.5 Units

Skills Development Laboratory - Study Skills★

Class Hours: 24-72 laboratory total

This course is designed to provide students with the basic skills and information required for a successful college academic experience. Time management and study strategies, effective listening, note taking, informal outlining, how to read texts, memory improvement principles and techniques, effective test-taking techniques, and how to reduce stress and anxiety before and during tests are but some of the study skills that will be available. Following diagnostic assessment each student will be provided with individual and group assistance in conjunction with the use of multi-media materials and computer-aided instruction in reaching his/her goals. Graded Credit/No Credit. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

ES 10 -- 1 Unit

Pre Math 9★

Class Hours: 2 lecture for 8 weeks

This course is a complete review of arithmetic with positive whole numbers. Topics covered include addition, subtraction, multiplication and division of positive whole numbers, as well as place value, rounding and estimation, factoring and order of operations. Using whole-number skills to solve real-world problems is emphasized. Using a hand-held calculator as an aid to doing arithmetic is also discussed. This course provides the opportunity to review and master the whole-number arithmetic skills that are needed for success in Math 9 - Pre-Algebra. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ES 11 -- 1 Unit

Pre Math 1★

Class Hours: 2 lecture for 8 weeks

This course is a concise review of the arithmetic and pre-algebra topics needed for success in algebra. Topics covered include arithmetic with fractions, decimals and signed numbers, as well as a review of such topics as percent, proportion and measurement. A brief introduction to algebra may also be included. This course is intended for the student with reasonable arithmetic skills who would like a brief but complete review of arithmetic prior to beginning a study of algebra. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.) **Note:** This course does not satisfy the prerequisite requirements for Math 1 - Elementary Algebra.



Exotic Animal Training and Management

This program offers preparation for students interested in entering the expanding animal care industry. The increasing importance of zoos and wildlife education to the efforts of conservation as well as the use of animals in various entertainment fields present many career options to graduates of this curriculum.

Career Opportunities

Zoo Keeper	Animal Handler
Animal Trainer	Veterinary Assistant
Conservation/Wildlife Educator	Kennel Worker

Faculty

Full-Time	Part-Time	Counselors
James Patterson	Susan Cox	Rick Cardoni
James Peddie	Carole Doria	Susan Izumo
Gary Wilson	Nancy Hollenbeck	
	Cynthia Wilson	

Procedures for Applying to the EATM Program

The requirements, procedures, application dates and program offerings are subject to change. Consult the EATM staff or counselor for current information.

Applicants will be selected in the Spring semester for admission into the Fall classes subject to available openings.

March 1 -- EATM application, school transcripts, and three letters of recommendation from employers or teachers, must be submitted to the EATM compound office by this date.

April 1 -- Applicants accepted for personal interviews will be notified. Interviews will be scheduled for the end of April.

May 15 -- Notification of accepted candidates for the EATM program.

Qualifying Requirements

- One of the following must be completed before applying to the program:
 - High school graduation and GPA of 2.5 or
 - General Education Development (GED) with a score of 45 and a minimum of 12 units of college with a 2.25 GPA or
 - High school graduate with less than a 2.5 GPA and a minimum of 12 units of college with a GPA of 2.25.

Note: Applicant may be in the process of completing above requirements at time of filing application; admission to the program will be contingent on satisfaction of requirements.
- The following documents must be on file at the EATM Program Office at Moorpark College by March 1:
 - All official high school and college transcripts
 - Completed EATM program application form
 - Three letters of recommendation from counselors, instructors, or employers other than relatives
- An application to Moorpark College must be filed for the appropriate semester.
- All applicants must demonstrate freedom from physical handicaps which would affect their ability to safely and satisfactorily perform the responsibilities required of all EATM students. This requires applicants to pass a physical examination administered by the College Health Center.

It is the applicant's responsibility to check with the EATM Program Office to see that all required documents are on file at Moorpark College.

Academic Responsibilities of EATM Students

- Students are required to demonstrate a satisfactory understanding of the material presented by receiving a grade of C or better in all required EATM major courses. The EATM program prepares the student for positions in the industry which often involve working with dangerous animals and therefore require a thorough understanding of safety procedures. The completion of any EATM course with a grade of less than C indicates that the student's knowledge or skills are deficient in that area. For this reason, students receiving a grade of D must repeat the course with a grade of C or better before they can be awarded either the Certificate or the AS degree in Exotic Animal Training and Management.
- Receiving a failing grade of F in any EATM course may result in dismissal from the program. Failure in any EATM class indicates the student is not prepared to proceed to the next level of EATM courses.
- Students must maintain a grade point average in EATM courses of 2.0 or better each semester. Failure to do so may result in dismissal from the program.

Exotic Animal Training and Management

Occupational Associate in Science Degree Certificate of Achievement

This program is designed to prepare students for a variety of career options in the animal industry. Entry-level positions exist in zoos, oceanariums, animal parks, government facilities, and the entertainment field. Students completing the courses required in the major receive a certificate of achievement. Students completing the additional general education requirements of the college also receive the associate degree.

Required Core Courses:		Units
EATM 1	Animal Diversity	3
EATM 2	Animal Health and Safety	2
EATM 3	Exotic Animal Nutrition	2
EATM 4	Animal Behavior	3
EATM 5	Zoo Horticulture	3
EATM 10	Projects in EATM	1
EATM 11A	Exotic Animal Care and Handling	5
EATM 11B	Exotic Animal Care and Handling	5
EATM 13A	Exotic Animal Management & Supervision	5
EATM 13B	Exotic Animal Management & Supervision	5
EATM 15	Education & Entertainment in Animal Parks	3
EATM 21A	Exotic Animal Training	1
EATM 23A	Elementary Veterinary Procedures	4
EATM 23B	Elementary Veterinary Procedures	4
EATM 35	Animal Park Planning & Administration	2
EATM 40A	Field Experience in EATM	4
EATM 45	Advanced Education & Entertainment in Animal Parks	2-2
HE 5	Safety and First Aid	3
Zoo 1	General Zoology	5

Required Additional Courses:

Select one of the following options:

General Exotic Animal Training and Management Option

This option is for students interested in preparing for the widest range of careers in the animal field. Students are required to complete the core curriculum plus the following courses:

EATM 15L	Education & Entertainment Lab	1
EATM 21B	Exotic Animal Training	1
EATM 21L	Exotic Animal Training Laboratory	2
EATM 40B	Field Experience in EATM	4

Zoo Keeping Option

This option is for students interested primarily in animal keeping jobs at zoos, aviaries, aquariums, research facilities, and wildlife rehabilitation facilities. Students are required to complete the core curriculum plus the following courses:

EATM 40B	Field Experience in EATM	4-3
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Animal Training Option

This option is for students interested primarily in animal training jobs for the film/TV industry, oceanariums, zoos, the navy, handicap assistance programs, and the pet industry. Students are required to complete the core curriculum plus the following courses:

EATM 21B	Exotic Animal Training	1
EATM 21L	Exotic Animal Training Laboratory	2-2
EATM 40B	Field Experience in EATM	3

Wildlife Education Option

This option is for students interested primarily in wildlife or conservation education jobs for private education firms, zoos, theme parks, and wildlife rehabilitation centers. Students are required to complete the core curriculum plus the following courses:

EATM 15L	Education & Entertainment Lab	1
EATM 21L	Exotic Animal Training Laboratory	2
EATM 22	Independent Studies in EATM	3
EATM 40B	Field Experience in EATM	3

Total minimum units required in major area -- 71 - 73

Suggested Course Sequence:

First Year:

First Semester

EATM 1	3
EATM 2	2
EATM 5	3
EATM 11A	5
EATM 15	3
HE 5	3
	<hr/>
	19

Second Semester

EATM 3	2
EATM 4	3
EATM 11B	5
EATM 15L	1
Zoo 1	5
	<hr/>
	16

Interim

EATM 40A	1
	<hr/>
	1

Summer Session

EATM 40A	3
	<hr/>
	3

Second Year:

General EATM Option

Third Semester

EATM 10	1
EATM 13A	5
EATM 21A	1
EATM 21L or	
EATM 40B	2-3
EATM 23A	4
EATM 45	2
	<hr/>
	15-16

Fourth Semester

EATM 13B	5
EATM 21B	1
EATM 21L or	
EATM 40B	2-3
EATM 23B	4
EATM 35	2
EATM 45	2
	<hr/>
	16-17

Interim

EATM 40B	1
	<hr/>
	1

Zoo Keeping Option

Third Semester

EATM 10	1
EATM 13A	5
EATM 21A	1
EATM 23A	4
EATM 40B	3
EATM 45	2
	<hr/>
	16

Fourth Semester

EATM 13B	5
EATM 23B	4
EATM 35	2
EATM 40B	3
EATM 45	2
	<hr/>
	16

Interim

EATM 40B	1
	<hr/>
	1

Animal Training Option

Third Semester

EATM 10	1
EATM 13A	5
EATM 21A	1
EATM 21L	2
EATM 23A	4
EATM 40B	2
EATM 45	2
	<hr/>
	17

Fourth Semester

EATM 13B	5
EATM 21B	1
EATM 21L	2
EATM 23B	4
EATM 35	2
EATM 45	2
	<hr/>
	16

Interim

EATM 40B	1
	<hr/>
	1

Wildlife Education Option

Third Semester

EATM 10	1
EATM 13A	5
EATM 21A	1
EATM 21L	2
EATM 23A	4
EATM 40B	2
EATM 45	2
	<hr/>
	17

Fourth Semester

EATM 13B	5
EATM 22	3
EATM 23B	4
EATM 35	2
EATM 45	2
	<hr/>
	16

Interim

EATM 40B	1
	<hr/>
	1

Exotic Animal Health Technology Option

This option is designed to better prepare Animal Health/Veterinary Technicians for careers associated with the medical care of exotic animals, assisting veterinarians in zoos and aquariums as well as private practice veterinarians treating exotic species. This option is open only to students holding Animal Health Technician or Veterinary Technician degrees from accredited institutions. Applications to the option must be received in the EATM program office by June 15 for consideration for admission in the Fall semester of the same year. Contact the EATM program office at (805) 378-1441 for more information.

Required Courses:

EATM 1	Animal Diversity	Units	3
EATM 2	Animal Health and Safety		2
EATM 3	Exotic Animal Nutrition		2
EATM 4	Animal Behavior		3
EATM 11A	Exotic Animal Care and Handling		2
EATM 11B	Exotic Animal Care and Handling		2
EATM 24A	Veterinary Procedures for Exotic		2

EATM 24B	Animals	5	
	Veterinary Procedures for Exotic		
	Animals	5	
HE 5	Safety and First Aid	3	
Total minimum units required in the option -- 27			
Suggested Course Sequence:			
First Semester		Second Semester	
EATM 1	3	EATM 3	2
EATM 2	2	EATM 4	3
EATM 11A	2	EATM 11B	2
EATM 24A	5	EATM 24B	5
HE 5	3		
	<hr/> 15		<hr/> 12

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

Exotic Animal Training and Management Courses

EATM 1 -- 3 Units Animal Diversity

Class Hours: 3 lecture

This course is a survey of the vertebrate animals, both terrestrial and marine. Topics covered include the general characteristics, adaptations, and evolutionary history of classes and families, natural history of representative species, and basic concepts of ecology and conservation. When possible, demonstration animals will be brought into the classroom. *Transfer credit: CSU*

EATM 2 -- 2 Units Animal Health and Safety

Prerequisite: Acceptance into the EATM major

Class Hours: 2 lecture

This course covers the health and safety problems of keeping animals in captivity. Students are instructed in emergency procedures, zoonotic diseases, and the care and husbandry of exotic species. The techniques of capture and restraint of animals are discussed as well as methods of transporting non-domestic animals.

EATM 3 -- 2 Units Exotic Animal Nutrition

Prerequisite: EATM 2

Class Hours: 2 lecture

This course is designed to provide the student with a basic understanding of those factors relating to the feeding and nutritional needs of exotic animals in captivity as well as in the wild.

EATM 4 -- 3 Units Animal Behavior

Class Hours: 3 lecture

This course is an introduction to the study of animal behavior with an emphasis on learning theory, especially classical and operant conditioning. It is designed to provide the student with an understanding of how to apply the concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Each student will be required to train a rat. (co-numbered Psych 12) *Transfer credit: CSU; UC*

EATM 5 -- 3 Units Zoo Horticulture

Prerequisite: Enrollment in EATM program

Class Hours: 2 lecture, 3 laboratory

This course is designed to provide the student with an opportunity to learn and apply skills in soils; plant growth; weed, insect and disease control; irrigation and fertilization principles; identification and uses of plants; planting and care of lawns, ground covers, flowers, trees and shrubs including proper pruning and training. Also the relationship of plants and zoo animals as it relates to the EATM facility will be stressed.

EATM 10 -- 1-3 Units Projects in EATM

Prerequisite: EATM 13A

Class Hours: 3-9 laboratory

A number of projects will be offered, each with an emphasis in a different area of the animal industry. This will allow students to gain more experience in an area of particular interest. Work will consist of field experience with professionals. May be taken four (4) times for credit.

EATM 11A -- 2/5 Units Exotic Animal Care and Handling

Prerequisite: Acceptance into the EATM major

Class Hours: 1 lecture, 3/12 laboratory

This course provides students with instruction in the maintenance of domestic and non-domestic animals in captivity. The laboratory time gives the students the opportunity to apply this knowledge to the care of the college's animal collection. Essential zoo keeping skills are developed through this "hands-on" approach.

EATM 11B -- 2/5 Units Exotic Animal Care and Handling

Prerequisite: EATM 11A

Class Hours: 1 lecture, 3/12 laboratory

This course deals with the problems of catching and restraining animals as well as construction of animal enclosures. The student applies this knowledge while working in the college's animal facility.

EATM 13A -- 5 Units Exotic Animal Management and Supervision

Prerequisite: EATM 11B

Class Hours: 1 lecture, 12 laboratory

This course explores the problems of supervising and training workers. Techniques of supervision are discussed and the student is given the opportunity to apply this knowledge in the college's animal facility. Special topics pertaining to animal management are presented.

EATM 13B -- 5 Units Exotic Animal Management and Supervision

Prerequisite: EATM 13A

Class Hours: 1 lecture, 12 laboratory

This course deals with the problems of managing an animal facility. Techniques of management and creative problem solving are presented. Special topics pertaining to animal management are explored.

EATM 15 -- 3 Units Education and Entertainment in Animal Parks

Prerequisite: Acceptance into the EATM major

Class Hours: 2 lecture, 3 laboratory

This course instructs the student in the techniques of interpretation as they are utilized in zoos and live animal presentations. Some of the topics covered include public speaking, program design, and the handling of animals. Public relations methods and problems of animal parks are also presented with instruction in the production of press materials and publications. Students will make presentations utilizing live animals.

EATM 15L -- 1 Unit Education and Entertainment Laboratory

Prerequisite: EATM 15

Class Hours: 3 laboratory

The student will make use of the techniques learned in EATM 15 to perform educational and entertaining presentations using live animals.

EATM 21A -- 1 Unit Exotic Animal Training

Prerequisites: EATM 2 and EATM 4

Class Hours: 1 lecture

Students will learn techniques for training a variety of animals through lecture. The concepts developed in other EATM courses will provide a foundation on which to build an understanding of methods applicable to particular species.

EATM 21B -- 1 Unit
Exotic Animal Training

Prerequisite: EATM 21A

Class Hours: 1 lecture

Students will learn advanced techniques for training exotic animals in a variety of specialized situations including working in front of the movie camera.

EATM 21L -- 2 Units
Exotic Animal Training Laboratory

Prerequisites: EATM 2 and EATM 4

Corequisite: EATM 21

Class Hours: 6 laboratory

The student will apply the knowledge acquired in EATM 21AB to train three animals: a bird, an herbivore, and either a primate or a carnivore. With this "hands-on" approach, the student will learn the importance of proper timing and how to read the body language of animals. May be taken two (2) times for credit.

EATM 22A/B -- 1-3/1-3 Units
Independent Studies in Exotic Animal Training and Management

Prerequisite: A previous course in Exotic Animal Training and Management

Class Hours: 1-3 tutorial

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

EATM 23A -- 4 Units
Elementary Veterinary Procedures

Prerequisite: Zoo 1

Corequisite: EATM 13A

Class Hours: 3 lecture, 3 laboratory

This course serves as an introduction to the science of veterinary medicine as it applies to non-domestic animals, birds, and reptiles. It is designed to present the student with a practical system by system approach to the anatomy and physiology of the aforementioned groups. This is then related to the various disease processes involved with these systems, with the emphasis on how to recognize such disease processes.

EATM 23B -- 4 Units
Elementary Veterinary Procedures

Prerequisite: EATM 23A

Corequisite: EATM 13B

Class Hours: 3 lecture, 3 laboratory

This course will build on the information and skills learned in EATM 23A. It will further the student's understanding by introducing the concepts of laboratory diagnostic aids, nursing care for exotics, disease processes and mechanisms, reproduction and newborn care, and the process of death. Special emphasis will be placed throughout this course on the practical approach to the application of the material presented.

EATM 24A -- 5 Units
Veterinary Procedures for Exotic Animals

Prerequisite: Acceptance into the EAHT option of the EATM major

Corequisite: EATM 2

Class Hours: 3 lecture, 6 laboratory

This course extends the training of graduate Animal Health Technicians/Veterinary Technicians to the veterinary care of non-domestic animals, birds, and reptiles. It is designed to present the student with a practical system by system approach to the anatomy and physiology of the aforementioned groups. This is then related to the various disease processes involved with these systems, with the emphasis on clinical techniques for the recognition of such disease processes. *Transfer credit: CSU*

EATM 24B -- 5 Units
Veterinary Procedures for Exotic Animals

Prerequisite: EATM 24A

Corequisite: EATM 3

Class Hours: 3 lecture, 6 laboratory

This course will build on the material learned in EATM 24A. It will further the student's knowledge and skills in restraint, laboratory collection techniques, and nursing care for exotics. Other topics covered include zoonoses, first aid, reproduction, obstetrics, and newborn care, and the process of death. Special emphasis will be placed throughout this course on the practical approach to the application of the material presented. *Transfer credit: CSU*

EATM 35 -- 2 Units
Animal Park Planning and Administration

Prerequisite: EATM 11B

Class Hours: 2 lecture

This course deals with the design and operation of animal parks with emphasis on economic and legal considerations. Topics covered include regulations (local, state, and federal), budgeting, contracts, insurance, visitor services, and esthetics and functionality of enclosure design. Students will make field trips to various animal facilities and design a hypothetical facility.

EATM 40A/B -- 1-3 Units
Field Experience in EATM

Prerequisite: EATM 11A

Class Hours: 48-144 laboratory total

This course provides the student with the experience of working in a zoo with a variety of animal species. Hands-on experience is provided at the Moorpark College Teaching Zoo, Los Angeles Zoo, and Santa Barbara Zoo. EATM 40A is for first-year students while EATM 40B is for second-year students. May be taken four (4) times for credit.

EATM 45 -- 2 Units
Advanced Education and Entertainment in Animal Parks

Prerequisite: EATM 15

Class Hours: 6 laboratory

The emphasis of this course is placed on actually performing with animals before all types of audiences. Each student will be assigned an animal to train and work in public shows. Students will be instructed and evaluated on their performance. Techniques of solving training problems will be discussed. May be taken two (2) times for credit.

EATM 46 -- 3 Units
Wildlife Education

Prerequisite: EATM 15

Corequisite: EATM 45

Class Hours: 2 lecture, 3 laboratory

Student will design, develop and implement wildlife education programs for audiences of various ages, cultural orientations, and developmental levels. The student will gather information on environmental and conservation issues and incorporate this material into educational presentations. May be taken two (2) times for credit.

EATM 60A-Z -- 1-3 Units
Topics in Exotic Animal Training and Management

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Exotic Animal Training and Management not covered in detail in the general Exotic Animal Training and Management course offerings. Topics courses are announced on a semester basis in the schedule of classes.



French

Study in the French language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level

Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Full-Time	Part-Time	Counselors
Howard Siegel	Sarah Cordova Sami Dagher Sara Wheeler	Olivia Menchaca Ofelia Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 FRENCH: Engl 30 and 31.
 Additional lower-division courses to be taken at CSUN.
University of California, Santa Barbara:
 Fr 1, 2, 3, 4; Hist 1A, 1B.

French Courses

FR 1 -- 4 Units Elementary French I

Class Hours: 4 lecture, 1 laboratory by arrangement
 In this intensive study of the French language and culture, special emphasis will be given to the skills and knowledge necessary for speaking, understanding, reading and writing French and the unique nature of the people and their history. The language laboratory will be used extensively in the class and students will be expected to arrange an additional hour of language laboratory time each week. *Transfer credit: CSU; UC*

FR 2 -- 4 Units Elementary French II

Prerequisite: Fr 1 or 2 years of high school French with grades of C or better
 Class Hours: 4 lecture, 1 laboratory by arrangement
 Training is given in the basic principles of grammar and pronunciation; development of the ability to understand and to express French in oral and written form; extensive use of the language laboratory. All study in the language laboratory. *Transfer credit: CSU; UC*

FR 3 -- 4 Units Intermediate French I

Prerequisite: Fr 2 or 3 years of high school French with grades of C or better
 Class Hours: 4 lecture, 1 laboratory by arrangement

This is a further study of basic grammar and composition and development of ability to read with greater ease, with a continued emphasis on oral and written expression. All students will be expected to spend one additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

FR 4 -- 4 Units Intermediate French II

Prerequisite: Fr 3 or 4 years of high school French with an equivalent fluency
 Class Hours: 4 lecture, 1 laboratory by arrangement
 In this course, grammar review and development of vocabulary are emphasized; emphasis on oral and written expression continues. Study and discussions of representative literary works are carried out in French. Students are expected to spend an additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

FR 22A/B -- 1-3/1-3 Units Independent Studies in French

Prerequisite: A previous course in French
 Class Hours: 1-3 tutorial
 This course is for students who are interested in furthering their knowledge of French on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Director. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

FR 31A -- 3 Units Beginning Conversational French

Class Hours: 3 lecture
 Designed for students who wish to understand and use French in practical situations, this introductory course for non-native speakers of French includes use of elementary grammar and principles of usage. May be taken two (2) times for credit.

FR 31B -- 3 Units Intermediate Conversational French

Prerequisite: Fr 31A or equivalent
 Class Hours: 3 lecture
 This intermediate course for non-native speakers of French includes study of grammar and principles of usage. It is designed for students who have some basic conversational French, but who wish to continue work in this area. May be taken two (2) times for credit.

FR 60A-Z -- 1-3 Units Topics in French

Prerequisites: To be determined with each Topic
 Class Hours: To be determined with each Topic
 This is a special series of courses each of which deals with a specific topic in French not covered in detail in the general French course offerings. Topics courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU; UC pending*

Topics which have been developed include:

60A -- 3 Units Advanced Studies in French

Prerequisite: FR 4
 Class Hours: 3 lecture
 This course is for advanced students who wish to maximize their knowledge and potential in French through individual and group writing and oral discussion based on a study of a variety of written works. May be taken two (2) times for credit.



Geography

Geography is the study of place and space; it is the description of land, sea, and air, and the distribution of plant and animal life including humans and their activities. The most rapidly increasing area of employment for people trained in geography is planning, planning at all levels - local, regional, and national. Education is a second major career area for geographers, while a background in geography is an asset in travel, recreation, industry, and international trade and commerce.

Career Opportunities

B.A. Level

(All careers require a bachelors or advanced degree)

Cartographer
City or County Planner
Economic Geographer
Regional Analyst
Demographer
Aerial Photo Interpreter
Environmental Research Assistant
Demographer
Political Geographer
Research Marketing Analyst
Resource Planning Analyst
Environmental Impact Analyst

Faculty

Full-Time	Part-Time	Counselors
Gary Rees	Gilbert Dewart Joseph Glantz Christiane Mainzer	Mike Johnson Olivia Menchaca Ofelia Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
Select one course from two of the following categories:

1. Physical: Geog 1 or 5.
2. Human: Geog 2 or 4, and 3 or 7.
3. Techniques: Geog 6.

California State University, Sacramento:
Geog 1, 1L, 2.

University of California, Davis:
Geog 7. Additional courses after transfer.

University of California, Santa Barbara:
Geog 1, 4; select one course from: Biol 2A; Bot 1; Env Sc 2; or Geol 2, 2L. Math 15 recommended.

Geography Courses

GEOG 1 -- 3 Units

Our Physical Environment

Class Hours: 3 lecture

This is a study of the physical elements of the landscape envelope of the earth: weather, climate, landforms, vegetation, soils, hydrography,

and the effects of the earth's interior structure. Emphasis is placed on their interrelationships which exist between people and their physical environment. Field trips will be required. *Transfer credit: CSU; UC. CAN: GEOG 2*

GEOG 1L -- 1 Unit

Physical Environment Lab

Prerequisite: Geog 1 (may be concurrent) or equivalent

Class Hours: 3 laboratory

This laboratory to accompany Geog 1 is an introduction to earth-sun relations, elements of map and air photo reading and interpretation, practice in landscape description, measurement and analysis. Local field trips required. *Transfer credit: CSU; UC*

GEOG 2 -- 3 Units

Cultural Environment

Class Hours: 3 lecture

This is an introduction to the broad field of geography -- its objectives, principal divisions, basic principles, and applications to present-day world problems. Students also acquire an understanding of human society in relation to the earth environment, with emphasis on the cultural elements. Urban and rural field work involved. *Transfer credit: CSU; UC*

GEOG 3 -- 3 Units

Geography of World Affairs

Class Hours: 3 lecture

A survey of world geography emphasizing the regions, people, and economic activities characteristic of the major political areas of the world, this course is designed for students who desire to improve their understanding of how world affairs are affected by the way we occupy the earth. *Transfer credit: CSU; UC*

GEOG 4 -- 3 Units

Resource Utilization

Class Hours: 3 lecture

Covered in this course are physical and cultural factors influencing the location of economic activities; analysis of the principal economic production systems especially involved with agriculture, foodstuffs, resources and industrialization in the developed and developing world; contemporary problems of international economic power struggles. *Transfer credit: CSU; UC*

GEOG 5 -- 3 Units

Introduction to Meteorology

Class Hours: 3 lecture

The course is an introduction to meteorological phenomena: atmospheric circulation and behavior, clouds, precipitation, wind systems, storms, and air pollution. Interrelationships between land, ocean, and atmosphere are also covered. In addition, there is an introduction to weather instruments and their roles in reporting those conditions contributing to general weather conditions and aviation weather. *Transfer credit: CSU; UC*

GEOG 5L -- 1 Unit

Introduction to Meteorology Laboratory

Prerequisite: Geog 5 concurrent or equivalent

Class Hours: 3 laboratory

This laboratory to accompany Geog 5 is an introduction to meteorological observation, cloud identification, instrumentation, interpretation of weather charts and data, weather system identification and analysis. Field trips are required. *Transfer credit: CSU; UC*

GEOG 6 -- 2 Units

Map Use and Interpretation

Class Hours: 32 lecture total

This course provides an introduction to map reading, analysis, and interpretation. It includes history and practical use of maps, map projections, and aerial photography. *Transfer credit: CSU; UC*

GEOG 7 -- 3 Units

The Human Impact

Class Hours: 3 lecture

This course is a world survey through time of the role of humans in the modification of the natural environment, including vegetation, animal life, soils, landforms, water and atmosphere. *Transfer credit: CSU; UC*

GEOG 10 -- 3 Units

Geography of California

Class Hours: 3 lecture

A study of human involvement with the varied California landscape, this course includes an examination of the historical settlement, resource utilization and physical environment of the Golden State. Field trips focusing on the local land use pattern will be required. *Transfer credit: CSU; UC*

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

Independent Studies in Geography

Prerequisite: A previous course in Geography

Class Hours: .5-3 tutorial

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

GEOG 60A-M -- 1-3 Units

Topics in Physical Geography

Prerequisite: Prior course in Geography

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 3 Units

Volcanism and Human Activity

Class Hours: 3 lecture

60B -- 3 Units

Glacial Landscapes

Class Hours: 3 lecture

60C -- 3 Units

Regional Geomorphology

Class Hours: 3 lecture

GEOG 60N-Z -- 1-3 Units

Topics in Cultural Geography

Prerequisite: Prior course in Geography

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60N -- 3 Units

Landscape Analysis

Class Hours: 3 lecture

This course is the observation, mapping and analysis of landscapes affected by human activity. The procedures of field examination and data collection will be studied for such topics as settlement patterns, population changes and land use. Field trips required.



Geology

This program presents a study of the earth, its physical, chemical and biological forces at work.

Career Opportunities

B.S. Level

Field Geologist	Park Naturalist
Mining Geologist	Geological Technician
Engineering Geologist	Technical Writer/Editor
Researcher	Laboratory Research Worker
Consultant	Aerogeologist
Librarian	Map Editor

Faculty

Part-Time

Terry Davis
 Gilbert Dewart
 Roberta Harma
 Gerald Simila

Counselors

Kathy Alfano
 Olivia Menchaca

Transfer Information

Earth Science

This program involves the study of natural phenomena of the earth designed to contribute to the students' liberal education and to prepare them for professions which require familiarity with astronomy, meteorology, oceanography, physical geography, and geology.

Major requirements for upper-division standing at:

California State University, Northridge:

Astron 1/1L; Chem 1A/1B; Geog 5; Geol 2; Math 15 or CS 10/10L or 18/18L; Math 25A; Ph 10A/10AL, 10B/10BL.

Geological Sciences

This major is concerned with study of the earth's rocks and minerals and of the physical, chemical, and biological processes, past and present, at work in the earth's interior and on its surface. Career opportunities in the geological sciences are numerous in educational, governmental, and industrial organizations. Careers may be concerned with environmental problems, production, research, and teaching.

Major requirements for upper-division standing at:

California State University, Northridge:

(Geology option): Chem 1A, 1B; CS 10/10L; Geol 2; Math 25A; Ph 10A/10AL, 10B/10BL or 20A/20AL, 20B/20BL; and 2 courses from: Math 15, Math 25B, or Ph 20C/20CL.

(Geophysics option): Chem 1A, 1B; CS 10/10L, 18/18L; Geol 2; Math 25ABC, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Santa Barbara:

BA/BS: Chem 1A, 1B; Geol 2, 2L, 3; Math 25A, 25B, 25C; Ph 20ABC with Labs.

BS must add: Math 35. (Math 15 recommended)

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

Preparation for the Major:

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

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

Physics -- one year high school physics or Ph 10A or equivalent if student plans to take Ph 20A/20AL.

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

Required Courses:

		Units
Chem 1A	General Chemistry I	6
Chem 1B	General Chemistry II	6
Geol 2	Physical Geology	3
Geol 2L	Physical Geology Lab	1
Geol 3	Earth History	3
Geol 4	Mineralogy	4
Math 15	Introductory Statistics	5
	or	
Math 25C	Calculus with Analytic Geometry III	5
Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Ph 10A/10AL	General Physics I/Lab	4
	or	
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 10B/10BL	General Physics II/Lab	4
	or	
Ph 20B/20BL	Electricity and Magnetism/Lab	4

Total minimum units required in major area -- 46

Suggested Course Sequence:

First Semester		Third Semester	
Chem 1A	6	Geol 3	3
Geol 2	3	Math 25A	5
Geol 2L	1	Ph 10A/10AL or Ph 20A/20AL	4
	<hr/> 10		<hr/> 12
Second Semester		Fourth Semester	
Chem 1B	6	Geol 4	4
Math 15 or Math 25C	5	Math 25B	5
	<hr/> 11	Ph 10B/10BL or Ph 20B/20BL	4
			<hr/> 13

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

Geology

Associate in Science Degree

This program is designed to award a designated associate degree to those students who have completed a course of

Geology Courses

GEOL 1 -- 3 Units

Introductory Geology

Class Hours: 2 lecture, 3 laboratory

This is an introductory study of the composition, structure, and modification of the earth and its physical systems. Students will learn to identify common rocks, minerals, physical processes and geologic structures working both in the lab and in the field. *Transfer credit: CSU; UC*

GEOL 2 -- 3 Units

Physical Geology

Class Hours: 3 lecture

This course is a study of materials and structure of the earth, origin and development of land forms, principles and processes of geology including erosion and sedimentation, volcanic, glacial and earthquake activity. Global tectonics will be used as a focus. *Transfer credit: CSU; UC. CAN: GEOL 2*

GEOL 2L -- 1 Unit

Physical Geology Lab

Corequisite: Geol 2 or equivalent

Class Hours: 3 laboratory

A laboratory experience developing the skills of direct observation and scientific analysis of geologic data. Class emphasizes mineral and rock formation and identification; topographic and geologic map interpretation; and laboratory and field observation and identification of geologic structures. Field trips will be required. *Transfer credit: CSU; UC. CAN: GEOL 2*

GEOL 3 -- 3 Units

Earth History

Class Hours: 3 lecture

The geologic history of the earth and evolution of life as revealed in the fossil record is studied. Elementary problems in paleontology, stratigraphy, structure and geologic mapping are also included. *Transfer credit: CSU; UC*

GEOL 4 -- 4 Units

Mineralogy

Prerequisite: Geol 2, Geol 2L and Chem 12

Class Hours: 2 lecture, 6 laboratory

This course is a study of the principal rock-forming minerals, plus those of economic value. Crystallography, mineral chemistry, physical properties, occurrence, origin, and associations of common minerals are emphasized. Field trips may be required. *Transfer credit: CSU; UC*

GEOL 5 -- 3 Units

The World Ocean

Class Hours: 3 lecture

This course is an introduction to physical oceanography. The course will consider the geological, physical and chemical characteristics of the ocean. Topics to be covered include the formation of the ocean basins, ocean currents, waves, tides, beaches, chemistry and marine pollution. *Transfer credit: CSU; UC*

GEOL 21 -- 3 Units

Geology of California

Class Hours: 3 lecture

This course focuses on the geologic provinces of California including topography, structure, geologic history, lithology and mineral resources. Field trips will be required. *Transfer credit: CSU; UC*

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

Independent Studies In Geology

Prerequisite: A previous course in Geology

Class Hours: .5-3 tutorial

This course is for students who are interested in furthering their knowledge of geology on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Director. The project will involve library work or laboratory work

or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

GEOL 41 -- 3 Units

Geology of the National Parks and Monuments

Class Hours: 3 lecture

This survey of the physical and historical geology of the national parks and monuments emphasizes western America. Field trips. *Transfer credit: CSU*

GEOL 51 -- 1-3 Units

Field Geology

Prerequisite: A previous course in Geology or Geog 1 or Geog 5

Class Hours: 3-9 laboratory

Course involves field studies and geologic processes as exemplified at various localities. May be taken two (2) times for credit. *Transfer credit: CSU*

GEOL 61 -- 3 Units

Geologic Hazards

Class Hours: 3 lecture

This study of geologic hazards applies geology to environmental problems such as landslides, earthquakes, floods, etc. Local conditions are emphasized. Field trips may be required. *Transfer credit: CSU; UC*



German

Study in the German language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level

Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Part-Time	Counselors
Jane Chapman	Olivia Menchaca
Lisa Shakoor	Ofelia Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
GERMAN: Engl 30 and 31; Ger 3, 4.
Additional lower-division courses to be taken at CSUN.
University of California, Davis:
Ger 1, 2, 3, 4.
University of California, Santa Barbara:
Ger 1, 2, 3, 4; Hist 1A, 1B recommended.

German Courses

GER 1 -- 4 Units

Elementary German I

Class Hours: 4 lecture, 1 laboratory by arrangement

In this intensive study of the German language and culture, special emphasis will be given to the skills and knowledge necessary for speaking and writing German and the unique nature of the people and their history. The language laboratory will be used extensively in the class and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

GER 2 -- 4 Units

Elementary German II

Prerequisite: Ger 1 or 2 years of high school German or an equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

A continued intensive study of the German language and culture; will place special emphasis on the skill and knowledge necessary for speaking and writing German and the unique nature of the people and their history. The language laboratory will be used extensively in the class, and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

GER 3 -- 4 Units

Intermediate German I

Prerequisite: Ger 2 or 3 years of high school German with grades of C or better or equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

This first intermediate course in German provides intensive review of basic grammar with some extension and refinement of fundamentals. Reading, writing, and oral skills are further developed through the study and discussion of selected stories of the 20th Century and other literature. Other cultural aspects of Germany are introduced through the study of contemporary German youth. *Transfer credit: CSU; UC*

GER 4 -- 4 Units

Intermediate German II

Prerequisite: Ger 3 or 4 years of high school German

Class Hours: 4 lecture, 1 laboratory by arrangement

An advanced study of spoken and written German and of German culture, the course provides development of ability to read with greater ease by study and discussion in German of representative literary works. There will be continued emphasis on oral and written expression. All students will be expected to spend an additional hour per week in the language laboratory. *Transfer credit: CSU; UC*

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

Independent Studies in German

Prerequisite: A previous course in German

Class Hours: 1-3 tutorial

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

GER 31A -- 3 Units

Beginning Conversational German

Class Hours: 3 lecture

This introductory course for non-native speakers of German includes study of elementary grammar and principles of usage and is designed for students who wish to understand and use German in practical situations such as travel in German-speaking nations. May be taken two (2) times for credit.

GER 31B -- 3 Units

Intermediate Conversational German

Prerequisite: Ger 31A or equivalent

Class Hours: 3 lecture

This intermediate course for non-native speakers of German includes study of grammar and principles of usage and is designed for students who have some basic conversational German, but who wish to continue work in this area. May be taken two (2) times for credit.



Graphic Communications

The growing graphics industry offers opportunities on a wide scale to the majors in Graphic Communications. Creative layout and design, advertising sales, graphics photography, lithography and bindery operations, and computerized composition are some of the special areas in which employment is available. Management and operation of computer controlled equipment provide new opportunities for careers in graphics.

Career Opportunities

Desktop Publisher	Stripper/Platemaker
Typesetting	Press Operator
Graphic Designer	Computer Technician
Paste-up Artist	Sales Representative
Process Camera Operator	

Faculty

Full-Time	Part-Time	Counselors
Sexton Stewart	Marc Leunis Diane Littell Kerry Mehle Ruben Reyes Seraphine Segal Leland Swindel	Donna Allyn Don Henderson

Computerized Composition

Occupational Associate in Science Degree

This program is designed to prepare the students for various careers in the expanding computer graphics and composition industry. The curriculum provides emphasis on business, operational and technical skills for those students desiring to enter into sales, sales support or servicing the computer graphics industry.

Required Courses For All Options:	Units
BIS 10A Intro to the PC and DOS	1
CIS 1 Intro to Information Systems	3
CIS 1L CIS Introduction Lab	1
GC 10 Intro to Graphic Communications	3
GC 21 Phototypesetting	3

Required Additional Courses:

Select one of the following options:

Sales	Units
Bus 30 Intro to Business and Economics	3
Bus 35 Sales Techniques	3
Bus 37 Marketing	3
Bus 39 Business Communications	3
GC 25 Layout and Paste-up Techniques	3
GC 31A Process Camera	3

Application Specialist

Bus 39 Business Communications	3
GC 20 Intro to Windows & Desktop Publishing	2
GC 23 Desktop Publishing (IBM Compatible)	3
GC 31A Process Camera	3
GC 41A Offset Presswork/Stripping/Platemaking	3

Field Service Engineer

CS 10/10L Intro to Computer Science/Pascal/Lab	4
CS 17/17L Systems Programming with C/Lab	4

EL 10/10L Passive Circuits/Lab	5
EL 16/16L Analog Circuits/Lab	4
EL 17/17L Digital Circuits/Lab	4
EL 21 Microprocessors	2
EL 24 Diagnostics, Trouble Shooting & Repair	2
Total minimum units required in major area -- 25-36	

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

Printing Technology

Occupational Associate in Science Degree

This program is designed to prepare the student for careers in the production aspects of Graphic Communications. The Printing Technology major is available for those students interested in the technical skills of producing printed communications. Emphasis will be placed on preparatory and production techniques and skills in printing technology.

Required Courses:	Units
GC 10 Intro to Graphic Communications	3
GC 20 Intro to Windows & Desktop Publishing	2
GC 21 Phototypesetting	3
GC 23 Desktop Publishing (IBM Compatible)	3
GC 25 Layout and Paste-up Techniques	3
GC 31A Process Camera	3
GC 31B Advanced Process Camera	3
GC 41A Offset Presswork/Stripping/Platemaking	3
GC 41B Advanced Offset Presswork	3
GC 50 Estimating and Scheduling	3

Total minimum units required in major area -- 29

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

Printing Technology

Certificate of Achievement

This program prepares students for various occupations in the offset lithography industry. Emphasis upon basic and advanced skills in preparatory and production techniques.

Required Courses:	Units
GC 10 Intro to Graphic Communications	3
GC 20 Intro to Windows & Desktop Publishing	2
GC 21 Phototypesetting	3
GC 23 Desktop Publishing (IBM Compatible)	3
GC 25 Layout and Paste-up Techniques	3
GC 31A Process Camera	3
GC 31B Advanced Process Camera	3
GC 41A Offset Presswork/Stripping/Platemaking	3
GC 41B Advanced Offset Presswork	3
GC 50 Estimating and Scheduling	3

Total minimum units required -- 29

Graphic Design

Occupational Associate in Science Degree

This program is designed to prepare the student for careers in the creative aspects of Graphic Communications. An em

phasis on Graphic Design is available to those students interested in the artistic or creative concepts of Graphic Communications. This option will provide practical application in design and production art for advertising and publication.

See Graphic Design Curriculum

Graphic Communications Courses

GC 10 -- 3 Units

Introduction to Graphic Communications

Class Hours: 3 lecture

This introductory course in Graphic Communications includes an overview of advertising, printing, and the history of Graphic Communications. This course will provide practical applications in design, typesetting, camera, and various printing processes. Students will also study employment trends and opportunities. *Transfer credit: CSU*

GC 20 -- 2 Units

Introduction to Windows & Desktop Publishing

Class Hours: 1 lecture, 3 laboratory

This course is an introduction to dedicated and PC-based computer typesetting systems. Topics discussed will include: graphics measuring system, typography, proofing techniques, Microsoft Windows, composition and word processing softwares. Comparison of dedicated typesetting and desktop publishing systems will be analyzed. Students will perform practical applications in the operation of typesetters and the personal computer for desktop applications. *Transfer credit: CSU*

GC 21 -- 3 Units

Phototypesetting

Prerequisite: GC 20

Class Hours: 2 lecture, 3 laboratory

This course provides theory and practical application in the use of phototypesetting equipment. The emphasis will be on theory and application of keyboard functions, typographical terminology, principles of typography, proofing and mark-up techniques and file management procedures. *Transfer credit: CSU*

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

Independent Studies in Graphic Communications

Prerequisite: A previous course in Graphic Communications

Class Hours: 1-3 tutorial

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

GC 23 -- 3 Units

Desktop Publishing (IBM Compatible)

Prerequisite: GC 20 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will introduce the student to desktop publishing using the personal computer. Emphasis will be placed on techniques of desktop publishing in the production of charts, forms, newsletters and other desktop publications. This course will also include basic instructions in word processing as it relates to desktop publishing. The students will apply the theories and practices of typography, page layout and graphics in the design and production of various desktop publications. (co-numbered BIS 23)

GC 25 -- 3 Units

Layout and Paste-up Techniques

Class Hours: 2 lecture, 3 laboratory

Students will learn practical applications of layout and paste-up techniques for graphic reproduction, including the principles of design. Students will also study the design of roughs, comprehensives and camera ready art, preparation of line and tone copy, use of technical pens and rubylith material; a study of the point system, type identification

and copy mark-up systems. (co-numbered Journ 7) *Transfer credit: CSU*

GC 31A -- 3 Units

Process Camera (F)

Prerequisite: GC 10 or GRD 10 or equivalent or concurrent

Class Hours: 2 lecture, 3 laboratory

Students learn characteristics of photographic materials, instruction, and practices in the use of a gallery camera for the production of line negatives. Course content includes instruction and practice in darkroom techniques, use of filter, contact printing, color proofing, posterization techniques and the diffusion transfer process. *Transfer credit: CSU*

GC 31B -- 3 Units

Advanced Process Camera (S)

Prerequisite: GC 31A or equivalent

Class Hours: 2 lecture, 3 laboratory

Advanced theory and practice on the gallery camera emphasizes halftone photography, including rescreening, duotones, dot manipulation techniques, and halftones for the PMT process. *Transfer credit: CSU*

GC 32 -- 3 Units

Process Camera/Color Separation (F)

Prerequisite: GC 31B or equivalent trade experience

Class Hours: 2 lecture, 3 laboratory

Course provides orientation and practice in the use of equipment, materials and techniques for color separation photography. It includes three and four color direct and indirect separations with reflection and transmission copy. *Transfer credit: CSU*

GC 40 -- 2 Units

Reproduction Process (S)

Prerequisites: GC 25, GRD 20A

Class Hours: 1 lecture, 3 laboratory

Basic principles and procedures of the reproduction process places emphasis upon design requirements for the printer. Instruction is given in stripping, platemaking and photo-lithography including use of process and PMS inks. Students reproduce individual design projects for portfolio presentation.

