The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, sex, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

West Valley College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949 (415) 506-0234 an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Board of Trustees

ANNE KEPNER
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Chancellor
West Valley-Mission Community College District
BRADLEY DAVIS
Dear Students,

I welcome you to West Valley College at the most exciting and challenging time in our history. You have at your fingertips a guide to the academic process and the undertakings of one of the educational jewels of the Bay Area. This guide will help you to better understand our curriculum and majors, graduation requirements, and academic policies and procedures.

However, you will encounter only a glimpse of what makes West Valley College special in this catalog. As you walk through our beautiful campus, meet our talented faculty, sit in our classrooms with fellow students who you will come to call friends, you will sense what is truly the heart and soul of this college. Beyond our vision and values, you will find a community of educators seeking to guide you on your quest for answers and direction. They wait beyond these pages to assist you in your journey to success.

Our campus is at the center of the diverse and rich learning laboratory known as Silicon Valley. Our outstanding faculty have a transformational effect on the social, economic, cultural, and political life of the region and the state and most importantly, on the lives of thousands of students. Our staff and administrators are dedicated to helping you strive for excellence in all your endeavors here and beyond.

As West Valley-Mission Community College District Chancellor, I am committed to continuing the growth and evolution of this expanding college—increasing its academic quality and reputation, enhancing philanthropy, growing and modernizing the physical campus, and playing a leadership role in the economic success of the city and the region.

Sincerely,

Bradley Davis
Chancellor, West Valley-Mission Community College District
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This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/.
West Valley College
Mission Statement
The West Valley College community supports students along their pathways to reach transfer and career goals in an environment of academic excellence.

West Valley College
Sustainability Strategic Plan
Our vision is a culture of responsible stewardship. Our mission is to educate and inspire the West Valley College community to embrace and implement sustainable practices campus wide.

I. Goal I – Educate and Inspire
   a. Objective I – Engage the West Valley College campus community; involve all divisions, departments, staff, faculty, students

II. Goal II – Embrace and Implement
   a. Objective I – Invite every department to develop an actionable sustainable mission statement
   b. Objective II – Invite every department to integrate a sustainable project into a class assignment
   c. Objective III – Identify grant opportunities to implement goals of strategic plan
   d. Objective IV – Develop a feasibility study for certifying every existing building on campus under a recognized certification criteria such as LEED – EBOM category (Existing Building Operations and Maintenance)
   e. Objective V – Carbon counting campus wide
   f. Objective VI – Legislation

III. Goal III – Identify Sustainable Practices
   a. Objective I – Navigate and clear competing rules, regulations and policies that affect implementation of sustainable practices
   b. Objective II – Identify the easily implementable practices, i.e., “Pick Low Hanging Fruit”
   c. Objective III – Identify systemic changes that have high visibility

West Valley College
2015-2020 Educational Master Plan Goals
These goals have been developed with our intention to serve our community and to fulfill our mission statement.

Branding
Develop an innovative, comprehensive branding campaign to market the College as a distinctive institution (e.g., establishing signature programs, creating a capital campaign, leveraging athletics).

Campus Environment
Create a vibrant campus community.

Career Programs
Align career courses and programs to meet labor market needs.

Course Offerings
Explore and shift course offerings depending on evolving student and community needs (e.g., distance learning, noncredit, weekends, evenings, compressed courses and community education).

Diversity and Equity
Commit to a campus environment of diversity and equity.

Organizational Structure
Modify and streamline the College’s organizational structure and procedures to effectively respond to changing educational and community needs (e.g., partner with the District support services to the College; clarify institutional roles, functions and responsibilities; enhance effectiveness of participatory governance; match yearly goals with the strategic plan).

Professional Development
Plan and implement a needs-based program of professional development for entire campus community.

Resources
Align resources, both campus and personnel, to priorities supported by data. Promote robust academic support services.

West Valley College
Institutional Learning Outcomes
Originating from our mission, values, and commitment to student learning and success, the following institutional learning outcomes form the foundation of West Valley College’s focus and vision. These eight competencies represent the outcomes of a West Valley College education.

I. Critical Thinking and Information Literacy
   The student will be able to:
   A. Differentiate facts, influences, assumptions, and opinions to draw reasoned conclusions.
   B. Identify critical issues and apply investigative and analytical thinking to develop supporting arguments and a conclusion.

II. Quantitative and Qualitative Reasoning
   The student will be able to:
   A. Utilize quantitative and qualitative models to make predictions, draw conclusions, and make decisions that are logical and feasible.
   B. Collect, organize, analyze, and process research data in a clear, synthesized format.

III. Effective Communication
   The student will be able to:
   A. Articulate well-organized thoughts, ideas, and opinions in coherent form demonstrating oral proficiency.
   B. Articulate well-organized thoughts, ideas, and opinions in coherent form demonstrating oral proficiency.

IV. Technological Competency
   The student will be able to:
   A. Assess his or her knowledge, skills, and abilities to set achievable goals.
   B. Manage personal health and/or well-being.
   C. Demonstrate dependability, reliability, and accountability.

VI. Social Responsibility
   The student will be able to:
   A. Demonstrate an awareness of civic, political, and/or social issues and explain the role of the individual in addressing these issues.
   B. Apply ethical principles to personal, academic, professional and/or community issues.

VII. Global Awareness and Diversity
   The student will be able to:
   A. Explain the sensitivity and skills needed to live and work in diverse local and global communities.
   B. Explain how one or more of the following affects life experiences and social responsibilities: ability, race, ethnicity, class, gender, sexuality, and other markers of social identity.