GC 41A -- 3 Units

Offset Presswork/Stripping/Platemaking

Prerequisite: GC 10 or concurrent enrollment

Class Hours: 2 lecture, 3 laboratory

Students will gain theory and practice in small lithographic press operation and stripping/platemaking procedures. Instruction and operational functions of the printing units, inking units, dampening and delivery units; preparation of support for stripping, impositioning and assembly; selection, care and making of presensitive lithographic plates. *Transfer credit: CSU*

GC 41B -- 3 Units

Advanced Offset Presswork

Prerequisite: GC 41A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course is designed to prepare students with the skills needed for entry-level positions within the printing industry. Students will develop skills in stripping, platemaking, press operation and adjustment. *Transfer credit: CSU*

GC 45A -- 2 Units

Screen Printing

Class Hours: 1 lecture, 3 laboratory

This study of screen printing and its artistic and commercial application, includes instruction in preparation of various screen printing stencil methods, preparation and care of screens, and use of transparent and opaque inks. *Transfer credit: CSU*

GC 45B -- 2 Units

Advanced Screen Printing

Prerequisite: GC 45A

Class Hours: 1 lecture, 3 laboratory

This course covers advanced extension of ideas and images utilizing photo screen printing singly or in combination with other stencil methods, introduction to the process camera and its application to screen printing, instruction and practice in basic line photography and contact printing, emphasis in single and multi-color printing and posterization techniques, and further study and use of color combination transparent and opaque inks. Exploration is made into special printing on various surfaces. *Transfer credit: CSU*

GC 50 -- 3 Units
Estimating and Scheduling (S)

Prerequisite: Two previous courses in Graphic Communications
Class Hours: 3 lecture

Students learn how to establish unit costs and operational time requirements. They study catalogs and standard price lists, subcontracting overhead and profit, as well as production planning, including scheduling, routing coordination and quality control. *Transfer credit: CSU*



Graphic Design

The Graphic Design program is designed to prepare students for entry-level employment in advertising agencies, printing and publishing, department stores, television and motion picture studios, advertising departments of large companies, or commercial art studios. For some the training offered at Moorpark College may prepare them for a free lance career. Students will learn to draw, paint, plan, design, think two-dimensionally and three-dimensionally, and to satisfy art directors and clients.

Career Opportunities

Advertising Artist	Sign Painter
Illustrator	Silk Screen Artist
Designer	Sketch Artist
Graphic Artist	Title Designer
Mural Artist	Stencil Maker
Type Designer	Commercial Artist
Graphic Arts Technician	Paste-Up Camera Artist
Showcard Artist	

Faculty

Full-Time	Part-Time	Counselors
John Grzywacz-Gray	Sol Dember	Donna Allyn
Jack Noyes	Dean Detrick	Don Henderson
Theodore Phillips	Joseph Martin	

■ Graphic Design

Occupational Associate in Science Degree

This program is designed to prepare the student for careers in the creative aspects of Graphic Communications. An emphasis on Graphic Design is available to those students interested in the artistic or creative concepts of Graphic Communications. This option will provide practical application in design and production art for advertising and publication.

Required Courses:	Units
Art 4A Color and Design	3
Art 12A Drawing and Composition	3
GC 25 Layout and Paste-up Techniques	3
GC 31A Process Camera	3
GRD 10 Intro to Graphic Design	2
GRD 20A Graphic Design	3
GRD 20B Advertising Design	2
GRD 21 Lettering and Typography	2
GRD 30 Intro to Computer Graphics (Mac)	3
GRD 40A Beginning Illustration	3
GRD 40B Intermediate Illustration	3
GRD 50 Portfolio	2
Photo 1A Beginning Photography	3

Total minimum units required in major area -- 35

Recommended Courses: Art 3, 4B, 12B, 13A/B; GC 10

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

Graphic Design Courses

GRD 10 -- 2 Units

Introduction to Graphic Design

Class Hours: 1 lecture, 3 laboratory

This course provides the student with experience in projects involving conceptual, production, and visual design methods. Emphasis directed toward the visual communication field (commercial art). *Transfer credit: CSU*

GRD 20A -- 3 Units

Graphic Design

Prerequisite: GRD 10 or concurrent

Class Hours: 2 lecture, 3 laboratory

This course emphasizes advertising and graphic design for effective communication. Typical projects include a trademark, ad, package, cover and poster design. *Transfer credit: CSU*

GRD 20B -- 2 Units

Advertising Design

Prerequisite: GRD 20A

Class Hours: 1 lecture, 3 laboratory

Students gain experience in rendering, type specifications and figure indication which lead into advertising layouts and their translation into pasteup and camera-ready art. They will also learn how to execute comprehensive presentations, flat ads, packaging, point-of-sale displays, and how to develop a photographic unit. May be taken two (2) times for credit. *Transfer credit: CSU*

GRD 21 -- 2 Units

Lettering and Typography

Prerequisite: GRD 10 or concurrent

Class Hours: 1 lecture, 3 laboratory

Students learn basic lettering with pen and brush and construction of letters in Gothic, Roman, Italic, Script, Text and Modern type essentials underlying character form and distribution of the pages for layouts. *Transfer credit: CSU*

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

Independent Studies in Graphic Design

Prerequisite: A previous course in Graphic Design

Class Hours: 1-3 tutorial

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

GRD 30 -- 3 Units

Introduction to Computer Graphics (Macintosh)

Class Hours: 2 lecture, 3 laboratory

This course is a survey of computer graphics on the Macintosh Computer. Students will understand the Macintosh Operating System and will have hands-on experience with microprocessor applications including paint and draw programs, a word processor, a spreadsheet, and a database program.

GRD 31 -- 3 Units

Computer-Assisted Illustration (Macintosh)

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will explore the Macintosh Computer and appropriate software as it applies to principles of design and computer illustration. Students will learn to organize visual material, including design concepts, typography, space, shape, line, and texture. Creativity will be stressed.

GRD 32 -- 3 Units

Computer Publications Design (Macintosh)

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to publications design which will provide students with the opportunity to develop the necessary expertise to produce newsletters and other publications. Students will use the Macintosh to explore informational graphics, alternatives for designing and redesigning publications with an emphasis on communicating information in the most efficient manner. Issues covered will include: software, type, graphic elements, screens, photographs, illustrations, templates, style sheets, spot color and process color separations.

GRD 40A -- 3 Units

Beginning Illustration

Prerequisite: Art 12A or concurrent

Class Hours: 2 lecture, 3 laboratory

Topical themes and individual story lines will be analyzed as potential subject matter for weekly drawings. Pen and ink, water color, collage and colored pencil techniques will be developed as principle means of self-expression. *Transfer credit: CSU*

GRD 40B -- 3 Units

Intermediate Illustration

Prerequisite: GRD 40A

Class Hours: 2 lecture, 3 laboratory

Advanced studies in pen and ink, water color washes and mixed media will encourage exploration of individual style as it may pertain to magazine, newspaper and book illustration. *Transfer credit: CSU*

GRD 40C -- 3 Units

Advanced Illustration

Prerequisite: GRD 40B

Class Hours: 2 lecture, 3 laboratory

Emphasis will be placed on the development of individual style in advanced techniques of illustration. Individual projects will be required of the student. May be taken two (2) times for credit. *Transfer credit: CSU*

GRD 41A -- 3 Units

Airbrush Techniques for Advertising & Industry (Basic)

Prerequisite: GRD 10 or GRD 40A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

The basic course presents the use of the airbrush for preparing illustrations and photo retouching in black and white for advertising, commercial art, and industrial use. The basic course covers the introduction of the airbrush and maintenance, through airbrush rendering and photo retouching with refurbishing of old photographs covered. All assignments are demonstrated and critiqued. Students must have access to an airbrush for the duration of the class.

GRD 41B -- 3 Units

Airbrush Techniques for Advertising & Industry (Advanced)

Prerequisite: GRD 41A

Class Hours: 2 lecture, 3 laboratory

The advanced class introduces color in the airbrush to students using transparent dyes, transparent colors and opaque designers colors for preparing full color art illustrations and color photo retouching. Many techniques and treatments are presented with "tricks of the trade" for producing highly acceptable commercial and industrial illustrations. All techniques and assignments are demonstrated by the instructor. Critiques are offered on all assignments. Students must have access to an airbrush for the duration of the class.

GRD 42 -- 3 Units

Airbrush Painting

Prerequisite: GRD 41A or equivalent

Class Hours: 2 lecture, 3 laboratory

This course provides specialized training in a variety of common airbrush applications in black and white and color. Students learn techniques which will be very helpful in preparing commercial, industrial and high tech presentations.

GRD 50 -- 2 Units

Portfolio

Prerequisite: 6 units in Graphic Design program including GC 31A

Class Hours: 1 lecture, 3 laboratory

The student will develop a professional presentation of art work that demonstrates his/her potential in the Graphic Design field. Emphasis is directed toward creating a varied collection of design projects including a self-promotional concept, resume, and cover letter needed for securing employment. *Transfer credit: CSU*

GRD 60A-Z -- 1-3 Units

Topics in Graphic Design

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit

Airbrush Practice

Prerequisite: A previous airbrush course

Class Hours: 3 laboratory

May be taken four (4) times for credit.

60B -- 1-3 Units

Computer Graphics Practice

Prerequisite: GRD 30, GRD 31 or GRD 32

Class Hours: 3-9 laboratory

May be taken four (4) times for credit.

60E -- 3 Units

Electronic and Digital Photography

Prerequisite: A course in the discipline

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to electronic photography and image processing. Students will use the Macintosh computer, silver halide films, electronic still cameras and various scanning techniques to produce photographic output. (co-numbered Photo 60I)

60F -- 3 Units

Electronic Hypertext Publications/Macintosh

Prerequisite: GRD 30 or equivalent

Class Hours: 2 lecture, 3 laboratory

This course will explore electronic publications and interactivity using the HyperCard program on the Apple Macintosh computer. The course will include interactive techniques, creating bit mapped graphics and photos, adding animation and sound, controlling videodisc players, visual effects, color techniques, and basic scripting.



Health Education

The objective of the Health Education major is the development and education of students in preparation for professional careers in a variety of health fields. The curricula, based upon a foundation in the liberal arts and the natural and behavioral sciences, are directed to special preparation for the various activities in the specific health fields.

Career Opportunities

(Career opportunities require bachelors or advanced degrees)

Athletic Trainer	Health Officer
Hospital Administrator	Fitness Instructor

Faculty

Full-Time	Part-Time	Counselor
Judy Alexander	MacArthur Becker	Frank Bianchino
James Bittner	Vance Manakas	
Ronald Halleran	George Ragsdale	
Delbert Parker		
Nancy Stewart		

Health Education Courses

The maximum credit allowed by UC system for HE 1, 2 and 7 is one course.

HE 1 -- 2 Units
Health and Society
Class Hours: 2 lecture

Focus of the course is on the nature and function of health in our society. The course is an overview of major health concepts designed to contribute to the student's understanding of healthful living. Concepts included are: personal fitness; mental health and personal relationships; harmful substances; environmental health; communicable diseases; chronic and degenerative disease; reproduction and contraception; and consumer health. *Transfer credit: CSU; UC credit limitations.*

HE 2 -- 2 Units
Women's Health
Class Hours: 2 lecture

Focus of the course is on consideration of the nature and function of women's health in our society. An analysis is made of major female health problems designed to contribute to the student's understanding of the woman's role as an individual and contributing member of the community's efforts to implement the advances of medicine and the health sciences. *Transfer credit: CSU; UC credit limitations.*

HE 4 -- .5 Unit
Fitness Assessment
Class Hours: 8 lecture total

Students will use established procedures to assess their physical fitness at the beginning and end of the semester. Students will evaluate their body composition (percent body fat), strength, flexibility, cardiovascular endurance, vital capacity and nutrition. May be taken four (4) times for credit. **THIS COURSE DOES NOT FULFILL THE PE/HEALTH REQUIREMENT FOR THE ASSOCIATE DEGREE.**

HE 5 -- 3 Units
Safety and First Aid
Class Hours: 3 lecture

This course is to train and educate students in rendering assistance in emergency First Aid situations. Successful completion of this course qualifies the student for the American Red Cross Standard First Aid certificate and the Adult Cardiopulmonary Resuscitation card. (One person Adult C.P.R. card). *Transfer credit: CSU; UC*

HE 6 -- 2 Units
The Trainer and Athletic Injuries
Class Hours: 1 lecture, 3 laboratory

This introductory course in the basic concepts and skills and practices of the athletic trainer provides training room practice, medical aspects of athletic training, athletic therapy, modalities, strength, conditioning, and rehabilitation and diagnostic techniques. Practical experience is provided in taping and for the prevention and care of the athletically injured. **THIS COURSE DOES NOT FULFILL THE PE/HEALTH REQUIREMENT FOR THE ASSOCIATE DEGREE.** *Transfer credit: CSU; UC*

HE 7 -- 3 Units
Personal Health
Class Hours: 3 lecture

This course is a study of the individual's role in developing a responsible life style for optimal health. Specific information concerning disease prevention and treatment will be covered as well as the interconnection of the mind and body as a determinant of personal health factors. *Transfer credit: CSU; UC credit limitations.*

HE 9 -- .5 Unit
Cardiopulmonary Resuscitation★
Class Hours: 8 lecture total

A course designed to teach proficiency in basic cardiopulmonary resuscitation techniques of single-person, two-persons and infant resuscitation as well as witnessed and unwitnessed blocked airway managements. This emergency lifesaving procedure can be applied to individuals with cardiovascular disease, and to persons suffering sudden death due to drowning, electrocution, sensitivity reaction, asphyxia, drug overdose, heart attack and anesthesia idiosyncrasy. Early warning signs, risk factors and prevention of heart disease will also be discussed. May be taken four (4) times for credit. **THIS COURSE DOES NOT FULFILL THE PE/HEALTH REQUIREMENT FOR THE ASSOCIATE DEGREE.**

HE 22A/B -- 1-3/1-3 Units
Independent Studies in Health Education
Prerequisite: A previous course in Health Education
Class Hours: 1-3 tutorial

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

HE 60A-Z -- .5-3 Units
Topics in Health Education
Prerequisites: To be determined with each Topic
Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit
Alcohol & Cocaine Dependency
Class Hours: 16 lecture total

This course will examine the individual and societal effects of drug dependency using alcohol and cocaine as models of addiction and will include history, case studies, treatment modes, as well as local information and resources.

**60B -- .5 Unit
AIDS Seminar**

Class Hours: 8 lecture total

Speakers and films will be used to cover this important health topic. Prevention, testing, counseling, support groups, and medical care will be discussed with an emphasis on local services.



Health Sciences

A Health Science career represents excellent employment opportunities in the ever-expanding fields of health care services and research.

Career Opportunities

Environmental, Occupational and Public Health
Health Care Administration
Health Science Technologies
Medical, Dental, Veterinary Professional Careers
Physical Therapy
Radiologic Technologist
Registered Nurse

Faculty

Full-Time	Part-Time	Counselors
Guadalupe Aldaño	Wendy Bauer	Frank Bianchino
Denise Byrne	Patricia Burkard	Gail Goodman
Beatrice Epping	Adrienne Maltese	Edna Ingram
Linda Loiselle	Gary Metelak	Mary Martin
Jo Ann Moore	Christine Reieux	
Brenda Shubert	Jan Skavdahl	
	Julie Walker	

Transfer Information

Health Science

Major requirements for upper-division standing at: **California State University, Northridge:** The Bachelor of Science in Health Science is offered with five different options, all of which require these core courses: Psych 1A; Soc 1.

Additional requirements in the individual options:

1. Health Education: Biol 1; Biol 16 or Env Sc 2; Chem 12; HE 1; Math 7.
2. Home Economics/Dietetics: Biol 2A; Chem 8, 9, 12, 13; Engl 1A; ID 31; Micro 1; NtS 1; Phys 1; Psych 1A; Math 3 (for ADA requirement).
3. Environmental and Occupational Health: Biol 2A; Chem 1A, 1B or 12, 13 and 8, 9; Math 7; Micro 1; Phys 1; Ph 10A/10AL, 10B/10BL.
4. Health Administration: Biol 1; Bus 2A, 2B, 2C; Chem 12; Math 12; Phys 1.
5. Physical Therapy: An 1; Biol 1; Chem 1A, 1B or 12, 13; Math 7; Phys 1; Ph 10A/10AL, 10B/10BL.
6. School Nursing/Nursing Services: Biol 1; Chem 12; HE 5; Math 15.

Nursing Science

Students wishing to apply for admission to a program leading to a Bachelor of Science or higher degree in Nursing have two options:

- a. Complete the **Moorpark College Associate Degree Nursing Program** with eligibility for Registered Nurse Licensure upon successful completion of the Board of Registered Nursing Examination and then apply for transfer requirements to an accepting institution. This may be accomplished in two ways:
 - i. A 2+2 program is designed for the Associate Degree Nursing graduate with Registered Nurse Licensure. These upper-division programs articulate with community colleges, granting 56-70 transferable units in science, general education and nursing science. In the Cal-State system for admission the following courses may be recommended in addition to the minimum requirement for the Associate Degree in Nursing: 1 class in U.S. History, and Political Science; possibly additional units in Humanities; possibly 1 class in Chemistry with lab.
 - ii. A generic four-year Bachelor of Science in Nursing may accept a minimum number of specific science and general education transfer units for entrance into the Nursing major. Each School of Nursing differs considerably and may grant credit or allow the applicant to challenge certain lower-division nursing courses.

- b. Satisfy the transferable lower-division science and general education requirements and then apply to a Bachelor of Science in Nursing Program.

The accepting institution will determine which courses completed at Moorpark College will be acceptable for transfer. Non-nursing courses generally acceptable for transfer include: An 1; Anth 2; Biol 2A/2B; Chem 1A/1B, 8, 9; Engl 1A; Micro 1; NtS 1; Ph 10A/10AL, 10B/10BL; Psych 1A/1B; Soc 1.

Some Schools of Nursing in California that offer a Bachelor's or higher degrees:

California State University; Bakersfield, Chico, Dominguez Hills (Statewide Nursing 2 2), Fresno, Fullerton, Hayward, Humboldt, Long Beach, Los Angeles, Northridge (2 2), Sacramento, San Bernardino, San Diego, San Francisco, San Jose, Sonoma, Stanislaus

Mount St. Mary's
University of California, Los Angeles

Radiologic Technology

Students wishing to apply for admission to a program leading to a Bachelor of Science degree in Radiologic Technology have two options:

- a. Complete the **Moorpark College Associate Degree in Radiologic Technology** with eligibility for licensure upon successful completion of the state licensure exam and then apply for transfer to an accepting institution which may accept a minimum number of specific science and general education transfer units. Each program differs considerably and may or may not grant credit for Radiologic Technology courses.
- b. Satisfy the transferable lower-division science and general education requirements and then apply to a Bachelor's program in Radiologic Technology.

Major requirements for upper-division standing at:

California State University, Northridge:
An 1; Biol 2A; Chem 12; Math 7; Phys 1; Ph 10A/10AL, 10B/10BL.

Preprofessional Programs

Moorpark College offers courses which will generally meet the basic education requirements for several professional schools. These schools require a Bachelor's Degree for ad

mission. Students are advised to determine and satisfy specific requirements for the professional school to which they expect to apply by consulting a counselor and the school catalog.

The general lower-division course requirements for these schools commonly include: Biol 2A, 2B; Chem 1A, 1B, plus one year of organic chemistry; Math 7, (Math 25A/B recommended); Ph 10A/10AL, 10B/10BL. For veterinary school the requirements are: Biol 2A; Chem 1A, 1B; Engl 1A, 1B; Math 15; Ph 10A/10AL; Zoo 1; (Additional lower-division Chemistry after transfer). Eight units of Humanities/Social Sciences.

The dental schools in California are:

Loma Linda University
University of California: Los Angeles, San Francisco
University of Pacific
University of Southern California

The medical schools in California are:

Loma Linda University
Stanford University
University of California: Davis, Irvine, Los Angeles, San Diego,
San Francisco
University of Southern California

The veterinary school in California is:
University of California, Davis

Associate in Science Degrees for Career Entry Nursing Science – Radiologic Technology

Procedures for Applying to a Health Science Program, Academic Year 1992-93

The application period for receipt of all applicant information including transcripts is:

Nursing

September 1 - October 15 - for admission the following Spring semester with notification of candidates by **December 1**.

February 1 - March 15 - for admission the following Fall semester with notification of candidates by **May 1**.

Radiography

February 1 - March 15 - for admission the following Summer session with notification of candidates by **April 15**.

Qualifying Requirements

1. One of the following **must be completed before applying** to a Health Science Associate Degree program:
 - a. High school graduation and GPA of 2.5 or
 - b. General Education Development (GED) with a score of 45 or successfully pass the California High School Proficiency Exam (CHSPE) and a minimum of 12 college units with a 2.25 GPA or
 - c. High school graduate with less than a 2.5 GPA and a minimum of 12 units of college with a GPA of 2.25.
2. All of the following prerequisite qualifying requirements must be met prior to applying to a Health Science program:
 - a. **Math 1 - Elementary Algebra**
Upon completion of the Mathematics Placement Exam, qualify for Math 3 - Intermediate Algebra or complete Math 1 - Elementary Algebra or equivalent college course with a minimum grade of C.
 - b. **English**
Upon completion of the English Placement Exam, qualify for eligibility for Engl 1A.
 - c. **Reading**
A minimum score of 22 on the Reading Placement Exam or a minimum score of 38 on the competency examination in reading for graduation.

3. a. **All official high school and college transcripts must be on file** with the Counseling Office at Moorpark College **before the applicant will be considered for admission.**

b. It is the applicant's responsibility to verify with the transcript clerk in the Admissions Office that his/her official transcripts are on file at Moorpark College prior to a counseling interview.

4. **Additional Nursing Science prerequisite qualifying requirements:**

a. **Chemistry**

Chem 12 or equivalent. High school chemistry with minimum grade of C or score 17 or better on the Chemistry Placement Exam or complete a minimum 4-unit college chemistry course with a laboratory and a minimum grade of C.

b. **Anatomy/Physiology**

An 1 and Phys 1 or AnPhys 1/1L or equivalent. Completion of a minimum 5-unit college Anatomy and Physiology course with a laboratory and a minimum grade of C.

c. **Microbiology**

Micro 1 or equivalent. Completion of a minimum 4-unit college Bacteriology/Microbiology course with a laboratory and a minimum grade of C.

All interested applicants should contact Counseling for an appointment to a group counseling orientation for either Nursing or Radiography.

Admission Process

1. Upon completion of the Qualifying Requirements and with all official transcripts on file at Moorpark College, the applicant is to schedule an appointment with a Health Science Counselor in order to review transcripts. The applicant is to **arrive thirty minutes** prior to the appointment in order to receive and **complete a program application.**
 - a. Nursing Science candidates who have completed the qualifying requirements at the time of application will be given priority.
 - b. Radiologic Technology candidates will be given priority in the following order:
First priority: completion of Anatomy/Physiology and Ph 5/5L prior to June 1
Second priority: completion of Anatomy/Physiology prior to June 1
2. If a program is impacted, each qualified applicant will be assigned a number by the use of random tables. Each class will be selected on the basis of priority and available openings in the order determined by the random numbers.
 - a. Each qualified applicant, if selected, must decide either to enter the class or remove his/her name from the eligibility list.
 - b. Those qualified applicants who are not selected due to limited openings:
 - i. Must renew application through a counseling appointment, if he or she requests their name (in the order assigned by random tables) be retained on a waiting list.
 - ii. These applicants then have priority for admission to the next class selected.
3. Applicants will be contacted regarding acceptance/admission by the Health Science Department by the notification date.

Admission Requirements

After students have been selected by the above procedure, the following requirements must be met:

- a. **A Physical Exam** documented on the Moorpark College Nursing and Radiography Health appraisal form, which considers freedom from communicable diseases and ability to function in a hospital setting.
 - i. **Proof of Immunity to Rubella, Mumps, Rubella.**
 - ii. Current immunity status: **Varicella, Hepatitis B, VDRL.**
- b. **Current Cardiopulmonary Resuscitation C** certification, renewable every two years either **HS 18** or **Red Cross Certificate: CPR-C.**
- c. **Malpractice Insurance.**

For more information concerning these requirements, refer to the **Health Science Student Handbook** available in the Moorpark College Bookstore.

All students admitted to a Health Science program are expected to maintain the highest personal standards of conduct consistent with the professional standards as perceived by the faculty and professional personnel in the agencies used as extended campus sites. Any information indicating that such standards are not maintained is subject to review by members of the faculty which might recommend to the college dismissal from the program.

Evidence of physical and emotional fitness upon admission and throughout each program is expected and is subject to medical opinion of the college physician and to medical opinion or policy of hospitals or agencies used as sites.

Courses are taken on campus concurrently with supervised clinical experience in selected hospitals and health care agencies which constitute a clinical laboratory experience. It is necessary to pass both the classroom course and any concurrent clinical laboratory course in order to proceed. For successful completion of a Health Sciences program, a minimum grade of C is necessary in all courses required for the major. The student must maintain an overall GPA of 2.0 to continue in a Health Sciences program.

Each student is responsible for his or her own transportation to the extended campuses for clinical laboratory experience, some of which are a distance from the college.

Advanced Placement/Transfer

Opportunities for advanced placement are available to: Licensed Vocational Nurses, Limited Permit X-Ray Technicians, others with Health Care credentials and transfer students from accredited colleges or programs. There are several options available depending on the qualifications and needs of the applicant.

Nursing

In order to aid in success in the Nursing Program and to determine the appropriate entry level, it is recommended that each Advanced Placement candidate complete the **Clinical Competency Assessment Testing**. The Assessment Testing is offered periodically. Applications are available in the Health Sciences Department. For more information concerning the advanced standing options please refer to the Health Sciences Student Handbook available in the Moorpark College Bookstore. Please note that successful completion of the Assessment Testing and completion of prerequisites does not guarantee advanced standing admission to the program. Admission is based on space available.

Radiography

For individual evaluation of eligibility contact the Health Sciences Department: Radiography Program.

Transfer students will have access to open spaces with priority given to students in good standing. Credit for courses taken at another institution will be evaluated on an individual basis. **Transfer students are not accepted into the last semester of a Health Science program.**

Graduate nurses lacking California licensure requirements may be admitted into the open spaces to complete any needed courses as specified by the California Board of Registered Nursing.

Continuing Education

After completion of 12 units in residence at Moorpark College, students who hold a current California Registered Nurse license and are presently enrolled and in good standing at Moorpark College may petition through the Health Science Counselor for 37 units of nursing science credit applicable toward an AA/AS degree.

Moorpark College has been approved by the Board of Registered Nursing as a **Continuing Education Provider (number 02811)**.

The Board of Registered Nursing also recognizes academic courses for continuing education credit with "...one (1) academic semester unit equaling fifteen (15) continuing education hours. The course content must be relevant to the practice of nursing and related to the scientific knowledge or technical skills required for the practice of nursing or be related to direct and/or indirect patient/client care...at a level above that which is required for licensure." Examples of such courses offered at Moorpark College are: Anth 1, 2; CD 40; Foreign Languages; HS 15; NS 17, 22A/B, 78, 89A-Z; NtS 1, 3, 4, 5; Phys 2; Psych 3, 4, 5, 8, 9, 10, 11, 30; Soc 2, 4, 5; Sp Ed 10A, 10B, 10C. Courses may be taken for credit/no credit or a letter grade, and a **gradeslip or transcript documents proof of attendance**. If there is any question of approval, it is the **individual's responsibility to contact the Board of Registered Nursing**.

■ Nursing Science

Associate in Science Degree

The Associate Degree in Nursing (ADN) is intended to develop the necessary knowledge and skill basic to the functions of registered nurses in the direct care of patients.

The nursing program is accredited by the **California State Board of Registered Nursing** and by the **National League of Nursing**.

The course work required for the Associate in Science Degree in Nursing Science is as follows:

Preparation for the Nursing Major:		Units
AnPhys 1/1L	Intro to Human Anatomy/Physiology/Lab: 3 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or equiv. college course) or	5
An 1	General Human Anatomy: 2 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or Biol 2A or equiv.) and	4
Phys 1	Human Physiology: 4 hrs Lec., 3 hrs Lab. (prerequisites: Chem 12 or equiv. or high school chemistry and Biol 1 or Biol 2A or equiv.)	5
Micro 1	Principles of Microbiology: 3 hrs Lec., 6 hrs Lab. (prerequisites: Chem 12 or equiv. or high school chemistry and a satisfactory grade in Biol 1 or Biol 2A or equiv.)	5

Required General Education Courses:

The remaining required courses may be taken anytime **prior to the last semester** of the ADN program, but it is recommended that as many of these be completed as possible **prior to entry**.

Engl 1A English Composition

3

Psych 1A	Intro to Psychology	3
Spch 1	Intro to Speech	3
Select one (1) of the following courses:		
Anth 2	Cultural Anthropology	3
Soc 1	Intro to Sociology	3
Choose one course from each category.		
American History and Institutions		3
Fine/Performing Arts		3
Communication or Analytical Thinking		3
(Phil 7 or 9, or Spch 7 recommended)		
Physical Education		.5-3
Physical Science		4
(Chem 12 meets the requirement)		
Biological Science		4
(Biol 1 is recommended; AnPh 1/1L from Ventura College meets this requirement)		

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

Consult with a Health Science Counselor if you are considering transferring to a Bachelor of Science in Nursing Program to assist with course selections.

Required Nursing Science Courses:	Units	
NS 1/1L	Beginning Nursing Science/Beginning Clinical Nursing Lab	4/4
NS 2A/2AL	Maternal Child and Gynecological Nursing/Clinical Nursing Lab	2.5/2.5
NS 2B/2BL	Intermediate Nursing Science I/Intermediate Clinical Nursing Lab I	2.5/2.5
NS 3A/3AL	Psychiatric/Mental Health Nursing/Clinical Nursing Lab	2.5/2.5
NS 3B/3BL	Intermediate Nursing Science II/Intermediate Clinical Nursing Lab II	2.5/2.5
NS 4A/4AL	Advanced Nursing Science/Advanced Clinical Nursing Lab	2.5/2.5
NS 4B	Preparation for Professional Practice - Preceptorship	4
		<hr/>
		37

Nursing Science Course Sequence:

First Semester	Third Semester		
HS 15*	3	NS 3A/3AL	5
HS 18*	.5	NS 3B/3BL	5
(or Red Cross Certificate CPR-C)		NS 13A*	.5
NS 1/1L	8	NS 13B*	.5
NS 11*	1		
<hr/>		<hr/>	
12.5		11	

Second Semester	Fourth Semester		
NS 2A/2AL	5	NS 4A/4AL	5
NS 2B/2BL	5	NS 4B	4
NS 12*	1	NS 14*	1
NS 22A*	1-3	NS 22A*	2-3
<hr/>		<hr/>	
12		12	

Summer Session	
NS 49*	4
NS 78*	4
<hr/>	
8	

*Elective Nursing Science Courses

■ Radiologic Technology Associate in Science Degree

The Associate Degree in Radiologic Technology (ADRT) is intended to develop the necessary knowledge and skill basic to the functions of the Radiographer in performing diagnostic x-ray procedures in hospital or other health care settings.

The radiography program is approved by the Joint Review Committee on Education and Radiologic Technology and the California Department of Health.

The course work required for the Associate in Science Degree in Radiologic Technology is as follows:

Preparation for the Radiography Major: Units
Although these courses are not required prerequisites for admission, candidates who have successfully completed them will be given priority.

AnPhys 1/1L	Intro to Human Anatomy/Physiology/Lab: 3 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or equiv. college course)	5
or		
An 1	General Human Anatomy: 2 hrs Lec., 6 hrs Lab. (prerequisite: Biol 1 or Biol 2A or equiv.)	4
and		
Phys 1	Human Physiology: 4 hrs Lec., 3 hrs Lab. (prerequisites: Chem 12 or equiv. or high school chemistry and Biol 1 or Biol 2A or equiv.)	5
or		
Ph 5/5L	Radiation Physics/Lab: 3 hrs Lec., 3 hrs Lab. (prerequisite: Math 1 or equiv.)	4

Required General Education Courses:

Due to the number of units required in this program, it is recommended that as many of these courses be completed as possible prior to entry.

Engl 1A	English Composition	3
Ph 5/5L	Radiation Physics/Lab	4
Choose one course from each category.		
Biological Science	(Biol 1 is recommended; AnPh 1/1L from Ventura College meets this requirement)	4
American History and Institutions		3
Social and Behavioral Science	(Psych 1A is recommended)	3
Fine or Performing Arts		3
Humanities (Spch 1 is recommended)		3
Communication or Analytical Thinking	(Phil 7 or 9, or Spch 7 is recommended)	3
Physical Education Activity Course		.5-3
Computer Literacy Course	(BIS 10A is recommended)	1

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

Required Radiologic Technology Courses:	Units	
RadT 1A/1AL	Fundamentals of Radiographic Practice I/ Fundamentals Clinical Lab I	2/5
RadT 1B	Principles of Radiation Interaction and Radiographic Technique I	3
RadT 2A/2AL	Fundamentals of Radiographic Practice II/ Fundamentals Clinical Lab II	3/5
RadT 2B	Principles of Radiation Protection, Radiobiology and Radiographic Technique II	3
RadT 3A/3AL	Intermediate Radiographic Practice/ Intermediate Clinical Lab	3/8
RadT 3B	Intro to Radiographic Pathology	3
RadT 4A/4AL	Advanced Radiographic Practice/ Advanced Clinical Laboratory	3/8
RadT 10/10L	Intro to Radiologic Technology/ Intro to Radiologic Technology Skills Lab	1/1

RadT 11	Radiography Skills Lab I	1
RadT 12	Radiologic Technology Skills Lab II	1
RadT 13	Radiography Skills Lab III	1
RadT 14	Radiographic Film Critique Skills Lab	1
RadT 49	Radiographic Summer Practicum	4.5
		<hr/>
		56.5

Radiologic Technology Course Sequence*:
All students must begin program in the Summer.

Summer Session #1		Summer Session #2	
HS 18	.5	RadT 49	4.5
(or Red Cross Certificate CPR-C)			
RadT 10/10L	1/1		
<hr/>		<hr/>	
2.5		4.5	
Fall Semester #1		Fall Semester #2	
RadT 1A/1AL	2/5	RadT 3A/3AL	3/8
RadT 1B	3	RadT 3B	3
RadT 11	1	RadT 13	1
<hr/>		<hr/>	
11		15	
Spring Semester #1		Spring Semester #2	
RadT 2A/2AL	3/5	RadT 4A/4AL	3/8
RadT 2B	3	RadT 14	1
RadT 12	1		
<hr/>		<hr/>	
12		12	

*This sequence does not include the required science and general education courses.

Health Science Courses

HS 15 -- 3 Units

Pharmacology

Prerequisite: Admission to ADN Program or registered nurse, admission to ADRT Program or certified radiologic technologist, vocational nurse, psychiatric technician or respiratory therapist
Class Hours: 3 lecture

This course will provide an understanding of the mechanisms and uses of currently available drugs. It will provide a foundation of knowledge that will allow the student to understand future developments in drug therapy and allow for administering drugs more efficiently and safely. Drug information and mathematical calculations will be oriented to the needs of the practicing nurse. The course may be repeated because yearly revisions are required to reflect the constantly changing pharmaceutical approaches and resultant nursing implications and patient care. May be taken four (4) times for credit. *Transfer credit: CSU*

HS 18 -- .5 Unit

CPR-C for Health Science★

Prerequisite: Admission to ADN Program or registered nurse, admission to ADRT Program or certified radiologic technologist, vocational nurse, psychiatric technician or respiratory therapist
Class Hours: 8 lecture total

Basic Cardiopulmonary Resuscitation techniques of single person, two person, child and infant resuscitation. Basic techniques to relieve obstructed airway in adult, child and infant. Standards required by hospitals for personnel related to emergency resuscitation procedures relative to specific disease processes and the hospital setting. Orientation to crash cart medications and protocol. May be taken four (4) times for credit. THIS COURSE FULFILLS THE HEALTH GENERAL EDUCATION REQUIREMENT FOR THE AS DEGREE IN NURSING AND RADIOLOGIC TECHNOLOGY.

Nursing Science Courses

NS 1 -- 4 Units

Beginning Nursing Science

Prerequisite: Admission to Moorpark College ADN Program

Corequisite: NS 1L

Class Hours: 4 lecture

This course is an introduction to the application of the nursing process as a basis for nursing practice. The focus will be on identifying universal self-care requisites: air, water, food, elimination, activity, social, safety, and normalcy throughout the life span. Emphasis is placed on assessing client's self-care demands or deficits, determining nursing diagnoses, and providing interventions based on beginning nursing skills through the modes of acting, teaching, guiding and supporting (with follow-up evaluation). Nutrition, pharmacology, legal/ethical aspects, bio-psycho-sociocultural and spiritual aspects, preventive, supportive and rehabilitative nursing is integrated throughout this course and the following courses in nursing science. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 1L -- 4 Units

Beginning Clinical Nursing Laboratory

Prerequisite: Admission to Moorpark College ADN Program

Corequisite: NS 1

Class Hours: 12 laboratory

This is an introductory clinical nursing laboratory experience which allows the student to apply the nursing process, concepts and skills identified in Nursing Science 1. The clinical experience is two clinical days per week. The first four weeks will be in a simulated skills laboratory learning basic nursing skills. The second four weeks will be in a skilled nursing facility with the remainder of the semester in an acute care facility. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2A -- 2.5 Units

Maternal Child and Gynecological Nursing

Prerequisites: NS 1/1L or equivalent, or successful completion of Clinical Competency Assessment 1

Corequisite: NS 2AL

Class Hours: 5 lecture for 8 weeks

This course includes the study of the childbearing family with emphasis on pregnancy/complications, fetal development, labor and delivery, post partum and newborn periods, pediatrics and women's health. Using concepts from Orem's model and the nursing process the student will identify requisite and self-care deficits including health deviations related to women, infants and children, and plan, implement, and evaluate nursing actions. Nutrition, pharmacology, legal/ethical aspects, bio-psycho-sociocultural and spiritual aspects, preventive, remedial, supportive and rehabilitative nursing is integrated. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2AL -- 2.5 Units

Maternal Child and Gynecological Clinical Nursing Laboratory

Prerequisites: NS 1/1L or equivalent, or successful completion of Clinical Competency Assessment 1

Corequisite: NS 2A

Class Hours: 15 laboratory for 8 weeks

This clinical experience provides an opportunity for the student to apply the nursing process, maternal child and gynecological concepts and skills to the obstetrical, pediatric and gynecological client in the acute care and outpatient setting. The clinical lab may be a day or evening or combination of both. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2B -- 2.5 Units

Intermediate Nursing Science I

Prerequisites: NS 1/1L or equivalent, or successful completion of Clinical Competency Assessment 2

Corequisite: NS 2BL

Class Hours: 5 lecture for 8 weeks

This intermediate course is based on the concept of self-care and utilization of the nursing process. The focus will be on the interaction of the self-care agency and the nurse agency to meet the client's self-care demands. Selected adult/pediatric self-care deficits requiring intermedi

ate nursing actions related to health deviations: musculoskeletal, hematologic, gastrointestinal, fluid/electrolyte, renal, cardio/respiratory, basic endocrine. Diagnostic measures, medical therapeutic modalities, pharmacology and medication administration, nutrition, cultural, spiritual and mental health concepts are studied. Also, legal and ethical considerations, growth and development as related to the client's therapeutic self-care demand is addressed. Concurrent clinical experience is provided in the hospital setting. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 2BL -- 2.5 Units

Intermediate Clinical Nursing Laboratory I

Prerequisites: NS 1/1L or equivalent, or successful completion of Clinical Competency Assessment 2

Corequisite: NS 2B

Class Hours: 15 laboratory for 8 weeks

This is an intermediate clinical laboratory experience which allows the student to apply the nursing process, concepts and skills identified in Nursing Science 2B. The clinical experience is two 7.5 hour rotations and may be a day or evening combination in an acute care facility with additional experiences in specialty areas. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3A -- 2.5 Units

Psychiatric/Mental Health Nursing

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent, or successful completion of Clinical Competency Assessment 3

Corequisite: NS 3AL

Class Hours: 5 lecture for 8 weeks

This course focuses on the application of the nursing process to the client, family and groups with psycho-social self-care deficits across the life span. Emphasis is placed on psychopathology, theoretical basis and processes for psychiatric nursing. Human responses to distress and disorder and intervention modes: Wholly compensatory, partially compensatory and educative/supportive are discussed. Nutrition, pharmacology, legal/ethical aspects, bio-psycho-sociocultural and spiritual aspects, preventive, remedial, supportive and rehabilitative nursing is integrated. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3AL -- 2.5 Units

Psychiatric/Mental Health Clinical Nursing Laboratory

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent, or successful completion of Clinical Competency Assessment 3

Corequisite: NS 3A

Class Hours: 15 laboratory for 8 weeks

This clinical experience allows the student to apply the nursing process, psychiatric nursing concepts and skills to psychiatric and crisis clients. The clinical may be a day or evening or combination of both. The clinical rotation will be in the psychiatric/mental health setting to include chronic, acute, adult, geriatric, and children. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3B -- 2.5 Units

Intermediate Nursing Science II

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent, or successful completion of Clinical Competency Assessment 3

Corequisite: NS 3BL

Class Hours: 5 lecture for 8 weeks

This course is a continuation of Intermediate Nursing Science I. It stresses the self-care concept of nursing, the nursing process, the interaction of the nurse agency and the self-care agency to meet the client's self-care demands. Selected adult and pediatric health deviations and self-care deficits requiring intermediate nursing intervention related to chronic illness/dying, hepato-biliary illness, dermatological, complex endocrine, neurological, sensory perceptual will be studied. Diagnostic measures, medical therapeutic modalities, pharmacologic and medication administration, nutrition, cultural, spiritual and mental health concepts are studied. Also, legal and ethical considerations, growth and development as related to the client's therapeutic self-care demand is addressed. Concurrent clinical experience is provided in the hospital, outpatient, and home health setting. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 3BL -- 2.5 Units

Intermediate Clinical Nursing Laboratory II

Prerequisites: NS 2A/2AL, NS 2B/2BL or equivalent, or successful completion of Clinical Competency Assessment 3

Corequisite: NS 3B

Class Hours: 15 laboratory for 8 weeks

This is an intermediate clinical laboratory experience which allows the student to apply the nursing process concepts and skills identified in Nursing Science 3B. The clinical experience is two 7.5 hour rotations, and may be a day or evening combination in an acute care facility with experiences in home health nursing and other specialty areas. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4A -- 2.5 Units

Advanced Nursing Science

Prerequisites: NS 3A/3AL, NS 3B/3BL

Corequisite: NS 4AL

Class Hours: 5 lecture for 8 weeks

This advanced course of nursing practice focuses on the application of the nursing process to the client and family with complex health deviations. Advanced pathophysiological concepts will be applied to specific universal self-care deficits: air, water, food, elimination hazards, physical regulation, sexuality, and normalcy throughout the life span with emphasis on geriatrics. Emphasis is placed on nursing judgment reflecting critical thinking, decision-making, intervention modes, and teaching based on application of theory. Clinical experience is concurrent. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4AL -- 2.5 Units

Advanced Clinical Nursing Laboratory

Prerequisites: NS 3A/3AL, NS 3B/3BL

Corequisite: NS 4A

Class Hours: 15 laboratory for 8 weeks

This clinical experience provides an opportunity for the student to apply the nursing process and advanced nursing concepts and actions to the client and family with complex health deviation in the acute care setting. The clinical rotation may include days, evenings, or combination of both. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 4B -- 4 Units

Preparation for Professional Practice - Preceptorship

Prerequisites: NS 4A/4AL

Class Hours: 24 lecture, 120 laboratory total

To ease the transition from student to staff nurse, principles of total patient care, leadership and professionalism relevant to current nursing practice will be presented. The focus is on health care systems and the practice of nursing including: legal and ethical issues, professional organizations, reality shock and current issues that confront nurses today. Opportunities are provided to participate as a nursing team leader and/or primary nurse in an acute care facility. The student provides care to a group of patients utilizing a Registered Nurse as a preceptor to improve clinical practice and professional skills. THIS COURSE FULFILLS THE HEALTH GENERAL EDUCATION REQUIREMENT FOR THE AS DEGREE IN NURSING. *Transfer credit: CSU*

NS 11 -- 1 Unit

Nursing Skills Laboratory

Corequisite: NS 1

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from the Nursing Science 1 course work, through simulated clinical experiences in a nursing skills laboratory. May be taken two (2) times for credit. *Transfer credit: CSU*

NS 12 -- 1 Unit

Nursing Skills Laboratory

Corequisite: NS 2A or NS 2B

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from the Nursing Science 2A and 2B course work through simulated clinical experiences in a nursing skills laboratory. May be taken two (2) times for credit. *Transfer credit: CSU*

**NS 13A -- .5 Unit
Nursing Skills Laboratory**

Prerequisites: NS 2B/2BL or equivalent

Corequisites: NS 3A/3AL

Class Hours: 1.5 laboratory

This practicum will provide an opportunity for practical application of theory content from the Nursing Science 3A course work, through simulated clinical experiences in a beginning Psychiatric/Mental Health Nursing skills laboratory. May be taken two (2) times for credit. *Transfer credit: CSU*

**NS 13B -- .5 Unit
Nursing Skills Laboratory**

Prerequisites: NS 2B/2BL or equivalent

Corequisites: NS 3B/3BL

Class Hours: 1.5 laboratory

This required practicum will provide an opportunity for clinical application of theory content from the Nursing Science 3B course work, through simulated clinical experiences in an Intermediate Nursing Science II skills laboratory. The focus of the lab will be Intravenous Therapy and is a requirement in the major. Students will have "hands-on" exposure to computers. May be taken two (2) times for credit. *Transfer credit: CSU*

**NS 14 -- 1 Unit
Nursing Skills Laboratory**

Corequisite: NS 4A or NS 4B

Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from the Nursing Science 4A and 4B course work, through simulated clinical experiences in a nursing skills laboratory. May be taken two (2) times for credit. *Transfer credit: CSU*

**NS 17 -- 2 Units
Intravenous Therapy**

Prerequisites: NS 2A/2AL, NS 2B/2BL, current student in Moorpark College ADN Program

Class Hours: 30 lecture, 6 laboratory total

This course prepares the student to safely administer IV therapy in the clinical setting. Didactic lecture as well as skills lab practice are presented. Provides the student with current information on intravenous therapy administration, fluid and electrolyte balance, pharmacology, IV infusion equipment, venipuncture technique, blood and blood product administration, TPN administration, management of arterial lines, mathematical calculations and medication administration, safety and legal factors, complications of IV therapy. Nursing process will be reviewed in relation to IV therapy. Evaluation of the student will consist of written exams and return demonstration in the nursing skills lab.

**NS 22A/B -- .5-3/5-3 Units
Independent Studies in Nursing**

Prerequisite: A previous course in Nursing Science

Class Hours: .5-3 tutorial

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

**NS 49 -- 4 Units
Nursing Practicum★**

Prerequisites: Successful completion of the second semester of an accredited Nursing Program; meet all hospital requirements; written verification of skills proficiency

Class Hours: 40 work experience hours for 8 weeks

This 8-week Summer Intersession course is designed to provide the intermediate nursing student with a paid practicum cooperatively planned by an employing agency and the nursing faculty. Focus is on providing practical experience in a realistic work setting in a very concentrated period of time; and classroom discussion of issues directly related to the practicum in an acute hospital setting. May be taken two (2) times for credit.

**NS 60A-Z -- 1-3 Units
Topics in Nursing Science**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

**60A -- 2 Units
Role Transition to RN**

Prerequisite: LVN License

Corequisite: NS 1 or NS 2 or NS 3 or equivalent

Class Hours: 2 lecture

This course is designed to give the Licensed Vocational Nurses the knowledge to make the transition into the role of the Registered Nurse. This course includes a comparison of the roles of the LVN and the RN, a review of the nursing process including current nursing diagnoses.

**NS 78 -- 4 Units
Operating Room Nursing**

Prerequisites: RN License; Completion of NS 2; CPR Certification; Malpractice Insurance; Physical Exam

Class Hours: 48 lecture, 48 laboratory total

This course focus will be on application of the nursing process to the perioperative patient. A combination of lecture and laboratory classes and a preceptor experience will introduce the student to the scrub and circulating role of the OR nurse.

**NS 89A-Z -- .5-3 Units
Institutes in Nursing Science**

Prerequisites: Admission to ADN Program, Registered Nurse, Licensed Vocational Nurse, Psychiatric Technician

Class Hours: Variable

This is a series of special lectures and discussions on selected topics in nursing science which are not included in the Nursing Science offerings.

Radiologic Technology Courses

**RadT 1A -- 2 Units
Fundamentals of Radiographic Practice I**

Prerequisites: AnPhys 1/1L, RadT 10/10L

Corequisites: Ph 5/5L, RadT 1AL, RadT 1B, RadT 11

Class Hours: 2 lecture

This course will focus on routine radiographic positioning and procedures of the cardiopulmonary system, the bony thorax, the abdominal cavity, upper extremities, lower extremities and related joints. May be taken two (2) times for credit.

**RadT 1AL -- 5 Units
Fundamentals Clinical Lab I**

Prerequisites: AnPhys 1/1L, RadT 10/10L

Corequisites: Ph 5/5L, RadT 1A, RadT 1B, RadT 11

Class Hours: 16 laboratory

This is an introductory clinical laboratory that will provide an opportunity for practical application from RadT 1A theory and skills lab content. This lab will take place in the x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit.

**RadT 1B -- 3 Units
Principles of Radiation Interaction and Radiographic Technique I**

Prerequisites: AnPhys 1/1L, RadT 10/10L

Corequisites: Ph 5/5L, RadT 1A/1AL, RadT 11

Class Hours: 3 lecture

This course provides an introduction to the role of the Radiographer. A study of the function and manipulation of equipment and technical

factors used in the production of X-rays and in imaging systems used within radiology. May be taken two (2) times for credit.

RadT 2A -- 3 Units Fundamentals of Radiographic Practice II

Prerequisites: RadT 1A/1AL, RadT 1B
Corequisites: RadT 2AL, RadT 2B, RadT 12
Class Hours: 3 lecture

This course will assist the student to focus on procedure and positioning information of the complete spinal column as well as the contrast studies of the urinary and gastro-intestinal tracts. Some special attention will be given to invasive vascular procedures of these two tracts as well. May be taken two (2) times for credit.

RadT 2AL -- 5 Units Fundamentals Clinical Lab II

Prerequisites: RadT 1A/1AL, RadT 1B
Corequisites: RadT 2A, RadT 2B, RadT 12
Class Hours: 16 laboratory

This clinical laboratory will provide an opportunity for practical application from RadT 2A theory and skills lab content. This lab will take place in an x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit.

RadT 2B -- 3 Units Principles of Radiation Protection, Radiobiology and Radiographic Technique II

Prerequisites: RadT 1A/1AL, RadT 1B
Corequisites: RadT 2A/2AL, RadT 12
Class Hours: 3 lecture

This course provides the student Radiographer with the basic principles of radiation protection and radiobiology. It also includes problem solving, quality assurance, transformers and rectification. May be taken two (2) times for credit.

RadT 3A -- 3 Units Intermediate Radiographic Practice

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49
Corequisites: RadT 3AL, RadT 3B, RadT 13
Class Hours: 3 lecture

This course is a continuation of radiographic positioning. Part I will primarily focus on detailed radiography of the cranium and facial bone area. Part II will introduce the student to cerebral angiography, mammography, lymphangiography, and cine/cardio-angiography. May be taken two (2) times for credit.

RadT 3AL -- 8 Units Intermediate Clinical Lab

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49
Corequisites: RadT 3A, RadT 3B, RadT 13
Class Hours: 24 laboratory

This is an intermediate clinical laboratory that will provide an opportunity for practical application from RadT 3A theory and skills lab content. This lab will take place in an x-ray department of a pre-assigned clinical affiliate. May be taken two (2) times for credit.

RadT 3B -- 3 Units Introduction to Radiographic Pathology

Prerequisites: RadT 2A/2AL, RadT 2B, RadT 49
Corequisites: RadT 3A/3AL, RadT 13
Class Hours: 3 lecture

The purpose of this course is to introduce the advanced radiography student to various types of disease processes seen radiographically. Its intent is to incorporate previously learned clinical experiences with information in this course and use it as a base for further clinical practice. May be taken two (2) times for credit.

RadT 4A -- 3 Units Advanced Radiographic Practice

Prerequisites: RadT 3A/3AL, RadT 3B
Corequisites: RadT 4AL, RadT 14
Class Hours: 3 lecture

The prime focus in this course is to introduce the advanced radiography student to advanced imaging specializations in the radiation sciences, as well as complete the last segment of invasive studies in the program, especially those in the heart/vascular area. May be taken two (2) times for credit.

RadT 4AL -- 8 Units Advanced Clinical Laboratory

Prerequisites: RadT 3A/3AL, RadT 3B
Corequisites: RadT 4A, RadT 14
Class Hours: 24 laboratory

This course will focus on the advanced radiography student in advanced clinical practice from materials presented in RadT 4A and as coordinated with rotation in computer tomography, magnetic resonance, ultrasound and special procedures on an observational basis. May be taken two (2) times for credit.

RadT 10 -- 1 Unit Introduction to Radiologic Technology

Prerequisite: Admission to the Radiography Program
Corequisite: RadT 10L
Class Hours: 2 lecture for 8 weeks

This course will focus on providing the new radiography students with entry-level information and skills to begin practice in a radiology department. Basically, the course will emphasize topics dealing with darkroom processing, equipment manipulation and patient care and transport. May be taken two (2) times for credit.

RadT 10L -- 1 Unit Introduction to Radiologic Technology Skills Lab

Prerequisite: Admission to the Radiography Program
Corequisite: RadT 10
Class Hours: 6 laboratory for 8 weeks, the ninth week will be a 40-hour orientation to the hospital

This lab course will permit the new radiography student to participate in a simulated radiography department type setting for the first time. During this lab the student will participate in darkroom procedures, equipment manipulation, body mechanics and patient care. It will conclude with a 40-hour clinical orientation during the ninth week. May be taken two (2) times for credit.

RadT 11 -- 1 Unit Radiography Skills Lab I

Prerequisite: RadT 10
Corequisites: Ph 5/5L, RadT 1A/1AL, RadT 1B
Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 1A coursework through simulated clinical experiences in a radiography skills lab. Each student will practice positioning with a "mock patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit.

RadT 12 -- 1 Unit Radiologic Technology Skills Lab II

Prerequisite: RadT 11
Corequisites: RadT 2A/2AL, RadT 2B
Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 2A coursework through simulated experiences in a radiography skills lab. Each student will practice positioning with a "mock patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit.

RadT 13 -- 1 Unit Radiography Skills Lab III

Prerequisite: RadT 12
Corequisites: RadT 3A/3AL, RadT 3B
Class Hours: 3 laboratory

This practicum will provide an opportunity for practical application of theory content from RadT 3A coursework through simulated experiences in a radiography skills lab. Each student will practice positioning with a "mock patient" and make actual radiographs with an x-ray phantom. May be taken two (2) times for credit.

RadT 14 -- 1 Unit**Radiographic Film Critique Skills Lab**

Prerequisite: RadT 13

Corequisites: RadT 4A/4AL

Class Hours: 3 laboratory

The purpose of this class is to provide clinical film critique and to help correlate clinical and classroom education. The student will learn how to evaluate technical errors on radiographs, and how these errors may be avoided in the future. May be taken two (2) times for credit.

RadT 22A/B -- 1-3/1-3 Units**Independent Studies In Radiography**

Prerequisite: A previous course in Radiologic Technology

Class Hours: 1-3 tutorial

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

RadT 49 -- 4.5 Units**Radiographic Summer Practicum★**

Prerequisites: RadT 2A/2AL, RadT 2B

Class Hours: 40 work experience hours for 9 weeks

This 9-week Summer Intersession course will provide clinical experience in a pre-assigned clinical affiliate. The main focus will be on the improvement of clinical skills of all previously learned materials in Level I. The student is required to complete all specified radiographic examinations. May be taken two (2) times for credit.

Study in the Hebrew language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level

Translator	Foreign-Exchange Trader
Diplomatic Office	Foreign Clerk
Tutor	Foreign Service Officer
Editor	

Faculty

Counselors

Olivia Menchaca
Ofelia Romero-Motlagh

Hebrew Courses

HEB 1 -- 4 Units

Elementary Hebrew I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course introduces the essentials of grammar and vocabulary with an emphasis on reading, translating, and comprehension. Basic language forms will be reinforced through writing and conversation.

Transfer credit: CSU; UC

HEB 31A -- 3 Units

Beginning Conversational Hebrew

Class Hours: 3 lecture

This course is a basic practical course emphasizing vocabulary essentials, conversational patterns and pronunciation. It is a language-training course designed to produce proficiency in the practical aspects of using the language (Ulpan). Readings will touch on history and customs of modern Israel. May be taken two (2) times for credit.



History

History is an evolving record of human emotion, human aspiration, human frustration, and human success. Historians deal with the goals, fears, interests, opinions, and prejudices of people in the past. What made people the way they were? What is the impact of their thought and action on people today and what is their impact on people tomorrow? As a study of people, history offers both a necessary understanding of one's place in the human experience, and the conceptual framework for a lifelong avocation.

Career Opportunities

B.A. Level

(Careers require bachelors or advanced degrees)

Lobbyist	Program Development
Historian	Library-Reference Worker
Politician	Communication Specialist
Law Clerk	Management Trainee
Diplomat	Researcher
Publicist	Museum Cataloger
Advertising	Marketing Researcher
Journalist	Pollster
Editor	Writer -- Fiction and Non-Fiction
Archivist	

Faculty

Full-Time

Daniel Brown
Cecile Copsey
Gerald Fecht
Joseph Gonzalez
Ranford Hopkins
Tomás Sanchez

Part-Time

Scott Cameron
Jean Horlacher
Bruce Loynd
James Morrison
John Pendleton

Counselors

Mike Johnson
Lisa Raufman

Transfer Information

The study of history is a valuable basis for many careers both within and outside the social sciences. The majority of persons directly employed as historians today work in schools and colleges while others are employed by federal and state agencies, non-profit foundations, libraries, or corporations.

Major requirements for upper-division standing at:

California State University, Northridge:

Hist 1A or 1B; 7A or 7B; 10 or 15 or 16; one other History course.

California State University, Sacramento:

Hist 1A, 1B, 7A, 7B.

University of California, Davis:

Hist 1A, 1B, 7A, 7B, 10, 15, 16.

University of California, Santa Barbara:

Hist 1A, 1B, 7A, 7B; Hist 9 or 10 or 15 or 16 plus one additional History course.

History Courses

HIST 1A -- 3 Units

An Introduction to Western Civilization
Class Hours: 3 lecture

The course surveys important events and developments in western civilization from prehistory through the sixteenth century, through readings and discussions of important ideas, institutions, and contributions. *Transfer credit: CSU; UC. CAN: HIST 2*

HIST 1B -- 3 Units

An Introduction to Western Civilization

Class Hours: 3 lecture

This course surveys important events and developments in western civilization from the seventeenth century to modern times by means of continued readings and discussions of important ideas and institutions. Hist 1A is not a prerequisite for Hist 1B. *Transfer credit: CSU; UC. CAN: HIST 4*

HIST 3 -- 3 Units

African-American History

Class Hours: 3 lecture

An analysis of the history of the African-American in the United States, this course places special emphasis on contemporary implications on historical events. It points out the major roles played and contributions made by the African-Americans both collectively as a people and as specific individuals in the development of the United States of America. *Transfer credit: CSU; UC*

HIST 4 -- 3 Units

History of the Southwest

Class Hours: 3 lecture

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

HIST 5 -- 3 Units

United States History

Class Hours: 3 lecture

In this thematic and problems approach to a survey of American History, consideration is focused on the historical development of institutions and values that shape present-day America. Topics include democratic government; the use of nature; work; political and social reform; experiences of discrimination based on sex, race, and nationality; contributions of individuals and groups. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department.*

HIST 6 -- 3 Units

History of the American Indian*

Class Hours: 3 lecture

A survey of the history of the indigenous peoples of the Western Hemisphere from pre-Columbian times to the present. This course places emphasis on the peoples and cultures of North America, especially as those peoples have inter-mixed and associated with mainstream Anglo-America. *Transfer credit: CSU; UC*

HIST 7A -- 3 Units

Social and Political History of the United States

Class Hours: 3 lecture

In this survey of the creation and development of American Society to 1865, an analysis is made of the impact of both individuals and groups, evaluation of issues of religion, race, reform revolution, responsive government, sectionalism, and expansion. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department. CAN: HIST 8*

HIST 7B -- 3 Units

Social and Political History of the United States

Class Hours: 3 lecture

This is an evaluation of social and political adjustment from 1865 to the present. Significant historical events and issues that affect contemporary Americans are surveyed and analyzed by examining significant individuals and groups. Such issues and events as westward expansion, industrial development, ethnic confrontations and contributions, religious toleration, social and political reform movements, and international involvements are explored. *Transfer credit: CSU; UC. UC transfer students planning to take more units of American History should consult with a counselor and/or the History Department. CAN: HIST 10*

HIST 8 -- 3 Units History of California

Class Hours: 3 lecture

This is a survey of the Indian, Spanish, Mexican and American periods of California history. The political, social and cultural developments as well as the principal events in the state since 1849, are considered. *Transfer credit: CSU; UC*

HIST 9 -- 3 Units Latin American History

Class Hours: 3 lecture

This course is a comprehensive survey of Latin American History focusing on the development of cultural, economic, and political factors in the various Latin American nations. Special emphasis is placed on contemporary United States-Latin American relations. *Transfer credit: CSU; UC*

HIST 10 -- 3 Units African History*

Class Hours: 3 lecture

This is a survey of African history with attention given to social and economic as well as political aspects of the development of indigenous cultures and the colonial experience. *Transfer credit: CSU; UC*

HIST 12 -- 3 Units History of American Women

Class Hours: 3 lecture

Evaluation is made of the historical development of women's roles in American life, from early Indian cultures to 20th Century suburbia. Topics include: literary ideals, legal realities, pro and anti-feminist forces; the impact of women on national values and actions. *Transfer credit: CSU; UC*

HIST 15 -- 3 Units Asia: The Rise of Eastern Civilization*

Class Hours: 3 lecture

In this survey of early Eastern civilization from antiquity to the time of the coming of the west, consideration is given to geographical aspects, the rise of civilizations, and the development of the Chinese and Japanese Empires. *Transfer credit: CSU; UC*

HIST 16 -- 3 Units Asia in the Modern World*

Class Hours: 3 lecture

A survey of Eastern civilization covering cultural, social and political aspects from the time of the initial impact of Western travel and colonialism to the present, this course also includes a review of the wars in Viet Nam and Indochina. Particular attention is given to developments in China, Japan, Korea, Indochina, and the Indian Subcontinent. *Transfer credit: CSU; UC*

HIST 22A/B -- 1-3/1-3 Units Independent Studies in History

Prerequisite: A previous course in History

Class Hours: 1-3 tutorial

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

HIST 60A-Z -- 1-3 Units

Topics in History

Prerequisite: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60C -- 3 Units World War II - The World at War

Prerequisite: A previous course in History

Class Hours: 3 lecture

An in-depth study of the most cataclysmic and important event in our time. World War II was truly a global conflict, affecting our society even today.

60D -- 3 Units World War I - The Great War

Prerequisite: A previous course in History

Class Hours: 3 lecture

World War I is still regarded as "The Great War" by Europeans. Given the experience of World War II, this historical judgment demands greater understanding so the course is designed to reflect the special status of The Great War as the catalyst for the rest of the twentieth century.

60E -- 3 Units Modern England

Prerequisite: A previous course in History

Class Hours: 3 lecture

The course examines England in its age of greatness, and most recently, in its time of decline. Particular attention will be paid to Victorian England, the industrial revolution, the world wars, the welfare state, and the Anglo-American partnership.

60F -- 3 Units The World Since 1945

Prerequisite: A previous course in History

Class Hours: 3 lecture

Traditional western civilization courses usually do not progress much past World War II. The purpose of this course is to fill in this substantial and important gap for modern students.

60G -- 3 Units Modern Germany

Prerequisite: A previous course in History

Class Hours: 3 lecture

This course is a political and cultural history of Germany during the last 100 years. Major topics include the creation and structure of the German Empire, World War I, the Weimar Republic, Hitler and National Socialism, World War II, and the division of Germany since 1945.

60H -- 3 Units History of the Jewish People

Class Hours: 3 lecture

This course traces the great ages and ideas of the Jewish people with a view to providing insight into the character and nature of the contemporary Jewish experience. A central focus will be such unique features of Jewish history as time, depth and geographical span, as well as the significance of the experience of a people moving through many cultures and many lands.

60R -- 3 Units Modern Russia

Class Hours: 3 lecture

This course is a political and cultural history of Russia in the 20th Century. Initial topics include the First World War, Lenin and the Communist Revolution of 1917, Stalin's domestic and foreign policies, and the Second World War; the latter part of the course will focus on

the Cold War and East-West relations up to the present and on Soviet society today.

60T -- 3 Units

Historic Site Evaluation

Prerequisite: A previous or concurrent course in History

Class Hours: 3 lecture

This course covers the methodology of historic site evaluation and interpretation. It includes on-site evaluation of Federal, State, and local historic sites, buildings, museums, parks, etc.

60V -- 3 Units

The American Legacy of Vietnam

Prerequisite: A previous course in American History

Class Hours: 3 lecture

This is a historical, political and cultural analysis of the American involvement in Vietnam. Topics will include events leading up to and including the actual intervention of U.S. forces in the war culminating with the fall of South Vietnam in 1975.

*These courses are offered periodically.



Humanities

This is an area of specially-designed courses that offer a broadbased understanding of literature, history, philosophy, art and contemporary issues and trends.

Faculty

Full-Time

John Davie
Hugo Ekback
Gerald Fecht
Carole Ginet
Anne Kairschner
Linda Moore
Howard Siegel

Counselor
Mary Martin

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
Art 1A or 1B or 2; Mus 8. Majors are required to demonstrate foreign language proficiency exam at the 1-2 level.

Humanities Courses

HUM 1 -- 6 Units

The Individual and Society

Class Hours: 6 lecture

Designed to increase students' understanding of history, current social issues, and literature, the course will help students become more aware of the world in which they live and better able to master their freedom and responsibility in a democratic society. Special emphasis will be placed on improving writing skills. *Transfer credit: CSU; UC*

HUM 2 -- 6 Units

The Individual and The Arts

Class Hours: 6 lecture

Designed to increase students' understanding of the arts and literature, this course will help students become more aware of the world in which they live through knowledge of the arts past and present. Special emphasis will be placed on improving writing skills. *Transfer credit: CSU; UC*

HUM 3 -- 3 Units

History of the Motion Picture

Class Hours: 3 lecture

This is an historical and critical survey of world cinema from the beginnings to WW II. *Transfer credit: CSU; UC*

HUM 4 -- 3 Units

Main Currents in Modern Film

Class Hours: 3 lecture

This is an historical and critical survey of world cinema from WW II to the present. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Hum 6*

HUM 5 -- 3 Units

Contemporary Foreign Film

Class Hours: 3 lecture

This course will focus on contemporary foreign cinema. It will pay special attention to the work of important directors and the production systems within which they work. Students will study the genres, themes, and styles of various national cinemas. May be taken two (2) times for credit. *Transfer credit: CSU*

HUM 6 -- 3 Units

Contemporary Film

Class Hours: 3 lecture

This contemporary films class will emphasize the works of American filmmakers and examine their special themes, filming techniques and genre specifications (epic, psychological drama, comedy, etc.). *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Hum 4*

HUM 10A -- 3 Units

Ethics, Culture and the Arts: The Roots of Humanities

Class Hours: 3 lecture

The development of an understanding and appreciation of human's cultural heritage from the earliest times to approximately 1500. Students will survey the major ideas of several periods in the beginnings of western civilization by an examination of the literature, philosophy, music, painting, and sculpture of each era. Special attention will be paid to the ethical choices and aesthetic responses possible to men and women within each period. *Transfer credit: CSU; UC*

HUM 10B -- 3 Units

Ethics, Culture and the Arts: Humanities and the Modern World

Class Hours: 3 lecture

The development of an understanding and appreciation of human's cultural heritage from 1500 to the present day. Students will survey the major ideas of several periods of western civilization from the Renaissance to the modern world by an examination of the literature, philosophy, music, painting, architecture, and sculpture of each era. Special attention will be paid to the ethical choices and aesthetic responses possible to men and women within each period. *Transfer credit: CSU; UC*

HUM 18 -- 3 Units

Images of Women In Film

Class Hours: 3 lecture

This is a psycho-social survey of the stereotypes of women communicated through roles, myths and special personalities in motion pictures. The approach will consider such factors as visions of individual filmmakers, audience demands, censorship and cultural movements. The course will contrast the cinematic image with the actual status of women in an attempt to explore the relationship between reality and the impact of the media. *Transfer credit: CSU; UC*

HUM 19 -- 3 Units

Women In Contemporary Society

Class Hours: 3 lecture

This course will examine the concerns, conflicts and rewards of women in today's society where their roles and opportunities are in the process of change. Increased awareness and fulfillment of individual potential will be emphasized through lecture, discussions, films and reading. *Transfer credit: CSU; UC*

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

Independent Studies in Humanities

Prerequisite: A previous course in Humanities

Class Hours: 1-3 tutorial

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

HUM 42 -- 3 Units

Business and Society

Class Hours: 3 lecture

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

HUM 60A-Z -- 1-6 Units

Topics In the Humanities

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1.5 Units

The Reel View: The Fifties

Class Hours: 3 lecture for 8 weeks

This course will study the content and form of cinema of the fifties by comparing the "reel" images of those years with their societal realities and values.

60B -- 1.5 Units

The Reel View: The Sixties

Class Hours: 3 lecture for 8 weeks

This course will study the content and form of cinema of the sixties by comparing the "reel" images of those years with their societal realities and values.

60I -- 1.5 Units

The Reel View of Real Life (The Documentary)

Class Hours: 3 lecture for 8 weeks

Selected documentary films will be analyzed and studied in relation to the content and styles of individual filmmakers.



Interior Design

This program has been developed to prepare students for careers in various areas of home and business design. Students will receive training in specific skills commonly used by Interior Designers.

Career Opportunities

Display Designer	Color Consultant
Interior Designer	Sales Representative
Furniture Buyer	

Faculty

Full-Time	Part-Time	Counselor
Paul Pritchett	Patricia Sendejas	Gail Goodman

Transfer Information

This program has been developed to provide students with practical skills and knowledge in areas of design, color, space planning and textiles for the purpose of entering the expanding field of interior design.

Major requirements for upper-division standing at:
California State University, Northridge:

Home Economics:
Interior Design Option:
Art 4A, 4B, 12A; ID 31.

See counselor for additional Options.

Interior Design

Occupational Associate in Science Degree

The Interior Design program has been developed to prepare students for careers in various areas of home and business improvement. Students can prepare for careers as display designer, space planner, furniture buyer, and sales representatives for retail organizations.

Required Courses:		Units
Art 2	Art Appreciation	3
Art 4A	Color and Design	3
Bus 30	Intro to Business and Economics	3
Bus 32	Small Business Operation	3
DT 31	Interior Design Drafting	3
ID 5	Beginning Interior Design	3
ID 6	Materials and Installations	3
ID 7	Space Planning	3
ID 8	Advanced Interior Design	3

Total minimum units required in major area -- 27

Recommended Courses: Bus 35; CIS 1

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

Interior Design

Certificate of Achievement

The Interior Design program has been developed to prepare students for careers in various areas of home and busi-

ness improvement. Students can prepare for careers as display designer, space planner, furniture buyer, and sales representatives for retail organizations.

Required Courses:		Units
Art 2	Art Appreciation	3
Art 4A	Color and Design	3
Bus 30	Intro to Business and Economics	3
Bus 32	Small Business Operation	3
DT 31	Interior Design Drafting	3
ID 5	Beginning Interior Design	3
ID 6	Materials and Installations	3
ID 7	Space Planning	3
ID 8	Advanced Interior Design	3

Total minimum units required -- 27

Recommended Courses: Bus 35; CIS 1

Interior Design Courses

ID 5 -- 3 Units

Beginning Interior Design

Prerequisite: None. Art 4A is recommended

Class Hours: 3 lecture

Students learn principles and elements of design and color as applied to home interiors. They study materials, organization, and arrangement as related to living needs. The course offers basic preparation for students who plan to seek employment in the field of interior design. Field trips will be required. *Transfer credit: CSU*

ID 6 -- 3 Units

Materials and Installations

Class Hours: 3 lecture

This course is an introduction to the materials and installation processes common to the field of Interior Design. Both residential and commercial processes will be examined. Special emphasis is placed on procurement, pricing and manufacturer's specifications. *Transfer credit: CSU*

ID 7 -- 3 Units

Space Planning

Prerequisites: DT 31, ID 5

Class Hours: 2 lecture, 3 laboratory

This course covers the management of space as it relates to three-dimensional functional adequacy, task management, human behavior, social interaction, traffic and work flow. Other topics include technical consideration such as lighting and power, storage, noise control, computers and code requirements. Practical application will be demonstrated through laboratory projects.

ID 8 -- 3 Units

Advanced Interior Design

Prerequisites: DT 31, ID 5, ID 7

Class Hours: 3 lecture

This is an advanced study of interior design as related to family living. Application of color, materials, and historical styles to contemporary living will be developed. *Transfer credit: CSU*

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

Independent Studies in Interior Design

Prerequisite: A previous course in Interior Design

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of interior design on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Director. The project will involve library work or laboratory work

or field trips. May be taken for a maximum of 6 units. *Transfer credit:*
CSU

ID 31 -- 3 Units

Textiles (F)

Class Hours: 3 lecture

This is a study of the care of textile fibers, their construction, characteristics, finishes, uses and care. It is designed to give a basic knowledge of textiles which will help the student in selecting and caring for textiles. *Transfer credit: CSU; UC. CAN: HEC 6*

ID 89A-Z -- .5-3 Units

Institutes In Interior Design★

Class Hours: Variable

A special series of short courses focuses on particular aspects of home economics. Courses dealing in foods, clothing and household management will provide an opportunity for specialized study.



International and Intercultural Studies

The major in International Studies is based upon the idea that the past 20 years have been a series of significant changes in some of the fundamental ways in which nations have traditionally dealt with one another. There has been a shift away from the older politics of conflict and competition toward the recognition that economic and developmental strategies require international planning and management. Nations are beginning to realize that their destinies are mingled in a way, and to a degree, that is unprecedented. The major is designed to permit students to function in this new environment.

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

International Studies

Associate in Arts Degree

The program includes required classes as enumerated below. In addition, students must select a field of emphasis from those listed below.

Required Courses:		Units
Anth 2	Cultural Anthropology	3
Econ 1	Principles of Micro-Economics	3
Engl 31	Masterpieces of World Literature II	3
Geog 3	Geography of World Affairs	3
Hist 1B	An Intro to Western Civilization	3
	or	
Hist 60F	The World Since 1945	3
Pol Sc 2	Comparative Government	3
Pol Sc 3	American Government and Politics	3
Pol Sc 4	International Relations	3

Required Additional Courses:

Electives: Students may select any of the following areas of emphasis, choosing 2 courses from any single area. Participation in Moorpark College Study Abroad program may be substituted for 3 units.

Area A: Business - Economics

Bus 30/ Econ 30	Intro to Business and Economics	3
Bus 31	Business Organization and Management	3
Bus 37	Marketing	3
Econ 2	Principles of Macro-Economics	3

Area B: Culture and Politics

Hist 7B	Social and Political History of the United States	3
Hist 9	Latin American History	3
Hist 10	African History	3
Hist 16	Asia in the Modern World	3
Hist 60E	Modern England	3
Hist 60F	The World Since 1945	3
Hist 60G	Modern Germany	3
Hist 60R	Modern Russia	3
Phil 11	Survey of World Religions	3
Soc 1	Intro to Sociology	3

Area C: Foreign Languages

Two semesters of the same language: a parallel study of the appropriate culture, e.g., Spanish/Latin American History, is recommended.

Area D: Environmental Studies

Env Sc 2	Environment and Human Interactions	4
Env Sc 3	Energy Resources and Conservation	3
Geog 1	Our Physical Environment	3
Geog 7	The Human Impact	3

Total minimum units required in major area -- 30



Italian

Study in the Italian language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level

Translator
Diplomatic Office
Tutor
Editor

Foreign-Exchange Trader
Foreign Clerk
Foreign Service Officer

Faculty

Part-Time

Damiano Marano
David Pardess

Counselors

Olivia Menchaca
Ofelia Romero-Motlagh

Italian Courses

ITAL 1 -- 4 Units

Elementary Italian I

Class Hours: 4 lecture, 1 laboratory by arrangement

This is an intensive study of the Italian language and culture. Special emphasis will be given to the skills and knowledge necessary for speaking, understanding, reading and writing Italian and the unique nature of the people and their history. The language laboratory will be used extensively in the class, and students will be expected to arrange an additional hour of language lab time each week. *Transfer credit: CSU; UC*

ITAL 2 -- 4 Units

Elementary Italian II

Prerequisite: Ital 1 or 2 years of high school Italian with grades of C or better or equivalent fluency

Class Hours: 4 lecture, 1 laboratory by arrangement

This course concentrates on development of the ability to understand and to express Italian in oral and written form. Extensive use is made of the language laboratory. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC*

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

Independent Studies In Italian

Prerequisite: A previous course in Italian

Class Hours: 1-3 tutorial

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

ITAL 31A -- 3 Units

Beginning Conversational Italian

Class Hours: 3 lecture

This introductory course for non-native speakers of Italian includes study of elementary grammar and principles of usage. It is designed for students who wish to understand and use Italian in practical situations. May be taken two (2) times for credit.

ITAL 31B -- 3 Units

Intermediate Conversational Italian

Prerequisite: Ital 31A or equivalent

Class Hours: 3 lecture

An intermediate course for non-native speakers of Italian, including study of grammar and principles of usage. Designed for students who have some basic conversational Italian, but who wish to continue work in this area. May be taken two (2) times for credit.

ITAL 31C -- 3 Units

Advanced Conversational Italian

Prerequisite: Ital 31B or equivalent

Class Hours: 3 lecture

This course emphasizes correct oral communication in Italian. It is especially geared for the student with an Italian-speaking background. The music, art, literature and architecture of Italy will serve as the main topics of oral presentation and discussion.



Japanese

Study in the Japanese language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Fundamentals of grammar, vocabulary and the essential structure of the Japanese language are presented. Emphasis is placed on listening comprehension and then oral communication. The Japanese writing system is gradually introduced to provide the students with the total experience of the language. Aspects of the culture are also included. May be taken two (2) times for credit.

Career Opportunities

B.A. Level

Translator
Diplomatic Office
Tutor
Editor

Foreign-Exchange Trader
Foreign Clerk
Foreign Service Officer

Faculty

Part-Time

Naoko Hall
Paul Jonokuchi

Counselors

Olivia Menchaca
Ofelia Romero-Motlagh

Japanese Courses

JAPAN 1 -- 4 Units

Elementary Japanese I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course is an intensive study of the Japanese language and culture with special emphasis on speaking and writing skills. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC pending*

JAPAN 2 -- 4 Units

Elementary Japanese II

Prerequisite: Japan 1 with a grade of C or better or equivalent

Class Hours: 4 lecture, 1 laboratory by arrangement

This course will include grammar; oral and written composition; development of communications skills; reading of elementary texts; customs and culture. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC pending*

JAPAN 3 -- 4 Units

Intermediate Japanese I

Prerequisite: Japan 2

Class Hours: 4 lecture, 1 laboratory by arrangement

This course will include grammar; oral and written composition; reading of intermediate texts; customs and culture. Students will be expected to spend one hour in the language lab each week. *Transfer credit: CSU; UC pending*

JAPAN 31A -- 3 Units

Beginning Conversational Japanese

Class Hours: 3 lecture

An introductory course for non-native speakers of Japanese, including study of elementary grammar and principles of usage. Designed for students who wish to understand and use Japanese in practical situations. May be taken two (2) times for credit.

JAPAN 31B -- 3 Units

Intermediate Conversational Japanese

Prerequisite: Japan 31A or equivalent

Class Hours: 3 lecture



Journalism

The Journalism major program has a two-fold purpose: to provide preparation for careers in newspaper and magazine editorial work, television and radio news, or public relations, and, to provide a study of the media of mass communications for those students who feel it would contribute to their liberal education.

Career Opportunities

Reporter	Advertising Assistant
Feature Writer	Writer
Copy Editor	Publicity Director
Editorial Assistant	Technical Writer
Make-up Editor	Proofreader
Photographer	Stringer
Lay-out Worker	Production Assistant

Faculty

Full-Time	Part-Time	Counselor
Bona Dillon	Gerald Olsen	Annette Burrows
John Grzywacz-Gray		

Transfer Information

Major requirements for upper-division standing at: **California State Universities, Northridge and San Jose: Journ 2.** (No more than 12 units in Journalism may be transferred from Moorpark.)

Journalism Occupational Associate in Science Degree

This program is designed to introduce students to the field of Journalism with possible preparation for entry-level positions as stringers, lay-out workers, advertising assistants, and other production related jobs. An internship program in connection with local print media is available.

Required Courses:	Units
Journ 1 Media and Society	3
Journ 2 News Reporting and Writing	3
Journ 3 Advanced News/Feature Writing	3
Journ 8 Basic Photo-Journalism	3
Journ 9 Copy Editing and Make-up	3
Journ 10A Newspaper Production	3
Journ 12 Broadcast Journalism	3
Journ 14 Intro to Public Relations	3

Total minimum units required in major area -- 24

Recommended Courses: Bus 38; GC 21; Journ 7, 10B, 11A

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

Journalism Courses

JOURN 1 -- 3 Units

Media and Society

Class Hours: 3 lecture

This course surveys the history and nature of print and electronic media in America. It will examine the social, political and cultural implication of media. (co-numbered RT 1) *Transfer credit: CSU; UC*

JOURN 2 -- 3 Units

News Reporting and Writing

Prerequisite: Eligibility for Engl 1A or equivalent

Class Hours: 3 lecture

This course is an introduction to the field of journalism through the study of information gathering and reporting techniques. Concentration on research, investigation, interviewing, reporting and writing, ethics and basic journalism law demonstrated by mastering basic writing skills applicable in the mass media. News, feature, sports and persuasion writing are emphasized. *Transfer credit: CSU; UC. CAN: JOURN 2*

JOURN 3 -- 3 Units

Advanced News/Feature Writing

Prerequisite: Eligibility for Engl 1A or equivalent

Class Hours: 3 lecture

Students learn to write the kind of feature articles used in magazine and newspapers, as well as the techniques used in gathering material. Practical experience is given through writing for the school newspaper and magazine. *Transfer credit: CSU*

JOURN 4 -- 3 Units

Magazine Article Writing

Prerequisite: Engl 1A or Journ 2 or equivalent

Class Hours: 3 lecture

This course offers instruction in writing for magazines, including feature articles, reviews, and editorials suitable for publication. It includes practice in editing and the use of illustrative materials. *Transfer credit: CSU*

JOURN 7 -- 3 Units

Layout and Paste-up Techniques

Class Hours: 2 lecture, 3 laboratory

Students will learn practical applications of layout and paste-up techniques for graphic reproduction, including the principles of design. Students will also study the design of roughs, comprehensives and camera ready art, preparation of line and tone copy, use of technical pens and rubylith material; a study of the point system, type identification and copy mark-up systems. (co-numbered GC 25) *Transfer credit: CSU*

JOURN 8 -- 3 Units

Basic Photo-Journalism

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course concentrates on the aspects of photography as applied to mass communication, broadcast and print journalism. Students concentrate on the translation of ideas to images for reproduction in magazines, newspapers and book illustrations. Other topics include special effects, the utilization of camera and light as creative tools and basic motion picture techniques. May be taken two (2) times for credit. (co-numbered Photo 8) *Transfer credit: CSU*

JOURN 9 -- 3 Units

Copy Editing and Make-up

Prerequisites: Journ 2 with a grade of "C" or better; ability to type; recommend concurrent enrollment in Journ 10A or Journ 10B for Journalism majors

Class Hours: 2 lecture, 3 laboratory

This course offers study and practice in analysis of structure and effectiveness of written materials, rewriting, correction of errors, proofreading, headline writing, news and picture evaluation, and page

design. Opportunity is provided to work on the campus newspaper.
Transfer credit: CSU

JOURN 10A/B -- 3/3 Units Newspaper Production

Prerequisites: Journ 1, Journ 2 or equivalent
Class Hours: 1 lecture, 6 laboratory

This is a course in the conception, development, editing, layout and composition of newspapers. Particular emphasis will be given to finding attractive and effective ways of presenting written and pictorial matter. Instruction will be given in the graphic arts; use of composing and headlining equipment. Journ 10B may be taken two (2) times for credit.
Transfer credit: CSU

JOURN 10C -- 2 Units Photography Lab for Newspaper Production

Prerequisite: Journ 8 or equivalent experience
Class Hours: 1 lecture, 3 laboratory

This course provides an opportunity for practical experience in photo-journalism. It is a support course for the campus newspaper production. May be taken two (2) times for credit.

JOURN 11A -- 3 Units Magazine Editing

Prerequisites: Journ 1, Journ 2 or equivalent
Class Hours: 2 lecture, 3 laboratory

This is a course in the analysis, development, composition and layout of magazines or similar publications. Emphasis is given to coordinating feature stories and related articles with attractive pictorial displays. Instruction is also given in the graphic arts as related to magazine production. (co-numbered Engl 47) *Transfer credit: CSU*

JOURN 12 -- 3 Units Broadcast Journalism

Class Hours: 3 lecture

In this advanced practical course in the preparation of radio and television newscasts, students develop interviewing skills, write original news copy and edit and rewrite wire service copy for on-air purposes. Actual field work is performed using remote recording equipment. (co-numbered RT 12) *Transfer credit: CSU*

JOURN 14 -- 3 Units Introduction to Public Relations

Prerequisite: Engl 1A or equivalent
Class Hours: 3 lecture

This course is an introduction to public relations in today's society. It includes a survey of the origins of public relations and a study of the definitions, processes, and audiences of public relations. Specifics will include public relations in businesses, as well as associations, volunteer agencies and educational institutions. Course content includes how to write, prepare and submit release to video/audio and print media.
Transfer credit: CSU

JOURN 22A/B -- 1-3/1-3 Units Independent Studies in Journalism

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

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

JOURN 60A-Z -- 1-6 Units Topics in Journalism

Prerequisite: To be determined with each Topic
Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 4 Units

Cultural Diversity in the Media★ (Offered Summer only)

Prerequisite: Command of basic English skills as demonstrated by a written sample

Class Hours: 3 lecture, 3 laboratory

This course is an extensive introduction to various aspects of media, with specific concentration on newspaper journalism. It is open to high school juniors and seniors who qualify for concurrent enrollment.



Laser/Electro-Optics Technology

This high technology program reflects an important trend in the varied electronics industry. The fields of aerospace, computer technology and military applications are only a few of the areas where a growing laser industry is of great importance.

Career Opportunities

Laser Technician	Research Technician
Laser Sales Specialist	Physics Technician
Electro-Optics Technician	Electro-Optical Sales Specialist
Project Technician	

Faculty

Full-Time	Part-Time	Counselor
Balazs Becht	Ronald Beam	Kathy
Clinton Harper	Hadi Darejeh	Alfano

■ Laser/Electro-Optics Technology

Occupational Associate in Science Degree

This program trains students for employment in industries that construct, service and utilize lasers and related electro-optical equipment. Graduates of the program will be employed in a broad spectrum of jobs, including: laser sales and service, research and development, material processing applications, medical applications, information storage, non-destructive testing and applications in the fine arts to name a few. Entry into the program occurs only in the Fall semester and is open to all students who meet the entrance requirements for Moorpark College. Students interested in a degree in the laser/electro-optics field that can eventually lead to a 4-year institution should consider Physics Option III (Electro-optics) rather than the LET major.

Preparation for the Major:

Mathematics -- one year high school algebra or Math 1 or equivalent.

Electronics -- Students with no prior experience with Electronics are encouraged to take EL 1/1L prior to or concurrently with EL 10/10L.

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

Required Courses:	Units
EL 10/10L	Passive Circuits/Lab 5
EL 16/16L	Analog Circuits/Lab 4
EL 17/17L	Digital Circuits/Lab 4
Engl 1A*	English Composition 3
Engl 11	Report and Technical Writing 3
HE 9	Cardiopulmonary Resuscitation .5
LET 1/1L	Intro to Lasers/Lab 4
LET 3A/3AL	Intro to Optics/Lab 4
LET 3B/3BL	Modern Optics/Lab 4
LET 4	Machine Shop Techniques 2
LET 6/6L	Laser Components, Devices & Metrology/Lab 4
LET 8	Laser Power Systems 2
LET 9/9L	Laser Systems and Applications/Lab 5
LET 10	Projects in LET 2

Math 4A	Technical Mathematics I	5
	or	
Math 3	Intermediate Algebra	5
Math 4B	Technical Mathematics II	5
	or	
Math 7	College Algebra and Trigonometry	5
Phy Sc 1/1L*	Principles of Physical Science/Lab	4

Total required units in major -- 60.5-7 (GE) = 53.5

*Denotes General Education course required for A.S. Degree.

Note: HE 9 (CPR, 0.5 unit) will be waived if, at time of graduation, student holds a current, valid certificate from a Red Cross approved CPR course. Also Math 5 and Math 6 can be substituted for Math 7.

Recommended Courses: CIS 14; EL 21

Suggested Course Sequence:

First Semester	Third Semester
EL 10/10L 5	EL 17/17L 4
LET 1/1L 4	Engl 1A 3
LET 4 2	LET 3B/3BL 4
Math 4A or	LET 6/6L 4
Math 3 5	LET 8 2
<hr/>	<hr/>
16	17

Second Semester	Fourth Semester
EL 16/16L 4	Engl 11 3
HE 9 .5	LET 9/9L 5
LET 3A/3AL 4	LET 10 2
Math 4B or	(alternate course:
Math 7 5	LET 22A)
<hr/>	Phy Sc 1/1L 4
13.5	(alternate courses:
	Ph 10A/10AL
	or 20A/20AL &
	Chem 1A or 12)
	<hr/>
	14

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

■ Laser/Electro-Optics Technology Certificate of Achievement

This program trains students for employment in industries that construct, service and utilize lasers and related electro-optical equipment. Those who earn certificates can expect employment in a broad spectrum of jobs including those listed under Laser/Electro-Optics Technology Associate in Science Degree.

Preparation for the Major:

Mathematics -- one year high school algebra or Math 1 or equivalent.

Electronics -- Students with no prior experience with Electronics are encouraged to take EL 1/1L prior to or concurrently with EL 10/10L.