VIII. Creative Problem Solving
   The student will be able to:
   A. Produce an original creative response that synthesizes research, planning, and practice.
College Calendar

2019 Summer Session

June 3 - July 26

April 2
Continuing students receive registration date by e-mail

April 15
Web registration for continuing students

April 26
Web registration for new students

June 3, June 10, June 17
First day of classes

First day of classes

Last day to ADD a class: 10% of total days

Last day to DROP a class without a “W” and with a refund: 10% of total days

Last day to DROP a class with a “W” and with no refund: 75% of total days

Final Exam: last day of class

Campus Closed Non Instructional Day

July 4
Fourth of July Holiday

2019 Fall Session

August 26 - December 14

April 2
Continuing students receive registration date by e-mail

April 15
Web registration for continuing students

April 26
Web registration for new students

August 16
Convocation (required of all new students)

August 26
First day of classes

September 8
Last day to add a semester-length class

September 8
Last day to drop a semester-length course without a “W” and receive a refund

Last day to ADD short term classes: 10% of total days

Last day to DROP short term classes: 10% of total days

September 12
Deadline to Petition for AA-T/AS -T Degrees for Spring 2020 Transfer

September 12
Deadline to Petition for Fall graduation

November 15
Last day to DROP a semester-length class with a “W”

Last day to DROP a short term class with a “W”: 75% of total days

Dec. 9 - Dec. 14
Final Exams

Campus Closed Non Instructional Days

August 23
All College Day

September 2
Legal holiday, Labor Day

November 11
Legal holiday, Veterans Day

November 28-30
Thanksgiving Holiday

2020 Spring Session

January 27 - May 22

Check the web for schedule mid-November for the dates for the following:

Web registration for continuing and new students

January 27
First day of classes

February 9
Last day to add a semester-length class

Last day to drop a semester-length class without a “W” and with a refund

Last day to ADD short term classes: 10% of total days

Last day to DROP short term classes: 10% of total days

April 26
Last day to drop a semester length class with a “W”

Last day to DROP a short term class with a “W”: 75% of total days

May 18 - 22
Final Exams

May 21
Commencement

Campus Closed Non Instructional Days

February 14 - 17
Legal holiday, Presidents’ Day

March 30 - April 4
Spring Break

March 31
Legal holiday, Cesar Chavez Day

May 25
Legal holiday, Memorial Day

August 23
All College Day

September 2
Legal holiday, Labor Day

November 11
Legal holiday, Veterans Day

November 28-30
Thanksgiving Holiday
## Fees and Tuition 2019 - 2020

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<th>Required of</th>
<th>Refunds</th>
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<tr>
<td>Enrollment</td>
<td>$46 per unit (subject to California legislative change)</td>
<td>California residents</td>
<td>Full refunds for drops through 9/8/19 for a semester length class. Varied dates for short-term classes</td>
</tr>
<tr>
<td>Tuition for Non-Residents</td>
<td>$265 per unit (in addition to enrollment fee)</td>
<td>All Non-California residents (in addition to enrollment fee)</td>
<td>Full refund for drops through 9/8/19 for a semester length class.</td>
</tr>
<tr>
<td>International students</td>
<td>$265 per unit (in addition to enrollment fee)</td>
<td>Visa holders from another country (in addition to enrollment fee)</td>
<td>Full refund for drops through 9/8/19 for a semester length classes. Varied dates for short-term classes</td>
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<td>International Student Application Fee</td>
<td>$100</td>
<td>International students who submit an application to West Valley College (F-1 applicants only)</td>
<td>Non-refundable.</td>
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<tr>
<td>Course Fee</td>
<td>Variable</td>
<td>Certain Courses indicated in course description</td>
<td>Full refunds for drops through 9/8/19 Varied dates for short-term classes.</td>
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<tr>
<td><strong>Basic Fees</strong></td>
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<tr>
<td>Campus Center Use Fee</td>
<td>$15 for full and part-time students.</td>
<td>All students except online students who live outside Santa Clara County</td>
<td>Appeal for exemptions can be made through Admissions and Records Office 9/8/19</td>
</tr>
<tr>
<td>Health Services</td>
<td>$20 fall semester</td>
<td>All students including high school students</td>
<td>Full refund for drops through 9/8/19 Other exemptions may apply. For details, go to the web: <a href="http://www.westvalley.edu/services/student-development/health/healthfee.html">http://www.westvalley.edu/services/student-development/health/healthfee.html</a></td>
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<tr>
<td></td>
<td>$17 summer term</td>
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<tr>
<td>Web Reg. Credit card fees</td>
<td>$3</td>
<td>All students using web for college transactions</td>
<td>None refundable</td>
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<tr>
<td>Associated Student Government (ASG) fee</td>
<td>$4</td>
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<td>Request for refunds can be made through 9/8/19</td>
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<tr>
<td>Parking fee (Subject to change)</td>
<td>$50 for fall. Permits can be ordered on-line. Service convenience fee $3.25. Daily permits sold in parking lot machines for $3 daily.</td>
<td>Parking permits must be returned to the Admissions and Records Office by 9/8/19</td>
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<tr>
<td>Transcripts</td>
<td>First 2 regular transcripts free in the district. $6 for subsequent requests. $20 “Rush” within one hour; $15 within 24 hours; $5.00 for additional ones ordered at the same time as the “Rush”.</td>
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<tr>
<td>Other charges:</td>
<td>Duplicate degree $10; degree/certificate cover $10 (Free at Graduation). Nelnet Student Payment Plan (optional) $20.00</td>
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*All fees subject to change*
# Associate Degree, Certificate & Selected Transfer Programs

* Gainful Employment Certificates  
**AA-T = Associate in Arts Degree Transfer (CSU)**  
**AS-T = Associate in Science Degree Transfer (CSU)**

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Associate Degree Reciprocity
The participating colleges are West Valley College (Saratoga), Gavilan College (Gilroy), San Jose City College (San Jose), Evergreen Valley College (San Jose), De Anza College (Cupertino), Foothill College (Los Altos Hills), Chabot College (Hayward) and Las Positas College (Livermore), Chalone College (Fremont).