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

Required Courses:	Units
EL 10/10L	Passive Circuits/Lab 5
EL 16/16L	Analog Circuits/Lab 4
EL 17/17L	Digital Circuits/Lab 4

HE 9	Cardiopulmonary Resuscitation	.5
LET 1/1L	Intro to Lasers/Lab	4
LET 3A/3AL	Intro to Optics/Lab	4
LET 3B/3BL	Modern Optics/Lab	4
LET 4	Machine Shop Techniques	2
LET 6/6L	Laser Components, Devices & Metrology/Lab	4
LET 8	Laser Power Systems	2
LET 9/9L	Laser Systems and Applications/Lab	5
LET 10	Projects in LET	2
Math 4A	Technical Mathematics I	5
	or	
Math 3	Intermediate Algebra	5
Math 4B	Technical Mathematics II	5
	or	
Math 7	College Algebra and Trigonometry	5
Total minimum units required -- 50.5		
Recommended Courses: CIS 14; EL 21		

Laser/Electro-Optics Technology Courses

LET 1 -- 3 Units

Introduction to Lasers

Prerequisite: One year of high school algebra or Math 1 or equivalent

Corequisite: Math 4A or Math 3

Class Hours: 3 lecture

This course introduces the student to the elements and operation of a laser, the properties of light and the fundamentals of atomic and molecular structure as applied to laser systems. The helium-neon laser is studied in detail and other laser systems are surveyed. Safety procedures regarding the use of laser systems are stressed. *Transfer credit: CSU*

LET 1L -- 1 Unit

Introduction to Lasers Laboratory

Prerequisite: Prior completion of or concurrent enrollment in LET 1

Class Hours: 3 laboratory

This laboratory course introduces students to the measurement of laser output parameters such as beam diameter, divergence and irradiance. Cleaning of optical surfaces and alignment of a laser resonator are also covered. Techniques of proper data taking, recording and analysis are introduced, and laboratory safety procedures are stressed. *Transfer credit: CSU*

LET 3A -- 3 Units

Introduction to Optics

Prerequisites: LET 1/1L and Math 4A or Math 3 or equivalent

Corequisite: Math 4B or Math 7

Class Hours: 3 lecture

This is a comprehensive course in geometrical and wave optics. Topics include: reflection and refraction, matrix optics, thin and thick lenses, interference diffraction and polarization. *Transfer credit: CSU*

LET 3AL -- 1 Unit

Introduction to Optics Laboratory

Prerequisite: Prior completion of or concurrent enrollment in LET 3A

Class Hours: 3 laboratory

This is an introductory laboratory course in geometrical and wave optics. Techniques of data taking, recording and analysis are stressed. *Transfer credit: CSU*

LET 3B -- 3 Units

Modern Optics

Prerequisites: LET 3A or Ph 20C and Math 4B or Math 7

Class Hours: 3 lecture

This is a course with selected topics in modern optics including: matrix treatment of polarization, multilayer films, Fourier optics, Gaussian beam propagation, holography, electro and magneto-optic effects, fiber optics. *Transfer credit: CSU*

LET 3BL -- 1 Unit

Modern Optics Laboratory

Prerequisite: Prior completion of or concurrent enrollment in LET 3B

Class Hours: 3 laboratory

This is a laboratory course in which students perform experiments in selected areas of modern optics. Experiments will include polarization, multilayer coatings, Gaussian beam propagation, holography, E-O modulators, A-O modulators, Faraday rotation, and fiber optics. *Transfer credit: CSU*

LET 4 -- 2 Units

Machine Shop Techniques

Class Hours: 1 lecture, 3 laboratory

This is an introductory course in machine shop techniques. Topics covered include: use of common hand tools, band saws, drill press, lathe and mill. Basic drafting techniques including blue print reading, dimensioning, fits and tolerances will be introduced. Shop safety procedures will be stressed. *Transfer credit: CSU*

LET 6 -- 3 Units

Laser Components, Devices & Metrology

Prerequisites: LET 3A/3AL, Phy Sc 1/1L, EL 16/16L or equivalent (or Ph 20B/20BL for Physics Option III majors)

Class Hours: 3 lecture

This course is designed to acquaint the student with many of the components, devices and measurement techniques used in the laser/electro-optics industry. Components discussed include: optical tables and benches, mounts, mirrors, lenses, gratings, filters and polarizers. Devices discussed include: switches and mode lockers, modulators, fiber optics, beam expanders and optical isolators. Measurement techniques using monochromators, spectrophotometers, wave meters and interferometers are introduced. Equipment control and data acquisition using computers is demonstrated.

LET 6L -- 1 Unit

Laser Components, Devices & Metrology Laboratory

Prerequisite: Prior completion of or concurrent enrollment in LET 6

Class Hours: 3 laboratory

This laboratory course is designed to give the students practical experience with the use and operation of a variety of devices and instruments common to the electro-optics industry. The principles of high vacuum technology are also introduced. A semester project including oral and written progress reports is required.

LET 8 -- 2 Units

Laser Power Systems

Prerequisites: EL 16L, LET 1L

Class Hours: 1 lecture, 3 laboratory

This is a course that covers the operation and maintenance of both CW and pulsed laser power supplies. Techniques of circuit board repair and electronic troubleshooting are introduced. Emphasis is placed on the safety aspects of working with high voltage and high current circuits.

LET 9 -- 3 Units

Laser Systems and Applications

Prerequisites: EL 16/16L, LET 6/6L (Physics Option III majors may take EL 16/16L concurrently.)

Class Hours: 3 lecture

This course introduces the students to laser systems, typical of those currently used in industry. Laser systems discussed include: Ar and Kr ion, He-ne, organic dye, CO₂, nitrogen, ruby, Nd:YAG, Nd: Glass, alexandrite excimer, and free-electron. Applications in areas such as material processing, medicine, consumer products, and defense will be discussed. Students will be taught the basic skills of laser system maintenance, and the appropriate safety procedures regarding laser radiation, high voltage and toxic materials.

LET 9L -- 2 Units

Laser Systems and Applications Laboratory

Prerequisite: Prior completion of or concurrent enrollment in LET 9

Class Hours: 6 laboratory

This laboratory course gives the student extensive hands-on experience in the operation, maintenance and applications of a wide variety of

laser systems. Lasers operated during this lab include: Ar and Kr ion, organic dye, CO₂, N₂, ruby, He-Ne, and Nd:YAG. Students will be taught the basic skills of laser system maintenance, and the appropriate safety procedures regarding laser radiation, high voltage and toxic materials.

LET 10 -- 2 Units

Projects In LET

Prerequisites: EL 16/16L, EL 17/17L, LET 6/6L, concurrent enrollment in LET 9/9L

Class Hours: 6 laboratory

This course is designed to instruct the student by actual practice in the formulation, design and implementation of a project in laser/electro-optics. Projects may include the construction of a laser or related electro-optical device and/or utilization of a laser in an experiment. *Transfer credit: CSU*

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

Independent Studies In LET

Prerequisite: A previous course in Laser/Electro-Optics Technology

Class Hours: .5-3 tutorial

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

Leadership

All Leadership courses are listed with the Personal Growth courses. Refer to that section alphabetically for full course information.

Learning Skills

All Learning Skills courses are listed with the Special Education courses. Refer to that section alphabetically for full course information.



Faculty

Counselors

Rick Cardoni
Gail Goodman
Don Henderson

Transfer Information

The major in Liberal Studies is designed primarily for students seeking the multiple subjects (elementary) credential, but is open to all students. This major is not appropriate for most students intending to teach in a public junior or senior high school. The completion of the Liberal Studies major automatically satisfies the General Education requirements of the University.

While the four components are common to this major at any Cal State campus, the specific courses required in each component will vary between campuses. Plan to see your counselor for more details about this major -- do this early to avoid errors in course selection.

Major requirements for advanced standing at:

California State University, Northridge:

1. Freshman Composition: Engl 1A.
2. Critical Reasoning: Phil 7.
3. Speech Communication: Spch 1 or 7.
4. Introduction to Literature: Engl 1B or 30 or 31.
5. Foreign Language: Any intermediate-level (3) foreign language course.
6. Mathematics: Math 10 and Math 210L after transfer.
7. Biology: Biol 1.
8. Physical Science: Phy Sc 1, 1L.
9. World Geography: Geog 2.
10. Roots of European Society & Culture: Hist 1A.
11. African, Asian and Latin American Society & Culture: Hist 9 or 10 or 15.
12. U.S. History: Hist 3.
13. U.S. Government: Pol Sc 3.
14. California History & Geography: Geog 10 or Hist 8.
15. Philosophy: Phil 1.
16. Ethics, Values, and Religion: Phil 2 or 11.
17. Visual & Performing Arts: Select one course from: Art 1A, 1B, 2; Mus 8; ThA 1.
18. Child Development: CD 30 or Psych 4.



Mathematics

The Mathematics degree program offers training in both pure and applied mathematics, leading to careers in research, education, business, industry, and government. Many areas, such as the physical, biological, and social sciences, engineering, economics, and business, are dependent upon the use of applied mathematics in developing solutions to practical problems.

Career Opportunities

B.S. Level

(Most careers require bachelors or advanced degrees)

Banker	Mathematician
Systems Analyst	Demographer
Programmer	Operations Research Analyst
Statistical Methods Analyst	Applied Science Programmer
Statistician	

Faculty

Full-Time

Christine Aguilera
Beverly Barker
Alberto Beron
Jane Broadbooks
Kathryn Fink
Keith Hilmer
Mary LaBarge
Fred Meyer
Charles Molnar
Mahyad Rahnamaie
Deborah Ritchie
Benjamin Rode
Fred Schaak
Kokki Shindo
Robert Stephens
Arthur Szylewicz
Roger Walters
David Weinstein
Grethe Wygant

Part-Time

Nicholas Arnold
Ray Bergman
Charles T. Chen
Janice Christensen
Christine Cole
Robert Davis
Eugene Foxman
Jack Gill
Nella Hartnell
Thomas Hetherington
Robert Holden
Robert Jones
Larry Lace
Cecilia Leonard
Hsiao-Ling Liu
Sandra Lofstock
Richard McIntyre
Dean Meyers
Stephen Mussack
John Mutolo
David Ogawa
Sousan Pejhan
Thomas Putnam
James Riley
Brenda Rudin
Kristine Ryan
Mark Schuberg
Virginia Seaton
David Smith
Manuel Tessier
Linda Trexel
John Wells
John Werth
James Wilkes
Leo Wingle

Counselors

Kathy Alfano
Olivia Menchaca

California State University, Northridge:

CS 10/10L; Math 25A, 25B, 25C, 31; Phil 9; Ph 20A/20AL, 20B/20BL.

California State University, Sacramento:

CS 18/18L; Math 25A, 25B, 25C, 31, 35.

University of California, Berkeley:

Math 25A, 25B, 25C, 31, 35.

University of California, Davis:

Math 7, 25A, 25B, 25C, 31, 35.

University of California, Santa Barbara:

CS 10/10L, 18/18L; Math 25A, 25B, 25C, 30, 31, 35; Ph 10A/10AL or Ph 20A/20AL.

Mathematics

Associate in Arts Degree

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

Preparation for the Major:

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

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

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

Required Courses:

	Units
CS 18/18L	Computer Programming - FORTRAN/Lab 4
Math 25A	Calculus with Analytic Geometry I 5
Math 25B	Calculus with Analytic Geometry II 5
Math 25C	Calculus with Analytic Geometry III 5
Math 31	Intro to Linear Algebra 3
Math 35	Applied Differential Equations 3
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab 4
Ph 20B/20BL	Electricity and Magnetism/Lab 4

Total minimum units required in major area -- 33

Recommended Courses: Chem 1A; CS 10/10L; Math 15, 30; Ph 20C/20CL

Suggested Course Sequence:

First Semester		Third Semester	
CS 18/18L	4	Math 25C	5
Math 25A	5	Math 31	3
		Ph 20B/20BL	4
9		12	

Transfer Information

Major requirements for upper-division standing at:

Second Semester

Math 25B	5
Ph 20A/20AL	4
	<hr/> 9

Fourth Semester

Math 35	3
	<hr/> 3

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

Mathematics Courses

IMPORTANT NOTES

- A satisfactory grade (A, B, C, or CR) is required for all prerequisite college course work. A student receiving an unsatisfactory grade (D, F, or NC) in a prerequisite college course is to repeat the class and receive a satisfactory grade before enrolling in a sequel college mathematics class.
- The Mathematics Placement Exam places students who have not completed a mathematics class in a college mathematics program. Information on the Math Placement Exam is available at the Counseling Center in the Administration Building and also in the fall, spring, and summer class schedules.
- A student who has earned a satisfactory grade in a college mathematics class may petition to repeat the class after a lapse of two or more years.

MATH 1 -- 5 Units Elementary Algebra

Prerequisite: Math 9 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 5 lecture

This course briefly reviews arithmetic with integers, fractions and decimals. It covers linear equations and inequalities, including graphing, systems of linear equations, polynomials, rational expressions, integer exponents, square roots and radical expressions, and quadratic equations and the quadratic formula. (College credit only. Does not apply toward a degree.)

MATH 1S -- 1 Unit Elementary Algebra Discussion Session★

Prerequisite: Math 9 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Corequisite: Math 1
Class Hours: 1 lecture

This course is a discussion session to accompany Math 1. It gives students the chance to gain a greater mastery of the topics covered in Math 1 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in elementary algebra by introducing supplementary topics related to the core material of Math 1. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra and related problems. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

MATH 2 -- 3 Units Fundamentals of Geometry (F)

Prerequisite: Math 1 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam (Math 3 may be taken concurrently.)
Class Hours: 3 lecture

This course concentrates on definitions and properties of lines, segments, planes, rays, angles, triangles, circles and polygons, congruence and similarity of triangles, coordinate systems, areas, volumes, space geometry, triangle trigonometry and methods of proof. (College credit only. Does not apply toward a degree.)

MATH 3 -- 5 Units Intermediate Algebra

Prerequisite: Math 1 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 5 lecture

This course reviews elementary algebra, including factoring, rational expressions, linear equations and inequalities, determinants and Cramer's Rule, exponents and radicals, complex numbers, functions and graphs, quadratic equations, exponential and logarithmic functions.

MATH 3S -- 1 Unit Intermediate Algebra Discussion Session★

Prerequisite: Math 1 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Corequisite: Math 3
Class Hours: 1 lecture

This course is a discussion session to accompany Math 3. It gives students the chance to gain a greater mastery of the topics covered in Math 3 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in intermediate algebra by introducing supplementary topics related to the core material of Math 3. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra and related problems. May be taken two (2) times for credit.

MATH 4A -- 5 Units Technical Mathematics I

Prerequisite: Math 1 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 5 lecture

Topics covered in this course include basic concepts of algebra, functions and graphs, systems of equations, determinants, products and factors, exponential and logarithmic functions, quadratic equations, trig functions, radian measurement, graphs of trig functions, vectors, complex numbers.

MATH 4B -- 5 Units Technical Mathematics II

Prerequisite: Math 4A
Class Hours: 5 lecture

Topics covered in this course include nonlinear equations, equations of higher degree, determinants and matrices, inequalities, series, special topics in trigonometry, topics in analytic geometry, introduction to probability and statistics, introduction to differentiation and applications, and introduction to integration and applications.

MATH 5 -- 3 Units College Algebra

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam (Math 6 may be taken concurrently.)
Class Hours: 3 lecture

This course covers polynomial functions, rational function, theory of equations, logarithmic and exponential functions, complex numbers, mathematical induction, probability, sequences and series, binomial theorem, matrices and determinants. Completion of both Math 5 and Math 6 is equivalent to completing Math 7. *Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with Math 7 and 12. CAN: MATH 10*

MATH 6 -- 3 Units Trigonometry

Prerequisite: Math 5 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam (Math 5 may be taken concurrently.)
Class Hours: 3 lecture

This course covers functions, trigonometric functions, solutions of triangles, radian measure, analytic trigonometry, trigonometric identities and equations, composite angle identities, inverse trigonometric functions, complex numbers and polar equations, and logarithms. Completion of both Math 5 and Math 6 is equivalent to completing Math 7. *Transfer credit: CSU*

MATH 7 -- 5 Units College Algebra and Trigonometry

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 5 lecture

This integrated course in college algebra and trigonometry is strongly recommended for all students planning to enter the Math 25ABC sequence. Topics include basic algebraic concepts, equations and inequalities of the first and second degree, functions and graphs, linear and quadratic functions, polynomial functions of higher degree, exponential and logarithmic functions, trigonometric functions, analytical trigonometry, systems of equations and inequalities, and sequences and series. Students taking Math 5, 6, 7 will receive a maximum of 6 units credit. Completion of Math 7 is equivalent to completing both Math 5 and Math 6. *Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with Math 5 and 12. CAN: MATH 16*

MATH 7S -- 1 Unit

College Algebra and Trigonometry Discussion Session★

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Corequisite: Math 7

Class Hours: 1 lecture

This course is a discussion session to accompany Math 7. It gives students the chance to gain a greater mastery of the topics covered in Math 7 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in college algebra and trigonometry by introducing supplementary topics related to the core material of Math 7. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving algebra, trigonometry and related problems. May be taken two (2) times for credit.

MATH 9 -- 3 Units

Pre-Algebra

Class Hours: 3 lecture

This course is designed to prepare students for algebra. The emphasis will be on a mathematically sound approach to the basic arithmetic operations with fractions, decimals, and signed numbers. Sufficient drill will be provided to reinforce these operations. There will be a parallel emphasis on problem solving and applications of these operations to topics such as percent, proportion, and measurement. The course will conclude with an introduction to basic algebra. Ability to add, subtract, multiply, and divide positive whole numbers is required background for success in this course. (College credit only. Does not apply toward a degree.)

MATH 9S -- 1 Unit

Pre-Algebra Discussion Session★

Corequisite: Math 9

Class Hours: 1 lecture

This course is a discussion session to accompany Math 9. It gives students the chance to gain a greater mastery of the topics covered in Math 9 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in mathematics by introducing supplementary topics related to the core material of Math 9. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving math problems. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

MATH 10 -- 3 Units

Mathematics for Elementary Teachers

Prerequisites: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam; in addition, one year high school geometry, or Math 2, or equivalent college course

Class Hours: 3 lecture

This course covers the language of sets; systems of numeration; the nature of numbers and the fundamentals of operations; the domain of integers; the fields of rational, real and complex numbers. It will satisfy credential requirements for elementary and junior high teachers and/or general education option under basic studies. Not open to students majoring in the physical sciences or mathematics. *Transfer credit: CSU*

MATH 12 -- 3 Units

College Algebra with Business Applications

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 3 lecture

Topics from college algebra and calculus are applied to problems in business and economics. Algebra topics covered include linear, quadratic, exponential and logarithmic functions; linear systems and matrices; and systems of linear inequalities. Calculus topics covered include the derivative and its applications, and an introduction to integral calculus. *Transfer credit: CSU; UC maximum credit allowed -- 4 units if combined with Math 5 and 7*

MATH 13 -- 3 Units

Mathematical Ideas

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 3 lecture

This course is intended to give general students a better understanding of the nature of mathematics, the character and origin of different subject fields in mathematics and the application of mathematics to several disciplines. Topics to be covered include logic, numeration systems, number theory, mathematical systems, probability, statistics, and application of these topics to the arts, architecture, powers, puzzles, computers, geometry, and everyday needs of the consumer. *Transfer credit: CSU; UC*

MATH 14 -- 3 Units

Finite Mathematics

Prerequisite: Math 3 or equivalent

Class Hours: 3 lecture

This course is for students of business, managerial, social or behavioral science. Topics include: matrices, linear inequalities and linear programming, mathematics of finance, probability and probability distributions and applications to linear programs. *Transfer credit: CSU; UC*

MATH 15 -- 5 Units

Introductory Statistics

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 5 lecture

This course explores the nature of statistical methods, including the description of sample data, probability, theoretical frequency distributions, sampling, estimation, testing hypothesis, special topics. Students are given problems and problem-solving techniques. *Transfer credit: CSU; UC. CAN: STAT 2*

MATH 15S -- 1 Unit

Introductory Statistics Discussion Session★

Prerequisite: Math 3 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Corequisite: Math 15

Class Hours: 1 lecture

This course is a discussion session to accompany Math 15. It gives students the chance to gain a greater mastery of the topics covered in Math 15 by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in statistics by introducing supplementary topics related to the core material of Math 15. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving statistics problems. May be taken two (2) times for credit.

MATH 16A -- 3 Units

Applied Calculus I

Prerequisites: Math 5 or Math 7 or Math 12 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam; students need a scientific calculator

Class Hours: 3 lecture

This course gives a brief review of college algebra, and then gives a thorough study of limits, continuity and differentiation. Emphasis is placed on applying differential calculus to problems in business, economics, social and biological sciences. This course ends with an in

roduction to antidifferentiation. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 25A*

MATH 16B -- 3 Units

Applied Calculus II (S)

Prerequisite: Math 16A or Math 25A or equivalent

Class Hours: 3 lecture

This course is a continuation of Math 16A. The topics covered include integration, elementary and separable differential equations, functions of several variables, partial derivatives, relative maxima and minima, Lagrange multipliers, method of least squares, double integrals, infinite series, Taylor Approximation, and Newton's method. Emphasis is placed on applying calculus to problems in business, economics, social and biological sciences. *Transfer credit: CSU; UC maximum credit allowed --one course if combined with Math 25B*

MATH 20 -- 3 Units

Introduction to Numerical Methods

Prerequisites: CS 18/18L and (Math 16A or Math 25A)

Class Hours: 3 lecture

Topics covered in this course include: error analysis, power series calculation of functions, roots of equations, non-linear simultaneous equations, matrices, determinants, and linear simultaneous equations; numerical integration; interpolation and curve fitting. These numerical methods will be practically applied using a computer. *Transfer credit: CSU; UC*

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

Independent Studies in Mathematics

Prerequisite: A previous course in Mathematics

Class Hours: .5-3 tutorial

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

MATH 25A -- 5 Units

Calculus with Analytic Geometry I

Prerequisites: Math 5 and Math 6 or Math 7 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Class Hours: 5 lecture

Topics covered in this course include: a brief review of college algebra, the real number system, elements of analytic geometry and functions; limits, continuity, differentiation and integration of algebraic functions with applications, differentiation and integration of elementary transcendental functions with applications, and solutions of 1st order, separable differential equations with applications. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 16A. CAN: MATH 18*

MATH 25AS -- 1 Unit

Calculus with Analytic Geometry I Discussion Session★

Prerequisites: Math 5 and Math 6 or Math 7 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam

Corequisite: Math 25A

Class Hours: 1 lecture

Calculus discussion session to accompany Math 25A. Students will study selected problems pertinent to material covered in Calculus. Course may include reading, writing, and use of a computer to solve calculus problems. May be taken two (2) times for credit.

MATH 25B -- 5 Units

Calculus with Analytic Geometry II

Prerequisite: Math 25A or Math 16B or equivalent

Class Hours: 5 lecture

Topics covered in this course include: differentiation and integration of the logarithmic and exponential functions, inverse trigonometric and the hyperbolic functions, techniques of integration, improper integrals and L'Hospital's Rule, sequences, series, and Taylor's Theorem, analytical

geometry including conic sections, translations, rotations, and applications of integration and differentiation. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Math 16B. CAN: MATH 20*

MATH 25BS -- 1 Unit

Calculus with Analytic Geometry II Discussion Session★

Prerequisite: Math 25A or Math 16B or equivalent

Corequisite: Math 25B

Class Hours: 1 lecture

This course is a discussion session to accompany Math 25B. It gives students the chance to gain a greater mastery of the topics covered in Math 25B by providing additional discussion and problem-solving opportunities. It also gives students a richer experience in calculus by introducing supplementary topics related to the core material of Math 25B. This course may also include appropriate topics from the history of mathematics and opportunities to use a computer in solving calculus problems. May be taken two (2) times for credit.

MATH 25C -- 5 Units

Calculus with Analytic Geometry III

Prerequisite: Math 25B or equivalent

Class Hours: 5 lecture

Study is made of Power series L'Hospital's Rule, improper integrals, vector space theory, vector calculus, function of several variables, multiple integrals. *Transfer credit: CSU; UC. CAN: MATH 22*

MATH 30 -- 3 Units

Introduction to Modern Algebra

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

This course is an introduction to logic and proofs, set theory, relations and mappings, properties of integers, and algebraic structures. *Transfer credit: CSU; UC*

MATH 31 -- 3 Units

Introduction to Linear Algebra (F)

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

Studies include vectors, vector spaces, matrices, systems of linear equations, dimension, determinants, eigenvalues. Linear transformations. *Transfer credit: CSU; UC*

MATH 33 -- 3 Units

Introduction to Analysis

Prerequisite: Math 25C or equivalent

Class Hours: 3 lecture

Elements of real analysis and set theory are studied with emphasis on attaining a thorough understanding of the basic concepts of set theory, algebra and topology of the real numbers, limits, continuity. *Transfer credit: CSU; UC*

MATH 35 -- 3 Units

Applied Differential Equations (S)

Prerequisite: Math 25B or equivalent

Class Hours: 3 lecture

This course includes study of linear differential equations, equations with constant coefficients, variation of parameters, Laplace transform, systems of linear equations, series solutions, first order differential equations, existence and uniqueness of solutions with emphasis on applications to physics and engineering, introduction to Fourier series and partial differential equations. *Transfer credit: CSU; UC. CAN: MATH 24*

Microbiology

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



Music

The Moorpark College Music Department offers a wide variety of classes designed for both the aspiring professional musician who wishes to continue studies at the university level, and the knowledgeable amateur eager to understand and appreciate the important role music occupies in this society.

Career Opportunities

Instrument Concert Musician	Music Tutor
Concert Singer	Conductor
Entertainer	Music Writer
Accompanist	Music Editor
Vocalist	Copyist
Professional Church Musician	Orchestrator
Organist	Librettist/Lyricist
Choir Director	Disc Jockey
Soloist	Announcer
Composer	Arranger

Faculty

Full-Time	Part-Time	Counselor
Orble Ingersoll	Marilyn Anderson	Don Henderson
Dolly Kessner	Scott Garrison	
James Song	Suzanne Julian	
James Stemen	Lou-Jean Osborne	
Joan Thompson		

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 Theory: Mus 2A, 2B, 2D, 3A, 3B, 3C.
 History and Literature: Mus 9A, 9B.
 Applied Music: not yet available.
 Ensembles: At least one each semester from Mus 10, 15, 16, 19, 20, 60D.
University of California, Santa Barbara:
 Art 1A, 1B or Hist 1A, 1B; Fr 4 or Ger 4; Mus 2ABCD, 3AB, 25ABCD. Students are required to take one large ensemble course each quarter; foreign language through Level 4.

Music

Associate in Arts Degree

This program is designed for the students interested in specializing in music education leading to transfer to most universities and/or a professional career in music.*

Required Courses for all specialization areas:	Units
Mus 2A Diatonic Harmony	3
Mus 2B Chromatic Harmony	3
Mus 2D Tonal Counterpoint	3
Mus 3A Aural Skills I	2
Mus 3B Aural Skills II	2
Mus 3C Aural Skills III	2
Mus 9A Music History and Literature	3
Mus 9B Music History and Literature	3

Area Specializations

Vocal Music Specialization

Required Courses:

Mus 13A/B	Fundamentals of Vocal Technique I-II	2-2
Mus 13C/D	Advanced Vocal Development I-II	2-2

Required Additional Courses:

Select one (1) vocal performance class each semester from the following:

Mus 10	Concert Choir	2
Mus 12	Voice Ensemble	2
Mus 16	Voice in Opera Workshop	2
Mus 60D	Masterworks Chorale	2

Total minimum units required in major area -- 37

Recommended Courses: Mus 2C, 25A, 25B, 25C, 25D

Instrumental Music Specialization

Required Additional Courses:

Select one (1) instrumental ensemble performance class each semester from the following:

Mus 18	Jazz Ensemble	2
Mus 19	Chamber Music	2
Mus 28	Instrumental Conducting	2

Total minimum units required in major area -- 29

Recommended Courses: Mus 2C, 25A, 25B

Music Theory & Composition Specialization

Required Courses:

Mus 2C	Harmonic Analysis and Synthesis	3
Mus 25A/B/ C/D	Class Piano	6

Required Additional Courses:

Select one (1) performance class each semester from the following:

Mus 10	Concert Choir	2
Mus 15	Orchestra	2
Mus 16	Voice in Opera Workshop	2
Mus 19	Chamber Music	2
Mus 20	Piano Ensemble	2
Mus 60D	Masterworks Chorale	2

Total minimum units required in major area -- 38

Recommended Courses: Any Music Performance classes from Instrumental, Vocal, or Piano Ensemble.

Keyboard Music Specialization

Required Courses:

Mus 20	Piano Ensemble	2
Mus 25A/B/ C/D	Class Piano	6

Required Additional Courses:

Select one (1) performance class each semester from the following:

Mus 10	Concert Choir	2
Mus 12	Vocal Ensemble	2
Mus 20	Piano Ensemble	2
Mus 60D	Masterworks Chorale	2

Total minimum units required in major area -- 37

Recommended Course: Mus 2C

*All students are encouraged to enroll in at least one performance class each semester.

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

Music

Certificate of Achievement

This program is designed to provide the student with the basic training, knowledge and conducting skills necessary for accepting a position as a church or community choral director.

Required Courses for all options:		Units
Mus 2A	Diatonic Harmony	3
Mus 2B	Chromatic Harmony	3
Mus 3A	Aural Skills I	2
Mus 9A	Music History and Literature	3

Select one of the following options:

Choral Conducting

Required Courses:		
Mus 10	Concert Choir	2-2
Mus 13A/B	Fundamentals of Vocal Technique I-II	2-2
Mus 25A/B	Class Piano	3
Mus 27	Choral Conducting	2
Mus 60D	Masterworks Chorale	2
Mus 60E	Choral Conducting Seminar	3
Total minimum units required -- 29		

Instrumental Conducting

Required Courses:		
Mus 3B	Aural Skills II	2
Mus 9B	Music History and Literature	3
Mus 19	Chamber Music	2-2
Mus 21	Concert Band	2
Mus 22A/B	Independent Studies in Music	1-1
Mus 25A/B	Class Piano	3
Mus 28	Instrumental Conducting	2-2
Total minimum units required -- 31		

Vocal Performance

Required Courses:		
Mus 3B	Aural Skills II	2
Mus 10	Concert Choir	2-2
Mus 13A/B	Fundamentals of Vocal Technique I-II	
Mus 13C/D	Advanced Vocal Development I-II	2-2
Mus 16	Voice in Opera Workshop	2-2
Mus 25A/B	Class Piano	3
Total minimum units required -- 28		

Music Courses

Students planning to take more than 12 units of Music courses marked with * should consult a counselor; the UC system allows credit for the first 12 units only.

**MUS 1 -- 3 Units
Fundamentals of Music**

Class Hours: 3 lecture

A beginning course in music theory, notation, intervals, scales, triads, sight-singing, and dictation, this course is designed for the student with little or no prior experience in music, and for music majors/minors who do not qualify for Mus 2A. *Transfer credit: CSU; UC*

**MUS 2A -- 3 Units
Diatonic Harmony**

Prerequisite: Mus 1

Class Hours: 3 lecture

This course is a study of diatonic harmonic vocabulary, four-part chorale writing and voice-leading, figured bass, harmonic progression, melodic invention and harmonization, non-harmonic tones, and seventh chords. Concurrent registration in Mus 3A highly recommended. *Transfer credit: CSU; UC*

**MUS 2B -- 3 Units
Chromatic Harmony**

Prerequisite: Mus 2A

Class Hours: 3 lecture

This course is a continuation of Mus 2A with pivot-chord modulation. Study of chromatic harmonic vocabulary, foreign-key modulation,

keyboard and instrumental styles, composition. Concurrent registration in Mus 3B highly recommended. *Transfer credit: CSU; UC*

**MUS 2C -- 3 Units
Harmonic Analysis and Synthesis**

Prerequisite: Mus 2B

Class Hours: 3 lecture

This course is designed to be an extension of Mus 2A/B with a more intensive examination of harmonic problems in musical literature. Concurrent registration in Mus 3C highly recommended. *Transfer credit: CSU; UC*

**MUS 2D -- 3 Units
Tonal Counterpoint**

Prerequisite: Mus 2B

Class Hours: 3 lecture

This class deals with the analysis and composition of 18th century contrapuntal forms in the style of J.S. Bach. Culmination of this course is the composition of a two-part invention and a three-part fugue. *Transfer credit: CSU; UC*

**MUS 3A -- 2 Units
Aural Skills I**

Class Hours: 1 lecture, 3 laboratory

This course includes sightsinging, rhythmic, melodic, and diatonic harmonic dictation to correlate to harmonic vocabulary of Mus 2A. The Music Learning Center will be used extensively in the class. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

**MUS 3B -- 2 Units
Aural Skills II**

Prerequisite: Mus 3A

Class Hours: 1 lecture, 3 laboratory

This is a continuation of sightsinging, rhythmic, melodic, diatonic, and introduction to chromatic harmonic dictation to correlate to harmonic vocabulary of Mus 2B. The Music Learning Center will be used extensively in the class. May be taken two (2) times for credit. *Transfer credit: CSU; UC*

**MUS 3C -- 2 Units
Aural Skills III**

Prerequisite: Mus 3B

Class Hours: 1 lecture, 3 laboratory

A continuation of Mus 3B with more individual work in the Music Learning Center to strengthen the student's weaker areas. More complex drill in all areas of musicianship. May be taken four (4) times for credit. *Transfer credit: CSU; UC pending*

**MUS 6 -- 3 Units
Introduction to Jazz**

Class Hours: 3 lecture

This class is a survey of the development of jazz with emphasis on the influence of historical and socio-economic factors. The course includes a stylistic analysis of jazz and its musical elements in order to develop musical awareness. *Transfer credit: CSU; UC pending*

**MUS 7 -- 3 Units
Survey of 20th Century American Music**

Class Hours: 3 lecture

Survey of 20th Century American Music is a music appreciation class which focuses on the study of American music from early jazz to the present. It traces the roots of American music, examines the musical contributions of such talents as Gershwin, Copland, Bernstein, and others, and explores Folk, Big Band Rock as well as the Age of New Electronics in music. *Transfer credit: CSU; UC*

**MUS 8 -- 3 Units
Music Appreciation**

Class Hours: 3 lecture

This course presents a survey of musical history with special emphasis on the understanding and enjoyment of music. It will investigate, through directed listening, the basic elements of music, the structure of musical compositions, and the instruments of the orchestra which

transport the composers ideas. This course will also focus on the various styles and characteristics of the musical historic periods and the composers most representative of these elements. Not recommended for Music majors. *Transfer credit: CSU; UC*

MUS 9A -- 3 Units
Music History and Literature
Class Hours: 3 lecture

This course begins with a study of the musical activity, influences, and contributions of the Greek and Roman civilizations. It then traces the development of music of the Western world beginning with the Romanesque periods, and ending with the Baroque period. It includes a study of the major instrumental and vocal forms and the composers of each period. Considerable emphasis is placed upon listening, identifying, and analyzing representative works of each stylistic period. *Transfer credit: CSU; UC*

MUS 9B -- 3 Units
Music History and Literature
Class Hours: 3 lecture

This is a study of the changing styles, techniques, and forms of music from the middle of the 18th Century to the present. Special emphasis is placed upon the artistic philosophy of each style period. Intensive consideration is given to the analysis of style and form in representative musical works. Required for music majors. Listening and analysis outside of the classroom is required. *Transfer credit: CSU; UC*

MUS 10 -- 2 Units
Concert Choir

Class Hours: 1 lecture, 3 laboratory

This is a singing organization for both music majors and non-music majors, which learns and performs choral music selected from the Renaissance, Baroque, Classical, Romantic, and Modern Periods. Performances include on-campus concerts, high school assembly programs, community college choral festivals, and other community events. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 12 -- 2 Units
Vocal Ensemble

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

A select group of singers who study and perform suitable choral music from all periods. In the spring semester the ensemble specializes in the performance of Renaissance music including English and Italian madrigals, French chansons, German Lieder, and sacred motets. The ensemble, known as the Renaissance Singers, appears in English Tudor costumes, makes numerous appearances at Concerts, festivals, assembly programs, Renaissance Pleasure Faires, and other community events. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 13A -- 2 Units
Fundamentals of Vocal Technique I

Class Hours: 1 lecture, 3 laboratory

Designed to begin development of the vocal potential, to lay a foundation for proper vocal production, and to correct faulty singing. Material will consist of song literature sung in Italian and English in addition to vocal exercises. Course is designed for both majors and non majors desiring beginning vocal training. *Transfer credit: CSU; UC**

MUS 13B -- 2 Units
Fundamentals of Vocal Technique II

Prerequisite: Mus 13A or adequate prior study

Class Hours: 1 lecture, 3 laboratory

Designed to follow Mus 13A, the course will further vocal development through advanced vocal exercises and the introduction of advanced song literature, simple opera and oratorio literature. *Transfer credit: CSU; UC**

MUS 13C -- 2 Units
Advanced Vocal Development I

Prerequisite: Mus 13B or equivalent

Class Hours: 1 lecture, 3 laboratory

This course is a continuation in development of a proper vocal production. Material to be studied will consist of English, Italian, German, French art songs, and more demanding opera and oratorio literature. *Transfer credit: CSU; UC**

MUS 13D -- 2 Units
Advanced Vocal Development II

Prerequisite: Mus 13C or equivalent

Class Hours: 1 lecture, 3 laboratory

This is a continuation of vocal development through the study and performance of more challenging literature with emphasis on the operatic and oratorio literature in addition to more difficult art song literature. *Transfer credit: CSU; UC**

MUS 15 -- 2 Units
Orchestra

Prerequisites: Must be able to read music and be proficient on an orchestral instrument

Class Hours: 1 lecture, 3 laboratory

Students acquire preparation and performance of orchestral repertoire. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 16 -- 2 Units
Voice in Opera Workshop

Prerequisite: Mus 13C or equivalent

Class Hours: 1 lecture, 3 laboratory

The study of song literature taken from the musical theatre. This course will enable students to study and perform opera and musical plays in excerpt or as a complete production. Class is designed for singers with proven ability with interest in drama. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 17 -- 3 Units
Summer Music Theatre

Prerequisite: Audition

Class Hours: 144 laboratory total

A complete musical theatre work will be rehearsed and performed by members of this class for presentation to the community. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 18 -- 2 Units
Jazz Ensemble

Prerequisite: Ability to play a musical instrument appropriate to the Jazz Ensemble (piano, percussion, sax, trumpet, guitar, bass guitar, electronic instruments)

Class Hours: 1 lecture, 3 laboratory

Students will read, prepare and perform music arranged for jazz ensemble and big band. Rehearsal for and performance at scheduled concerts is required. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 19 -- 2 Units
Chamber Music

Prerequisite: Ability to play a musical instrument and to read music notation

Class Hours: 1 lecture, 3 laboratory

This course offers instruction in music for instrumental performance. Graded literature for various instrumental combinations for rehearsal and performance is studied. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 20 -- 2 Units
Piano Ensemble

Prerequisite: Mus 25B or equivalent training

Class Hours: 1 lecture, 3 laboratory

Piano literature for one piano - 4 hands, two pianos - 4 hands, will be covered in this course. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 21 -- 2 Units
Concert Band

Prerequisite: Ability to perform on a standard band instrument

Class Hours: 1 lecture, 3 laboratory

This course will focus on the preparation and performance of suitable Concert Band literature and other suitable literature in support of various campus activities and events. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 22A/B -- 1-3/1-3 Units **Independent Studies in Music**

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

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

MUS 25A -- 1.5 Units **Class Piano**

Class Hours: 3 lecture/laboratory

This course is designed for the student with little or no prior piano experience. It includes the fundamentals of piano playing, music reading, technique, improvisation, scales, chords, and simple piano literature. *Transfer credit: CSU; UC**

MUS 25B -- 1.5 Units **Class Piano**

Prerequisite: Mus 25A

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, continues music reading and technique skills, further exploration of chords and scales. *Transfer credit: CSU; UC**

MUS 25C -- 1.5 Units **Class Piano**

Prerequisite: Mus 25B

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, and continues music reading and technique skills. Overview and study of the "teaching" pieces of the major important composers. *Transfer credit: CSU; UC**

MUS 25D -- 1.5 Units **Class Piano**

Prerequisite: Mus 25C

Class Hours: 3 lecture/laboratory

This course is designed to teach greater independence of hands, and continues music reading and technique skills. Overview and study of intermediate-advanced pieces of the major composers. *Transfer credit: CSU; UC**

MUS 26 -- 2 Units **Beginning Jazz Piano**

Class Hours: 1 lecture, 3 laboratory

This introductory course is designed for the student who wants to study accoustical or electronic piano from a jazz approach. Jazz keyboard patterns will include blues (including boogie woogie), ragtime, rock, gospel, and country western. The course will include both a strong emphasis on sight reading skills as well as rote learning (playing by ear). May be taken two (2) times for credit. *Transfer credit: CSU; UC pending*

MUS 27 -- 2 Units **Choral Conducting**

Class Hours: 2 lecture, 1 laboratory

This course is the study of basic conducting techniques including the 2/4, 3/4, 4/4, 6/8, 3/8, 2/8 and subdivided beat patterns. Video recording and perusal by students will assist the learning process. Class members and prepared cassette recordings will provide the music for conducting practice. *Transfer credit: CSU; UC**

MUS 28 -- 2 Units
Instrumental Conducting
Prerequisites: Equivalent of Mus 1
Class Hours: 1 lecture, 3 laboratory

A study is made of basic conducting techniques of various instrumental organizations; students also explore instrumental literature, including style, performance and interpretation. May be taken two (2) times for credit. *Transfer credit: CSU; UC**

MUS 32 -- 2 Units **Class Guitar**

Class Hours: 1 lecture, 3 laboratory

This course will focus on the development of the basic skills required to play simple melodies and first position chords on both acoustic and electric guitars. May be taken four (4) times for credit. *Transfer credit: CSU; UC**

MUS 60A-Z -- 1-3 Units **Topics in Music**

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 2 Units **Intermediate Orchestral Techniques**

Prerequisite: Mus 15

Class Hours: 1 lecture, 3 laboratory

This course emphasizes rehearsal disciplines and responsibilities (bowing, fingering, and dynamics). May be taken four (4) times for credit.

60B -- 3 Units **Intermediate Studies in Music Theory**

Prerequisite: Mus 2A

Class Hours: 3 lecture

This course is designed for students who have completed at least one semester of music theory and are interested in special intermediate studies in music theory and analysis.

60C -- 3 Units **Advanced Studies in Music Theory**

Prerequisites: Mus 2A, Mus 2B

Class Hours: 3 lecture

This course is designed for students who have completed the first year of music theory and are interested in advanced studies in the areas of harmonic analysis, counterpoint, and form.

60D -- 2 Units **Masterworks Chorale**

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

The Masterworks Chorale is designed for the experienced singer wishing to perform the choral works of master composers. Music suitable for the large ensemble is selected from the Renaissance, Baroque, Classic, Romantic, and Modern Periods. May be taken four (4) times for credit.

60E -- 3 Units **Choral Conducting Seminar**

Prerequisite: Mus 27 or equivalent experience

Class Hours: 3 lecture

The Choral Conducting Seminar addresses the problems facing the choral director. The course focuses on understanding the historical background of choral conducting, the director's role as interpreter, the selection of appropriate choral materials, the understanding of the stylistic differences of choral music and the periods in which they were composed, the efficient use of rehearsal techniques, and the conducting of the performance.

60F -- 2 Units **Advanced Orchestral Techniques**

Prerequisite: Mus 60A

Class Hours: 1 lecture, 3 laboratory

This course emphasizes interpretation of rhythm and phrasing. May be taken four (4) times for credit.

60J -- 2 Units

Intermediate Jazz Performance

Prerequisite: Mus 18

Class Hours: 4 lecture/laboratory

This course emphasizes the improvisational techniques as well as rehearsal disciplines and responsibilities (i.e., fingerings, dynamics, ensemble techniques, various jazz styles, etc.). Rehearsal for and performance at scheduled concerts is required. May be taken four (4) times for credit.

60K -- 2 Units

Advanced Jazz Performance

Prerequisite: Mus 60J

Class Hours: 4 lecture/laboratory

This course emphasizes the further development of jazz performance styles as well as rehearsal disciplines and responsibilities. Rehearsal for and performance at scheduled concerts is required. May be taken four (4) times for credit.

60P -- 2 Units

Advanced Choral Performance

Prerequisite: Audition

Class Hours: 1 lecture, 3 laboratory

This is an advanced course in the performance of choral literature requiring strong note-reading abilities and voice skills. May be taken four (4) times for credit.

60T -- 2 Units

Masterworks Abroad

Prerequisite: Audition

Class Hours: 6 laboratory

Designed for experienced singers, this course combines preparatory rehearsals on campus with concert performances, seminars, lectures, and related cultural activities on tour abroad. May be taken four (4) times for credit.

60V -- 2 Units

Advanced Concert Choir

Prerequisites: Satisfactory completion of Mus 10, Mus 60P or equivalent work; audition required

Class Hours: 1 lecture, 3 laboratory

Advanced Concert Choir is a choral organization which is concerned with the refinement of choral singing. Detailed attention is given to intonation, tonal quality, tonal blend and balance, textual articulation, interpretation, and stage presence. May be taken four (4) times for credit.

Nursing Science

All Nursing Science courses are listed with the Health Science courses. Refer to that section alphabetically for full course information.



Nutritional Science

The nutritional science program is designed to meet the needs of all health conscious persons. The program particularly addresses itself to those aspiring to careers in health and fitness related professions and teaching and to those interested in promoting personal wellness. For some, this program may lead to entry into the dietetics/nutrition program at a four-year college or university.

Career Opportunities

(Most careers will need a bachelors degree of advanced studies)

Diet Aide

Diet Program Lecturer

Faculty

Full-Time	Part-Time	Counselor
Judy Alexander	Bridget Harvey-Elliott Valorie Paulson Linda Vickers	Frank Bianchino

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
Dietetics: Biol 2A; Chem 8, 9, 12, 13; Engl 1A; ID 31; Micro 1;
NtS 1; Phys 1; Psych 1A; Math 3 (for ADA requirement).

Nutritional Science Courses

NtS 1 -- 3 Units Nutrition

Class Hours: 3 lecture

This is a study of the nutrients, their sources, assimilation, functions and requirements. Topics include current national and international problems and evaluation of nutritional information in mass media. Good for majors and non-majors. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Phys 2. CAN: HEC 2*

NtS 3 -- 3 Units Current Issues in Nutrition

Prerequisite: NtS 1 or equivalent course

Class Hours: 3 lecture

This course is a focus on contemporary concerns in nutrition. It will cover areas such as nutrition and stress, body image, wellness, nutrient supplements, energy balance and eating disorders. Emphasis on health concerns and career needs of students in health care fields will also be included. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Phys 2*

NtS 4 -- 3 Units Nutrition, Fitness and Stress Management

Class Hours: 3 lecture

This is an integrated approach to good health and physical fitness through the study of basic principles of exercise, nutrition and human behavior. Concepts will be applied to specific topics of current concern such as weight control, heart disease and stress management. Skills for incorporating habits and techniques into one's daily life will be stressed. *Transfer credit: CSU*

NtS 5 -- 3 Units

Nutrition for the Health Professions

Class Hours: 3 lecture

This course is an evaluation of nutritional status; promotion of optimal nutrition; and application of nutrition principles to common medical disorders. *Transfer credit: CSU*

NtS 22A/B -- 1-3/1-3 Units Independent Studies in Nutritional Science

Prerequisite: A previous course in Nutritional Science

Class Hours: 1-3 tutorial

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

NtS 89A-Z -- .5-3 Units Institutes in Nutritional Science★

Class Hours: Variable

This is a special series of short courses focusing on particular aspects of Nutritional Science. Courses dealing with foods and nutrition will provide an opportunity for specialized study.