Students who obtain a “certification of completion of Associate Degree General Education” or complete an Associate Degree at any one of the participating colleges will have both their General Education course work and graduation proficiencies accepted as completed at any of the participating campuses. No additional course work will be required if the certification is officially presented. Students will still be required to complete all courses or prerequisites needed for a major. The agreement also means that the other colleges will accept the General Education pattern of West Valley College if a certification is presented to the member colleges. The agreement will be reviewed periodically.

The process for obtaining a certification of West Valley General Education is as follows:

1. The student presents a request for “certification of completion of General Education Reciprocally” to the West Valley College Records Office by the published deadline each semester. Forms can be obtained in Admissions.
2. If transcripts are to be used from other colleges, official copies must be on file with the Records Office.
3. A copy of the certification will be given to the student.
4. West Valley College will honor the certification presented from the participating colleges only if it is transmitted in the same manner as an official transcript. Unofficial student copies will not be honored.

Please note that only the community colleges listed above participate in the agreement.

Explanation of Prerequisites and Corequisites

A PREREQUISITE is a course or skill which is required before you can enroll in a particular course. For example, Chemistry 001A with a grade of C or credit or better is required before Chemistry 001B. If you successfully completed a prerequisite course at WVC, you will be eligible to enroll in the subsequent course as stated in the Catalog and Schedule of Classes. If you are currently enrolled in a prerequisite course, you may enroll now in the subsequent course for next semester. If you do not pass your current course and it is a prerequisite for the course in which you registered, you will be dropped from the course and your fees will be automatically refunded.

A COREQUISITE is a course which you must take at the same time as another course as a condition of enrollment. For example, if you want to take ECON 001A you must concurrently register in ECON 002A. You may not be permitted to enroll in a class for which you cannot demonstrate you have met the prerequisite or are enrolled in the corequisite. If you are blocked from enrolling in a class on this basis, contact the Assessment Office for information on equivalencies and challenges.

Recommended Course Preparation

These recommendations are important because college level courses which apply to the AA/AS and AA-T/AS-T degrees require that you be able to:

- Study independently
- Read college level texts
- Think critically
- Write essays at a college level

Pre- or Corequisite Clearance Process

Clearance of a pre- or corequisite requires documentation that verifies previous course completion or skill level attained to register for a specific class. A “C” or better grade is required to clear pre- or corequisites. Unofficial transcripts are used for clearing prerequisites and are not kept on file at the college. Go to the Assessment office to clear the pre- or corequisite.

Challenge of Pre- or Corequisites

This challenge process is based on Title 5 regulations pertaining to prerequisites, corequisites and other limitations on enrollment. A copy of these regulations is located in the Office of Instruction and is available upon request. To support your challenge request, the following are examples of what documentation may be submitted. Requests are evaluated by the Challenge Review committee. There are specific requirements for English, Math, and Philosophy Departments (for more information go to westvalley.edu/assess)

- Copy of the course outline (available from the appropriate division office or the Office of Instruction)
- Copy of the course syllabus (available from the appropriate division office or the Office of Instruction)
- Copy of high school and/or college transcript
- Documentation of work or other related experience
- Doctor’s statement
- Personal written statement

Guided Self-Placement for English and Math

All students, including active-duty military, veterans, CalWORKs, EOPS and DESP who started Fall 2014 and beyond, are required to complete a guided self-placement, orientation and develop a comprehensive educational plan in order to receive a priority registration date for enrollment. All community colleges have eliminated placement exams and replaced with Guided Self-Placement for classes starting in Summer or Fall 2019.

Follow these four easy steps:

1. Review the English and Math Course sequence in the schedule of classes.
2. Have access to unofficial high school transcripts
4. Take a picture or print your results to present at orientation or initial counseling appointment.

Disability and Educational Support Program (DESP) for students: if you have a verifiable disability, you may request accommodations for assessment. Contact the DESP Office at (408) 741-2010 or TTY / DESP (408) 741-2656.

Students exempt from assessment:

- Anyone who has completed Advanced Placement in English Literature, English Language or Mathematics AB and/or BC.
- Students who are only taking classes that do not require English or Math as pre-requisites or for personal enrichment.
- Students who have completed an Associate Degree or higher from an accredited American college or university.
- Students who have completed English, Math, and/or Reading at another college or university.

Credit by Examination

NOTE: Units granted by examination may be subject to fees. Check with the Records Office.

Credit by examination is available for select courses to encourage self study and to permit students to pursue programs at an accelerated rate. The following conditions must be met:

1. Each department will designate which courses within the department are available for credit by examination.
2. The student must be enrolled at West Valley College.
3. No more than twelve (12) semester units can be earned through challenged courses.
4. A student may take an examination only once and the grade received on the examination will be recorded on the permanent record of the student.
5. Each course for which credit is granted by examination will be so annotated on the student’s permanent record.
6. The units earned through such examination shall not count toward the minimum 12 semester hours of credit in residence required for earning an associate degree.
7. Students may not petition for credit by examination for a course in which they have previously enrolled and received a grade at WVC or any other College or University.
8. Examinations can only be given when an instructor is available.

A student wishing to challenge a course for credit by examination must be enrolled for the term they are requesting the credit but not enrolled in the class for which they will take an exam. The Foreign Language Department has a slightly different procedure. See Admissions Office. All students must file an application with the Records Office.

The application will be forwarded to the appropriate instructional area and if approval is granted, the student will be notified of the time of the examination.

The instructional area in which the examination occurs will directly inform the Admissions and Records Office of the grade earned on the examination.

Military Credit

If a student has had a minimum of 90 days of military active duty in the armed forces, as evidenced by official discharge papers (DD form 214), he or she may be entitled to credit toward a degree.

Such credit must be requested on a Petition for Military Credit form available in
admission requirements

University of California Admission Requirements

Admission Requirements: The following summary of admission requirements and procedures is designed to assist the student in the application process. For a more detailed description of the courses required for admission, a counselor or a university representative should be consulted. The very best way to transfer is with a (TAG) Transfer Admission Guarantee. Please visit the Transfer Center.

UC Transfer Student Admission Eligibility

The most common transfer route to the University of California is as an upper division transfer applicant from a community college. For specific eligibility transfer index, general education and major preparation courses, consult with a counselor AND go to assist.org. The minimum transfer requirements are:

a. Complete 90 quarter units or 60 semester units of UC transferable college credit with a grade point average of at least 2.4. A higher G.P.A. is strongly recommended by most UC campuses to be competitive.

b. Complete a course pattern requirement to include:

i. two transferable college courses (3 semester or 4-5 quarter units each) in English composition; and
d. one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning; and
e. four transferable college courses (3 semester of 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and biological sciences.

Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to most UC campuses will satisfy the option above.

Nonresidents

The minimum admission requirements for nonresident UC transfer applicants are the same as those for residents except that nonresidents must have a grade point average of 2.8 or higher in all transferable college course work.

California State University (CSU)

Similar to other university systems, students who plan to earn a bachelor's degree from a California State University campus, benefit from completing their freshman and sophomore, or lower division work at a California community college. A student may earn 70 semester units toward a CSU degree at an accredited two-year college.

CSU Transfer Student Admission Eligibility

West Valley College students interested in transferring as an upper division student to the CSU system are strongly advised to fulfill transfer requirements:

a. complete at least 60 transferable semester (90 quarter) units,

b. have a minimum grade point average of 2.0 (C) or better in all transferable units completed (nonresidents must have a grade point average of 2.4), and are in good standing at the last college or university attended, you may become eligible if you: Complete at least 30 semester (45 quarter) units of college courses with a grade of C or better in each course to be selected from courses in English, arts and humanities, social science, and mathematics at a level at least equivalent to courses that meet general education requirements. The 30 semester (45 quarter) units must include all of the general education requirements and complete the "golden four" to include written communication, oral communication, and critical thinking and mathematics (at least 3 semester or 4 quarter units) or, completion of the Intersegmental General Education Transfer Curriculum (IGETC) or CSU Breadth General Education Requirements.

Transfer

Associate Degree for Transfer (ADT)

The Associate Degree for Transfer allows West Valley College to grant an associate degree once a student has met specific transfer general education and major requirements. Upon completion, the student is eligible to transfer to the California State University system. In addition, students are given guaranteed admission into the CSU system and priority consideration when applying to a similar major. See Associate Degree for Transfer 16.

Transfer Credit

Many students who plan to earn a university degree find it to their advantage to complete their lower division course work at a California community college. Each college offers a full program of courses approved for transfer. A student may earn 105 quarter or 70 semester units toward a university degree at an accredited two-year college. If a student earns more units than that, the university may give subject credit for the additional courses taken. Some campuses have further restrictions regarding the acceptability of transfer credit.

Information regarding transfer programs is available in the Transfer Center, which is located in the Counseling Center, and from the catalog of the intended transfer institution. Consult a counselor for prerequisites and recommended subjects.

Ensuring Transfer Success

West Valley College is committed to creating partnerships with students to ensure a smooth transfer experience. Students are strongly encouraged to visit the Transfer and Counseling Center their first year so they can become familiar with resources available. It is important to plan carefully by select-
Pre-Collegiate Courses

Pre-collegiate courses are courses below transfer level. Basic skills courses cover those foundation skills in reading, writing, mathematics, and English as a Second Language, as well as learning skills and study skills, which are necessary for students to succeed in college-level work. A support course is an optional course that is associated with a degree-applicable course. It provides students with additional support so that they are more likely to successfully complete the associated course. A preparatory course to a target course is an optional course that provides students with an overview of the prerequisite skills with the goal of increasing the chances the student succeeds in that target course. Whereas a preparatory course should be completed before starting its target course, a support course and its associated degree-applicable course are to be taken simultaneously.

For tutoring courses, students are assigned to tutoring by a counselor or an instructor on the basis of an identified learning need. A degree-applicable credit course is a course which has been designated as appropriate to the associate degree. The degree-applicable courses in the table include the general education/breath requirements for A.A./A.S degrees. ‘MATH 104, 105, 106, and 106R in the table are degree-applicable courses.

The State Legislature has imposed a restriction whereby students may enroll in a total of no more than 30 units of basic skills courses per Title 5, Section 55756(b). However, units earned in courses offered through the DESP (for students with a disability) or English as a Second Language Department are exempt from this limitation. In addition, all basic skills units in which a student is enrolled during a semester are exempt if the student is also enrolled in any disabled and/or English as a Second Language class. Basic skills courses may not be used to satisfy requirements for an Associate Degree.

For further information, contact Counseling Services.