Personal Growth/Leadership

Student Personnel Services provides two types of classroom instruction: personal growth classes emphasizing career development and personal self-help course work and leadership classes aimed at encouraging involvement in student government.

Faculty

Full-Time

Donna Allyn
Francis Blanchino
Donald Henderson
Edna Ingram
Susan Izumo
Lisa Raufman
Ofelia Romero-Motlagh

Part-Time

Mary Martin
Gerald Olsen

Leadership Courses

LDR 1 -- 1 Unit

Principles of Leadership I

Class Hours: 1 lecture, 1 practicum

Effective group leadership is developed through an understanding of the basic tenets of parliamentary procedure. Practical application of parliamentary procedure in the group situation will be emphasized. May be taken four (4) times for credit. *Transfer credit: CSU*

LDR 2 -- 2 Units

Principles of Leadership II★

Class Hours: 2 lecture

This advanced leadership course develops effective leadership through guest speakers of faculty, staff, and community leaders, plus instructor, speaking on topics such as parliamentary procedure, successful relationships, problem solving, affirmative action, cultural diversity, argumentation and debate, shared governance, ethics, the legislative process, management techniques, marketing, running a business, and use of computers. May be taken four (4) times for credit. *Transfer credit: CSU*

LDR 89A -- 1 Unit

Student Government Leadership★

Class Hours: 16 lecture total

This special performance class open to all students is designed to develop skills and effective leadership ability in preparation to serve as an Associated Student Body officer, as a student club officer, as a student representative on campus governance committees, or as a student involved with the student activities program. *Transfer credit: CSU*

Personal Growth Courses

PG 1 -- 1 Unit

Student Success★

Class Hours: 2 lecture for 8 weeks

This course provides students with an opportunity to learn techniques and adopt attitudes and skills that promote academic success. Course content is taught with the objective of identifying personal obstacles to academic success. The focus will be on time management, procrastination and goal setting, stress management, focusing and concentrating, adjusting to college, the problems of addiction, and successful relationships. Campus resources providing further support will also be introduced. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

PG 2 -- 3 Units

Career Development

Prerequisite: None. (Recommend undeclared majors complete during first year)

Class Hours: 3 lecture

The focus is on career, personal and educational awareness as they relate to the process of career choice and academic goal setting. Planning skills and self-assessment instruments which focus on interests, skills, values, and personality, will help identify tentative career options. Decision-making strategies, labor market trends, interviewing skills, resume writing, application completion and job search techniques will be reviewed. Short-term models (6 and 8-week classes, PG 2X) will incorporate selected topics of the semester course. Fee for career assessment materials. *Transfer credit: CSU*

PG 3 -- 1 Unit

Orientation★

Class Hours: 16 lecture total

An introduction to college; information necessary for successful adaptation for survival at Moorpark College; an opportunity for self-assessment through testing and evaluation; training in study skills and efficient use of time. A class designed to relieve anxiety, and make one feel comfortable.

PG 60A-Z -- 1-3 Units

Topics in Personal Growth★

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Personal Growth not covered in detail in the general Personal Growth course offerings. Topics courses are announced on a semester basis in the schedule of classes. (College credit only. Does not apply toward a degree.)

Topics which have been developed include:

60A -- 1 Unit

Confident Test Taking

Class Hours: 16 lecture total

Course will assist students to feel more confident about taking instructor-prepared tests and standardized examinations. Assignments and discussion will focus on positive and negative self images while taking tests, problem-solving approaches, and relaxation techniques. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)



Philosophy

The study of philosophy provides students with the unique opportunity to carefully analyze and thoughtfully respond to the fundamental ideas and basic concerns present in the human experience. It requires the constructive re-experiencing of these problems and doubts in one's own life. The goal is to examine ourselves, our culture, and our world with the aims of criticizing and contributing toward a reformation of self and world. The program also develops analytical, critical and writing skills that are an excellent preparation for professional and other careers.

Career Opportunities

(Careers require a bachelors degree or advanced degree)
Social Worker
Lawyer
Public Administrator
Urban Planner
Management Trainer
Project Director

Faculty

Full-Time	Part-Time	Counselor
Elton Hall	Diana Axelsen	Mary Martin
Elane O'Rourke	Christopher Horrock	
	Selton Peters	
	Mark Pursley	
	Ronald Remsburg	
	Michael Rosenthal	

Transfer Information

Philosophy

The Philosophy major is intended to provide undergraduate preparation for graduate study in philosophy and to contribute to a broad general education and to preprofessional training in areas (e.g. law, theology) where early specialization is normally not encouraged.

Major requirements for upper-division standing at:
California State University, Northridge:
Phil 7; additional lower-division courses to be taken after transfer.

University of California, Santa Barbara:
Phil 7.
Analytical Reasoning Option: Select one course from: CIS 4A or 4B or CS 10 or 17 or 18; Econ 1, 2; Psych 1A.
Humanities Option: Engl 30, 31 or Hist 1A, 1B.
Ethnics and Public Policy: Additional courses after transfer.

Religious Studies

The Religious Studies major is designed to provide a background for understanding the forms and traditions of religion that have appeared in human culture. Professional careers in research and/or teaching are open in education at all levels, and graduates can also pursue careers in related areas -- various forms of ministry, counseling, or social work.

Major requirements for upper-division standing at:
California State University, Northridge:
Phil 11; other lower-division courses to be taken after transfer.

Philosophy Courses

PHIL 1 -- 3 Units

Introduction to Philosophy

Class Hours: 3 lecture

Philosophy 1 has as its purpose the systematic exploration of the concepts of human knowledge, reality and thought. Both theoretical and practical concepts will be examined, including free will, scepticism, dogmatism, materialism, epistemology, metaphysics and aesthetics. As an introduction to the subject, it requires no previous course work.
Transfer credit: CSU; UC. CAN: PHIL 2

PHIL 2 -- 3 Units Values and Society

Class Hours: 3 lecture

This course is an introduction to the philosophy of ethics through a study of some of the basic questions of life; what is good? what is right? how should I live? what are my obligations to others? are morals relative? do we have free will? An attempt is made to review the ideas and arguments of philosophers concerning these, and related issues, and to encourage individual application of the ideas presented.
Transfer credit: CSU; UC. CAN: PHIL 4

PHIL 3 -- 3 Units Social and Political Philosophy

Class Hours: 3 lecture

This course is a study of the philosophical foundations of social and political thought. Theories about collective human organization can view people as acting naturally according to individual rules; as group members behaving within social roles; and as participants in legal relationships within political institutions. This course is designed to show the importance of philosophical assumptions about collective human nature, by clarifying the differences and connections between these perspectives.
Transfer credit: CSU; UC

PHIL 7 -- 3 Units Introduction to Logic

Class Hours: 3 lecture

This course will explore elementary thought processes, both deductive and inductive with emphasis on definition, verification, validity, forms of argument and of fallacious reasoning and application of various areas of inquiry.
Transfer credit: CSU; UC. CAN: PHIL 6

PHIL 9 -- 4 Units Symbolic Logic

Class Hours: 4 lecture

This course is an introduction to symbolic logic, including the logic of connectives and the logic of quantifiers. Topics to be included will be truth functional composition, consistency trees, derivations, and quantifications.
Transfer credit: CSU; UC

PHIL 11 -- 3 Units Survey of World Religions

Class Hours: 3 lecture

Philosophy 11 consists of a systematic study of the major religions of the world. Hinduism, Buddhism, Jainism, Taoism, Confucianism, Zen, Zoroastrianism, Judaism, Christianity, and Islam are among the positions reviewed. In each instance an attempt is made to learn to view the religion from the standpoint of its proponents. The purpose is to promote a broader understanding of the main similarities and differences which these outlooks exhibit, and to acquire an appreciation of their historical connections.
Transfer credit: CSU; UC

PHIL 22A/B -- 1-3/1-3 Units Independent Studies in Philosophy

Prerequisite: A previous course in Philosophy

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of philosophy on an independent study basis. The project selected must be approved by an instructor in the discipline and the

Division Director. The project will involve library work or laboratory work or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU; UC credit limitations.*

PHIL 60A-Z -- 1-3 Units

Topics in Philosophy

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit

Philosophy of Nonviolence

Class Hours: 1 lecture

This class will explore the theory and practice of nonviolence, both as a political strategy and as a philosophical approach to life. Discussion will be based on classical and contemporary texts, including works by Gandhi, Camus, and Thoreau.



A comprehensive program designed to provide professional job skills for future photographers is the goal of this program.

Career Opportunities

(Professional school or college degree preferable)	
Portrait Photographer	Audio-Visual Designer
Aerial Photographer	Corporation Photographer
Still Photographer	Photofinishing Specialist
Photograph Restorer	Slide Program Producer/Director
Photograph Printer	Fine Art Photographer
Photojournalist	Editorial Photographer

Faculty

Full-Time	Part-Time	Counselor
John Grzywacz-Gray	Stephen Callis Amani Fliers Virginia Lawler James Parker	Don Henderson

■ Photography

Occupational Associate in Science Degree -

This program is designed for students to acquire the skills necessary to enter the very competitive profession of photography. Instruction in both black and white and color photography along with the latest equipment mastery is provided.

Required Courses:	Units
Art 4A Color and Design	3
Photo 1A Beginning Photography	3
Photo 1B Intermediate Photography	3
Photo 2 The History of Photography	3
Photo 3 Basic Color	3
Photo 4 Advanced Photography	3
Photo 5 Color Printing	3
Photo 8 Basic Photo-Journalism	3

Total minimum units required in major area -- 24
 Recommended Courses: Art 1A, 1B, 4B, 12A, 12B; Hum 3

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

■ Photojournalism

Occupational Associate in Science Degree

This program is designed for the student seeking a professional career in newspaper or magazine photography. Students completing this program will be prepared for entry-level photography positions on newspapers, magazines or as free-lance photographers.

Required Courses:	Units
Journ 1 Media and Society	3
Journ 2 News Reporting and Writing	3
Photo 1A Beginning Photography	3
Photo 1B Intermediate Photography	3

Photo 2	The History of Photography	3
Photo 3	Basic Color	3
Photo 4	Advanced Photography	3
Photo 8	Basic Photo-Journalism	3
Photo 9	"Reporter" Staff Photography	4
Total minimum units required in major area -- 28		

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

Photography Courses

Students planning to take more than 12 units of course work from all the Photography courses marked with * (and Art courses marked with †) should consult a counselor; the UC system allows credit for the first 12 units only.

PHOTO 1A -- 3 Units

Beginning Photography

Class Hours: 2 lecture, 3 laboratory

This is a beginning course in photographic theory. Emphasis is placed on photography as a means of creative expression. The course includes a study of the basic principles of camera operation, exposure, developing and printing. *Transfer credit: CSU; UC**

PHOTO 1B -- 3 Units

Intermediate Photography

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course is an extension of techniques featured in Photo 1A. Emphasis is placed on creativity and exploration of a variety of traditional techniques in black and white, including high contrast images, solarization, posterization, gum bichromate printing and cyanotypes. The following areas will be studied: film sensitivity testing, developer density parameters, paper and paper developer characteristics, archival processing, the use of medium format cameras, and introduction to the view camera. *Transfer credit: CSU; UC**

PHOTO 2 -- 3 Units

The History of Photography

Class Hours: 3 lecture

This course is a survey of the history of photography from Daguerre to the personal images of many well known contemporaries. Studies will include genres and theories that began in the past and which intensify and clarify the direction of work in the present. *Transfer credit: CSU; UC*

PHOTO 3 -- 3 Units

Basic Color

Prerequisite: Photo 1B or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

Students will study the principles of color photography, the use of correction filters; processing of transparency materials with emphasis on creative use of special effects achieved by unique lighting, films and camera techniques directed towards a more expressive visual statement. Experimental approach will be encouraged. May be taken two (2) times for credit. *Transfer credit: CSU*

PHOTO 4 -- 3 Units

Advanced Photography

Prerequisite: Photo 3 or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

In this class major emphasis is placed on individual projects. The student will generate ideas and, with instructor guidance, work on the problem of intensifying personal statement through the medium of photography. Students will select their own projects and work with their

own ideas, refining technical and aesthetic understanding in black and white and/or color. Areas covered include: zone system, basic densitometry, expansion and compaction development, the view camera, artificial light technique, and portfolio development. *Transfer credit: CSU*

PHOTO 5 -- 3 Units

Color Printing

Prerequisite: Photo 3 or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

Students will print from color negatives. "Type C" printing techniques will be learned. In addition the following special techniques will be explored: multiple printing, diffusion, distortion control and exaggeration, combination printing, high contrast, solarization and posterization. May be taken two (2) times for credit. *Transfer credit: CSU*

PHOTO 8 -- 3 Units

Basic Photo-Journalism

Prerequisite: Photo 1A or suitable portfolio

Class Hours: 2 lecture, 3 laboratory

This course concentrates on the aspects of photography as applied to mass communications, broadcast and print journalism. Students concentrate on the translation of ideas to images for reproduction in magazines, newspapers and book illustrations. Other topics include special effects, the utilization of camera and light as creative tools and basic motion picture techniques. May be taken two (2) times for credit. (co-numbered Journ 8) *Transfer credit: CSU*

PHOTO 9 -- 4 Units

"Reporter" Staff Photography

Prerequisite: Photo 8 or suitable portfolio

Class Hours: 1 lecture, 9 laboratory

This is a course for "Reporter" staff photographers who will work in all phases of press photography, including news, feature, illustration, portraiture, sports, and advertising. Students will learn to communicate visually with aesthetic and technical skill. May be taken two (2) times for credit. *Transfer credit: CSU*

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

Independent Studies in Photography

Prerequisite: A previous course in Photography

Class Hours: 1-3 tutorial

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

PHOTO 60A-Z -- 1-3 Units

Topics in Photography

Prerequisite: A previous college-level course in the discipline

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit

Field Studies in Photography

Class Hours: .5 lecture, 1.5 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60B -- 2 Units

Field Studies in Photography

Class Hours: 1 lecture, 3 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60C -- 3 Units

Field Studies in Photography

Class Hours: 1 lecture, 6 laboratory

Photo field work concentrates on solving the specific photographic problems of a chosen location. Students may work in black and white or color. May be taken four (4) times for credit.

60D -- 1 Unit

Laboratory Practice

Class Hours: .5 lecture, 1.5 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60E -- 2 Units

Laboratory Practice

Class Hours: .5 lecture, 4.5 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60F -- 3 Units

Laboratory Practice

Class Hours: 1 lecture, 6 laboratory

This is instructor-supervised laboratory work for beginning, intermediate and advanced students. May be taken four (4) times for credit.

60I -- 3 Units

Electronic and Digital Photography

Prerequisite: A course in the discipline

Class Hours: 2 lecture, 3 laboratory

This course is a practical introduction to electronic photography and image processing. Students will use the Macintosh computer, silver halide films, electronic still cameras and various scanning techniques to produce photographic output. (co-numbered GRD 60E)



Physical Education

Physical Education offers students an opportunity to round out their education with emphasis on improving individual physical well-being. It also introduces students to opportunities in physical education and dance professional careers.

Career Opportunities

Associate Degree Level

Athlete	Playground Director
Recreation Specialist	Recreation Leader
Dance Teacher	Referee
Camp Counselor	Industrial Recreation Leader
Dancer	Racquet Club Manager
Community Center Leader	Fitness Specialist

Bachelors Degree Level

Athletic Trainer	Resort Sports Coordinator
Teacher	Health and Safety Director
Pre-Physical Therapist	YM/YWCA Instructor
Corrective Therapist	Sports Editor
Exercise Test Technologist	Therapist
Sportscaster	Dance Therapist
Coach	Recruiter
Choreographer	

Faculty

Full-Time

James Bittner
Tina Garcea
Ronald Halleran
Mike Johnson
John Keever
Stella Matsuda
MoDean McCullough
Gilbert Mendoza
Alvyn Nordquist
Delbert Parker
Nancy Stewart
Willard Thurston
Manuel Trevino

Part-Time

Gary Abraham
Mike Andonian
Rene Baum
Steven Berk
Edward Buchanan
Stephen Burkhart
Nanci Cavanaugh
Francis Fredette
Avalon Garrett
Kecia Gorman
Donald Green
Donald Hewitt
Margaret Hyun
John Lorenzana
Pauletta Matsui
David Murphy
Daniel Ohayon
Allyn Olson
Joseph Ortiz
Patrick Pakele
Frank Parodi
Sandra Patterson
Mario Porto
Michael Stewart
Kenneth Wagner
Charles Williams

Counselors

Annette Burrows
Mike Johnson

Transfer Information

The major in Physical Education is designed to permit flexibility in preparing students for various professional goals.

Graduates may find careers in such fields as teaching, therapeutics, coaching, recreation work, dance, and work with scientific foundations.

Major requirements for upper-division standing at: **California State University, Northridge:**

Core courses: An 1; Biol 1 or 2A; Phys 1; five units of professional activities.

Selected activities courses may substitute for these courses. Contact CSUN Physical Education Department for details.

Physical Education Courses

Students planning to take more than 4 units of Physical Education courses marked with * and/or more than 12 units of those marked with † should consult a counselor. The UC system accepts only that limited number of units in the respective cases. All P.E. courses are accepted for equal semester credit by schools in the California State University system.

Any combination of P.E. activity courses of a particular kind (e.g., body conditioning, golf, tennis, etc.) may be taken for a total of four (4) times.

Individual Sports Activities

PE 1A -- 1.5 Units

Walking for Fitness

Class Hours: 1 lecture, 2 activity

Walking for Fitness is designed to provide exercise and fitness training with emphasis on cardiovascular conditioning and to restore muscle tone to prepare individuals for more strenuous physical activity classes. Designed to meet needs of individuals recovering from respiratory and cardiovascular disorders as well as surgery and minor injuries related to lower extremities. *Transfer credit: CSU; UC**

PE 2A -- 1.5 Units

Body Conditioning/Fitness Lab

Class Hours: 1 lecture, 2 activity

Fitness Lab is designed to develop positive habits and attitudes in regards to cardiovascular efficiency, muscular strength, endurance, and flexibility. The open-lab structure allows students to freely pick their attendance times. Students start by being assessed in cardiovascular efficiency, muscular strength, flexibility, and body composition. Individual fitness profiles and exercise programs are designed for each student. Exercise activities utilize Paramount and Universal weight machines, Stairmasters (computerized climbing machines), Pacers (motorized treadmills), Lifecycles (computerized cycles), Concept II (computerized rowing machines), and Bodyguard ergometers (exercise bikes). Post comparisons are provided at the end of the semester for each student. *Transfer credit: CSU; UC**

PE 2B -- 1.5 Units

Body Conditioning/Free Weights

Class Hours: 1 lecture, 2 activity

This is a body conditioning course designed to improve the cardiovascular system, enhance flexibility and increase muscular strength. The class will include jogging, stretching exercises and specific free weight exercises designed to strengthen the entire body. *Transfer credit: CSU; UC**

PE 3 -- 1.5 Units

Running for Fitness and Conditioning

Class Hours: 1 lecture, 2 activity

This course is designed to help the individual improve his physical health and general well being. The course is open to all students. Emphasis will be placed on endurance training with a gradual increase in distance. Special attention will be given to cardiovascular fitness through running. *Transfer credit: CSU; UC**

PE 4 -- 1.5 Units

Body Conditioning through Rhythmics/Aerobics

Class Hours: 1 lecture, 2 activity

This course covers instruction and supervised practice in aerobic dancing. It is a series of simple but vigorous dances which improve circulation, respiration, digestion, agility, flexibility, coordination and rhythm, as well as endurance and strength. *Transfer credit: CSU; UC**

PE 5 -- 1.5 Units

Bowling

Class Hours: 1 lecture, 2 activity

This course is designed to help the student develop skills, including rules, etiquette, safety and techniques of the game of bowling. Class is conducted off campus. *Transfer credit: CSU; UC**

PE 6A -- 1.5 Units

Beginning Golf I

Class Hours: 1 lecture, 2 activity

This course covers development of skill in learning to play golf which would include rules, etiquette, background and analysis of techniques. *Transfer credit: CSU; UC**

PE 6C -- 1.5 Units

Intermediate Golf

Prerequisite: PE 6A or equivalent

Class Hours: 1 lecture, 2 activity

This course covers advanced techniques and skill development on links play. *Transfer credit: CSU; UC**

PE 6D -- 1.5 Units

Advanced Golf

Prerequisite: PE 6C or equivalent

Class Hours: 1 lecture, 2 activity

The course studies bio-mechanical principles of all elements of golf. Special attention will be given to preparation for all aspects of golf competition. *Transfer credit: CSU; UC**

PE 7 -- 1 Unit

Step-Aerobics

Class Hours: .5 lecture, 1.5 activity

A course designed to develop proficiency in step-aerobics with principles of fitness and the development of a high-level cardiovascular efficiency. This is a program so comprehensively balanced, that it works every major muscle group in the lower body while it helps to strengthen and condition the upper body. The platform is adjustable to low or high impact and most important the fitness level of all students can be met in the same class. *Transfer credit: CSU; UC pending*

PE 8 -- 1.5 Units

Power Lifting/Free Weights

Class Hours: 1 lecture, 2 activity

This course in weight training and conditioning is designed to build strength, power, and bulk necessary for athletic sports. Exercise will center on the development of upper body strength, rehabilitation and strengthening of knee joints, and power lifting for the lower body. Emphasis will be placed on power lifting. The conditioning phase will emphasize the development of agility, quickness, coordination, balance and speed through the implementation of competitive drills and routines. *Transfer credit: CSU; UC**

PE 9 -- 1.5 Units

Racquetball

Class Hours: 1 lecture, 2 activity

This course covers the basic fundamentals of racquetball, game rules, proper use and purchase of equipment, court etiquette and safety. *Transfer credit: CSU; UC**

PE 10 -- 1.5 Units

Skilling

Class Hours: 1 lecture, 2 activity

This course will cover the G.L.M. dry land ski instruction. The course will also cover the purchasing, care and repair of ski equipment and clothing. *Transfer credit: CSU*

PE 11A -- 1.5 Units

Beginning Tennis I

Class Hours: 1 lecture, 2 activity

Designed for the student with no tennis experience, this course covers beginning skills including etiquette, rules, techniques and strategies of the baseline game. *Transfer credit: CSU; UC**

PE 11C -- 1.5 Units

Intermediate Tennis

Prerequisite: PE 11A or equivalent

Class Hours: 1 lecture, 2 activity

This course is designed for the student with beginning playing experiences. The course further develops the player in singles and doubles rules, strategies and techniques. *Transfer credit: CSU; UC**

PE 11D -- 1.5 Units

Advanced Tennis

Prerequisite: PE 11C or equivalent

Class Hours: 1 lecture, 2 activity

Designed for the student with intermediate playing skills and experience, this course further develops the player in singles and doubles, strategies and rules techniques. Tournament play is emphasized. *Transfer credit: CSU; UC**

PE 12 -- 1.5 Units

Badminton

Class Hours: 1 lecture, 2 activity

This is a course in the development of badminton skills, including rules, etiquette, and techniques of playing badminton. *Transfer credit: CSU; UC**

PE 13 -- 2 Units

Hiking and Backpacking

Class Hours: 1 lecture, 3 activity

This course is a lecture, field study and experience course in the sport of hiking and backpacking. Conditioning, skills, information and resources for the sport will be covered. Safety procedures are emphasized. Field trips are required. *Transfer credit: CSU*

PE 20A -- 1.5 Units

Adaptive Physical Education

Prerequisite: Classification for enrollment by Director of School Health Services and College Physician

Class Hours: 1 lecture, 2 activity

This is 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 work. *Transfer credit: CSU; UC**

PE 21 -- 1.5 Units

Field Hockey

Class Hours: 1 lecture, 2 activity

This course is designed to teach the fundamentals of field hockey. The course includes the individual skills of passing, receiving, and dribbling the ball, and the offensive and defensive tactics and strategy of the team. *Transfer credit: CSU; UC**

Independent Studies

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

Independent Studies in Physical Education

Prerequisite: A previous course in Physical Education

Class Hours: 1-3 tutorial

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

Team Sports

PE 23C -- 1.5 Units Intermediate Baseball

Class Hours: 1 lecture, 2 activity

This is a class in which advanced techniques and strategies of baseball are developed. A high degree of skill is emphasized during actual games. *Transfer credit: CSU; UC**

PE 23D -- 1.5 Units Advanced Baseball

Prerequisite: Must demonstrate advanced baseball skills

Class Hours: 1 lecture, 2 activity

This class provides program development of advanced skills in baseball including methods and styles of play. Class members will participate in fall baseball program with lab assignments. *Transfer credit: CSU; UC**

PE 24C -- 1.5 Units Intermediate Basketball

Prerequisites: Basketball experience, understanding of the rules

Class Hours: 1 lecture, 2 activity

This class covers advanced techniques and strategies in basketball. A continuing development of a high degree of skill is emphasized. *Transfer credit: CSU; UC**

PE 24D -- 1.5 Units Advanced Basketball

Prerequisite: PE 24C or varsity high school experience

Class Hours: 1 lecture, 2 activity

This class teaches advanced techniques and strategies in basketball. This course incorporates game experience and different styles and formats of play. *Transfer credit: CSU; UC**

PE 25C -- 1.5 Units Intermediate Football

Prerequisite: Advanced football ability

Class Hours: 1 lecture, 2 activity

This course covers development of advanced skills in football and the theory behind the different styles of play. *Transfer credit: CSU; UC**

PE 25D -- 1.5 Units Advanced Football

Prerequisite: PE 25C or varsity high school experience

Class Hours: 1 lecture, 2 activity

This class includes advanced techniques of football with the emphasis placed on the offensive and defensive passing game. It includes condition and speed improvement for the football player. *Transfer credit: CSU; UC**

PE 26 -- 1.5 Units Team Sports

Class Hours: 1 lecture, 2 activity

This course teaches the basic rules, techniques and strategy of various seasonal team sports, which include soccer, softball, football and basketball. Provides for actual participation in each sport. *Transfer credit: CSU; UC**

PE 27 -- 1.5 Units Soccer

Class Hours: 1 lecture, 2 activity

This is a course in development of soccer skills, including the rules, techniques and strategy of playing the game. *Transfer credit: CSU; UC**

PE 28 -- 1.5 Units Softball

Class Hours: 1 lecture, 2 activity

This course offers co-educational instruction and participation in the basic skills and strategy of slow pitch softball. *Transfer credit: CSU; UC**

PE 29C -- 1.5 Units Intermediate Track

Prerequisite: Basic track ability

Class Hours: 1 lecture, 2 activity

Students study advanced techniques and strategies in track and field. A continuing development of a high degree of skill is emphasized in the preparation for a competitive season. Special attention will be given to the research of the skills needed for the proficiency in the sport. This is a requirement for varsity track candidates. *Transfer credit: CSU; UC**

PE 29D -- 1.5 Units Advanced Track

Prerequisite: PE 29C

Class Hours: 1 lecture, 2 activity

Students continue to develop advanced skills and strategies of track and field. Particular attention will be given for the preparation of the student for the competitive season. This is a requirement of all track GA candidates. *Transfer credit: CSU; UC**

PE 30A -- 1.5 Units Beginning Volleyball I

Class Hours: 1 lecture, 2 activity

Basic skills in playing volleyball are developed. Students learn rules and techniques of playing power volleyball. *Transfer credit: CSU; UC**

PE 30C -- 1.5 Units Intermediate Volleyball

Prerequisite: PE 30A or playing ability in volleyball

Class Hours: 1 lecture, 2 activity

The player with beginning experience is further developed in the fundamental skills and strategies of the 6-player game. More exposure to skills allows the player to participate in two and three-player volleyball as well. *Transfer credit: CSU; UC**

PE 30D -- 1.5 Units Advanced Volleyball

Prerequisite: PE 30C or equivalent playing experience

Class Hours: 1 lecture, 2 activity

The player with intermediate experience is further developed in the skills and strategies of the 6-player game. More exposure to skills allows the player to participate in two and three-player volleyball. *Transfer credit: CSU; UC**

Combatives/Self-Defense

PE 36A -- 2 Units Analysis of Sexual Assault and Self-Defense

Class Hours: 2 lecture, 1 activity

This course covers the issues of personal assault and rape, with practical experience in learning self-defense techniques. Students will study the academic literature as well as the physical responses in assault and rape. *Transfer credit: CSU; UC**

PE 36B -- 1 Unit Self-Defense and Assault Prevention

Prerequisite: PE 36A

Class Hours: 2 lecture/activity

This course covers lecture and demonstration of practical self-defense, community safety, and assault prevention. The course emphasizes methods and techniques of defense against weapon assault. *Transfer credit: CSU; UC**

PE 36C -- .5 Unit Basic Self-Defense Refresher

Prerequisite: PE 36A

Class Hours: 4 lecture, 12 activity total

This course includes practical experience in reviewing self-defense techniques acquired in PE 36A. *Transfer credit: CSU; UC**

PE 38 -- 1.5 Units**Wrestling**

Class Hours: 1 lecture, 2 activity

This is an introduction to wrestling as an educational medium, which gives the student opportunity for self-expression. The student is taught takedowns, rides, escapes, and falls. *Transfer credit: CSU; UC**

Dance/Creative Movement**PE 43A -- 1.5 Units****Tap Dance I**

Class Hours: 1 lecture, 2 activity

This course will introduce basic tap dance techniques and elementary tap dances, various routines and rhythm structures. It provides an opportunity to develop motor coordination and rhythm. Some history of tap dance will be included. *Transfer credit: CSU; UC pending*

PE 43B -- 1.5 Units**Tap Dance II**

Prerequisite: PE 43A or equivalent

Class Hours: 1 lecture, 2 activity

This course will be a continuation of basic and elementary techniques of tap dancing, including music theory concepts as they apply to the syncopated rhythms of tap dance. It provides an opportunity to develop motor coordination and rhythm. Some history of tap dance will be included. *Transfer credit: CSU; UC pending*

PE 46A -- 1.5 Units**Ballet I**

Class Hours: 1 lecture, 2 activity

This is an introduction to basic ballet technique and terminology, general principles of alignment, centering and posture as it relates to ballet. Class will include exercises at the barre to develop flexibility, strength, control, coordination and resilience and center practice of Port des Bras, simple adage and allegro movements. *Transfer credit: CSU; UC†*

PE 46B -- 1.5 Units**Ballet II**

Prerequisite: PE 46A

Class Hours: 1 lecture, 2 activity

This course continues to introduce new movements and terminology that are part of the basic ballet technique, both at the barre and in center. Basic movements will now be combined into adage and allegro patterns. Stress on increased technical skills is also included. *Transfer credit: CSU; UC†*

PE 46C -- 1.5 Units**Ballet III**

Prerequisite: PE 46B or equivalent

Class Hours: 1 lecture, 2 activity

This course covers the knowledge and development of intermediate technique both at the barre and in center. More concentration on the disciplines of ballet form and the physical abilities necessary to execute movements. *Transfer credit: CSU; UC†*

PE 46D -- 2 Units**Ballet IV**

Prerequisite: PE 46C or equivalent

Class Hours: 1 lecture, 3 activity

A continuation of intermediate ballet. This course involves the analysis and application of kinesthetic principles as they apply to ballet to further develop one's skills, techniques, and physical capabilities. *Transfer credit: CSU; UC†*

PE 47A -- 1.5 Units**Folk, Square, Ethnic Dance I**

Class Hours: 1 lecture, 2 activity

Students will study the development of Ethnic dance skills, understanding and appreciation including experiences in Folk, Square, and Round dancing. *Transfer credit: CSU; UC**

PE 47C -- 1.5 Units**Folk, Square, Ethnic Dance II**

Prerequisite: PE 47A or equivalent

Class Hours: 1 lecture, 2 activity

This course is a continuation of study in Folk, Square, and Ethnic dance skills. *Transfer credit: CSU; UC**

PE 48A -- 1.5 Units**Modern Dance I**

Class Hours: 1 lecture, 2 activity

This course covers the fundamentals of modern dance techniques to develop flexibility, strength, control, coordination, endurance and form, basic principles, evaluation and application of dance composition, and the understanding of modern dance as an art form. *Transfer credit: CSU; UC†*

PE 48B -- 1.5 Units**Modern Dance II**

Prerequisite: PE 48A or equivalent

Class Hours: 1 lecture, 2 activity

This continues to develop the basic skills in modern dance technique, simple improvisation and composition, the understanding of the principles of alignment and motion, and to experience movement in more complex rhythmic forms. *Transfer credit: CSU; UC†*

PE 48C -- 2 Units**Modern Dance III**

Prerequisite: PE 48B or equivalent

Class Hours: 1 lecture, 3 activity

A continuing study of modern dance technique with emphasis upon increased flexibility, strength, and coordination. Study of the dance phrase combinations with integration of the elements of rhythm, design, dynamics and motivation. Understand and appreciate dance as a creative art form. *Transfer credit: CSU; UC†*

PE 48D -- 2 Units**Modern Dance IV**

Prerequisite: PE 48C or equivalent

Class Hours: 1 lecture, 3 activity

A continuation of intermediate modern dance technique with emphasis on skills of performance, development in techniques of dance composition and choreography. *Transfer credit: CSU; UC†*

PE 49A -- 1.5 Units**Modern Jazz I**

Class Hours: 1 lecture, 2 activity

This course is an introduction of basic movement skills in modern jazz technique emphasizing an understanding and appreciation of jazz as an artistic dance form. *Transfer credit: CSU; UC*

PE 49B -- 1.5 Units**Modern Jazz II**

Prerequisite: PE 49A or equivalent

Class Hours: 1 lecture, 2 activity

This beginning course is a continued development of basic movement skills in modern jazz technique. Compositional forms and rhythm are practiced leading to an understanding and appreciation of jazz as an artistic dance form. *Transfer credit: CSU; UC†*

PE 49C -- 1.5 Units**Modern Jazz III**

Prerequisite: PE 49B or equivalent

Class Hours: 1 lecture, 2 activity

A continuation of Modern Jazz I and II with emphasis on style and form as well as increased technical and choreographic skills. *Transfer credit: CSU; UC†*

PE 49D -- 2 Units**Modern Jazz IV**

Prerequisite: PE 49C

Class Hours: 1 lecture, 3 activity

A continuation of Modern Jazz III with an emphasis on performance style and form as well as increased technical and choreographic skills. *Transfer credit: CSU; UC†*

PE 50A -- 1.5 Units

Improvisation I

Prerequisite: None. Concurrent enrollment in modern dance is recommended

Class Hours: 1 lecture, 2 activity

This course is designed to primarily stimulate one to discover the joy of movement and to enter into an environment that will encourage the individual to find unique and creative expressions in dance. *Transfer credit: CSU; UC†*

PE 50B -- 1.5 Units

Improvisation II

Prerequisite: PE 50A or equivalent

Class Hours: 1 lecture, 2 activity

This course is designed to assist the individual to explore in a creative, free environment, various stimuli that will heighten the expressive act of dance movements to communicate to others and to enjoy for one's own pleasure or for performance. *Transfer credit: CSU; UC†*

PE 50C -- 1.5 Units

Improvisation III

Prerequisite: One beginning dance class or equivalent

Class Hours: 1 lecture, 2 activity

This course is an experience in creating appropriate movement responses to express ideas and feelings. Students will explore various stimulus situations with the ultimate aim at recreating and developing their initial spontaneous responses in the organic form of the dance. *Transfer credit: CSU; UC†*

PE 51A -- 1.5 Units

Dance Performance/Production I

Prerequisite: Beginning dance class; recommend concurrent enrollment in dance

Class Hours: 1 lecture, 2 activity

This course will aid in understanding the basic elements of production (i.e. staging, lighting, publicity, make-up, costumes, set design and construction, etc.) and experience these by participation in a production (dance) event. *Transfer credit: CSU; UC†*

PE 51B -- 1.5 Units

Dance Performance/Production II

Prerequisite: PE 51A; recommend concurrent enrollment in dance

Class Hours: 1 lecture, 2 activity

This course is a practical involvement in the elements of dance production "behind the scenes" as well as on stage. *Transfer credit: CSU; UC†*

PE 51C -- 1.5 Units

Dance Performance/Production III

Prerequisite: Beginning dance class or equivalent; concurrent enrollment in another dance class recommended

Class Hours: 1 lecture, 2 activity

This course emphasizes practical experience in the many phases of dance productions, concerts and demonstrations, with particular emphasis on dance as a performing art. This class is also concerned with choreography, staging and the production elements of dance. *Transfer credit: CSU; UC†*

PE 51D -- 2 Units

Dance Performance/Production IV

Prerequisite: Intermediate dance class; concurrent enrollment in dance class recommended

Class Hours: 1 lecture, 3 activity

This course will offer practical experience in the many phases of dance productions, concerts and demonstrations. It will also be primarily concerned with the performing aspect of dance as well as some choreography and staging. *Transfer credit: CSU; UC†*

PE 52A -- 1.5 Units

Ballroom Dance I

Class Hours: 1 lecture, 2 activity

This course is designed to introduce students to ballroom dancing through developing an understanding of its history, music and funda-

mental practices of performance. Basic steps, variations and styling techniques for the foxtrot, swing, waltz, chacha, tango, rumba, samba, mambo, polka and selected novelty dances will be included. *Transfer credit: CSU; UC**

PE 52B -- 1.5 Units

Ballroom Dance II

Prerequisite: PE 52A

Class Hours: 1 lecture, 2 activity

This course is designed to further students' knowledge of and expertise in ballroom dancing. Students will review basic steps and increase their repertoire of variations and styling techniques for the foxtrot, swing, waltz, chacha, tango, rumba, samba, mambo, polka and selected novelty dances. Students will be expected to attend at least one out of class dance. *Transfer credit: CSU; UC**

PE 53A -- 2 Units

Dance Composition and Choreography I

Prerequisite: PE 48B

Class Hours: 1 lecture, 3 activity

This course explores the basic principles of dance composition as an art form and applies these guides through practical applications. It develops the concept of space, time and energy into creating dances. It integrates dance movement technique as a form of expression to communicate literal and non-literal themes. Solo and small group choreography will be emphasized as well as improvisations. *Transfer credit: CSU; UC†*

PE 53B -- 2 Units

Dance Composition and Choreography II

Prerequisite: Intermediate modern dance or equivalent

Class Hours: 1 lecture, 3 activity

This course continues to explore dance as a creative art form by integrating dance movement technique as a form of expression to communicate literal and non-literal themes. Solo and small group choreography will be emphasized as well as improvisations. *Transfer credit: CSU; UC†*

PE 53C -- 2 Units

Dance Composition and Choreography III

Prerequisite: Intermediate modern dance or equivalent

Class Hours: 1 lecture, 3 activity

This course continues to explore more in depth dance as a creative art form combining movement with the use of music and sound. Emphasis will be to develop a substantial solo work that is ready to be performed in a concert setting. *Transfer credit: CSU; UC†*

PE 53D -- 2 Units

Dance Composition and Choreography IV

Prerequisite: Advanced dance class or equivalent

Class Hours: 1 lecture, 3 activity

This course uses all the elements of space, time and energy as they apply to developing dance as an art form. Working with literal and non-literal themes, the student choreographer will have an opportunity to set a group dance for a concert piece. *Transfer credit: CSU; UC†*

PE 54 -- 3 Units

Children's Dance Theatre

Prerequisite: None. Recommend concurrent enrollment in dance technique class

Class Hours: 2 lecture, 4 activity

This class offers students opportunities for participating in the creating, organizing, and producing of a dance production for children. Students may be involved in one or more aspects as well as performing. *Transfer credit: CSU; UC pending*

PE 55 -- 3 Units

Dance Ensemble

Prerequisites: A previous dance course; concurrent enrollment in dance technique class

Class Hours: 2 lecture, 4 activity

This course is a rehearsal and performance course focusing on learning various repertory choreographed by students, faculty and/or

outside guest choreographers. Students will perform in a formal concert.
Transfer credit: CSU; UC pending

Intercollegiate Athletics

PE 64A/B -- 3/3 Units

Soccer-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 64B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 65A/B -- 3/3 Units

Soccer-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 65B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 66A/B -- 3/3 Units

Baseball-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 66B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 67A/B -- 3/3 Units

Basketball-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 67B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 68A/B -- 3/3 Units

Basketball-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 68B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 69A/B -- 3/3 Units

Cross Country-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 69B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 70A/B -- 3/3 Units

Cross Country-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 70B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 71A/B -- 3/3 Units

Football-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 71B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 72A/B -- 3/3 Units

Golf - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 72B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 73A/B -- 3/3 Units

Softball-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 73B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 74A/B -- 3/3 Units

Tennis-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 74B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 75A/B -- 3/3 Units

Tennis-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 75B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 76A/B -- 3/3 Units

Track-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 76B may be taken two (2) times for credit.
*Transfer credit: CSU; UC**

PE 77A/B -- 3/3 Units

Track-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 77B may be taken two (2) times for credit. *Transfer credit: CSU; UC**

PE 78A/B -- 3/3 Units

Volleyball-Women - Year I/II

Prerequisite: Meet requirements for eligibility as established by the WSC

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 78B may be taken two (2) times for credit. *Transfer credit: CSU; UC**

PE 79A/B -- 3/3 Units

Wrestling-Men - Year I/II

Prerequisite: Meet requirements for athletic eligibility in the Western State Conference

Class Hours: 1 lecture, 9 activity

Varsity sports are highly competitive and require an advanced degree of skill. Students engaged in varsity sports should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. PE 79B may be taken two (2) times for credit. *Transfer credit: CSU; UC**

PE 80 -- 2 Units

Pep Squad

Class Hours: 7 activity

This course is for students interested in the Pep Squad. The course is designed to develop cheer leading skills through instruction in gymnastics and dance. May be taken four (4) times for credit. *Transfer credit: CSU*

Professional Activities

PE 90 -- 2 Units

Introduction to Physical Education

Class Hours: 2 lecture

This course is a general survey of the field of Physical Education, and exploration of the aims, objectives, scope and contemporary values of Physical Education. Projects and field work are required. *Transfer credit: CSU; UC*



Physical Science

The major in Physical Science is designed to prepare students for a diversity of professions requiring an understanding of the fundamentals of the physical sciences. Such professions include teaching science at the secondary level, technical administration in government and industry, legal work with patents, scientific librarianship, and scientific journalism.

Career Opportunities

(Bachelors degree necessary)

Astronomer
Teacher

Patent Lawyer
Oceanographer

Faculty

Full-Time

Eugene Berg
Clinton Harper

Counselor

Olivia Menchaca

Physical Science Courses

PHY SC 1 -- 3 Units

Principles of Physical Science

Prerequisite: Math 3 or equivalent

Class Hours: 3 lecture

This course introduces selected significant facts, principles and laws from physics and chemistry. Topics will include: motion, force, energy, wave motion, electricity and magnetism, light, atomic structure, chemical bonding and chemical reaction rates and equilibrium. *Transfer credit: CSU; UC credit limitations -- no credit if taken after a college course in Astronomy, Chemistry, Geology or Physics*

PHY SC 1L -- 1 Unit

Principles of Physical Science Laboratory

Prerequisite: Prior or concurrent enrollment in Phy Sc 1

Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with, or after completion of Phy Sc 1. Laboratory experiments will emphasize selected topics from both introductory physics and chemistry. *Transfer credit: CSU; UC*

PHY SC 22A/B -- .5-3/.5-3 Units

Independent Studies in Physical Science

Prerequisite: A previous course in Physical Science

Class Hours: .5-3 tutorial

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



Physics

The strong emphasis in physics on fundamental concepts and problem solving makes it one of the most versatile majors available. The Physics major provides the basis for careers in applied physics and in interdisciplinary areas such as astronomy, biophysics, environmental science, oceanography, and scientific instrumentation.

Career Opportunities

(Post-bachelors degree necessary)

Laser Specialist	Biomedical Engineer
Seismologist	Plasma Physicist
Researcher	Fusion Engineer
Oceanographer	Nuclear Physicist
Geochemist	Physical Chemist
Weather Forecaster	Statistician
Astronomer	Chemical Physicist
Medical Technologist	

Faculty

Full-Time	Part-Time	Counselor
Balazs Becht	Philip Klutch	Kathy Alfano
Clinton Harper	Youssef Kohanzadeh	
Fred Meyer	Russell Patera	
Sergio Monteiro	Melvin Pedinoff	
	Ronald Wallingford	

Transfer Information

Major requirements for upper-division standing at:

California State University, Northridge:

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

Physics option: Chem 1B; Math 35.

Applied Physics: CS 10/10L; Engr 20/20L; Math 35.

Astrophysics: Math 35.

California State University, Sacramento:

Physics: Chem 1A, 1B; Math 25A, 25B, 25C, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Berkeley:

Math 25A, 25B, 25C, 31, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

University of California, Davis:

CS 18/18L; Math 25A, 25B, 25C, 31, 35; Ph 20A/20AL, 20B/20BL, 20C/20CL.