WVC Distance Education

Online learning utilizes technology, trained instructors, and counselors to provide students with access to higher education without having to be physically present at a specific place and time. West Valley College online courses are delivered using Canvas, a course management system that includes chats, discussion forums, email, and video conferencing to meet the needs of various learning styles and ensure regular and substantive interaction. Online learning can reduce students’ travel time and costs while helping meet the demands of busy personal and professional schedules. Many online courses fulfill general education and transfer requirements for public and private colleges and universities. The West Valley College Distance Education Program integrates technology-mediated instruction and support services to deliver rigorous education online and to enrich hybrid (courses with both online and face-to-face meetings) and face-to-face courses.

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<td>INTERMEDIATE ALGEBRA – REVIEW</td>
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<td>PRE-ALGEBRA</td>
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<td>ELEMENTARY ALGEBRA</td>
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<td>MATH 903P</td>
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<tr>
<td>MATH TMP2</td>
<td>TRANSFER MATH PREPARATION 2 - PREPARATION FOR FIRST SEMESTER CALCULUS</td>
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<td>NCAD 010</td>
<td>GED PREPARATION</td>
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<td>NCMA 010C</td>
<td>MATHEMATICAL SUPPORT FOR ELEMENTARY STATISTICS</td>
<td></td>
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<td>NCMA 101</td>
<td>ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - WHOLE NUMBER OPERATIONS</td>
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<td>NCMA 102</td>
<td>ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - FRACTIONS</td>
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<td>NCMA 103</td>
<td>ESSENTIAL MATH FOR BASIC SKILLS STUDENTS – DECIMALS AND RATIOS</td>
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<td>NCMA 105</td>
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<td>NCMA 106</td>
<td>ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - PREALGEBRA PART 1</td>
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<td>READ 960</td>
<td>READING FUNDAMENTALS</td>
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<td>READ 961</td>
<td>EFFECTIVE READING</td>
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</table>
West Valley College

GRADUATION REQUIREMENTS FOR AN ASSOCIATE IN ARTS AND ASSOCIATE IN SCIENCE DEGREE

West Valley College will confer the Associate of Arts (AA) or Associate of Science (AS) degree upon a student who successfully completes the requirements listed below and has filed a petition in the Admissions and Records Office by deadline dates printed in the current Schedule of Classes. Completion of 60 degree applicable units (Major, GE, proficiency, and electives, if needed, are required).

Graduation requirements: (Major, Proficiency, and General Education) are listed in the College Catalog at the time studies begin. Those requirements may be followed throughout the course of study as long as the student remains in continuous enrollment which is defined as enrollment for at least one semester each academic year. If a break in attendance occurs, the graduation requirements shall become those listed in the College Catalog which is current at the time studies are resumed. It is imperative to note that the West Valley College general education pattern is only appropriate for students pursuing the West Valley College Associate in Arts or Associate in Science degree. However, it is not appropriate for students pursuing an AA-T or AS-T degree. Students planning to earn an AA-T or AS-T must complete either the IGETC for CSU or CSU-Breadth general education pattern. Because there are significant differences between the three patterns, the student is strongly advised to meet with a counselor to determine which pattern will best meet the student’s goals.

Waived General Education and Proficiency Requirements:

1. Reciprocity Agreement: Students completing all of the general education and graduation competency requirements at a participating college will be given full credit for having completed the West Valley College general education-graduation requirements, including reading, writing, mathematics, and information competency. See the catalog for reciprocity with the list of participating community colleges and process for certification.

2. BA/BS Degree: Students who have earned a Baccalaureate degree from an accredited College/University in the United States will not be required to complete the General Education and proficiency requirements at WVC. Students who have earned a Baccalaureate degree from a foreign country must have their transcript evaluated by a NACES approved service.

Major Requirement: Fulfill a specialized major as listed in the college catalog with a grade of C (or “P”) or better in each major requirement.

An associate degree will be awarded when the following requirements have been met:

1. A minimum of 60 degree applicable units – only a maximum of 20 units can be completed with “P” grade.

2. A grade point average of 2.0 or better has been earned for all college work attempted.

3. Residence: A minimum of 12 degree applicable units must be completed at WVC.

4. Major Requirement: Fulfill a specialized major as listed in the college catalog with a grade of C (or “P”) or better in each major requirement.

Basic Proficiency Requirements (proficiency in the following areas is required):

Reading:

A. Successful completion of the proficiency exam or
B. A grade of C or better in Reading 053, Critical and Efficient Reading.

Writing: Completion of the English 001A, English Composition, with a grade of C or better.

Mathematics:

A. Math 104, 106, 106R, or higher with a grade of “C” or better, or
B. Completion of two semesters of high school Algebra 2, Integrated Math 3, Common Core Math 3, or higher with a grade of “C-” or better.

High schools have a plus/minus option, but WVC does not. WVC will accept a C- from the high school.

Information Competency:

A. A grade of C (or “P”) or better in LIBR 4.
COLLEGE CREDIT FOR ADVANCED PLACEMENT (AP) TESTS

West Valley College will grant college credit toward an AA/AS degree to students who earn scores of 3, 4, or 5 on advanced placement examinations given by the College Entrance Examination Board (CEEB).

To receive credit, students must send an official copy of the AP results to West Valley for evaluation. The units earned from AP credit cannot be used to satisfy the 12 unit residency requirement.

The list below shows how Advanced Placement credit is awarded at West Valley College. Also included are how AP subject exams are used for both the CSU general education pattern and IGETC.

UC and CSU limitations may apply. Be aware that transfer or credit (UC and CSU) based on AP Exams may differ from the units allowed for transfer general education. Also a maximum of one course per AP exam can be cleared when used on the IGETC pattern.

**AA/AS Subject Area Credit:** In order for students to receive subject area credit for a specific AA or AS major, students must make an appointment with the Department Chair of the subject area.

**AA/AS General Ed Credit:** A student may receive credit toward AA and AS general education requirements by earning an AP score of 3, 4, or 5.

**CSU GE:** The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breadth requirements. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breadth area.

**IGETC:** AP exams must be used in the area indicated by UC campuses regardless of where West Valley College locates the specific discipline.

**ADDITIONAL NOTE:** Transfer credit requested for major requirements based on AP exams are determined by the individual transfer college/university. Course credit and units granted at West Valley College may differ from course credit and units granted by other community colleges and transfer institutions.

<table>
<thead>
<tr>
<th>EXAM</th>
<th>WVC AA/AS GE Subject Credit</th>
<th>WVC GE</th>
<th>WVC Units Earned toward AA</th>
<th>CSU GE</th>
<th>CSU - Units Earned toward Transfer</th>
<th>IGETC</th>
<th>UC – Units Earned toward Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>Art 1A and 1B (6 units)</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C1 or C2 3 semester units</td>
<td>6 semester units</td>
<td>Area 3A or 3B 3 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Biology</td>
<td>Bio 10 (4 units)</td>
<td>Natural Sciences 4 semester units</td>
<td>6 semester units</td>
<td>Area B2 and B3 4 semester units</td>
<td>6 semester units</td>
<td>Area 5B and 5C 4 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>Math 3A (5 units)</td>
<td>Language and Rationality 3 semester units</td>
<td>3 semester units*</td>
<td>Area B4 3 semester units</td>
<td>3 semester units*</td>
<td>Area 2A 3 semester units</td>
<td>2.7 semester units**</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>Math 3A (score of 3) 5 units</td>
<td>Language and Rationality 3 semester units</td>
<td>6 semester units*</td>
<td>Area B4 3 semester units</td>
<td>6 semester units*</td>
<td>Area 2A 3 semester units</td>
<td>5.3 semester units**</td>
</tr>
<tr>
<td>Calculus BC/AB Subscore</td>
<td>Math 3A+3B (score of 4 or 5) 10 units</td>
<td>Language and Rationality 3 semester units</td>
<td>3 semester units*</td>
<td>Area B4 3 semester units</td>
<td>3 semester units*</td>
<td>Area 2A 3 semester units</td>
<td>5.3 semester units**</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Chem 1A (5 units)</td>
<td>Natural Science 4 semester units</td>
<td>6 semester units</td>
<td>Areas B1 and B3 4 semester units</td>
<td>6 semester units</td>
<td>Area 5A (with lab) 4 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Chinese Language &amp; Culture</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 3 semester units</td>
<td>6 semester units</td>
<td>Area 3B and 6A 3 semester units</td>
<td>5.3 semester units</td>
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</tr>
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**AP CALCULUS EXAM LIMITATIONS:**

*Only one exam may be used toward transfer.***Maximum credit 5.3 semester units for both

**Chemistry**

**Chemistry**

**Chinese Language & Culture**
<table>
<thead>
<tr>
<th>Course Description</th>
<th>Area/Code</th>
<th>Units</th>
<th>Area/Code</th>
<th>Units</th>
<th>Area/Code</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comparative Government &amp; Politics</td>
<td>Area D series 1 – Social Science</td>
<td>3 semester units</td>
<td>Area D</td>
<td>3 semester units</td>
<td>Area 4H</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>CIS 4A/4A.1 (4 units)</td>
<td>N/A</td>
<td>3 semester units**</td>
<td>N/A</td>
<td>3 semester units**</td>
<td>N/A</td>
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<tr>
<td>Computer Science Principles (AB)</td>
<td>CIS 48/48.1 (4 units)</td>
<td>N/A</td>
<td>6 semester units**</td>
<td>N/A</td>
<td>6 semester units**</td>
<td>N/A</td>
</tr>
<tr>
<td>AP CS EXAM LIMITATIONS:</td>
<td></td>
<td><strong>Maximum one exam toward transfer</strong></td>
<td></td>
<td>**<em>Maximum 2.7 semester units for both</em></td>
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<tr>
<td>Economics - Macroeconomics</td>
<td>Econ 1A (3 units)</td>
<td>Social/Behavioral Sciences</td>
<td>3 semester units</td>
<td>Area D</td>
<td>3 semester units</td>
<td>Area 48</td>
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<tr>
<td>Economics - Microeconomics</td>
<td>Econ 1B (3 units)</td>
<td>Social/Behavioral Sciences</td>
<td>3 semester units</td>
<td>Area D</td>
<td>3 semester units</td>
<td>Area 48</td>
</tr>
<tr>
<td>English Language &amp; Composition</td>
<td>Engl 1A (3 units)</td>
<td>Language and Rationality</td>
<td>6 semester units</td>
<td>Area A2</td>
<td>3 semester units</td>
<td>Area 1A</td>
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<tr>
<td>English Literature &amp; Composition</td>
<td>Engl 1A+ 3 units toward Area C of WVC GE</td>
<td>Language and Rationality or Humanities</td>
<td>6 semester units</td>
<td>Area A2 and C2</td>
<td>6 semester units</td>
<td>Area 1A or 38</td>
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<td>AP ENGLISH EXAM LIMITATIONS:</td>
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<td>*<em>5.3 semester units maximum for both exams</em></td>
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<tr>
<td>Environmental Science</td>
<td>Area B – Natural Science (3 units)</td>
<td>Natural Science</td>
<td>4 semester units</td>
<td>Area B1 and B3</td>
<td>4 semester units</td>
<td>Area 5A (with lab)</td>
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<tr>
<td>French Language</td>
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<td>Area C2 (if taken prior to Fall 2009)</td>
<td>6 semester units</td>
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### Advanced Placement