Physics

Associate in Science Degree

This program is designed to award a designated associate degree to those students who have completed a course of specialization in Physics. These requirements were chosen by faculty to optimize students' preparation for upper-division course work for Bachelor of Science degrees in Physics offered by four-year institutions. Since the course work in physics is sequential, students may spend less time earning an Associate of Science Degree and/or Bachelor of Science Degree by deferring some of the university general education

requirements until their Junior and Senior years and giving priority to the requirements for a major in physics. In addition, the earning of this degree will be evidence of achievement of technical skills which may be helpful towards the seeking of immediate employment.

Preparation for the Major:

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

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

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

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

Required Courses:

		Units
Chem 1A	General Chemistry I	6
Math 25A	Calculus with Analytic Geometry I	5
Math 25B	Calculus with Analytic Geometry II	5
Math 25C	Calculus with Analytic Geometry III	5
Ph 20A/20AL	Mechanics of Solids and Fluids/Lab	4
Ph 20B/20BL	Electricity and Magnetism/Lab	4
Ph 20C/20CL	Wave Motion, Heat, Optics and Modern Physics/Lab	4

Select one of the following options:

Physics Option

Core plus the following:

Chem 1B	General Chemistry II	6
Math 35	Applied Differential Equations	3

Recommended Courses: CS 18/18L; Math 31

Applied Physics Option

Core plus the following:

CS 10/10L	Intro to Computer Science/Pascal/Lab	4
CS 18/18L	Computer Programming - FORTRAN/Lab	4

Engr 12	Engineering Materials	3
Math 35	Applied Differential Equations	3

Recommended Courses: Chem 1B; Math 31

Note: Students desiring to enter a vocational program in laser/electro-optics should refer to the LET curriculum which is designed to culminate after two years with either a Certificate or an A.S. degree. Unlike Physics Option III, the LET program does not require calculus and is not intended to transfer to a four-year institution. Prospective students are advised to make the decision regarding their long-term degree goals (stop at the technician level or go on to a four-year program) prior to entering either the Physics Option III or the LET programs.

Electro-Optics Option

Core plus the following:

EL 16/16L	Analog Circuits/Lab	4
LET 6/6L	Laser Components, Devices & Metrology/Lab	4
LET 9/9L	Laser Systems and Applications/Lab	5

Recommended Courses: Chem 1B; LET 1/1L; Math 35

Total minimum units required in major area -- 42 - 47

PHYSICS OPTION

Suggested Course Sequence:

First Semester	
Chem 1A	6
Math 25A	5
	<hr/>
	11

Second Semester	
Chem 1B	6
Math 25B	5
Ph 20A/20AL	4
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	15

APPLIED PHYSICS OPTION
Suggested Course Sequence:

First Semester	
Chem 1A	6
Math 25A	5
	<hr/>
	11

Second Semester	
CS 10/10L	4
Math 25B	5
Ph 20A/20AL	4
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	13

ELECTRO-OPTICS OPTION
Suggested Course Sequence:

First Semester	
Chem 1A	6
Math 25A	5
	<hr/>
	11

Second Semester	
Math 25B	5
Ph 20A/20AL	4
	<hr/>
	9

Third Semester	
Math 25C	5
Ph 20B/20BL	4
	<hr/>
	9

Fourth Semester	
Math 35	3
Ph 20C/20CL	4
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	7

Third Semester	
Engr 12	3
Math 25C	5
Ph 20B/20BL	4
	<hr/>
	12

Fourth Semester	
CS 18/18L	4
Math 35	3
Ph 20C/20CL	4
	<hr/>
	11

Third Semester	
LET 6/6L	4
Math 25C	5
Ph 20B/20BL	4
	<hr/>
	13

Fourth Semester	
EL 16/16L	4
LET 9/9L	5
Ph 20C/20CL	4
	<hr/>
	13

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

Physics Courses

PH 1 -- 3 Units Descriptive Physics

Class Hours: 3 lecture

This is an introductory course in the concepts of physics, taught with a minimum of mathematics. Lecture material is reinforced by the use of everyday examples and lecture demonstrations. Topics include: classical mechanics, the properties of matter, heat, sound, electricity and magnetism, light, atomic and nuclear physics, relativity and astrophysics. Ph 1 is particularly designed for the non-science major. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with Ph 12*

PH 1L -- 1 Unit Descriptive Physics Laboratory

Prerequisite: Prior or concurrent enrollment in Ph 1
Class Hours: 3 laboratory

This is an introductory laboratory course in the elements of classical and modern physics for non-science majors. The topics to be covered are mechanics, electricity, wave motion, heat, light, and atomic and nuclear physics. *Transfer credit: CSU; UC*

PH 5 -- 3 Units Radiation Physics

Prerequisite: Math 1 or equivalent
Corequisite: Ph 5L
Class Hours: 3 lecture

This course is an introduction to mechanics, electricity, magnetism and atomic physics. Emphasis is placed on the fundamentals of X-ray production and characteristics. This course is primarily designed for the student majoring in Radiation Technology.

PH 5L -- 1 Unit Radiation Physics Laboratory

Prerequisite: Math 1 or equivalent
Corequisite: Ph 5
Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with the Radiation Physics lecture. Emphasis is placed on principles of mechanics, electricity and magnetism, atomic physics and X-ray physics.

PH 10A -- 3 Units General Physics I

Prerequisite: Math 4A or Math 6 or Math 7 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 3 lecture

This course is an introduction to mechanics of solids and fluids, heat and wave motion, which is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 2*

PH 10AL -- 1 Unit General Physics I Laboratory

Prerequisite: Concurrent enrollment in Ph 10A
Class Hours: 3 laboratory

This is a laboratory course during which the student performs experiments in classical mechanics, heat and wave motion. It is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 2*

PH 10B -- 3 Units General Physics II

Prerequisite: Ph 10A or equivalent college course
Class Hours: 3 lecture

This course is an introduction to electricity and magnetism, optics and modern physics, which is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 4*

PH 10BL -- 1 Unit General Physics II Laboratory

Prerequisite: Ph 10A/10AL or equivalent college course
Corequisite: Ph 10B
Class Hours: 3 laboratory

This is a laboratory course during which the students perform experiments in electricity and magnetism, optics and modern physics. It is designed for students majoring in the life sciences or any other major requiring a non-calculus based laboratory physics course. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 4*

PH 12 -- 3 Units Introduction to Physics

Prerequisite: Math 6 or Math 7 or equivalent college course, or skills which may be measured by an appropriate score on the Math Placement Exam
Class Hours: 3 lecture

This is an introductory course covering the basic principles of physics with emphasis on mechanics and electricity. Ph 12 is particularly designed for those students who did not take high school Physics, but intend to enroll in the Ph 20ABC series. *Transfer credit: CSU; UC credit limitations -- no credit at UC if taken after Ph 1, 10A/10AL, or 20A/20AL.*

See counselor. (Ph 12 will not be offered after Fall 1992. Students may use either Ph 12 or Ph 10A as a prerequisite to Ph 20A.)

PH 20A -- 3 Units

Mechanics of Solids and Fluids

Prerequisites: Math 25A and Ph 10A or equivalent college course, or one year of high school Physics, or appropriate score on the Physics Placement Exam

Corequisite: Math 25B

Class Hours: 3 lecture

This course is an introductory study of statics and dynamics of particles and rigid bodies and an introduction to hydrostatics and hydrodynamics. Ph 20A uses calculus and is designed for students majoring in physics, engineering, mathematics, chemistry, computer science and the biology A.S. degree program. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 8*

PH 20AL -- 1 Unit

Mechanics of Solids and Fluids Laboratory

Prerequisites: Math 25A and Ph 10A or equivalent

Corequisites: Math 25B, Ph 20A

Class Hours: 3 laboratory

This is a laboratory course in which the students perform experiments in dynamics of particles and rigid bodies, hydrostatics, and hydrodynamics. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 8*

PH 20B -- 3 Units

Electricity and Magnetism

Prerequisites: Math 25B and Ph 20A

Corequisite: Math 25C

Class Hours: 3 lecture

This course is an introduction to electricity and magnetism. Emphasis is placed on the understanding of field theory and applications of calculus. Topics include: electric and magnetic fields; Coulomb's Law; Gauss' Law; Faraday's Law; Amperes Law; Biot-Savart Law; Ohm's Law; A.C. and D.C. circuits; and an introduction to electronic devices. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 12*

PH 20BL -- 1 Unit

Electricity and Magnetism Laboratory

Prerequisites: Math 25B and Ph 20A/20AL

Corequisites: Math 25C, Ph 20B

Class Hours: 3 laboratory

This is a laboratory course designed to be taken concurrently with the Ph 20B lecture. Emphasis is placed on understanding of field theory and introducing the student to electronic measurements, A.C. and D.C. circuits, basic active analog circuits and devices. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 12*

PH 20C -- 3 Units

Wave Motion, Heat, Optics and Modern Physics

Prerequisites: Math 25C and Ph 20B

Class Hours: 3 lecture

This course is an introduction to wave motion (sound and light), physical and isometrical optics, thermodynamics, selected topics in quantum mechanics, and special relativity. The solution of problems utilizing calculus and differential equations is demonstrated. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 10*

PH 20CL -- 1 Unit

Wave Motion, Heat, Optics and Modern Physics Laboratory

Prerequisites: Math 25C and Ph 20B/20BL

Corequisite: Ph 20C

Class Hours: 3 laboratory

This is a laboratory course designed to introduce the student to wave motion, heat, optics and modern physics. Fundamental principles as well as the use of modern laboratory instrumentation will be stressed. *Transfer credit: CSU; UC credit limitations. See counselor. CAN: PHYS 10*

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

Independent Studies in Physics

Prerequisite: A previous course in Physics

Class Hours: .5-3 tutorial

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

Physiology

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



Political Science

Political Science, the study of government and politics, leads to an understanding of the institutions of government and the role of citizens and leaders at every level of government.

Career Opportunities

(Post-bachelors degree necessary)

Government Official	Teacher
Journalist	Attorney
Foreign Diplomat	Politician

Faculty

Full-Time	Part-Time	Counselors
Gerald Bridgeman	Luis Gomez	Don Henderson
Robert Herman	Rodrigo Hernandez	Mike Johnson
Jerry Straughan	Jack Miller	

Transfer Information

The major in political science provides training for those who plan a career in government service, intend to pursue the study of law or related disciplines, wish to prepare for work in journalism or writing, or wish to prepare for teaching or to work for advanced degrees.

Major requirements for upper-division standing at:

California State University, Northridge:

Pol Sc 2, 3, 4.

California State University, Sacramento:

Government Major: Pol Sc 3.

University of California, Davis:

Pol Sc 2, 3, 4. Additional lower-division courses to be taken after transfer.

University of California, Santa Barbara:

Econ 1, 2; Hist 1A, 1B (or 7A, 7B for Public Service emphasis only); Pol Sc 2 or 4, and Pol Sc 3, 10.

International Relations must add Foreign Language 1, 2, 3, 4; Geog 4; Psych 5/Soc 5.

Public Service must add Bus 2ABC; one course from CIS 4A or 4B or CS 10 or 17 or 18.

Political Science Courses

POL SC 1 -- 3 Units

Introduction to Government

Class Hours: 3 lecture

This class covers basic principles and major areas of study within political science particularly as they apply to American, federal, state, and local government and politics. The student will do research and writing on special topics, and selected political problems will be used to supplement the lectures and discussions. The course is designed for social science majors, behavioral science majors, and others with strong interest in this area. *Transfer credit: CSU; UC*

POL SC 2 -- 3 Units

Comparative Government

Class Hours: 3 lecture

This course is a comparative study of political and cultural factors that are important in determining political institutions. Industrialized areas are compared with those having less industrialization. Countries studied

include the United States, the Soviet Union, China, Japan, and representative European, Latin American, or African nations. *Transfer credit: CSU; UC*

POL SC 3 -- 3 Units

American Government and Politics

Class Hours: 3 lecture

This is an introductory course on the principles and problems of American Government and the political process, with particular emphasis on national government. This course satisfies the Title V United States Constitution requirement and the California state and local government requirement. *Transfer credit: CSU; UC. CAN: GOVT 2*

POL SC 4 -- 3 Units

International Relations

Class Hours: 3 lecture

This course is a study of relations between sovereign units. It will concentrate on international organization, theoretical proposals toward and possibilities for world peace, the mechanics of politics among nations, and will consider the formation of American foreign policy. Attention will be paid to the relationship between domestic and foreign politics, and to the cultural origins of policy. *Transfer credit: CSU; UC*

POL SC 7 -- 3 Units

Minority Groups*

Class Hours: 3 lecture

This course is a study of political problems which are faced by racial and ethnic minorities in the United States. The focus of the course is to examine the impact and consequences of formal and informal racism, discrimination and sexism which have precluded the full participation of many racial and ethnic groups in the mainstream of American Life. The major emphasis shall be placed on the political process which is often seen as a vehicle for compromising and negotiating majority-minority relations in an attempt to maintain social equilibrium. *Transfer credit: CSU; UC*

POL SC 8 -- 3 Units

Political Patterns in the U.S.*

Class Hours: 3 lecture

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

POL SC 10 -- 3 Units

Public Administration and Policy Development*

Prerequisite: Prior course in Social Science

Class Hours: 3 lecture

This course is designed to help the student develop an understanding of what public administration is, how decisions are made in the public bureaucracy, what its tasks are, and how it goes about accomplishing these tasks. In addition to the politics of administrative organization, personnel management, budget administration, public relations and Government service as a career are also discussed. *Transfer credit: CSU*

POL SC 11 -- 3 Units

Law, Government, and Individual Rights

Class Hours: 3 lecture

This course analyzes the origins, workings, procedures, and policies of our federal and state governments from the perspective of Constitutional law. Particular emphasis is placed in the Judicial system and in the privileges, rights, and obligations of individuals guaranteed by the

Constitution. Leading judicial decisions of the Supreme Court will be explored. *Transfer credit: CSU; UC*

POL SC 22A/B -- 1-3/1-3 Units

Independent Studies in Political Science

Prerequisite: A previous course in Political Science

Class Hours: 1-3 tutorial

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

POL SC 60A-Z -- 1-3 Units

Topics In Political Science

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60C -- 3 Units

Politics in the Middle East

Class Hours: 3 lecture

This is a survey of political developments and changes in the Middle East with emphasis on the Arab states, Israel, Iran and Turkey. The students will explore the rich historical background of this region touching on its principal cultural contributions, political conflicts before the 20th century, current political processes, economic developments, and main problems confronting the nations of the Middle East.

*These courses are offered periodically.



Psychology

The major in psychology provides a study of the behavior of individuals and groups in contemporary society. The graduate in this major is prepared for positions in research and teaching, counseling, and working with individuals in clinical settings. The major also provides the student with the background for graduate study in the field of psychology and related specialties.

Career Opportunities

(Bachelors degree and post-graduate work required)

Psychologist	Recreation Specialist
Administrative Assistant	Social Worker
Urban Renewal Specialist	Family Counselor
Personnel Assistant	Mental Health Officer
Social Insurance Representative	Program Analyst
Veterans Claims Examiner	Sales Personnel
Rehabilitation Counselor	Advertising Executive
Social Service Analyst	School Psychologist
Employee Relations Specialist	Probation Officer
Employee Development Specialist	

Faculty

Full-Time	Part-Time	Counselors
Francis Bianchino	Charles Allen	Frank Bianchino
Judith Farrell	Christine Caruso	Annette Burrows
Carole Ginet	Deena Case	Mike Johnson
Lynn Meschan	Susan Kapitanoff	Lisa Raufman
Steven Pollock	Carolyn Powell	
Carol Woodward	Anthony Raptis	

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
 Math 15; Psych 1A, 1B.
California State University, Sacramento:
 Psych 1A, 1B.
University of California, Davis:
 Math 15; Psych 1A.
University of California, Santa Barbara:
 Math 7, 15, 16A; Psych 1A.
 One course from: Biol 1, 2A, 16; or Chem 1A, 12; or Ph 1, 10A; or Phys 1.

Psychology Courses

PSYCH 1A -- 3 Units
Introduction to Psychology
 Class Hours: 3 lecture

This course is an introduction to the subject matter of Psychology with emphasis on such areas as history and systems, research methodology, biological bases of behavior, sensation and perception, motivation and emotion, learning and memory, cognition and intelligence, personality, stress and health psychology, behavior disorders (psychopathology) and treatments, human sexuality, and lifespan development, social and environmental psychology. *Transfer credit: CSU; UC. CAN: PSYCH 2*

PSYCH 1B -- 4 Units

Introduction to Psychobiology and Experimental Psychology

Prerequisite: Psych 1A
 Class Hours: 4 lecture

This course is an introduction to psychobiological and experimental psychology emphasizing the scientific method, basic research design, and the physiological bases of behavior. Individual experimental study is included. Recommended as a second course in the major sequence. *Transfer credit: CSU; UC*

PSYCH 3 -- 3 Units
Psychology of Interpersonal Relationships
 Class Hours: 3 lecture

This course is an orientation in the use of psychological principles applied in understanding human relationships and developing greater self-awareness. Emphasis will be on the nature of humans, human needs and feelings, the processes of personal and social dynamics, mental health, and socialization. A combination of experiential and theoretical approaches is used to increase awareness, understanding, choices, and decision-making. *Transfer credit: CSU*

PSYCH 4 -- 3 Units
Child Psychology
 Class Hours: 3 lecture

The focus of this course is on the psychology of children as well as on the basic principles of developmental psychology. While the major emphasis will be on the child as a person, exploration of the personal, societal, and cultural forces important from birth to puberty will occur. *Transfer credit: CSU; UC*

PSYCH 5 -- 3 Units
Social Psychology
 Class Hours: 3 lecture

This course is a study of social relationships. Topics of study include interpersonal attraction, person perception, long-term relationships, pro-social behavior, attitude formation and change, nature of prejudice, aggression, and conformity. (co-numbered Soc 5) *Transfer credit: CSU; UC*

PSYCH 7 -- 3 Units
Developmental Psychology (Life Span)*
 Class Hours: 3 lecture

This course is an introduction to the physical, emotional, cognitive, social and cultural aspects of development from conception to death. Emphasis will be placed on acquiring an understanding of the processes of development throughout the life span. Normative behaviors for specific ages and developmental stages are examined. Selected theories of development and contemporary issues in development are included. *Transfer credit: CSU; UC maximum credit allowed -- one course if combined with CD 30*

PSYCH 8 -- 3 Units
Abnormal Psychology*
 Class Hours: 3 lecture

This course surveys the field of abnormal psychology. Topics for analysis, study, and discussion include: patterns, causes, and the history of maladaptive behavior; clinical assessment using the current DSM manual; therapies; and prevention of behavioral disorders. *Transfer credit: CSU; UC*

PSYCH 9 -- 3 Units
Introduction to Gerontology
 Class Hours: 3 lecture

An introduction to the study of Gerontology. The course includes a consideration of the physical, psychological, sociological, and economic aspects of aging, as well as, application of basic theory to the current

issues and problems involving the older population. *Transfer credit: CSU; UC*

PSYCH 10 -- 3 Units Dying and Death

Class Hours: 3 lecture

A survey of the areas, issues, and decisions concerned with dying and death. Topics include: historical and cross-cultural perspectives toward death, death socialization, medical ethics and the health-care system, death over the lifespan, the law and death, and beyond death/after-life concerns. *Transfer credit: CSU; UC*

PSYCH 11 -- 3 Units Psychology of Assertion

Class Hours: 3 lecture

This course focuses on openness, honesty, and directness in communication and behavior. Through a study of self concept, perception, emotions, language, non verbal communication, defense mechanisms, and conflict resolution, students learn to identify problem areas and examine alternate behaviors. Students examine options in specific areas, such as expressing anger and other emotions, methods of changing behavior, making requests and saying no, coping with criticism, defining and resolving conflict. *Transfer credit: CSU*

PSYCH 12 -- 3 Units Animal Behavior

Class Hours: 3 lecture

This course is an introduction to the study of animal behavior with an emphasis on learning theory, especially classical and operant conditioning. It is designed to provide the student with an understanding of how to apply the concepts of ethology and behavior modification to the maintenance and training of animals in captivity. Each student will be required to train a rat. (co-numbered EATM 4) *Transfer credit: CSU; UC*

PSYCH 22A/B -- 1-3/1-3 Units Independent Studies In Psychology

Prerequisite: A previous course in Psychology

Class Hours: 1-3 tutorial

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

PSYCH 30 -- 3 Units Psychological Aspects of Aging*

Class Hours: 3 lecture

This course explores psychodynamic behaviors over the life span with the focus being on the development of the adult. The psychological needs of the aging adult and the responses to these needs by others will be explored. *Transfer credit: CSU; UC*

PSYCH 60A-Z -- 1-3 Units Topics in Psychology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 1 Unit

Biofeedback: Theory and Technique★

Class Hours: 16 lecture total

This class is designed for students, educators, and professionals in the community who are interested in the theory, research, and practical applications of biofeedback. Training on biofeedback equipment will supplement academic discussion.

60V -- 1.5 Units

Research Seminar

Class Hours: 24 lecture total

An introduction to the principles and practices of experimental research within Psychology. Topics for analysis and discussion focus both on the philosophy of science and research and on a hands-on exploration of various psychological phenomena.

*These courses are offered periodically.



Radio/Television

This major is designed for students who plan professional or academic careers in educational or commercial radio or television. The major provides training which leads to positions in management or creative capacities or in related scholarly areas. Study is directed toward developing competence in specific areas of the mass media professions and providing a general knowledge of mass communication theory.

Career Opportunities

Account Executive	Advertising Copy Writer
Actor	Make-Up Specialist/Artist
Anchor (News)	ITV Specialist
Announcer	Program Manager/Director
Assistant Director	Publicity/Promotion Assistant
Art Director	Public Relations Assistant
Audio/Video Engineer	Property Master/Grip
Camera Operator	Radio-Television Director
Executive Producer	Operations Manager
Floor Manager	Technical Director
Lighting Director	Traffic Director
Lighting Assistant	Research Specialist
Media-Librarian	Teleplay Writer
News Director	Videotape Editor
News Writer	Station Manager/General Manager
Reporter	Advertising Sales Director/Manager

Faculty

Full-Time	Part-Time	Counselor
Alfred Miller	Alex Papp	Don Henderson
Leslie Wieder	Frank Roach	
	Richard Studebaker	
	Charles Whitten	
	Thomas Witt	

Transfer Information

Radio-Television-Film

Major requirements for upper-division standing at:
California State University, Northridge:
 Hum 3 or 4; RT 1, (3A or 7A).

University of California, Los Angeles:

Motion Picture/Television

All UCLA College of Fine Arts Breadth Requirements to be completed prior to entry. Overall 3.0 or better. No more than 16 additional units of Theatre and Radio/Television courses.

Radio/Television

Occupational Associate in Science Degree

This program offers a varied curriculum that provides students with introductory knowledge of broadcasting. Emphasis is possible through introductory specialization in such fields as broadcast journalism, production techniques, advertising/sales management.

Required Courses:

Course	Units
Hum 3 History of the Motion Picture	3

Hum 4	or	
RT 1	Main Currents in Modern Film	3
RT 2	Media and Society	3
RT 3A	Broadcast Studio Operation	3
RT 5	Television Production Workshop	3
RT 7A	Radio-Television Writing	3
	Radio Production Workshop	3

Required Additional Courses:

Select nine (9) units from the following courses:

Photo 1A	Beginning Photography	3
RT 3B	Television Directing and Editing	3
RT 7B	Advanced Radio Production	3
RT 8	Voice and Diction	3
RT 9	Acting for Film and TV	3
RT 12	Broadcast Journalism	3
RT 17	Advanced Television Production	3

Total minimum units required in major area -- 27

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

Radio/Television Courses

RT 1 -- 3 Units

Media and Society

Class Hours: 3 lecture

This course surveys the history and nature of print and electronic media in America. It will examine the social, political and cultural implication of media. (co-numbered Journ 1) *Transfer credit: CSU; UC*

RT 2 -- 3 Units

Broadcast Studio Operation

Class Hours: 2 lecture, 3 laboratory

This class covers instruction in basic studio and control room equipment and operation. Students gain practical experience in the various aspects of production, explanation of program patterns, studio procedures, use of equipment and production of programs. *Transfer credit: CSU*

RT 3A -- 3 Units

Television Production Workshop

Prerequisite: RT 2

Class Hours: 2 lecture, 3 laboratory

This course involves intermediate work in production, camera work, technical direction, lighting, etc. The creation of new program concepts and types is stressed. Each student is responsible for producing an experimental TV program. *Transfer credit: CSU*

RT 3B -- 3 Units

Television Directing and Editing

Prerequisite: RT 3A

Class Hours: 2 lecture, 3 laboratory

This course covers advanced directing and editing of special projects and experimental television programs. Each student is responsible for producing a variety of television programs. *Transfer credit: CSU*

RT 5 -- 3 Units

Radio-Television Writing

Prerequisite: Engl 1A or equivalent

Class Hours: 3 lecture

This course deals with the preparation and analysis of dramatic scripts, program formats, public service announcements, local news, commercials, continuity, discussion programs, special events, talks and interviews. Training is given in the fundamentals of script format,

professional methods, and the ethics and restrictions involved in the broadcasting media. (co-numbered Engl 5) *Transfer credit: CSU*

RT 7A -- 3 Units

Radio Production Workshop

Prerequisite: RT 1 or concurrent enrollment

Class Hours: 2 lecture, 3 laboratory

This class offers integrated work in various radio broadcasting functions. Including announcing, acting, disc jockeying, basic writing, program direction, program production, advertising, radio interviewing, and station operations. *Transfer credit: CSU*

RT 7B -- 3 Units

Advanced Radio Production

Prerequisite: RT 7A or equivalent

Class Hours: 2 lecture, 3 laboratory

This is an advanced practical course designed to prepare students for entry-level positions as a radio announcer and/or newscaster at a radio station outside the top 20 major radio markets. Students are given basic background needed in: developing a radio personality; working with and developing music formats; editing, re-writing, and gathering news to function as a broadcast journalist; and preparing an audition tape and resume for use in the job market. *Transfer credit: CSU*

RT 8 -- 3 Units

Voice and Diction

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered Spch 3, ThA 3) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

RT 9 -- 3 Units

Acting for Film and TV

Class Hours: 2 lecture, 3 laboratory

Students will learn the techniques required in acting before the camera, blocking, movement, rapid line learning, etc., as it pertains to film and TV, and as it varies from stagework. Studied also will be microphone techniques and opportunities to perform in student-directed films and television shows. May be taken four (4) times for credit. (co-numbered ThA 9) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

RT 12 -- 3 Units

Broadcast Journalism

Class Hours: 3 lecture

In this advanced practical course in the preparation of radio and television newscasts, students develop interviewing skills, write original news copy and edit and rewrite wire service copy for on-air purposes. Actual field work is performed using remote recording equipment. (co-numbered Journ 12) *Transfer credit: CSU*

RT 17 -- 1-5 Units

Advanced Television Production

Prerequisite: RT 3A

Class Hours: 48-240 laboratory total

This is an advanced course in the production of a variety of television program categories. Some programs will be utilized by community media such as CATV public access systems. Includes remote assignments and special projects. May be taken four (4) times for credit. *Transfer credit: CSU*

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

Independent Studies in Radio/Television

Prerequisite: A previous course in Radio/Television

Class Hours: 1-3 tutorial

This course is for students who are interested in furthering their knowledge of radio/television on an independent study basis. The project selected must be approved by an instructor in the discipline and the Division Director. The project will involve library work or laboratory work

or field trips. May be taken for a maximum of 6 units. *Transfer credit: CSU*

RT 60A-Z -- 1-3 Units

Topics in Radio/Television

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

This is a special series of courses each of which deals with a specific topic in Radio/Television not covered in detail in the general Radio/Television course offerings. Topics courses are announced on a semester basis in the schedule of classes. *Transfer credit: CSU*

Radiologic Technology

All Radiologic Technology courses are listed with the Health Science courses. Refer to that section alphabetically for full course information.



Reading

Reading courses are provided to assist students to improve their basic abilities to function effectively in all classes.

Faculty

Full-Time	Part-Time	Counselor
Barbara Outland	Jeanette Hosek	Rick Cardoni
Michael Strumpf		

Reading Courses

READ 1 -- 3 Units

Basic Reading Skills

Prerequisite: Skills which may be measured by an appropriate score on standardized reading test.

Class Hours: 3 lecture

This course is designed for students with substantial reading problems as measured by both standardized and individualized tests. Through varied instructional approaches and the use of appropriate materials, students are helped to improve their comprehension and speed. Instructional activities and supporting materials will focus on study skills, vocabulary development, reading comprehension and speed, and the philosophy, psychology, and physiology of the reading process. Pre- and post-testing will measure progress and achievement. (College credit only. Does not apply toward a degree.)

READ 2 -- 3 Units

Intermediate Reading Skills

Prerequisite: Satisfactory grade in READ 1, or skills which may be measured by an appropriate score on standardized reading test

Class Hours: 3 lecture

This course is designed for students with moderate reading problems as measured by standardized and individualized tests. Instructional activities and materials are designed to enhance both comprehension and speed. In addition to reinforcing the basic reading skills, this course will focus on such areas as reading rate variation, critical reading techniques, vocabulary enrichment, study skills, and reducing test anxieties. Pre- and post-testing will measure progress and achievement. (College credit only. Does not apply toward a degree.)

READ 3 -- 3 Units

Speed and Power Reading

Prerequisite: Satisfactory grade in READ 1, or skills which may be measured by an appropriate score on standardized reading test

Class Hours: 3 lecture

This course teaches a wide variety of study skills, with the goal of enabling students to develop their total learning ability. Students will be taught strategies to improve attitudes toward study (ranging from conquering procrastination to capitalizing on test-taking), to think critically, and to learn by visual, auditory, and kinesthetic means. (College credit only. Does not apply toward a degree.)

READ 10 -- 3 Units

Word Power

Class Hours: 3 lecture

This comprehensive course is designed for students who wish to develop their listening, speaking, reading, and writing vocabularies. Instruction will include the development of word analysis skills through a study of Greek and Latin roots, prefixes, and suffixes. Vocabulary is expanded through a study of synonyms, antonyms, diction, word origins, contextual clues, and college level and professional vocabularies. Continuous evaluation will measure progress. (College credit only. Does not apply toward a degree.)



Real Estate

A career in Real Estate requires careful attention to state requirements and selection of courses that are designed to meet specific job goals in this field.

Career Opportunities

Real Estate Broker	Banker
Salesperson	Assessor
Property Appraiser	Escrow Officer

Faculty

Part-Time	Counselor
David Calhoun	Lisa Raufman
Marilyn Dion	
Thomas Hester	

Applicants for the Real Estate Salesperson Examination

- To qualify to take an examination for a real estate SALES-PERSON license on and after January 1, 1986, an applicant must have completed the college-level course Real Estate Principles.
- Those who must satisfy this new requirement must also, either prior to issuance of the original license or within eighteen months after issuance, complete two additional basic real estate courses selected from among the following:

Bus 1	Preparation for Accounting
Bus 33A	Business Law I
RE 3	Real Estate Economics
RE 5	Real Estate Practices
RE 7	Real Estate Finance
RE 9	Legal Aspects of Real Estate
RE 11	Real Estate Appraisal

 - *Escrows
 - *Property Management
 - *Real Estate Office Administration
 - *These courses are not offered by Moorpark College.

Real Estate

Occupational Associate in Science Degree

This program is planned to fill the local demand for skilled real estate brokers. The courses are designed for students to meet the state requirements for licensing of and advancement to broker status.

Required Courses:	Units	
Bus 2A	Financial Accounting Principles I	3
RE 1	Real Estate Principles	3
RE 3	Real Estate Economics	3
RE 5	Real Estate Practices	3
RE 7	Real Estate Finance	3
RE 9	Legal Aspects of Real Estate	3
RE 11	Real Estate Appraisal	3
Total minimum units required in major area -- 21		

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

Real Estate

Certificate of Achievement

This program is designed for students desiring immediate employment in the real estate business. It offers a full curriculum for training of brokers.

Required Courses:	Units	
Bus 2A	Financial Accounting Principles I	3
CIS 1	Intro to Information Systems	3
CIS 1L	CIS Introduction Lab	1
Esc 1	Course to be re-established	3
RE 1	Real Estate Principles	3
RE 3	Real Estate Economics	3
RE 5	Real Estate Practices	3
RE 7	Real Estate Finance	3
RE 9	Legal Aspects of Real Estate	3
RE 11	Real Estate Appraisal	3
Total minimum units required -- 28		

Real Estate Courses

RE 1 -- 3 Units

Real Estate Principles

Class Hours: 3 lecture

This course is a practical study of the California real estate industry designed to give the general public an overview of the Real Estate industry. It is also designed to supplement License Prep classes regarding the knowledge required of candidates for the California Real Estate Salespersons' and Brokers' examinations. Additionally, it is a prerequisite for most other Real Estate courses. The California Department of Real Estate requires proof of successful completion of RE 1 prior to taking the Real Estate Salespersons' license examinations. *Transfer credit: CSU*

RE 3 -- 3 Units

Real Estate Economics

Prerequisite: RE 1 or California Real Estate license or equivalent

Class Hours: 3 lecture

Students will study economic trends in real estate and land use, dynamic factors which create values in real estate and background for more specialized courses in real estate operation and techniques. *Transfer credit: CSU*

RE 5 -- 3 Units

Real Estate Practices

Prerequisite: RE 1 or California Real Estate license or equivalent

Class Hours: 3 lecture

This course covers techniques of operating a real estate business with emphasis on the daily activities of brokers and salespersons. Emphasis is placed on agency and disclosure requirements, on securing and qualifying prospects, obtaining listing, completing purchase contracts, and followup through close of escrow. *Transfer credit: CSU*

RE 7 -- 3 Units

Real Estate Finance

Prerequisite: RE 1 or California Real Estate license or equivalent

Class Hours: 3 lecture

In this practical study and analysis of money markets, interest rates, and real estate financing, actual case illustrations demonstrating lending policies, problems and rules involved in financing real property are

studied, including residential, multi-family, commercial, and special purpose properties. *Transfer credit: CSU*

RE 9 -- 3 Units

Legal Aspects of Real Estate

Prerequisite: RE 1 or California Real Estate license or equivalent

Class Hours: 3 lecture

This course is a practical study of California real estate law designed to assist real estate sales licensees and the public in avoiding the legal problems which arise in conjunction with real estate transactions; case study methods are utilized. *Transfer credit: CSU*

RE 11 -- 3 Units

Real Estate Appraisal

Prerequisite: RE 1 or California Real Estate license or equivalent

Class Hours: 3 lecture

This is a first course in real estate appraisal confined largely to residential property, with an introduction to investment property valuation. Also covered in this course are methods and techniques for determining value for loan and insurance purposes; case study situations and actual field work. *Transfer credit: CSU*

RE 14 -- 1.5 Units

Real Estate Salesperson License Preparation

Class Hours: 24 lecture total

This course is designed to prepare students for the California State Real Estate Salespersons examination. Emphasis is placed on the specific areas to be covered in the examination and students are provided with lesson summaries at each class session and a study book of sample questions for further review. Students should be aware that they must have successfully completed RE 1 (Real Estate Principles) prior to taking the Real Estate Salespersons License examination. (College credit only. Does not apply toward a degree.)

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

Independent Studies in Real Estate

Prerequisite: A previous course in Real Estate

Class Hours: 1-3 tutorial

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

RE 89A-Z -- .5-3 Units

Institutes in Real Estate★

Class Hours: Variable

This course considers specialized topics in Real Estate which are not covered in detail in the general Real Estate course offerings. Examples of topics to be offered from time to time include: Current Changes in Real Estate Practices; Current Changes in Real Estate Law; Current Changes in Real Estate Finance and Taxation; Current Changes in Real Estate Appraisal; Current Changes in Land Use Planning; and Current Real Estate Sales and Promotion.



Science and Technology

Science and Technology provides students with an introduction to a variety of significant topics and experiments in the pure and applied sciences. The purpose of the classes is to increase student interest in science and technology and to explore a diversity of challenging careers.

Science and Technology Courses

ScTech 1A/B -- .5-2 Units

Introduction to High Technology

Class Hours: 4-16 lecture, 12-48 laboratory total

This course introduces college students or high school students enrolled in cooperative programs to a variety of high technology subjects taught by various college departments. Specific topics will be selected depending on the particular interests and needs of the enrolled students. ScTech 1A may be taken for a maximum of 4 units. ScTech 1B may be taken for a maximum of 4 units.



Social Sciences

The major in Social Sciences permits undergraduates to explore a broad spectrum of the social sciences in order to obtain an acquaintance with their socio-cultural, economic, and political aspects and to develop a greater concentration in one of these areas of study. This major will satisfy much of the required liberal studies background for students who are planning to teach in elementary schools.

■ Social Science

Associate in Arts Degree

Areas of Emphasis: Geography, History, Philosophy, Political Science

This program is designed to award an A.A. degree in Social Science with an emphasis in either Geography, History, Philosophy, or Political Science. The basic requirements for the degree include completion of 21 units from the following:

Required Courses:	Units
AREA A: One three-unit course from each of the four discipline offerings:	
Geography: 2, 3, 4, 7.	3
History: Any course offered, except 22 or the 60 series.	3
Philosophy: 1, 2, 3.	3
Political Science: 1, 2, Urban 1A.	3

AREA B: Two additional three-unit courses from any one discipline below. These additional units determine the student's degree emphasis.

Geography: Any six (6) units, except those fulfilling Physical Science requirements.

History: Any six (6) units.

Philosophy: Any six (6) units.

Political Science: Any six (6) units including Urban 1A, 1B.

AREA C: One additional three-unit course from no. 1 or no. 2, below:

1. One (1) additional three-unit course from Area B outside the student's degree emphasis, or
2. One (1) additional three-unit course from the following:
 - Anthropology: 2, 4.
 - Psychology: 1A, 5, 7.
 - Sociology: 1, 2, 3, 5, 6, 8.

Total minimum units required in major area -- 21

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



Sociology

Sociology offers much to the student who is anxious to understand the web and rhythm of human behavior. From intimate, personal, and family relationships to international corporation activities; from marginality, deviance and crime to recreation, religion and medicine; few disciplines have such broad scope and relevance.

Career Opportunities

(Bachelors or advanced degree necessary)

- Metropolitan Development Representative
- Model Cities Representative
- Public Relations Consultant
- Employment Counselor
- Interviewer/Researcher
- Urban Renewal Representative
- Correctional Counselor
- Industrial Sociologist
- Disability Insurance Trainee
- Personnel Management Specialist
- Youth Counselor
- Statistician
- Criminologist
- Social Worker
- Case Worker
- Counselor
- Population Analyst
- Probation Officer
- Recreation Specialist
- Claims Examiner

Faculty

Full-Time	Part-Time	Counselors
Carole Ginet	Karen Donahue	Don Henderson
Linda McDill	Diane Heiken	Mike Johnson
	Lauri Moore	Ofelia Romero-Motlagh

Transfer Information

Sociologists study the groups, institutions, and societies which are formed by humans; the structure and behavior of such groups are analyzed to understand the influence of group activities on individual members and members influence on other members and other groups. The Sociology major is intended to provide undergraduate preparation leading to careers in law, social work, urban and environmental planning, public service, counseling, mental health, and many similar service professions.

Major requirements for upper-division standing at:

California State University, Northridge:

Math 15; Soc 1, 3.

University of California, Davis:

Anth 2; one course from Hist 1A, 1B, 7A, 7B, 15, 16; Phil 1 or 2; Soc 1, 2, 3.

University of California, Santa Barbara:

Hist 7B; Math 15; Soc 1, 3, 5. Select two courses from the following:

Anth 2; Econ 2; Env Sc 1; Geog 4; Hist 7A; Pol Sc 2, 3, 4, 10; Psych 1A.

Sociology Courses

SOC 1 -- 3 Units

Introduction to Sociology

Class Hours: 3 lecture

This course is an analysis of human interactions through a study of cultural origins, community organization, collective behavior, social change, institutional growth and social movements as interpreted by the major theoretical constructs in Sociology. *Transfer credit: CSU; UC. CAN: SOC 2*

SOC 2 -- 3 Units

Social Problems

Class Hours: 3 lecture

This course covers sociological analysis of the causes and consequences of social problems confronting contemporary U.S. society such as intergroup conflict, sexism, racism, agism, sexual deviance, poverty, crime delinquency, substance abuse, cults (religious, political, psychological), terrorism, health and environmental degradation. Students examine the methodology and use of human skills and resources applied to the study and solution of social problems. *Transfer credit: CSU; UC. CAN: SOC 4*

SOC 3 -- 3 Units

Sociological Analysis (S)

Prerequisite: Soc 1

Class Hours: 3 lecture

Students will examine the nature and logic of the scientific analysis of society and social institutions. Conceptualization, operationalization and hypothesis construction will be studied as well as the logic of sampling and types of sampling designs. Students will be required to analyze specific data collected in the field. *Transfer credit: CSU; UC*

SOC 4 -- 3 Units

Marriage and the Family

Class Hours: 3 lecture

This course explores the meaning and function of committed relationships and examines various aspects of marriage and the family. Sex role socialization, sexuality, the single life, the choice to marry, parenting, dual-career families, conflict in relationships, separation, divorce and remarriage are studied from a historical, cross cultural, sociological and individual perspective. *Transfer credit: CSU*

SOC 5 -- 3 Units

Social Psychology

Class Hours: 3 lecture

This course is a study of social relationships. Topics of study include interpersonal attraction, person perception, long-term relationships, pro-social behavior, attitude formation and change, nature of prejudice, aggression, and conformity. (co-numbered Psych 5) *Transfer credit: CSU; UC*

SOC 6 -- 3 Units

The Chicano In Contemporary Society*

Class Hours: 3 lecture

This course is an analysis of the socio-economic and political problems confronting the Chicano with emphasis on proposed solutions. Similarities to other ethnic groups will be incorporated in this analysis. Particular focus is placed on the effects that social institutions have had on the ethnic communities of the Southwest. (co-numbered Ch St 1) *Transfer credit: CSU; UC*

SOC 8 -- 3 Units

Minority Group Relations*

Class Hours: 3 lecture

This course is an application of sociological theory to the social processes which affect racial, ethnic, and sexual minorities in the United

States. An analysis of the relationship between the functions of the institutions of the society and the problems of the minorities will be studied. *Transfer credit: CSU; UC*

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

Independent Studies in Sociology

Prerequisite: A previous course in Sociology

Class Hours: 1-3 tutorial

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

SOC 60A-Z -- 1-3 Units

Topics in Sociology*

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

Topics which have been developed include:

60A -- 3 Units

Sociological Field Methods

Prerequisite: Soc 1 or Soc 2, or concurrent enrollment in either course

Class Hours: 1 lecture, 6 laboratory

This course is for students who desire to expand their knowledge of sociological theory through both classroom and on-site involvement within governmental and/or social agencies within the community.

*These courses are offered periodically.



Spanish

Study in the Spanish language provides specialists to work in areas such as anthropology, economics, political science, literature, and sociology. While teaching is the principle area of employment, other careers may be found in interpreting, translating, research, diplomacy, libraries, and the publishing business.

Career Opportunities

B.A. Level

Translator
Diplomatic Office
Tutor
Editor

Foreign-Exchange Trader
Foreign Clerk
Foreign Service Officer

Faculty

Full-Time

Grace Bodhaine

Part-Time

Victoria Albright
Maria Brack
Jose Garcia
Barbara Grant
Ildiko Lewis
David Pardess
Renee Rosenberg
Eduard Thron

Counselors

Olivia Menchaca
Ofelia Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
SPANISH: Engl 30 and 31; Spn 3, 4.
Additional lower-division courses to be taken at CSUN.
University of California, Davis:
Spn 1, 2, 3, 4.
University of California, Santa Barbara:
Spn 1, 2, 3, 4.

Spanish Courses

SPN 1 -- 4 Units

Elementary Spanish I

Class Hours: 4 lecture, 1 laboratory by arrangement

This course is an intensive study of the Spanish language and culture; special emphasis will be given to the skills and knowledge necessary for speaking and writing Spanish and to the unique nature of the people and their history. The language laboratory will be used extensively and students will be expected to arrange an additional hour of language lab each week. *Transfer credit: CSU; UC*

SPN 1A/B -- 2/2 Units

Elementary Spanish

Prerequisite: None for 1A. Spn 1A or one year of high school Spanish for Spn 1B

Class Hours: 2 lecture, 1 laboratory by arrangement

Spanish 1A/1B offers students an opportunity to take Spanish 1 in two semesters rather than one. The skills and content covered are the same, but offered at half the pace of Spanish 1. Students receiving credit in the Spanish 1A/1B sequence may not receive credit in Spanish 1. *Transfer credit: CSU; UC*

SPN 2 -- 4 Units

Elementary Spanish II

Prerequisite: Spn 1 or two years of high school Spanish with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

This course covers continued intensive study of the Spanish language and culture; special emphasis will be given to the skills and knowledge necessary for speaking and writing Spanish. Study will cover the unique nature of the people and their history. The language laboratory will be used extensively and students will be expected to arrange an additional hour of language lab each week. *Transfer credit: CSU; UC*

SPN 3 -- 4 Units

Intermediate Spanish I

Prerequisite: Spn 2 or three years of high school Spanish with grades of C or better

Class Hours: 4 lecture, 1 laboratory by arrangement

Students will continue additional study of spoken and written Spanish and Spanish culture. They will develop the ability to read with greater ease by study and discussion in Spanish of representative literary works. Continued emphasis will be placed on oral and written expression. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC*

SPN 4 -- 4 Units

Intermediate Spanish II

Prerequisite: Spn 3 or four years of high school Spanish

Class Hours: 4 lecture, 1 laboratory by arrangement

This course covers advanced study of spoken and written Spanish and Spanish culture. Students develop the ability to read with greater ease by study and discussion in Spanish of representative literary works. Continued emphasis will be placed on oral and written expression. All students will be expected to spend an additional hour per week of study in the language laboratory. *Transfer credit: CSU; UC*

SPN 5A -- 3 Units

Spanish for the Spanish Speaking

Prerequisite: Basic communication skills in Spanish

Class Hours: 3 lecture

This is a beginning course designed for students who are able to understand and speak Spanish as used in everyday situations. Emphasis is on speaking, reading, writing and the special problems that a Spanish native speaker might have with grammatical structure and vocabulary. Reading and discussion of historical and cultural elements of the Spanish-speaking world are included. *Transfer credit: CSU; UC pending*

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

Independent Studies in Spanish

Prerequisite: A previous course in Spanish

Class Hours: 1-3 tutorial

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

SPN 31A -- 3 Units

Elementary Conversational Spanish

Class Hours: 3 lecture

This is an introductory course for nonnative speakers of Spanish, including study of elementary grammar and principles of usage. Designed for students who wish to understand and use Spanish in practical situations. May be taken two (2) times for credit.

SPN 31B -- 3 Units

Elementary Conversational Spanish

Prerequisite: Spn 31A or equivalent

Class Hours: 3 lecture

This is an intermediate course for nonnative speakers of Spanish. It includes study of grammar and principles of usage, and is designed for students who have some basic conversational Spanish, but who wish to continue work in this area. May be taken two (2) times for credit.

SPN 31C -- 3 Units

Elementary Conversational Spanish

Prerequisite: Spn 31B or equivalent

Class Hours: 3 lecture

This is the most advanced of the introductory conversation classes for nonnative speakers. It is designed for those who wish to continue developing their oral skills and includes study of grammar and principles of usage.

SPN 32 -- 3 Units

Spanish for Public Employees

Class Hours: 3 lecture

This course covers a study of communication skills for public employees who function in a bilingual situation. Emphasis is on practical and instructional vocabulary. The course is designed to be adapted to the needs of each employee group.

SPN 41 -- 3 Units

Intermediate Conversational Spanish

Prerequisite: Spn 2 or equivalent

Class Hours: 3 lecture

This course is designed for nonnative Spanish speakers who already have a knowledge of basic grammar. It is conducted in Spanish and provides students the opportunity to develop oral skills while consolidating grammar and building vocabulary. A variety of topics are discussed. The class may be taken concurrently with Spanish 3. *Transfer credit: CSU; UC pending*



Special Education/Learning Skills

A wide range of both special education and learning skills courses are provided for students with specially identified needs.

Faculty

Full-Time	Part-Time	Counselor
Janet Andriese Sherry D'Attile Joanna Dillon	Wendy Gordon Stanton Lutton Corinne Lynn Julie Means Vera Thau	Rick Cardoni

Adapted Computer Technology Courses

ACT 1 -- 2 Units

Computer Access Evaluation★

Prerequisite: Eligibility for Disabled Student Programs

Class Hours: 1 lecture, 3 laboratory

This is a self-paced course which evaluates the students needs for special adaptations required to achieve access to the personal computer. Adaptations will be developed based on the students identified needs and using a variety of specialized hardware and software programs. (College credit only. Does not apply toward a degree.)

ACT 2 -- 2 Units

Adapted Keyboarding★

Prerequisite: ACT 1 or equivalent

Class Hours: 1 lecture, 3 laboratory

This course is designed to teach keyboarding basics to disabled students who must use adaptive technologies for successful access to the keyboard or screen and/or who are unable to compete successfully in mainstream typing classes. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ACT 3A -- 2 Units

Computer Access I - Beginning★

Prerequisite: ACT 2 or equivalent

Class Hours: 1 lecture, 3 laboratory

This course provides training in the use of computer access technologies which enhance a disabled student's ability to access and use microcomputers.

The course will familiarize students with basic concepts of word processing used by the majority of industry-standard word processors; e.g., WordStar, WordPerfect. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

ACT 3B -- 2 Units

Computer Access II - Intermediate★

Prerequisite: ACT 3A or equivalent

Class Hours: 1 lecture, 3 laboratory

Students will enhance their computer access skills through the completion of assignments of projects. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

Learning Skills Courses

In order to be admitted to the Learning Disabilities Program, students must meet the California Community College Learning Disability Guidelines criteria. Program staff provide assessments to determine student eligibility.

LS 1 -- 3 Units

Assessment of Learning Skills

Class Hours: 3 lecture

This is a semester course designed for assessment and tutoring of learning disabled students by a specially trained staff. Specialized techniques, materials, texts, and audio-visual equipment are utilized to teach or assess fundamental skills and to support academic instruction for students with special learning styles. (College credit only. Does not apply toward a degree.)

LS 2 -- 3 Units

Basic Writing Skills

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Class Hours: 3 lecture

This foundation writing course is designed to improve basic writing skills, improve creative thinking, and develop and improve language and intellectual capabilities. It covers basic grammar and usage necessary for writing simple and complex sentences, developing short paragraphs and simple essays. May be taken two (2) times for credit. (College credit only. Does not apply toward a degree.)

LS 3 -- 3 Units

Study Skills

Class Hours: 3 lecture

This course focuses upon the fundamental principles of study skills. It is designed for those students who need a specialized approach to study skills. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 4 -- 3 Units

Reading and Reasoning

Class Hours: 3 lecture

This course is aimed at developing critical thinking skills, inferential comprehension and problem-solving abilities in the area of reading. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 5 -- 3 Units

Cognitive Retraining

Corequisite: Concurrent enrollment in LS 14

Class Hours: 3 lecture

This highly-structured cognitive retraining class will consist of receiving, associating and expressing language, through multi-sensory approaches. Especially developed for students with acquired brain injuries. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 6 -- 3 Units

Techniques of Problem Solving/Language

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Class Hours: 3 lecture

This foundation course is designed to improve creative thinking, problem solving, language, and intellectual capabilities. Utilizes AV materials in the language lab as well as individual instruction in the development of critical thinking. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 7 -- 3 Units

Basic Math Skills

Prerequisite: Acceptance to the Learning Disabilities Program or concurrent enrollment in LS 1 or LS 20

Class Hours: 3 lecture

This foundation math course is designed to develop the learning disabled student's ability to perform arithmetic computation and to develop mathematical skills needed for pre-algebra and algebra courses. The instruction is individualized and paced according to the student's needs.

May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 8 -- 3 Units
Spelling Improvement
Class Hours: 3 lecture

In this foundation course designed to improve spelling efficiency, special emphasis will be placed on developing spelling competence, with everyday words used in oral conversation and written themes. (College credit only. Does not apply toward a degree.)

LS 9 -- 3 Units
Personal Development
Class hours: 3 lecture

This course provides an opportunity for people to meet in a group to discuss the varied aspects of developing personal skills in dealing with disability related issues including: coping with becoming disabled, interpersonal relationships, assertiveness, risk taking and other issues relevant to the disabled population. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 10 -- 3 Units
Vocabulary Building

Prerequisite: Acceptance to the Learning Disabilities Program
Class Hours: 3 lecture

In this foundation course designed to improve skills, special focus will be placed upon understanding the meaning and origin of "common" basic language words. (College credit only. Does not apply toward a degree.)

LS 12 -- 1-3 Units
Tutoring Methods

Class Hours: 1-3 lecture

This basic tutoring foundation course is designed to give tutors the techniques to deal with special learning problems. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 14 -- .5-1.5 Units
Computer Aided Instruction/Learning Skills

Prerequisite: Acceptance to the Learning Disabilities Program
Class Hours: 1.5-4.5 laboratory

This course provides the student with the opportunity to participate in an individualized computer-based program based on the student's identified learning needs. Programs are available in the areas of problem solving, reading skills, written language skills, basic math skills, spelling, advanced math skills, and computer literacy. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

LS 20 -- .5-1.5 Units
Assessment of Learning Skills/Lab★

Prerequisite: Students must have a learning or physical disability
Class Hours: 1.5-4.5 laboratory

This is open lab for the assessment and tutoring of learning disabled students by specially trained staff. Specialized techniques, materials, texts, and audio-visual equipment are utilized to teach or assess fundamental skills and to support academic instruction for students with special learning style. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

Special Education Courses

SP ED 1 -- 3 Units
Survey of Disabilities

Class Hours: 3 lecture

This course is an overview of historical, social, medical, recreational, and educational implications of various physical and learning disabilities. Practical experience in simulated situations is gained to provide insights in the area of disabilities. The course is designed for the disabled student or anyone interested in working with the disabled. *Transfer credit: CSU*

SP ED 2 -- 3 Units

Independent Living Skills

Class Hours: 3 lecture

This course is designed to provide the disabled student with a variety of practical skills and knowledge about living independently. It includes such things as consumer education, how to work within a budget, adapted homemaking skills and other essential information designed to help the disabled student who wants to be self-sufficient. (College credit only. Does not apply toward a degree.)

SP ED 4 -- 1-3 Units
Speech Therapy

Prerequisite: Evaluation by speech pathologist
Class Hours: 1-3 lecture

This course is designed to provide speech therapy for students who are experiencing difficulty with their speech including lisping, stuttering and other related speech problems. May be taken four (4) times for credit. (College credit only. Does not apply toward a degree.)

SP ED 5A -- 2 Units
Introduction to Visually Impaired/Braille

Class Hours: 1 lecture, 3 laboratory

This course is designed for those interested in a basic knowledge of the visually impaired and of Braille. An overview of materials, services, and daily living skills needed by the blind and visually impaired will be included. (College credit only. Does not apply toward a degree.)

SP ED 5B -- 2 Units
Intermediate Braille

Prerequisite: Sp Ed 5A
Class Hours: 1 lecture, 3 laboratory

This is an advanced course in Braille designed for those students interested in improving their basic Braille skills for their own use or for working with the visually impaired. (College credit only. Does not apply toward a degree.)

SP ED 10A -- 3 Units
Beginning American Sign Language

Class Hours: 3 lecture

This is an introductory course to the American Sign Language which is the native language of deaf people. This course includes instruction of basic language structure, manual signs, finger spelling and grammar required for simple manual communication with deaf people. *Transfer credit: CSU*

SP ED 10B -- 3 Units
Intermediate American Sign Language

Prerequisite: Sp Ed 10A or equivalent fluency demonstrated to class instructor
Class Hours: 3 lecture

This is an intermediate course of instruction in the American Sign Language with emphasis in the area of vocabulary, practice in receptive and expressive skills, and study of ASL idioms and syntax. *Transfer credit: CSU*

SP ED 10C -- 3 Units
Advanced American Sign Language

Prerequisite: Sp Ed 10B or equivalent demonstrated fluency
Class Hours: 3 lecture

This is an advanced course of study of the American Sign Language for students interested in improving their fluency, vocabulary and communication skills. It is recommended for instructors of the deaf, interpreters, and those interested in working with deaf people. *Transfer credit: CSU*

SP ED 20 -- 1.5 Units
Adapted Physical Education

Class Hours: 1 lecture, 2 activity

This is 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 a physician as to the type of physical activity in which they may participate. Each student works on an individual program in terms of adapted exercise and recreational activities. May be taken four (4) times for credit. *Transfer credit: CSU; UC*

*maximum credit allowed -- 4 units combined with * Physical Education courses*

SP ED 22A/B -- 1-3/1-3 Units
Independent Studies In Special Education

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

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

SP ED 24 -- 1.5 Units
Self-Defense for the Disabled

Class Hours: 1 lecture, 2 activity

This course is designed to provide disabled students with techniques of self-defense based on their individual physical capabilities and resources. May be taken four (4) times for credit. *Transfer credit: CSU; UC maximum credit allowed -- 4 units combined with * Physical Education courses*

SP ED 31 -- 2 Units
Pre-Vocational Skills

Class Hours: 2 lecture

This class is for functionally-limited students who have none or very limited work experience. It is an introduction to the world of work, basics of job seeking, employment and vocabulary, employer/employee rights and attitudes, etc. (College credit only. Does not apply toward a degree.)

SP ED 32 -- 2 Units
Job Seeking Skills

Class Hours: 2 lecture

This course is for disabled students who wish to improve their job seeking skills and become better acquainted with their rights and obligations as employees. Topics will include decision making, interview techniques, strategies for filling out an application, and employee-employer responsibilities. (College credit only. Does not apply toward a degree.)

SP ED 33 -- 1.5 Units
Career Exploration

Class Hours: 1 lecture, 1.5 laboratory

This class is designed to provide disabled persons opportunities to explore and observe occupational areas in which they have expressed career interest. *Transfer credit: CSU*



Speech

Instruction in speech is both a fundamental skill for all students to possess in following a successful education path and a professional talent that is vital to many careers.

Career Opportunities

(Post-bachelors degree necessary)

Lawyer
Politician
Management Trainee
Speech Therapist

Linguist
Lecturer
Sales

Faculty

Full-Time

Charlene Arnold
Stephen Doyle
Rolland Petrello
Richard Strong
James Wyman

Part-Time

Marjorie Berg
Drew Lobenstein
John Matteson

Counselors

Annette Burrows
Mary Martin

Transfer Information

For the lower-division requirements in the Speech major, students are advised to consult a counselor and the catalog of the four-year school to which they intend to transfer.

Major requirements for upper-division standing at:

California State University, Northridge:

Communication Studies option: Hum 3 or 4.

General Major option: Spch 5, additional lower-division courses to be taken after transfer.

California State University, Sacramento:

Communication Studies Major: Spch 1 or 2, 7.

General option: Spch 7, 10A.

Media Communication option: RT 3A, 7A, 8.

University of California, Davis:

Rhetoric Major: Spch 2.

Speech Courses

SPCH 1 -- 3 Units

Introduction to Speech

Class Hours: 3 lecture

This course is designed to prepare students to be effective oral communicators in a public speaking context through instruction in basic communication theory, appropriate delivery skills, thorough research, and common organizational patterns. Course also offers practical training in feedback and listening skills. *Transfer credit: CSU; UC. CAN: SPCH 2*

SPCH 2 -- 3 Units

Elements of Public Speaking

Prerequisite: Spch 1 or equivalent

Class Hours: 3 lecture

Students in this class prepare and make formal delivery of various types of speeches, particularly those types requiring persuasive rhetoric; special attention is given to content and organization, audience motivation, and evaluation. Required of speech majors. *Transfer credit: CSU; UC. CAN: SPCH 4*

SPCH 3 -- 3 Units

Voice and Diction

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered RT 8, ThA 3) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with * Theatre Arts courses*

SPCH 4 -- 3 Units

Introduction to Interpersonal Communications

Class Hours: 3 lecture

This course is concerned with the dynamics of interpersonal communication. Symbolic interaction, nonverbal communication, self-perception, listening skills, conflict resolution, and problem solving will be the main topics studies. *Transfer credit: CSU; UC*

SPCH 5 -- 3 Units

Elementary Oral Interpretation

Prerequisite: Spch 1 or equivalent

Class Hours: 3 lecture

This course covers principles and techniques of interpretive reading of prose with understanding and appreciation and evaluation of the literature selected for reading. This is a performance class. *Transfer credit: CSU; UC*

SPCH 7 -- 3 Units

Argumentation and Debate

Class Hours: 3 lecture

This class is a course in the theory, methodology, and practice of critical listening, critical thinking and oral argument. The course includes training in propositions, methods of analysis, stock issue policy analysis, evidence and proof, cross-examination considerations in oral argument. The course includes an examination of the types of debatable propositions, listening, note-taking, research methodology, and delivery skills essential to effective oral advocacy. The course includes exposure to team and Lincoln-Douglas debate formats on class selected topics and issues. A final examination is required. *Transfer credit: CSU; UC*

SPCH 10A/B/C/D -- 2/2/2/2 Units

Forensics

Class Hours: 1 lecture, 3 laboratory

This course provides training, rehearsal, performance and practicum necessary to a competitive speech team. It provides training in argumentation and debate, informative and persuasive speaking, impromptu and extemporaneous speaking. Students research current political economic, legal and social problems. This course provides one-to-one training between student and instructor. Students are expected to participate in either interscholastic competition and/or speakers bureaus for various requesting community groups. *Transfer credit: CSU*

SPCH 16 -- 3 Units

Readers Theatre

Class Hours: 3 lecture

The concepts and practices of oral interpretation of literature are studied. Students are involved in supervised activities in performing readers' theatre before community and college audiences. (co-numbered ThA 16) *Transfer credit: CSU; UC maximum credit allowed -- 12 units combined with † Theatre Arts courses*

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

Independent Studies in Speech†

Prerequisite: A previous course in Speech

Class Hours: 1-3 tutorial

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

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

SPCH 56 -- 3 Units
Business and Professional Speech

Class Hours: 3 lecture

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



Theatre Arts

People who major in the various specialties of the dramatic arts tend toward a professional career in theatre, television, or films. A large number go into teaching or into community theatre activities. Many have used training in theatre arts toward attaining confidence and self-assurance in professions such as law, the ministry, or business.

ThA 2B	Intermediate Acting	3.5
ThA 10	Production and Performance	3-3
ThA 15A	Beginning Stage Direction	3
ThA 15B	Intermediate Stage Direction	3
ThA 20	Stagecrafts	3

Total minimum units required in major area -- 25
Recommended Courses: Engl 15AB, 17; ThA 21, 24

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

Career Opportunities

Actor/Actress	Sound Technician
Assistant Director	Production Assistant
Assistant Stage Manager	Stagehand
Stage Technician	Playwright
Lighting Technician	

Faculty

Full-Time	Part-Time	Counselor
Katherine Lewis	Roy Howell	Don Henderson
Leslie Wieder	John Medici	

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
ThA 2A, 2B, 4A, 4B, 20, 23.
Th 300 to be taken after transfer.

■ Theatre Arts -- Acting Associate in Arts Degree

This program is designed to emphasize skills required for acting in those desiring to transfer to a university or college or to seek to enter the acting profession.

Required Courses:		Units
ThA 1	Intro to the Theatre	3
ThA 2A	Beginning Acting	3.5
ThA 2B	Intermediate Acting	3.5
ThA 2C	Advanced Acting I	3.5
ThA 3	Voice and Diction	3
ThA 10	Production and Performance	3-3
ThA 20	Stagecrafts	3
ThA 24	Theatrical Costume and Makeup	3

Total minimum units required in major area -- 28.5
Recommended Courses: Engl 15AB, 17; Mus 13A; PE 48A; ThA 2D, 9

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

■ Theatre Arts -- Directing Associate in Arts Degree

This program is designed to emphasize skills required for directing in those desiring to transfer to a university or college or to seek to enter the directing profession.

Required Courses:		Units
ThA 1	Intro to the Theatre	3
ThA 2A	Beginning Acting	3.5

Theatre Arts Courses

Students planning to take more than 12 units of Theatre Arts courses marked * should consult a counselor. The UC system allows credit for the first 12 units only. The UC system also allows credit for the first 12 units marked with a †.

ThA 1 -- 3 Units

Introduction to the Theatre

Class Hours: 3 lecture

This course is an introduction to the theatre as an art form, and an appreciation of the theatre, past and present. The course will pay particular attention to the significance of dramatic art in human culture and to the development of critical thinking and writing skills pertinent to the analysis of dramatic performance. *Transfer credit: CSU; UC*

ThA 2A -- 3.5 Units

Beginning Acting

Class Hours: 2 lecture, 4.5 laboratory

This is a beginning course in the art of acting, which emphasizes exercises designed to develop individual insight, technique, and concentration. The course focuses on improvisation and includes some scene work. *Transfer credit: CSU; UC**

ThA 2B -- 3.5 Units

Intermediate Acting

Prerequisite: ThA 2A or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This course covers further instruction in acting techniques and characterization which includes exercises in pantomime and improvisation. The course will include practical experience with scenes from plays and additional work with stage movement. *Transfer credit: CSU; UC**

ThA 2C -- 3.5 Units

Advanced Acting I

Prerequisite: ThA 2B or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This course covers advanced instruction in acting techniques and characterization with emphasis on refinement of skills including timing, sense memory, and vocal styles. Students will perform in a variety of scenes from plays and continue work with stage movement. *Transfer credit: CSU; UC**

ThA 2D -- 3.5 Units

Advanced Acting II

Prerequisite: ThA 2C or equivalent level of skill

Class Hours: 2 lecture, 4.5 laboratory

This class covers further advanced instruction in characterization with emphasis on timing, vocal styles and sense memory. Students will perform in a variety of scenes from plays. *Transfer credit: CSU; UC**

ThA 3 -- 3 Units

Voice and Diction

Class Hours: 3 lecture

Designed for Theatre, Forensics and Broadcasting students but open to all others, this course provides instruction in correct pronunciation, breathing, and control techniques. It includes the theory and practice of voice control as well as the study of regional and foreign dialects. May be taken two (2) times for credit. (co-numbered RT 8, Spch 3) *Transfer credit: CSU; UC**

**ThA 4A -- 3 Units
History of the Theatre**

Class Hours: 3 lecture

This course is a history of theatrical development from primitive through present. The first semester covers the periods from early Greek through the Italian Renaissance. This course is required of Theatre Arts majors. *Transfer credit: CSU; UC*

**ThA 4B -- 3 Units
History of the Theatre**

Class Hours: 3 lecture

This class is a history of theatrical development from English Renaissance to the present. It is required of Theatre Arts majors. *Transfer credit: CSU; UC*

**ThA 9 -- 3 Units
Acting for Film and TV**

Class Hours: 2 lecture, 3 laboratory

Students will learn the techniques required in acting before the camera, blocking, movement, rapid line learning, etc., as it pertains to film and TV, and as it varies from stagework. Studied also will be microphone techniques and opportunities to perform in student-directed films and television shows. May be taken four (4) times for credit. (co-numbered RT 9) *Transfer credit: CSU; UC**

**ThA 10 -- 3 Units
Production and Performance**

Class Hours: 144 rehearsal total

This course offers credit for a range of supervised activities relative to college-sponsored drama production. May be taken four (4) times for credit. *Transfer credit: CSU; UC†*

**ThA 15A -- 3 Units
Beginning Stage Direction**

Prerequisite: ThA 1 or (ThA 2A or ThA 20)

Class Hours: 2 lecture, 3 laboratory

This is an introductory study of the art and craft of stage direction, past and present. Course will include practical experience in directing scenes by major playwrights. Activities may be coordinated with ThA 2B/C/D. *Transfer credit: CSU; UC†*

**ThA 15B -- 3 Units
Intermediate Stage Direction**

Prerequisite: ThA 15A

Class Hours: 2 lecture, 3 laboratory

This course is a continuation of the study of the art and craft of stage direction with emphasis on practical experience with student productions. Activities will be coordinated with ThA 2A/B/C. *Transfer credit: CSU; UC†*

**ThA 16 -- 3 Units
Readers Theatre**

Class Hours: 3 lecture

The concepts and practices of oral interpretation of literature are studied. Students are involved in supervised activities in performing readers' theatre before community and college audiences. (co-numbered Spch 16) *Transfer credit: CSU; UC†*

**ThA 20 -- 3 Units
Stagecrafts**

Class Hours: 2 lecture, 3 laboratory

This course emphasizes the theory and practice of set construction, lighting operations, audio operations, painting, costuming, makeup, and special effects. It is a hands-on class which teaches the basic skills in all areas of performing arts production. *Transfer credit: CSU; UC†*

**ThA 21 -- 3 Units
Playwriting**

Class Hours: 3 lecture

This course is designed for the student to develop his skills in writing for the theatre with the possible opportunity of production. (co-numbered Engl 25) *Transfer credit: CSU*

**ThA 22A/B -- 1-3/1-3 Units
Independent Studies in Theatre**

Prerequisite: A previous course in Theatre Arts

Class Hours: 1-3 tutorial

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

**ThA 23 -- 3 Units
Lighting and Scene Design**

Class Hours: 2 lecture, 3 laboratory

This course deals with the study of basic lighting and sound theories, equipment procedures, and theatrical effects for stage productions. The fundamentals of theatrical scene design and construction will also be studied. *Transfer credit: CSU; UC†*

**ThA 24 -- 3 Units
Theatrical Costume and Makeup**

Class Hours: 2 lecture, 3 laboratory

This course deals with the study of the fundamentals of theatrical costume design and construction and design and application of theatrical makeup. *Transfer credit: CSU; UC†*



Urban Studies

This is an interdisciplinary program focusing on major problems which stem from the complexities and pressures of the urban environment in a highly industrialized society. The degree may lead to employment in governmental and voluntary agencies concerned with planning and providing human services. Some students may wish to enter graduate study in such professional schools as city planning, public administration, social welfare, or law.

Career Opportunities

(Bachelors or advanced degree required)

City Planner	Elected Official
Public Administration	Law Enforcement
City Manager	Urban Design and Redevelopment
Urban Economist	Substance Abuse Specialist
Recreation Specialist	Traffic Analyst
Urban Historian	Community Relations

Faculty

Full-Time

Jerry Straughan

Counselor

Ofelia Romero-Motlagh

Transfer Information

Major requirements for upper-division standing at:
California State University, Northridge:
Econ 1, 2; Urban 1A.

See also AS degree programs in Administration of Justice.

Urban Studies Courses

URBAN 1A -- 3 Units

Contemporary Urban Issues

Class Hours: 3 lecture

This is an introductory course for students who are considering a career in public services. The course focuses on the variety of current issues related to the urban setting such as the ecological effect of urban growth, governmental structure and financing necessary to meet the public demand for government services, cooperation and conflict between federal, state and local governmental bodies, housing, education, law enforcement, racial conflict, land use and urban renewal. This course fulfills the state requirement for study of American Institutions.
Transfer credit: CSU; UC

URBAN 1B -- 3 Units

Contemporary Urban Issues

Class Hours: 3 lecture

This is an introductory course with emphasis placed on field research in addition to lectures and library study in the areas of: ecological effects of urban growth; governmental structure and financing; cooperation and conflict between federal, state and local governmental bodies; housing; law enforcement; education; racial conflict; land use and urban renewal.
Transfer credit: CSU; UC

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

Independent Studies In Selected Urban Issues

Prerequisite: A previous course in Urban Studies

Class Hours: 1-3 tutorial

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

URBAN 60A-Z -- 1-3 Units

Topics In Urban Studies

Prerequisites: To be determined with each Topic

Class Hours: To be determined with each Topic

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

URBAN 89A-Z -- .5-3 Units

Institutes In Urban Studies★

Prerequisite: Urban Service Personnel

Class Hours: Variable

A short term lecture-seminar series on specialized urban issues designed for Urban Studies Personnel. *Transfer credit: CSU*

Zoology

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

Full-Time Certificated Staff

(Date) indicates year of employment at Moorpark College.

Faculty rank determined by

Moorpark College Academic Senate.

- Adler, Sidney (1968)**
Director, Humanities Division
B.A., M.A., City College of New York;
Ph.D., University of Southern California.
- Agullera, Christine S. Ruiz (1972)**
Department Head, Mathematics;
Professor, Mathematics
B.A., University of California, Irvine;
M.A., University of California, San Diego;
M.S., University of California, Los Angeles.
- Alken, Kirk (1969)**
Professor, Art
B.A., University of Southern California;
M.A., California State University, Los Angeles.
- Aldaña, Guadalupe del C. (1991)**
Instructor, Radiologic Technology
A.A., Los Angeles City College;
B.S., California State University, Northridge.
- Alexander, Judy (1968)**
Professor, Nutritional Science/Health Education
B.S., University of California, Los Angeles;
M.S., California State University, Northridge.
- Alfano, Kathleen A. (1989)**
Associate Professor, Counseling
B.S., Chestnut Hill College, Pennsylvania;
M.S., Purdue University, Indiana.
- Allen, Judith (1968)**
Professor, English
A.B., Pennsylvania State University;
M.A., California State University, Sacramento;
M.L.S., Immaculate Heart College.
- Allyn, Donna P. (1988)**
Assistant Professor, Counseling
A.A., Windward Community College, Hawaii;
B.S., M.Ed., University of Hawaii.
- Anderson, Donald (1968)**
Coordinator, Equine - Rancho Sierra Vista;
Professor, Agriculture
B.S., California State University, Fresno;
M.A., California Polytechnic State University, San Luis Obispo;
Ph.D., Colorado State University, Fort Collins, Colorado.
- Andriese, Janet M. (1974)**
Professor/Coordinator, Special Education
B.S., University of California, Los Angeles;
Physical Therapy Degree, Children's Hospital
School of Physical Therapy, Los Angeles;
M.A., California State University, Northridge.
- Arnold, Charlene (1986)**
Professor, Speech
B.A., M.A., California State University, Northridge.
- Baker, John R. (1990)**
Associate Professor, Anthropology
B.A., Pepperdine University, Malibu;
Ph.D., Universität Hamburg, Hamburg,
West Germany.
- Barker, Beverly J. (1989)**
Associate Professor, Mathematics
B.A., Pomona College;
M.S., California State University, Northridge.
- Becht, Balazs (1983)**
Professor, Astronomy/Laser/Physics
B.S., M.S., California State University, Northridge.
- Berg, Eugene (1970)**
Professor, Chemistry/Physical Science
A.B., University of California, Los Angeles;
M.S., California State University, Long Beach;
Ph.D., University of California, Los Angeles.
- Beron, Alberto (1971)**
Professor, Mathematics
B.S., M.A., California State University, Los Angeles.
- Bettini, Arthur J. (1967)**
Director, Social Science Division
B.A., M.A., University of California, Los Angeles.
- Blanchino, Francis S. (1977)**
Professor, Counseling/Psychology
B.A., St. Francis College, Brooklyn, New York;
M.S., St. John's University, Jamaica, New York;
Ph.D., U.S. International University, San Diego.
- Bishop, David (1968)**
Department Head, Life Sciences;
Professor, Biology/Microbiology
B.S., Washington State University;
M.A., University of California, Santa Barbara.
- Blitner, James L. (1979)**
Professor, Physical Education/Health Education
B.A., Mt. Union College, Ohio;
M.A., Western State College, Colorado;
M.A., California Lutheran College.
(Sabbatical, Spring 1993)
- Bodhaine, Grace C. (1991)**
Instructor, Spanish
B.A., M.A., California State University, Northridge.
- Bortolussi, Vicki (1989)**
Dean, Vocational Education
B.A., M.A., University of Southern California;
Ph.D., University of California, Santa Barbara.
- Bridgeman, Gerald (1969)**
Professor, Political Science
A.B., M.A., University of California, Berkeley.
- Broadbooks, Jane M. (1986)**
Professor, Mathematics
B.S., University of Michigan;
M.A., Washington University.
- Brown, Daniel P. (1986)**
Professor, History
B.A., Ball State University, Muncie, Indiana;
M.A., Colorado State University, Fort Collins,
Colorado.
- Byrne, Denise J. (1981)**
Professor, Nursing
B.S.N., M.S.N., California State University, Los Angeles.
- Cardoni, Richard F. (1980)**
Professor, Counseling
B.S., M.S., University of Arizona.
- Collier, Shay (1972)**
Professor, Business Information Systems
B.A., Cornell College, Iowa;
M.A.E., California Lutheran College.
- Copsey, Cecile M. (1968)**
Professor, History
B.A., University of California, Berkeley;
M.A., University of California, Los Angeles.
- Corbell, Marjorie L. (1970)**
Professor, Business Information Systems
A.A., Kansas City Junior College;
B.S., Central Missouri State College;
M.A., California State University, Long Beach.
- Cravens, Linda A. (1988)**
Coordinator, Child Care/Child Development;
Assistant Professor, Child Development
B.A., University of California, Santa Barbara;
M.A., California State University, Northridge.
- D'Attila, Sherry (1990)**
Assistant Professor, Learning Disabilities
B.A., California State University, Northridge;
M.S., California Lutheran University, Thousand Oaks.
- Dale, Gillian M. (1988)**
Associate Professor, English
B.A., Mount Holyoke College, Maryland;
M.A., University of Southern California.
- Davis, John (1971)**
Professor, English/Humanities
B.A., M.A., University of California, Santa Barbara.
- de la Peña, José F. (1988)**
Dean, Student Services
A.A., Laredo Junior College, Laredo, Texas;
B.A., Texas A&I University, Kingsville, Texas;
M.A., San Jose State University.
- Dillon, Bona L. (1989)**
Associate Professor, Journalism
B.A., M.A., Ball State University, Muncie, Indiana.
- Dillon, Joanna P. (1980)**
Professor, Learning Disabilities
B.S., University of Illinois;
M.S., California Lutheran College.
- Dodgen, William W. (1971)**
Professor, Art
B.A., Drury College, Springfield, Missouri;
M.F.A., Wichita State University, Kansas.
- Doyle, Stephen C. (1990)**
Associate Professor, Speech
B.A., California Polytechnic State University, San Luis Obispo;
M.A., California State University, Los Angeles.
- Dozen, Patricia E. (1988)**
Professor/Coordinator, Learning Assistance Center
B.A., M.A., California State University, Long Beach.
- Edwards, Richard (1970)**
Department Head, Language and Literature;
Professor, English
A.B., University of California, Santa Barbara;
M.A., Yale University.
- Eckback, Hugo (1971)**
Professor, English/Humanities
B.A., University of California, Riverside;
M.A., California State University, Chico.
- Epping, Beatrice (1990)**
Associate Professor, Nursing
B.S., College of Saint Teresa, Winona, Minnesota;
M.N., University of California, Los Angeles.
- Farrell, Judith (1974)**
Professor, Psychology
A.A., Ventura College;
B.A., M.A., California State University, Northridge.
- Fecht, Gerald R. (1969)**
Professor, History/Humanities/Marketing
A.A., Los Angeles Valley College;
A.B., M.S., Ph.D., University of Southern California.
- Felngold, Janice C. (1989)**
Department Head, Business;
Assistant Professor, Business
B.A., University of California, Davis;
M.S., California State University, Northridge.
- Fink, Kathryn E. (1981)**
Professor, Mathematics
B.A., University of California, Santa Cruz;
M.A., University of Oregon.
- Fontaine, Victor A. (1991)**
Instructor, Philosophy
B.A., M.A., Ph.D., University of Fribourg,
Switzerland;
M.A., M.B.A., University of California, Los Angeles.
- Garber, Norman (1986)**
Associate Professor, English
B.A., University of Connecticut;
M.A., Ph.D., University of California, Santa Barbara.
- Garcea, Tina M. (1990)**
Assistant Professor, Physical Education
B.S., The University of Akron, Akron, Ohio;
M.S.S., United States Sports Academy, Daphne,
Alabama.
- Gerhart, Judith A. (1991)**
Professor, Business
B.S., M.Ed., De Paul University, Illinois;
Ed.D., Nova University, Florida.
- Ginet, Carole (1968)**
Professor, Sociology/Humanities/Psychology
A.B., University of California, Berkeley;
M.S., University of Southern California.
- Gonzalez, Joseph (1971)**
Professor, History
A.A., Santa Barbara City College;
B.A., M.A., Ph.D., University of California, Santa Barbara.

- Grzywacz-Gray, John M. (1971)**
Professor, Photography/Graphic Design/Journalism
Institute of Design, Chicago.
- Gucciaro, Peter (1971)**
Professor, Economics
A.B., California Lutheran College;
M.A., University of Southern California.
- Hall, Elton A. (1992)**
Professor, Philosophy
B.A., Occidental College, Los Angeles;
M.A., University of California, Santa Barbara.
- Halleran, Ronald (1975)**
Professor, Health Education/Physical Education
B.S., California State University, Hayward;
M.S., Utah State University;
M.A., California Lutheran College.
- Hantt, John (1967)**
Professor, English
B.A., University of California, Riverside;
M.A., California State University, Chico.
- Harper, Clint D. (1978)**
Professor, Laser/Physical Science/Physics
B.S., M.S., California State University, Northridge;
A.M., Ph.D., University of Southern California.
- Harris, Verle D. (1968)**
Professor, Drafting Technology
B.S.E., California State University, Long Beach.
(Sabbatical, 1992-93)
- Henderson, Donald (1974)**
Professor, Counseling
B.A., Austin College;
M.S., California State University, Los Angeles.
- Herman, Robert (1968)**
Department Head, History and Institutions;
Professor, Political Science/Economics
B.A., M.A., University of California, Santa Barbara.
- Hilmer, Keith A. (1989)**
Associate Professor, Mathematics
B.S., University of Northern Iowa;
M.S., University of Oregon.
- Hopkins, Ranford B. (1989)**
Associate Professor, History
B.A., M.A., University of California, Santa Barbara.
- Ingersoll, Orble (1967)**
Professor, Music
B.A., California State University, Northridge;
M.A., University of California, Santa Barbara.
- Ingram, Edna M. (1986)**
Professor, Counseling
B.A., Roosevelt University, Chicago, Illinois;
M.A., California State University, Northridge.
- Izumo, Susan (1981)**
Professor, Counseling
A.B., M.A.T., Whittier College;
M.S., California Lutheran College.
- Johnson, Michael (1989)**
Associate Professor, Counseling/Athletics
B.S.S.W., M.S.W., St. Louis University, St. Louis,
Missouri.
- Kalrschner, Anne J. (1989)**
Associate Professor, English/Humanities
B.A., University of California, Santa Cruz;
M.A., University of California, San Diego.
- Kay, David (1984)**
Professor, Computer Information Systems/Business
Information Systems
B.A., M.S., California State University, Northridge.
- Keever, John (1969)**
Department Head, Physical Education;
Professor, Physical Education
B.A., University of California, Santa Barbara;
M.A., California State University, Chico.
- Kessner, Dolly E. (1990)**
Assistant Professor, Music
A.B., M.A., University of California, Los Angeles.
- Keyser, Marshall R. (1974)**
Professor, Business
B.S., Shippensburg State College, Pennsylvania;
M.S., Ph.D., University of Pittsburgh, Pennsylvania.
- Kurtik, Richard (1971)**
Department Head, Physical Sciences;
Professor, Chemistry/Environmental Science
B.S., California State College;
M.A., University of California, Santa Barbara.
- LaBarge, Mary L. (1983)**
Associate Librarian;
Professor, Mathematics
B.A., University of California, Santa Barbara;
M.L.S., University of Southern California.
- Lewis, Katherine (1975)**
Professor, Theatre Arts
B.A., M.A., University of California, Los Angeles;
Ph.D., University of California, Santa Barbara.
(Sabbatical, Fall 1992)
- Loiselle, Linda S. (1981)**
Professor, Nursing
B.S.N., University of Illinois Medical Center,
Chicago;
M.S.N., California State University, Los Angeles.
- Lopez, Diana (1970)**
Professor, English
A.A., Ventura College;
B.A., M.A., San Francisco State University;
Ed.D., Nova University, Florida.
- Lopez, Robert (1971)**
Professor, Archaeology/Anthropology
B.A., M.A., California State University, Northridge.
- Manakas, Sharon L. (1992)**
College Nurse;
Instructor/Coordinator, Student Health Services
A.S., Ventura Community College;
B.S., M.S., California State University, Dominguez
Hills.
- Martin, Floyd (1967)**
Director, Science/Mathematics/Engineering Division
B.S., M.A., Arizona State University.
- Marx, Christine E. (1990)**
Associate Professor, Art History
B.A., M.A., University of California, Santa Barbara.
- Matsuda, Stella S. (1980)**
Professor, Dance
B.S., University of California, Los Angeles;
M.A., California Lutheran College.
- McAdam, Thomas M. (1980)**
Professor, Biology/Anthropology/Zoology
B.A., California State University, Northridge;
M.S., California Polytechnic State University, San
Luis Obispo.
- McCullough, McDean (1969)**
Professor, Physical Education
B.S., Jamestown College, North Dakota;
M.S., University of North Dakota.
- McDill, Linda (1986)**
Professor, Sociology
B.A., M.A., Pepperdine University.
- Menchaca, Olivia (1989)**
Associate Professor, Counseling
B.A., California State University, Northridge;
M.S., California Lutheran University.
- Mendoza, Gilbert R. (1973)**
Professor, Physical Education
B.A., California State University, Fresno;
M.A., California Polytechnic State University, San
Luis Obispo.
- Meschan, Lynn M. (1990)**
Assistant Professor, Psychology
A.A., City College, San Francisco;
B.A., M.A., California State University, Sonoma.
- Meyer, Harold F. (1969)**
Professor, Physics/Mathematics/Engineering
B.S., M.A., California State University, Long Beach.
- Miller, Alfred J. (1972)**
Professor, Radio/Television
A.B., University of North Carolina;
M.S., University of Illinois.
- Miller, Larry O. (1971)**
Professor, Biology/Physiology
B.A., M.A., Ph.D., University of California, Santa
Barbara.
- Miller, Robert W. (1967)**
Professor, Chemistry/Environmental Science
A.B., Temple University;
M.S., University of Arizona.
- Molnar, Charles D. (1968)**
Professor, Mathematics
B.S., Harvey Mudd College;
M.A., University of California, Riverside.
- Montelro, Sergio Lara P. (1986)**
Professor, Electronics/Physics
B.S., Federal University, Rio de Janeiro;
M.S., University of Wyoming;
M.S., Ph.D., Washington State University.
- Moore, Jo Ann (1990)**
Associate Professor, Radiologic Technology
A.S., Long Beach City College, Long Beach;
B.S., California State University, Long Beach.
- Moore, Linda (1968)**
Professor, Humanities
B.A., Purdue University;
M.A., California Lutheran College.
- Murphy, David K. (1969)**
Professor, Chemistry
B.S., University of California, Berkeley;
M.A., M.S. ECE, Ph.D., University of California,
Santa Barbara.
- Naseri, Mathena (1974)**
Professor, Environmental Science
B.S., Arkansas State University;
M.S., Kansas State University.
- Nordquist, Alvyn (1967)**
Professor, Physical Education
B.A., San Diego State University;
M.A., California State University, Long Beach.
- Noyes, Jack (1970)**
Professor, Art/Graphic Design
B.S., M.A., University of Michigan.
- O'Rourke, Elaine (1989)**
Assistant Professor, Philosophy
B.A., Scripps College, Claremont, California;
M.A., California State University, Los Angeles.
- Ogden, Gary (1976)**
Professor, Biology/Botany
A.B., M.A., California State University, Fresno;
Ph.D., University of California, Santa Barbara.
- Outland, Barbara (1976)**
Professor, English/Reading
B.A., San Diego State University;
M.A., California State University, Los Angeles.
- Pacheco, A. Darlene (1969)**
Vice President, Instructional Services
B.A., M.A., Ed.D., Colorado State University.
- Pagson, Paul K. (1971)**
Professor/Coordinator,
Extended Opportunity Program Services
B.A., Loyola University, Los Angeles;
M.S., Mount St. Mary's College.
(Sabbatical, 1992-93)
- Parker, Delbert M. (1969)**
Professor, Physical Education/Health Education
B.S., M.S., University of California, Los Angeles.
- Patterson, James (1974)**
Professor, Exotic Animal Training and Management
B.S., California State Polytechnic University,
Pomona;
M.A., California Polytechnic State University, San
Luis Obispo.
- Peddie, James F. (1991)**
Instructor, Exotic Animal Training and Management
D.V.M., Cornell University, Ithaca, New York.
- Petrello, Roland C. (1991)**
Instructor, Speech
A.A., Moorpark College;
B.S., Southern Utah State College, Cedar City;
M.A., Miami University, Oxford, Ohio.
- Phillips, Theodore D. (1990)**
Associate Professor, Graphic Design
B.S., Woodbury University, Los Angeles;
M.F.A., California College of Arts and Crafts,
Oakland, California.