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<th>Area</th>
<th>Humanities</th>
<th>Languages</th>
<th>Social/Behavioral Sciences</th>
<th>Sciences</th>
<th>Natural Sciences</th>
<th>Language Arts</th>
<th>Music</th>
<th>Fine Arts</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Area C2</td>
<td>6 units</td>
<td>French 2A</td>
<td>5 units</td>
<td>Area D1</td>
<td>3 units</td>
<td>Area C4</td>
<td>3 units</td>
<td>6 units</td>
<td><strong>Total Units</strong></td>
</tr>
<tr>
<td>Area C2</td>
<td>6 units</td>
<td>German 2A</td>
<td>5 units</td>
<td>Area C2</td>
<td>3 units</td>
<td>Area C4</td>
<td>3 units</td>
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</tr>
<tr>
<td>Area C2</td>
<td>6 units</td>
<td>Italian 2A</td>
<td>5 units</td>
<td>Area C2</td>
<td>3 units</td>
<td>Area C4</td>
<td>3 units</td>
<td>6 units</td>
<td><strong>Total Units</strong></td>
</tr>
<tr>
<td>Area C2</td>
<td>6 units</td>
<td>Japanese 2A</td>
<td>5 units</td>
<td>Area C2</td>
<td>3 units</td>
<td>Area C4</td>
<td>3 units</td>
<td>6 units</td>
<td><strong>Total Units</strong></td>
</tr>
<tr>
<td>Area C2</td>
<td>6 units</td>
<td>Latin 2A</td>
<td>5 units</td>
<td>Area C2</td>
<td>3 units</td>
<td>Area C4</td>
<td>3 units</td>
<td>6 units</td>
<td><strong>Total Units</strong></td>
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</table>

**AP Physics Exam Limitations:**

- Max 4 semester units units if taken prior to Fall 2012
- Max 5 semester units units if taken prior to Fall 2011

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**Note:** Placement in AP courses is based on placement exams and departmental agreements. AP credits are awarded based on the AP Exam scores and departmental policies.
<table>
<thead>
<tr>
<th>Psychology</th>
<th>Psych 1 3 units</th>
<th>Social/Behavioral Sciences 3 semester units</th>
<th>3 semester units</th>
<th>Area D 3 semester units</th>
<th>3 semester units</th>
<th>Area 4I 3 semester units</th>
<th>2.7 semester units</th>
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<td>Spanish Language</td>
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<tr>
<td>Spanish Language &amp; Culture</td>
<td>Span 2A 5 units</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 3 semester units</td>
<td>6 semester units</td>
<td>Area 3B and 6A 3 semester units</td>
<td>5.3 semester units</td>
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</tr>
<tr>
<td>Spanish Literature &amp; Culture</td>
<td>Span 2B 5 units</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 3 semester units</td>
<td>6 semester units</td>
<td>Area 3B and 6A 3 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Statistics</td>
<td>Math 10 3 units</td>
<td>Language and Rationality 3 semester units</td>
<td>3 semester units</td>
<td>Area B4 3 semester units</td>
<td>3 semester units</td>
<td>Area 2A 3 semester units</td>
<td>2.7 semester units</td>
</tr>
<tr>
<td>Studio Art – 2D Design</td>
<td>Department approval required</td>
<td>N/A</td>
<td>3 semester units</td>
<td>N/A</td>
<td>3 semester units</td>
<td>N/A</td>
<td>2.7 semester units</td>
</tr>
<tr>
<td>Studio Art – 3D Design</td>
<td>Department approval required</td>
<td>N/A</td>
<td>3 semester units</td>
<td>N/A</td>
<td>3 semester units</td>
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<td>2.7 semester units</td>
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<tr>
<td>Studio Art - Drawing</td>
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<td>3 semester units</td>
<td>N/A</td>
<td>3 semester units</td>
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<td>AP STUDIO ART EXAM LIMITATIONS:</td>
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<tr>
<td>U.S. Government and Politics</td>
<td>Poll 1 3 units</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>3 semester units</td>
<td>Area D and US 2* 3 semester units</td>
<td>3 semester units</td>
<td>Area 4H 3 semester units</td>
<td>2.7 semester units</td>
</tr>
<tr>
<td>U.S. History</td>
<td>Area D series 2 – Social Science 3 units</td>
<td>Social/Behavioral Sciences or Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 or D + US -1 3 semester units</td>
<td>6 semester units</td>
<td>Area 3B or 4F 3 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>World History</td>
<td>Area D series 1 – Social Science 3 units</td>
<td>Social/Behavioral Sciences or Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 or D 3 semester units</td>
<td>6 semester units</td>
<td>Area 3B or 4F 3 semester units</td>
<td>5.3 semester units</td>
</tr>
</tbody>
</table>
### College Level Examination Program (CLEP)

- **Column 1** – Applied to California State University General Education (CSU GE) certification.
- **Column 2** – Applied to Associate Degree General Education area West Valley College.