- Pollock, Steven J. (1968)**
Department Head, Behavioral Sciences;
Professor, Psychology
B.A., Whitman College, Washington;
M.A., Ph.D., Claremont Graduate School, California.
- Pritchett, Paul Y. (1991)**
Instructor, Interior Design/Drafting Technology
B.A., University of W. Florida, Pensacola;
M.S., Florida State University, Tallahassee.
- Rahnamale, Mahyad Z. (1988)**
Associate Professor, Mathematics
B.S., Pahlavi University, Iran;
M.S., Ph.D., University of Southern California;
M.S., California State University, Northridge.
- Raufman, Cecilia (Lisa) (1976)**
Professor, Counseling
B.A., University of California, Los Angeles;
M.S., California State University, Los Angeles.
- Rees, Gary W. (1975)**
Professor, Geography
B.A., University of California, Los Angeles;
M.A., California State University, Northridge.
(Sabbatical, 1992-93)
- Reynolds, Jack G. (1969)**
Professor, Anatomy/Anthropology/Biology/Zoology
B.A., M.A., University of California, Berkeley.
- Ritchie, Deborah J. (1986)**
Associate Professor, Mathematics
A.A., College of Sequoias;
B.S., M.A., California Polytechnic State University,
San Luis Obispo.
- Rode, Benjamin L. (1989)**
Associate Professor, Mathematics
B.A., M.A., University of California, San Diego.
- Romero-Motlagh, Ofella (1989)**
Associate Professor, Counseling/Bilingual
A.A., Moorpark College;
B.A., M.A., California State University, Northridge.
- Ross, Patricia A. (1991)**
Instructor, English
A.A., Citrus College, Azusa, California;
B.A., Pomona College, Claremont;
M.A., Purdue University, West Lafayette, Indiana.
- Sanchez, Tomás (1991)**
Professor, History/Chicano Studies
B.A., California State University, Northridge;
M.A., University of California, Santa Barbara.
- Sardisco, Frank V. (1968)**
Department Head, Fine Arts;
Professor, Art
B.A., University of California, Los Angeles;
M.F.A., Otis Art Institute.
- Schaak, J. Fred (1981)**
Professor, Mathematics/Computer Science
B.S., University of California, Davis;
M.S., California State University, Northridge.
- Sheridan, Pamela (1969)**
Professor, English
B.A., M.A., University of California, Santa Barbara.
- Shindo, Kokki (1969)**
Professor, Mathematics
A.B., Ripon College, Wisconsin;
A.B., M.A., University of California, Los Angeles;
M.S., Western Washington State.
- Shubert, Brenda (1982)**
Professor/Coordinator, Nursing Science
B.S.N., Medical College of Georgia;
M.N., University of California, Los Angeles.
- Siegel, A. Howard (1967)**
Professor, Humanities/French/English
B.A., Queens College;
M.A., Kansas State University;
Ph.D., University of Southern California.
(Sabbatical, Spring 1993)
- Sims, Sydney (1989)**
Assistant Professor, English
B.A., University of California, Los Angeles;
M.A., University of Pennsylvania;
Ph.D., University of California, Berkeley.
- Smith, Mitchell L. (1972)**
Professor, Administration of Justice
B.A., M.A., San Diego State University.
(Sabbatical, 1992-93)
- Song, James J. (1991)**
Instructor, Music
B.A., M.A., University of Colorado, Boulder.
- Spraggins, M. Thomas (1974)**
Professor, Accounting/Business
B.S., California State University, Northridge;
M.S., Colorado State University;
M.A., California Lutheran College;
Certified Public Accountant.
- Stemen, James A. (1969)**
Department Head, Performing Arts;
Professor, Music
B.A., Goshen College;
M.A., M.S.M., Southern Methodist University.
- Stephens, Robert T. (1968)**
Professor, Mathematics
B.S., Brigham Young University;
M.S., University of California, Riverside.
- Stewart, Nancy L. (1980)**
Professor, Physical Education/Health Education
B.A., California State University, Long Beach;
M.S., Wisconsin State University, LaCrosse.
- Stewart, Sexton (1974)**
Professor, Graphic Communications
B.S., Southern University, Louisiana;
M.A., San Francisco State University.
(Sabbatical, 1992-93)
- Straughan, Jerry E. (1975)**
Professor, Political Science/Urban Studies
B.A., University of California, Los Angeles;
M.A., California Lutheran College.
- Strong, Richard (1971)**
Professor, Speech/Forensics
B.A., M.A., University of Redlands.
- Strumpf, Michael (1967)**
Professor, English/Reading
B.S., M.S., University of Southern California.
- Suklennik, Diane (1974)**
Professor, Counseling
B.A., State University of New York, Albany;
M.A., Columbia University, New York;
Ed.D., Nova University, Florida.
- Szylewicz, Arthur (1986)**
Professor, Mathematics
B.A., M.A., University of California, Los Angeles.
(Sabbatical, 1992-93)
- Tan, Shlow-Ling Shella (1991)**
Instructor, Computer Science
B.A., Tunghai University, Taichung, Taiwan;
M.Ed., M.A., M.S., University of California, Santa
Barbara.
- Tennen, Edward F. (1980)**
Director, Learning Resources
B.A., California State University, Long Beach;
M.A., M.S.L.S., University of Southern California;
Ed.D., Nova University, Florida.
- Thlonnet, Floyd D. (1972)**
Vice President, Student and Educational Services
A.A., Bakersfield College;
B.S., University of Arizona;
M.S., California Polytechnic State University, San
Luis Obispo.
- Thompson, Joan (1974)**
Professor, Music
B.A., M.A., California State University, Northridge.
- Thurston, Willard J. (1991)**
Instructor, Physical Education
B.A., California Lutheran University;
M.A., Azusa Pacific University, California.
- Trevino, Manuel O. (1971)**
Professor, Physical Education
A.B., M.A., California State University, Chico.
- Trevino, Sandra Kay (1988)**
Associate Librarian
A.A., Ventura College;
B.A., California State University, Chico;
M.L.S., University of Southern California.
- Walker, James W. (1992)**
President
B.S., M.A., Loyola University, Los Angeles;
M.S., University of Notre Dame;
Ed.D., University of Southern California.
- Walters, J. Roger (1971)**
Professor, Mathematics
B.A., University of California, Los Angeles;
M.A., University of Oregon.
- Weinstein, David S. (1991)**
Instructor, Mathematics
B.A., M.S., California State University, Northridge.
- Wieder, Les (1977)**
Professor, Theatre Arts/Radio/Television
B.A., M.A., California State University, Northridge.
- Wilson, Gary L. (1985)**
Associate Professor/Coordinator, Exotic Animal
Training and Management
A.S., Moorpark College;
B.A., M.A., University of California, Santa Barbara.
- Wolff, Louis A. (1982)**
Professor, Computer Information Systems/Business
Information Systems
B.S., M.S., University of La Verne, Point Mugu.
- Woodward, Carol (1981)**
Professor, Psychology
B.A., M.A., California State University, Northridge;
Ph.D., University of Southern California.
- Wygant, Grethe M. (1988)**
Associate Professor, Mathematics
A.A., Santa Barbara City College;
B.A., M.A., University of California, Santa Barbara.
- Wyman, James L. (1974)**
Professor, Business/Speech/Forensics
B.A., University of Redlands;
J.D., Loyola Law School, Los Angeles.
- Young, Kathleen (1974)**
Professor, Business/Business Information Systems
B.S., California State University, Long Beach;
M.A., California Lutheran College.

Faculty Emeritus

- Ainge, Kenneth E. (1967)**
Director, Business and Technology Division
A.B., University of California, Santa Barbara;
M.A., University of California, Los Angeles;
Ed.D., Brigham Young University.
Retired June, 1987.
- Bassett, Estella M. (1967)**
College Nurse, Health Education
R.N., Saint Mary's Hospital School of Nursing,
Rochester, New York;
M.S., State University College, Brockport, New
York;
M.P.H., University of California, Los Angeles.
Retired June, 1974.
- Bendat, William I. (1970)**
Dean, Student Services
B.A., University of California, Los Angeles;
M.A., San Diego State University;
Ph.D., Nova University.
Retired July, 1992.
- Black, Richard (1968)**
Professor, English
B.A., M.A., University of California, Santa Barbara.
Retired May, 1991.
- Bowen, Donald C. (1967)**
Professor, Accounting
B.S., San Diego State University;
M.B.A., University of California, Los Angeles;
M.S., California State University, Northridge.
Retired June, 1991.
- Brisby, William L. (1969)**
Exotic Animal Training and Management
B.S., Colorado State University;
M.S., University of Southern California.
Retired June, 1985.
- Buckner, Kenneth (1968)**
Professor, Sociology
B.S., M.A., University of Southern California.
Retired May, 1992.
- Coward, Richard E. (1976)**
Director, Financial Services
B.A., M.Ed., Western Washington State College.
Retired June, 1988.
- Deutsch, Doloras (1970)**
Professor, Child Development
B.A., University of California;
M.A., California State University, Northridge.
Retired June, 1988.
- Dunham, F. Paul (1967)**
Director, Physical Education/Health Education
Division; Director, Athletics
B.A., University of California, Santa Barbara;
M.A., California State University, Northridge.
Retired July, 1992.
- Evans, Brook (1974)**
Professor, Business
A.A., Orange Coast College;
B.S., California State University, Long Beach;
M.B.A., California State University, Northridge;
M.A., California Lutheran College.
Retired May, 1992.
- Fink, Paul (1970)**
Professor, Philosophy
B.A., Pennsylvania State University;
M.A., University of Rochester.
Retired May, 1992.
- Fleming, Jack (1968)**
Director, Continuing Education
B.A., California State University, Sacramento;
M.A., California Lutheran College.
Retired June, 1992.
- Gayle, James R. (1967)**
Vice President, Instructional Services
B.S., United States Naval Academy;
M.S., Purdue University.
Retired June, 1988.
- Gilman, Richard E. (1967)**
Biological Sciences
B.S., M.S., St. Mary's College, Winona, Minnesota;
M.S., University of Southern California.
Retired February, 1978.
- Griffith, W. Randolph (1967)**
History
B.A., University of California, Riverside;
M.A., University of California, Los Angeles.
Retired June, 1986.
- Haydenreich, John (1971)**
Professor, Counseling
B.S., University of Southern California;
M.S., California State University, Los Angeles.
Retired June, 1992.
- Hughes, Frances E. (1985)**
Professor, Nursing
R.N., Fresno General Hospital;
B.A., California State University, Fresno;
M.S. In Nursing, University of California, Los
Angeles;
M.Ed., University of British Columbia.
Retired May, 1992.
- Hurley, John (1967)**
Associate Librarian
B.A., M.A., San Diego State University;
M.L.S., University of California, Los Angeles;
Ed.D., Nova University, Florida.
Retired June, 1983.
- Hyams, Alan (1971)**
Professor, Music
B.A., M.A., California State University, Los Angeles.
Retired March, 1991.
- Imbach, Marjorie (1971)**
Director, Community Services and Publications
B.A., University of California, Santa Barbara;
M.A., University of California, Los Angeles.
Retired June, 1979.
- Lane, James W. (1969)**
Law Enforcement
A.A., Valley College, Van Nuys, California.
Retired June, 1974.
- Lloyd, Lawrence G. (1967)**
Vice President, Administrative Services
A.B., M.A., University of Southern California.
Retired June, 1992.
- Long, Alicia A. (1979)**
Dean, General/Transfer Education
B.A., University of Minnesota;
M.A., California State University, Northridge.
Retired July, 1992.
- Long, Knox T. (1968)**
Professor, Counseling/History
B.A., University of California, Santa Barbara;
M.A., California State University, Los Angeles.
Retired May, 1992.
- Lossner, Walter M. (1969)**
Sociology
B.A., B.D., Concordia Seminary;
M.S., Los Angeles State College;
Ph.D., University of Southern California.
Retired June, 1977.
- Matthews, Donald O. (1988)**
Director, Business and Technology Division
A.A., Ventura College.
Retired July, 1992.
- Mehr, Sheldon (1970)**
Professor, Music
B.A., University of California, Los Angeles;
M.A., California State University, Los Angeles.
Retired June, 1991.
- Moore, Evelyn G. (1974)**
College Nurse;
Professor/Coordinator, Student Health Services
R.N., Jefferson Medical College Hospital,
Pennsylvania;
B.S., P.H.N., Catholic University of America,
Washington, D.C.;
M.A.E., California Lutheran College.
Retired May, 1992.
- Pearson, Beverly J. (1967)**
Professor, Spanish
B.A., University of Michigan;
M.A., University of California, Berkeley.
Retired May, 1992.
- Sarnocky, Dorothy (1967)**
Geology
B.A., University of Notre Dame;
M.S., Stanford University.
Retired June, 1979.
- Schechter, Arthur J. (1980)**
Professor, Biology/Chemistry
A.B., M.S., Ed.D., University of Southern California.
Retired May, 1992.
- Scott, Delmore E. (1969)**
Professor, Art
B.F.A., M.F.A., University of Southern California.
Retired June, 1988.
- Slama, Michael M. (1966)**
Director of Library Services
J.D., Charles University, Prague, Czechoslovakia;
M.A., University of Denver.
Retired February, 1980.
- Stringer-Ellers, Pauline (1970)**
Professor, Interior Design
B.S., Oklahoma State University;
M.S., California State University, Northridge;
Ed.D., Nova University, Florida.
Retired June, 1991.
- Sturgeon, James H. (1967)**
Art
B.A., M.F.A., University of California, Santa
Barbara.
Retired June, 1986.
- Tallman, Maxine R. (1967)**
Associate Dean of Students/Admission and
Records
A.A., Ventura College;
B.A., M.A., University of California, Santa Barbara.
Retired June, 1979.
- Thomsen, John E. (1969)**
Professor, Electronics/Engineering
B.S., M.S., University of California, Los Angeles.
Retired May, 1992.

APPENDIX

Appendix I Privacy Rights Governing Student Records

The colleges in this District establish and maintain information on students relevant to admission, registration, academic history, career, student benefits or services, extra-curricular activities, counseling and guidance, discipline or matters related to student conduct, and shall establish and maintain such information required by law.

Right Of Access

Any currently enrolled or former student has a right of access to any or all student records relating to the student maintained by this District. The editing or withholding of such records is prohibited except as provided by law.

Requests for access shall be in writing, addressed to the Vice President, Student and Educational Services at the college of attendance. Requests by students to inspect and review records shall be granted no later than 15 days following the date of request. The inspections and review shall occur during regular school hours. The Vice President, Student and Educational Services shall notify the student of the location of all official records which have been requested and provide personnel to interpret records where appropriate.

Student records are maintained in a manner to insure privacy of all such records and the colleges in this district shall not, except as authorized, permit any access to or release of any information therein.

Access to student records may be permitted to any person for whom the student has executed written consent specifying the records to be released and identifying the party to whom the records may be released. Information concerning a student shall be furnished in compliance with a court order. The College shall make a reasonable effort to notify the student in advance of such compliance if lawfully possible within the requirements of the judicial order.

Students may request copies of records for review. A fee of \$3 will be charged.

Directory Information

The colleges in this District maintain directory information which may be released: student's name, address, telephone number, and place of birth, major field of study, class schedule, participation of officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous public and private school attended by the student.

Students may indicate that directory information which shall not be released providing written notification is given the Vice President, Student and Educational Services at the college of attendance at the time of enrollment or earlier if the activity occurs prior to the opening of school.

Challenge

Any student may file a written request with the President of the college or the designee to remove student records which the student alleges to be: (1) inaccurate, (2) an unsubstantiated conclusion of inference, (3) a conclusion or inference outside of the

observer's areas of competence, (4) not based on personal observations of the named person with the time and place of the observation noted.

Students filing a written request shall be provided a hearing and receive, in writing, a decision either sustaining or denying the allegations. Allegations which have been denied by the college may be further appealed to the Chancellor of the Ventura County Community College District or his designee. Allegations which have been denied by the Chancellor may be further appealed to the Governing Board of the Ventura County Community College District who shall meet with the student, within 30 days of receipt of such appeal, to determine whether to sustain or deny the allegations. All decisions of the Governing Board shall be final.

Appendix II Affirmative Action

The Ventura County Community College District and its three colleges -- Moorpark College, Oxnard College, and Ventura College -- are committed to providing an equal opportunity for admissions, student financing, student support facilities and activities, and employment regardless of race, color, religion, sex, national origin, handicap, age, marital status or Vietnam veteran status, in accordance with the requirements of Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 (as amended by the Equal Employment Opportunity Act of 1972), sections 503 and 504 of the Rehabilitation Act of 1973 and the Rehabilitation Act Amendments of 1974, Executive Order 11246 (as amended by Executive Order 11375), and the Federal Age Discrimination Employment Act of 1967 and the Age Discrimination Employment Act Amendments of 1978.

Equal Opportunity Act

The Ventura County Community College District subscribes to and promotes the principles and implementation of Equal Opportunity and Affirmative Action.

Pursuant to the provisions of Assembly Bill 803, the Governing Board has adopted a policy and procedure to ensure that its programs and activities are available to all persons without regard to ethnic group identification, religion, age, sex, color, or physical or mental disability. Both the policy and the procedure apply to students, employees, and applicants.

Inquiries regarding these laws and regulations, and the corresponding Board policies, may be directed to the District Affirmative Action Officer, c/o District Office, 71 Day Road, Ventura, CA 93003, telephone 654-6413.

Appendix III Policy on Sexual Harassment

The Ventura County Community College District is committed to all provisions of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and other human rights and equal opportunity laws. The laws include prohibitions of discrimination in employment and educational programs and services on the basis of sex.

Recent guidelines for Title VII of the Civil Rights Act focus upon sexual harassment as an unlawful practice. "Sexual harassment on the basis of color, race, religion or national origin has long been recognized by the Equal Employment Opportunity Commission as a violation of Section 703 of Title VII of the Civil Rights Act as amended" (Federal Register, April 11, 1980). Recent interpretations of Title IX of the Education Amendments similarly delineate sexual harassment as discriminatory and unlawful.

Sexual harassment is unacceptable conduct, is unlawful, and will not be tolerated by the Ventura County Community College District. Disciplinary action shall be initiated against any individual found guilty of sexual harassment. The following criteria shall determine whether actions constitute sexual harassment.

1. Employment/Educational Condition.

Submission to the conduct is either an explicit or implicit term or condition of employment and/or pursuit of educational objectives.

2. Employment/Educational Consequence.

Submission to or rejection of the conduct is used as a basis for employment, educational, and/or service decisions affecting the persons who did the submitting or rejecting.

3. Offensive Job/Educational Interference.

The conduct has the purpose or effect of substantially interfering with an individual's work, academic, or other educational performance or creating an intimidating, hostile or offensive environment.

**Implementation And Grievance Procedures:
Students**

This procedural statement is a special application of the College District's Student Grievance Policy. It is presented in direct reference to the sexual harassment of the students of the colleges of the Ventura County Community College District and to the related policy of the District adopted by the District's Governing Board. The Board policy is based on Federal and State statutes on this subject.

While sexual harassment of students by other students or by District employees represents a wrong as described in the District's "Student Grievance Procedures," the nature of this particular offense renders it exceptional. Thus, a separate procedure has been established to recognize this distinction.

Sexual harassment is a matter requiring unusually prompt attention by authority since failure to act may represent various kinds of academic and personal damages to the alleged victim. Further, the issues involved are typically very personal and sensitive, and many victims will not risk the delays, publicity and complications attendant to regular grievance procedures. Since this District recognizes the delicate nature of such situations, each step in the grievance procedure will be conducted with discretion in order to maintain a high degree of confidentiality. It is the intent of these procedures to result in prompt recourse and to ensure fairness and equity to both the person alleging the wrong and to the person accused of the wrong.

The District recognizes its responsibility to make every effort to maintain a neutral work and educational environment free of sexual harassment and/or intimidation.

For purposes of this policy, examples of conduct which may constitute sexual harassment, and are outside the standards of professional conduct, include:

1. Deliberate or unsolicited verbal comments, gestures, physical contacts of a sexual nature or demeaning to one's gender which are unwelcome and/or interfere with work productivity.
2. Implicit or explicit sexual behavior by a teacher, supervisor, fellow student, or co-worker to control, influence or otherwise affect the job, salary, course grade, performance evaluation, opportunity for employment, or career of an employee, nondistrict affiliated applicant for employment, or student.

Step 1

Students who believe that they have been subjected to any form of sexual harassment should carefully review both the District's policy on this subject and this procedure. They are encouraged to seek counsel from any member of the college community in whom they have confidence; however, it is recommended that the student

contact the Counseling Office to discuss any possible complaint. In order to provide the best professional support to students, the Dean of Student Services or his/her designee shall designate two counselors, one male, one female, who will have special responsibility for advising students in matters of sexual harassment. The purpose of such counsel is personal support in a time of crisis. If the complaint involves sexual harassment by a college district employee, the student should proceed to Step 2 of this procedure (see below). The student shall have the right to be accompanied through the complaint process by an advisor of his/her choice. If the problem involves sexual harassment by another student, the Counseling Office shall refer the complainant to the Vice President, Student and Educational Services who will take action as prescribed in the Student Conduct Code.

Step 2

Complaints should be brought to the College. The Vice President will hear the complaint, counsel the complainant and be available to act as the complainant's advisor during the resolution process. If, for any reason, the Vice President is unavailable or if the complainant rejects this party in the role described, the college officer hearing the charges shall be the Vice President, Instructional Services.

Step 3

If the problem cannot be resolved at the second step within five working days, the Vice President will transmit it, in writing and signed by the complainant, to the college President and to the District Affirmative Action Officer for information purposes.

The President will act as described in the circumstances that follows:

1. The President will ask the campus certificated management representative to the District Advisory Committee on Affirmative Action to consult with the person mentioned in the complaint and such other persons as may be necessary to resolve the complaint. The supervising manager of the person accused must be consulted in this process, and the accused will be given a copy of the written accusation.
2. If the problem cannot be resolved to the satisfaction of all parties at Step 1 within five working days, the campus management Affirmative Action representative will transmit the written and signed complaint to the President. At this point, the President may either dismiss the matter for cause stated in writing to all parties or remand the case to a formal hearing. The President must act within five working days.

Step 4.

If a formal hearing is held, the following procedures will be employed by the college Grievance Committee.

1. Both parties will be asked to attend the hearing and will be given sufficient notice in writing as to the time and place. Notice shall be given by certified mail at least five working days prior to the hearing date.
2. At the time of the hearing, the chairperson shall state the charge. The committee shall hear testimony, examine witnesses and receive all evidence pertaining to the charge.
3. Both parties shall have the right to present statements, testimony, evidence and witnesses. Each party shall have the right to be represented by a single advisor. If the person who is the subject of the complaint elects to have legal counsel present at the hearing, he/she must notify the College/District in sufficient time so that the District might arrange to have its own legal counsel available.
4. The accused person and/or representative may be present, as well as the aggrieved person and/or her/his representative. No other persons except scheduled single witnesses and the Grievance Committee members shall be present.
5. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.
6. The committee shall judge the relevancy and weight of testimony and evidence. It shall make its findings on fact and limit investigation to the formal charge. It shall also make a

recommendation for disposition of the charge to the college President. Actions in this procedure shall be completed within five working days.

7. The committee shall submit its findings of fact and recommend action to both parties and to the President of the college. Upon receipt of the findings and recommendations, the President of the college shall:
 - a. Concur with the committee's recommendation.
 - b. Not concur with the committee's recommendation.
 - c. Take alternative action.
 - d. The college President shall state in writing the reasons for the action taken on the committee's recommendation. The President shall act within ten working days.
8. If either party does not agree with the decision of the college President at this time, an appeal may be made to the Chancellor of the Ventura County Community College District through the District's Affirmative Action Officer; if he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.
9. Records of all proceedings will be maintained by the college President in accordance with rules of confidentiality and board/state/federal laws, rules, regulations and contracts. Insertion of information regarding a case in employee's personnel record will be made in compliance with board/state/federal laws, rules, regulations and contracts.

¹The nature of the College Grievance Committee is described fully under the main Student Grievance Policy.

Appendix IV Student Rights & Responsibilities

I. ASSOCIATED STUDENTS

The Governing Board of the Ventura County Community College District recognizes the need for and authorizes the operations of the Associated Students in accordance with Education Code sections 10701 to 10705, inclusive.

II. PRIVILEGES OF STUDENT ORGANIZATIONS

A. To use the name of one of the colleges or to use college facilities for regular meetings or special events, student organizations must be chartered by the Associated Students.

B. Recognized student organizations shall not use District facilities for the purpose of planning or implementing off-campus political or social events, nor use the name of the colleges in conducting such off-campus events, unless authorized by the Associated Students.

C. A chartered student organization shall have a faculty advisor who shall be chosen by the members of that organization and approved by the Vice President, Student and Educational Services. Institutional recognition shall not be withheld or withdrawn solely because of the inability of a student organization to secure an advisor.

D. Chartered student organizations shall be open to all students without respect to race, creed or national origin.

III. OFF-CAMPUS AFFILIATIONS

Any organization (whether official or unofficial) of students on the college campuses which, in its constitution or method of operation, vests control of its policies in an off-campus organization, shall not be recognized as an official college organization and shall not be allowed to use the facilities of the District.

IV. ADVOCACY AND FREE EXPRESSION

A. *Purpose.* The primary purpose of a college is the advancement and dissemination of knowledge. Free inquiry and expression are indispensable to the attainment of this purpose. The colleges of the Ventura County Community College District have the responsibility to establish and maintain general conditions conducive to an orderly and open examination of ideas and issues relevant to the primary purpose referred to above.

B. *Registered Students.* Students of the Ventura County Community College District have the right of free expression and advocacy and may exercise this right within the framework outlined below:

1. That the cause or issue being advocated is legal.
2. That the District's outside speaker policy is observed.
3. That college rules regulating time, place, and manner, developed by a student/faculty/administrator committee at each college and approved by the college President or his designated representative are respected.
4. That if, in the judgment of the President of the college or his designated representative, an activity or event is disruptive or incompatible with the educational objective of the college, he may order individual students or chartered student organizations, to discontinue the activity or event pending due process by either college and/or civil agencies. Due process is defined by a student/faculty/administrator committee at each college and approved by the college President.

C. *Non-Students.* The colleges of the Ventura County Community College District are provided for the purposes commonly ascribed to higher education. Non-students who wish to pursue these purposes at one of the colleges of the District are encouraged to enroll as registered students. However, in regard to any event or activity that takes place on one of the college campuses of the Ventura County Community College District, non-students are governed by the same rules that apply to registered students.

D. *Maintenance of Order.* It shall be the policy of the Governing Board of the Ventura County Community College District to cooperate with all established governmental agencies in the maintenance of order on and about its properties. This cooperation shall in no way infringe upon or limit the use of these properties for the purposes historically and legally reserved for them. The President of the Board, as appropriate, shall convene a special meeting for the purpose of taking proper action to support the District and college administrations in carrying out the policy referred to in this section.

V. DRESS CODE

The dress of persons appearing on the campuses of the Ventura County Community College District shall comply with generally accepted standards of hygiene and good taste. Clothing that is worn shall be such as to avoid interference with the educational responsibilities of the District, or with any other approved activities taking place within the District's jurisdiction.

VI. SOLICITATION

The solicitation, selling, exposing for sale, offering to sell, or endorsing any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental or sale at a college is prohibited except by written permission of the District Chancellor, President of the college or the President's designee. This policy applies to all students, staff and citizens.

Nothing in this policy shall be construed to revoke the rights and privileges of students and staff as specifically granted by Education Code sections and board policy with regard to fund raising activities (EC 76062), examination of instructional materials (EC 78904, 78905), or other activities sanctioned by federal, state and local regulations.

VII. NOTICES & POSTERS

Student and other college developed posters and flyers may be distributed or displayed as follows:

Any posters, flyers or other materials which advertise instructional programs, student activities or any other events that can be CLEARLY IDENTIFIED as having Moorpark College sponsorship may be circulated and posted without bearing the "approved for posting" stamp.

VIII. USE OF COLLEGE FACILITIES

A. The purpose of these policies is to assure the full effective use and enjoyment of the facilities of the college campus as

- an educational institution. Orderly procedures are necessary to promote the use of facilities by students and college personnel, to conserve and protect facilities for educational use and to prevent interference with college functions.
- B. Available college facilities may be used and shall be reserved in advance for meetings and other events related to their purpose by:
 - a. chartered student organizations
 - b. certificated personnel
 - c. organizations of college employees
 - d. the associated students
 - e. groups of ten or more students
 - f. community organizations and groups under the Civic Center Act. (Education Code, 16551-16556).
 - C. Reservation of college facilities shall be made in the Office of the Dean, General and Transfer Education a reasonable time in advance of the event to permit schedule to be arranged. Reservations will be granted in the order of application, unless considerations of format, room size or equitable distribution of special facilities will require adjustments. Student groups should also seek approval from the Advisor to Student Activities.
 - D. The college may make reasonable charges for the use of college facilities by community groups in accordance with the civic center charges as published by the Ventura County Community College District.
 - E. Outdoor Meetings and Events
 1. Students and college personnel may gather at reasonable places and times on the campus consistent with the orderly conduct of college affairs and the free flow of traffic. Interference with entrances to buildings and college functions or activities, disturbance of offices, classes and study facilities and harm to property are prohibited.
 2. The campus center patio is available as a discussion area. The Vice President, Student and Educational Services may approve other areas if unusual circumstances require.
 3. Voice amplification will be permitted in the above areas between 11:30 a.m. and 12:30 p.m. on Fridays. Voice amplification equipment will be provided by the college upon request and without charge. No other voice amplification equipment may be used. The Vice President, Student and Educational Services may arrange for voice amplification at other times or places on the campus if unusual circumstances require it to implement the purposes of these regulations. The volume and direction of voice amplification will be adjusted to reach no farther than the audience present.
 - F. Tables
 1. Student organization and groups cited may maintain a table in the following areas:
 - a. foyer of the campus center
 - b. patios of the campus center
 - c. mall
 2. Tables shall be staffed at all times. The name of the sponsoring organization shall be displayed at each table.
 3. Tables shall be furnished by the Associated Students. Posters shall be attached to the tables.
 4. Tables may be used to distribute and exhibit, free of charge, non-commercial announcements, statements and materials and for fund raising. Distributing or soliciting by means of accosting individuals or by shouting is prohibited.

tellectual growth and personal development. In seeking these ends, students should be free from improper interference by other members of the college community.

A grievance may be initiated by a student whenever the student believes that she or he has been subject to unjust actions or denied normal rights as stipulated in college regulations and in the State Education and Administrative Codes. A grievance may be initiated by a student against any other student or employee of the college.

II. DEFINITION

A grievance is an allegation of unjust action or denial of student rights. A grievance exists only when a specific educational wrong has occurred to a single student. This wrong must involve an unjust action or denial of student rights as defined in a specified college, college district or superior legal covenant or judgment. A grievance exists only when such an error or offense has some demonstrably correctable result. The outcome of a grievance must produce a tangible benefit to the student complaining or an actual redress of the wrong rather than a punishment for the person or persons found in error.

III. PROCEDURES

A. Informal Processes

When a student believes that a personal injustice has been sustained, an attempt should first be made to resolve the concern by informal means. Consultation should be made with the student, faculty member, administrator or classified person involved in order to seek direct resolution. If this process fails or, for some reason, cannot be accomplished, the aggrieved student should confer with the direct supervisor of the person allegedly causing the problem. If both of these steps are unsuccessful, the aggrieved student should discuss the problem with the Vice President, Instructional Services (for all programs and services controlled by this person) or the Vice President, Student and Educational Services (for all other college programs and services).

B. Formal Processes

If the aggrieved student believes that the informal consultation processes mentioned in III A. have failed, the procedures and rules described below must be followed by both the student and the college. This process represents the formal grievance procedure of the college. However, the entire formal grievance process shall be discontinued at any time the parties can informally agree on a mutually satisfactory result. All formal records will be destroyed in this instance.

Resolution of grievances may not abrogate state or federal laws and applicable Governing Board rules and policies.

1. A college Grievance Committee shall be established by the college President at the opening of each academic year. This committee shall be composed of one faculty member, one enrolled student and one administrator. The chairperson will be designated by the President. Committee members are appointed by and serve at the pleasure of the President. If, in the judgment of either participant in a formal grievance or the President, a conflict of interest or bias exists with any committee member, that member will be excused and a substitute appointed for the case in question only.

A formal grievance must be filed with the Vice President, Student and Educational Services within 90 calendar days of the final event in a sequence of events if any. The 90-day period shall commence on the day of the event or on the day of first knowledge of the event by the complaining party. Proof of the latter delayed date is the responsibility of the complaining party.

2. A formal grievance exists when the Vice President, Student and Educational Services receives a signed written charge specifying the time, place and nature of the injury from the aggrieved student. This written

Appendix V Student Grievance

I. PURPOSE

Students are encouraged to pursue academic studies and other college-sponsored activities in order to promote in-

- charge should be dated and must be on behalf of an individual student only. Group or class action grievances are not permitted. This charge must also clearly specify the informal consultation attempts made and described in Section A.
3. The Vice President, Student and Educational Services will verify the completeness of the written charge and present the charge to the Grievance Committee within ten working days of receipt.
 4. The Grievance Committee will review the charges made (Section B.2.) within five working days and request a response in writing from the person accused. This person must reply within ten working days. Upon receipt of this response, the committee shall meet and recommend to the President that (a) the case be dismissed or (b) the reasonable cause for a hearing exists. This action must take place within five working days.
 5. The President will then either dismiss the case with the reasons set out in writing to both parties or request that the Grievance Committee hold a formal hearing. The President must take this action within five working days of receipt from the committee (Section B.4.).
 6. Formal hearing procedures:
 - a. A hearing will be called by the chairperson within fifteen working days of receipt of the President's request (Section B.5.).
 - b. Both parties will be asked to attend the hearing and will be given sufficient notice in writing as to the time and place. Notice shall be given by certified mail at least five working days prior to the hearing date.
 - c. At the time of the hearing, the chairperson shall state the charge. The committee shall hear testimony, examine witnesses and receive all evidence pertaining to the charge.
 - d. Both parties shall have the right to present statements, testimony, evidence and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney.
 - e. The accused person and/or representative may be present as well as the aggrieved person and/or his/her representative. No other persons except scheduled single witnesses and the Grievance Committee members shall be present.
 - f. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.
 - g. The committee shall judge the relevancy and weight of testimony and evidence. It shall make its findings on fact and limit investigation to the formal charge. It shall also make a recommendation for disposition of the charge to the college President. Actions in this procedure shall be completed within five working days.
 - h. The committee shall submit its findings of fact and recommend action to both parties and to the President of the college. Upon receipt of the findings and recommendations, the President of the college shall:
 - (1) Concur with the committee's recommendation.
 - (2) Not concur with the committee's recommendation.
 - (3) Take alternative action.
 - (4) The college President shall state in writing the reasons for the action taken on the committee's recommendation. The President shall act within ten working days.
 - i. If either party does not agree with the decision of the college President at this time, an appeal may be made to the Chancellor of the Ventura County Community College District.

- ii. If he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.
- iii. Records of all proceedings shall be maintained by the college President in accordance with rules of confidentiality and board/state/federal laws, rules, regulations and contracts. Insertion of information regarding a case in employee's personnel records will only be made in compliance with board/state/federal laws, rules, regulations and contracts.

Appendix VI Student Conduct Code

Standards Of Student Conduct (E.C.S. 66300)

In joining the academic community, the student enjoys the right and shares the responsibility in exercising the freedom to learn. Like members of the academic community, the students are expected to conduct themselves in accordance with the standards of the college that are designed to perpetuate its educational purposes. Students shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the city, county, state, and nation. A charge of misconduct may be imposed upon a student for violating provisions of college regulations and the State Education and Administrative Codes. Where a student is subject to a charge of misconduct, such charge shall be processed in accordance with the following policy and procedure.

Disciplinary action may be imposed upon a student by an instructor, an administrator or the Governing Board for proven misconduct or actual violation of specified college rules and state regulations. Instructors and administrators may place students on probation or temporary exclusion with respect to actions in a classroom, on campus or at a college-sponsored activity within the procedures specified in this document. The Vice President, Student and Educational Services shall have the power to impose suspension and to recommend expulsion.

Students are subject to charges of misconduct for any of the following acts on college-owned or controlled property or at a college-sponsored activity:

1. Willful disobedience to directions of college officials acting in performance of their duties.
2. Violation of college rules and regulations including those concerning student organizations, the use of college facilities, or the time, place and manner of public expression or distribution of materials.
3. Dishonesty, such as cheating, or knowingly furnishing false information to the college.
4. Unauthorized entry to or use of the college facilities.
5. Forgery, alteration, or misuse of college documents, records of identification.
6. Obstruction or disruption of classes, administration, disciplinary procedures, or authorized college activities.
7. Theft of or damage to property or possession of stolen property belonging to the college, a member of the college community, or a campus visitor.
8. Disorderly, lewd, indecent, or offensive conduct.
9. Obscene, libelous or slanderous expression, or expression which so incites students as to create a clear and present danger of the commission of unlawful acts on the college's campus, the violation of lawful college regulations or the substantial disruption of the college's orderly operation.
10. Assault or battery, abuse, or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.
11. Use, possession, distribution of alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, or other dangerous drugs, or presence on campus while under the influence of alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, or other dangerous drugs, except as expressly permitted by law.

12. Possession, while on the college campus or at an on- or off-campus college-sponsored function, of any of the following weapons (except persons given permission by the college President or his/her designated representatives or members of the law enforcement agencies, as police officers); any instrument or weapon of any kind commonly known as blackjack, sling shot, fire bomb, billy club, sandclub, sandbag, metal knuckles; any dirk, dagger, firearm (loaded or unloaded), as pistol, revolver, rifle, etc.; any knife having a blade longer than five inches, any switchblade longer than two inches, any razor with an unguarded blade; any metal pipe or bar used or intended to be used as a club; or any item used to threaten bodily harm.

Student Conduct: Disciplinary Action

Student conduct must conform to the Student Rules of Conduct established by the Governing Board of the Ventura County Community College District in collaboration with college administrators and students. Violations of such rules are subject to the following types of disciplinary actions which are to be administered by appropriate college authorities against students who stand in violation. The Ventura County Community College District has established due process for the administration of the penalties enumerated here. Penalties are listed in degree of severity. College authorities will determine the appropriate penalty(ies):

1. **WARNING*** -- Notice to the student that continuation or repetition of specified conduct may be cause for other disciplinary action.
 2. **REPRIMAND*** -- Written reprimand for violation of specified rules. A reprimand serves to place on record that a student's conduct in a specific instance does not meet the standards expected at the college. A person receiving a reprimand is notified that this is a warning that continued conduct of the type described in the reprimand may result in a formal action against the student.
- *Note: Warnings and reprimands may be appealed directly to the President. They are not subject to a student conduct hearing.
3. **DISCIPLINARY PROBATION** -- Exclusion from participation in privileges or extracurricular college activities set forth in the notice of disciplinary probation involves notification in writing of the reason for disciplinary probation to the student(s) or president of the student organization involved.
 4. **RESTITUTION** -- Reimbursement for damage or for misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
 5. **SUMMARY SUSPENSION** -- A summary suspension is for the purposes of investigation. It is a means of relieving the tension of the student body or individual class due to a serious infraction of student behavior standards, removing a threat to the well-being of the students, or removing for the good order of the college a student or students whose presence would prevent the continued normal conduct of the academic community. Summary suspension is limited to that period of time necessary to ensure that the purpose of the summary suspension is accomplished and in any case, no more than a maximum of five school days. Summary suspension is a type of suspension other than that ordinarily invoked by the instructor for disciplinary reasons in the classroom. The college President, Vice President, Student and Educational Services, or other staff member designated by the President may summarily suspend a student when he or she deems it necessary for the safety and welfare of the college.
 6. **DISCIPLINARY SUSPENSION** -- Disciplinary suspension follows a hearing based on due process. It shall be invoked by the college President, appropriate administrator, or other staff member designated by the President, upon the student for misconduct when other corrective measures have failed or when the seriousness of the situation warrants such action.
 7. **EXPULSION** -- An expulsion is a long term or permanent denial of all campus privileges including class attendance. The

Governing Board may expel a student who has been convicted of a crime arising out of a campus disturbance, or after a hearing by a campus body, and has been found to have willfully disrupted the orderly operation of the campus.

Student Conduct: Due Process

A. Preliminary Action

1. The Vice President, Student and Educational Services shall receive and may issue any charge of alleged misconduct made against a student by another student, faculty member, administrator, or classified personnel. Such person shall sign and submit a written statement specifying the time(s), place(s), and nature of the alleged misconduct.
2. The Vice President, Student and Educational Services shall confer with the student for the purpose of advising the student of the charge, possible sanctions imposed upon him/her and his/her rights under college regulations, state and federal laws.
3. The Vice President, Student and Educational Services may also procure information relating to the charge from the student and other persons or sources. Whenever appropriate, the Vice President, Student and Educational Services shall assess, or cause to have assessed, damage to property and injury to persons or other forms of misconduct.
4. At this point, the Vice President, Student and Educational Services may take any of the following actions:
 - a. Dismiss the charge for lack of merit.
 - b. Issue a warning or letter of reprimand.
 - c. Place the student on disciplinary probation, require restitution, place on summary or disciplinary suspension.
 - d. Recommend expulsion.
 - e. Remand the case to a Student Conduct Hearing.
5. At this time, if the student does not accept the Vice President, Student and Educational Services' decision, the Vice President, Student and Educational Services shall arrange for the meeting of the Student Conduct Hearing Committee, following the procedures outlined in Sections B and C of this document.

B. Composition of Student Conduct Hearing Committee

1. The Student Conduct Hearing Committee, hereafter referred to as the Hearing Committee, shall be set up as follows:
 - a. One student, one faculty member, and one administrator (other than the Vice President, Student and Educational Services and his/her immediate staff). These persons are appointed by the college President.
 - b. The President shall designate the chairperson of the Hearing Committee.
 - c. A minimum of one committee shall be selected annually.
 - d. Upon notification of the committee composition, each party is allowed one pre-emptory challenge, excluding the chairperson.
 - e. A quorum shall consist of all three members of the committee.
 - f. The chairperson will allow any proposed member of the committee to decline participation in the hearing.

C. Formal Hearing Procedures

1. A hearing will be called by the chairperson within fifteen working days of the receipt of the Vice President, Student and Educational Services' request.
2. Both parties will be asked to attend the hearing and will be given sufficient notice in writing as to the time and place. Notice shall be given by certified mail at least five working days prior to the hearing date.
3. At the time of the hearing, the chairperson shall state the charge. The committee shall hear testimony, examine witnesses and receive all evidence pertaining to the charge.
4. Both parties shall have the right to present statements, testimony, evidence and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney.

5. The accused person and/or representative may be present as well as the aggrieved person and/or his/her representative. No other persons except scheduled single witnesses and the Hearing Committee members shall be present.
6. The person making the charge shall assume the burden of proof. The rule of confidentiality shall prevail at all stages of the hearing.
7. The Hearing Committee shall judge the relevancy and weight of testimony and evidence. It shall make a recommendation for disposition of the charge to the college President. Actions in this procedure shall be completed within five working days.
8. The Hearing Committee shall submit its findings of fact and recommend action to both parties and to the President of the college. Upon receipt of the findings and recommendations, the President of the college shall:
 - a. Concur with the committee's recommendation.
 - b. Not concur with the committee's recommendation.
 - c. Take alternative action.
 - d. The college President shall state in writing the reasons for the action taken on the committee's recommendations. The President shall act within ten working days.
9. If either party does not agree with the decision of the college President at this time, an appeal may be made to the Chancellor of the Ventura County Community College District; if he/she is still dissatisfied with the decision, an appeal may be made to the Governing Board who shall render the final decision.

Appendix VII
Ventura County Community College District
1992-93 Nonresident Tuition Fee Changes and Refund Schedule

Units Enrolled	Tuition Charge	1st Week Refund		2nd Week Refund		3rd Week Refund		4th Week Refund
		Regular and Summer	Regular	Summer	Regular	Summer	**Regular Only	
0.5*	55.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
1.0*	110.00	60.00	60.00	55.00	55.00	27.50	27.50	27.50
1.5*	165.00	115.00	115.00	82.50	82.50	41.25	41.25	41.25
2.0*	220.00	170.00	165.00	110.00	110.00	55.00	55.00	55.00
2.5	275.00	225.00	206.25	137.50	137.50	68.75	68.75	68.75
3.0	330.00	280.00	247.50	165.00	165.00	82.50	82.50	82.50
3.5	385.00	335.00	288.75	192.50	192.50	96.25	96.25	96.25
4.0	440.00	390.00	330.00	220.00	220.00	110.00	110.00	110.00
4.5	495.00	445.00	371.25	247.50	247.50	123.75	123.75	123.75
5.0	550.00	500.00	412.50	275.00	275.00	137.50	137.50	137.50
5.5	605.00	555.00	453.75	302.50	302.50	151.25	151.25	151.25
6.0	660.00	610.00	495.00	330.00	330.00	165.00	165.00	165.00
6.5	715.00	665.00	536.25	357.50	357.50	178.75	178.75	178.75
7.0	770.00	720.00	577.50	385.00	385.00	192.50	192.50	192.50
7.5	825.00	775.00	618.75	412.50	412.50	206.25	206.25	206.25
8.0	880.00	830.00	660.00	440.00	440.00	220.00	220.00	220.00
8.5	935.00	885.00	701.25	467.50	467.50	233.75	233.75	233.75
9.0	990.00	940.00	742.50	495.00	495.00	247.50	247.50	247.50
9.5	1,045.00	995.00	783.75	522.50	522.50	261.25	261.25	261.25
10.0	1,100.00	1,050.00	825.00	550.00	550.00	275.00	275.00	275.00
10.5	1,155.00	1,105.00	866.25	577.50	577.50	288.75	288.75	288.75
11.0	1,210.00	1,160.00	907.50	605.00	605.00	302.50	302.50	302.50
11.5	1,265.00	1,215.00	948.75	632.50	632.50	316.25	316.25	316.25
12.0	1,320.00	1,270.00	990.00	660.00	660.00	330.00	330.00	330.00
12.5	1,375.00	1,325.00	1,031.25	687.50	687.50	343.75	343.75	343.75
13.0	1,430.00	1,380.00	1,072.50	715.00	715.00	357.50	357.50	357.50
13.5	1,485.00	1,435.00	1,113.75	742.50	742.50	371.25	371.25	371.25
14.0	1,540.00	1,490.00	1,155.00	770.00	770.00	385.00	385.00	385.00
14.5	1,595.00	1,545.00	1,196.25	797.50	797.50	398.75	398.75	398.75
15.0	1,650.00	1,600.00	1,237.50	825.00	825.00	412.50	412.50	412.50
15.5	1,705.00	1,655.00	1,278.75	852.50	852.50	426.25	426.25	426.25
16.0	1,760.00	1,710.00	1,320.00	880.00	880.00	440.00	440.00	440.00
16.5	1,815.00	1,765.00	1,361.25	907.50	907.50	453.75	453.75	453.75
17.0	1,870.00	1,820.00	1,402.50	935.00	935.00	467.50	467.50	467.50
17.5	1,925.00	1,875.00	1,443.75	962.50	962.50	481.25	481.25	481.25
18.0	1,980.00	1,930.00	1,485.00	990.00	990.00	495.00	495.00	495.00
18.5	2,035.00	1,985.00	1,526.25	1,017.50	1,017.50	508.75	508.75	508.75
19.0	2,090.00	2,040.00	1,567.50	1,045.00	1,045.00	522.50	522.50	522.50
19.5	2,145.00	2,095.00	1,608.75	1,072.50	1,072.50	536.25	536.25	536.25
20.0	2,200.00	2,150.00	1,650.00	1,100.00	1,100.00	550.00	550.00	550.00
20.5	2,255.00	2,205.00	1,691.25	1,127.50	1,127.50	563.75	563.75	563.75
21.0	2,310.00	2,260.00	1,732.50	1,155.00	1,155.00	577.50	577.50	577.50
21.5	2,365.00	2,315.00	1,773.75	1,182.50	1,182.50	591.25	591.25	591.25
22.0	2,420.00	2,370.00	1,815.00	1,210.00	1,210.00	605.00	605.00	605.00
		\$50 Admin. Fee Charge		\$50 Admin. Fee Charge		\$50 Admin. Fee Charge		\$50 Admin. Fee Charge
			75% Refund	50% Refund	50% Refund	25% Refund		25% Refund

*Indicates that a minimum administrative fee of \$50 is deducted from those refunds.
 **No refunds permissible after the 3rd week of summer session.

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