**CLEP cannot be applied to IGETC.**

<table>
<thead>
<tr>
<th>CLEP Exam</th>
<th>Column 1</th>
<th>Column 2</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>3 semester units toward CSU GE</td>
<td>3 semester units toward AA/AS GE</td>
</tr>
<tr>
<td><strong>AMERICAN GOVERNMENT</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
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<tr>
<td></td>
<td>CSU GE Area D8</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td><strong>AMERICAN LITERATURE</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>ANALYZING &amp; INTERPRETING LIT.</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>BIOLOGY</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B2</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td><strong>CALCULUS</strong></td>
<td>with a passing score of 50</td>
<td>With a passing score of 50</td>
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<tr>
<td></td>
<td>CSU GE Area B4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td><strong>CHEMISTRY</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
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<tr>
<td></td>
<td>CSU GE Area B1</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td><strong>COLLEGE ALGEBRA</strong></td>
<td>with a passing score of 50</td>
<td>With a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td><strong>COLLEGE ALGEBRA-TRIG</strong></td>
<td>with a passing score of 50</td>
<td>With a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td><strong>COLLEGE MATH</strong></td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td><strong>ENGLISH COMP (no essay)</strong></td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td><strong>ENGLISH COMP (with essay)</strong></td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td><strong>ENGLISH LITERATURE</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>FINANCIAL ACCTG</strong></td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td></td>
</tr>
<tr>
<td><strong>FRENCH LEVEL I</strong></td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 6.0</td>
<td></td>
</tr>
<tr>
<td><strong>FRENCH LEVEL II</strong></td>
<td>with a passing score of 59</td>
<td>with a passing score of 59</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>FRESHMAN COLLEGE COMPOSITION</strong></td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td><strong>GERMAN LEVEL I</strong></td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 6.0</td>
<td></td>
</tr>
<tr>
<td><strong>GERMAN LEVEL II</strong></td>
<td>with a passing score of 60</td>
<td>with a passing score of 60</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>HISTORY, UNITED STATES I</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D6 and US-1 US History</td>
<td>Social Science Area D Series 2</td>
</tr>
<tr>
<td><strong>HISTORY, UNITED STATES II</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D6 and US-1 US History</td>
<td>Social Science Area D Series 2</td>
</tr>
<tr>
<td><strong>HUMAN GROWTH AND DEVELOPMENT</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area E</td>
<td>Social Science Area D Series 1</td>
</tr>
<tr>
<td><strong>HUMANITIES</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>INFO SYSTEMS &amp; COMP APPLICATIONS</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td><strong>INTRO EDUC PSYC</strong></td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td></td>
</tr>
<tr>
<td><strong>INTRO BUS LAW</strong></td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td></td>
</tr>
<tr>
<td><strong>INTRODUCTORY</strong></td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D9</td>
<td>Social Science Area D Series 1</td>
</tr>
<tr>
<td>Subject</td>
<td>Requirement</td>
<td>Notes</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>-------</td>
</tr>
<tr>
<td>PSYCHOLOGY</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td>INTRODUCTORY SOCIOLOGY</td>
<td>CSU GE Area D0</td>
<td>Social Science Area D Series 1</td>
</tr>
<tr>
<td>NATURAL SCIENCES</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B1 or B2</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td>PRE-CALCULUS</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td>PRINC. OF ACCTG</td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td></td>
</tr>
<tr>
<td>PRINCIPLES OF MACROECONOMICS</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D2</td>
<td>Social Science Area D Series 1</td>
</tr>
<tr>
<td>PRINC. OF MGMT.</td>
<td>with a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>credits earned 3.0</td>
<td></td>
</tr>
<tr>
<td>PRINCIPLES OF MICROECONOMICS</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D2</td>
<td>Social Science Area D Series 1</td>
</tr>
<tr>
<td>SOC SCI &amp; HISTORY</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>SPANISH LEVEL I</td>
<td>With a passing score of 50</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>Credits earned 6.0</td>
<td></td>
</tr>
<tr>
<td>SPANISH LEVEL II</td>
<td>with a passing score of 63</td>
<td>with a passing score of 63</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>TRIGONOMETRY</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area B4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td>WESTERN CIVILIZATION I</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area C2 or Area D6</td>
<td>Humanities Area C or Social Science Area D</td>
</tr>
<tr>
<td>WESTERN CIVILIZATION II</td>
<td>with a passing score of 50</td>
<td>with a passing score of 50</td>
</tr>
<tr>
<td></td>
<td>CSU GE Area D6</td>
<td>Social Science Area D Series 1</td>
</tr>
</tbody>
</table>

### International Baccalaureate Exams (IB)

Column 1 - Applied to Intersegmental General Education Transfer Curriculum (IGETC) certification with a score of 5, 6, or 7.
Column 2 - Applied to California State University General Education (CSU GE) certification with a score of 5, 6, or 7 unless otherwise noted.
Column 3 - Applied to Associate Degree General Education at West Valley College with a score of 5, 6, or 7 unless otherwise noted.

<table>
<thead>
<tr>
<th>IB Exam – HL EXAMS</th>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Application to IGETC Certification</td>
<td>Application to CSU GE Certification</td>
<td>Application to Associate Degree General Education For West Valley College</td>
</tr>
<tr>
<td></td>
<td>3 semester units toward IGETC Area</td>
<td>3 semester units toward CSU GE</td>
<td>3 semester units toward AA/AS GE</td>
</tr>
<tr>
<td>BIOLOGY HL</td>
<td>IGETC Area 5B w/o Lab</td>
<td>With a passing score of 5</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area B2</td>
<td></td>
</tr>
<tr>
<td>CHEMISTRY HL</td>
<td>IGETC Area 5A w/o Lab</td>
<td>With a passing score of 5</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area B1</td>
<td></td>
</tr>
<tr>
<td>ECONOMICS HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area D2</td>
<td></td>
</tr>
<tr>
<td>GEOGRAPHY HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area D5</td>
<td></td>
</tr>
<tr>
<td>HISTORY HL</td>
<td>IGETC Area 3B or Area A</td>
<td>With a passing score of 5</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>(ANY REGION)</td>
<td></td>
<td>CSU GE Area C2 or Area D6</td>
<td>or Social Sciences Area D</td>
</tr>
<tr>
<td>LANGUAGE A1 HL</td>
<td>IGETC Area 3B and, Score 4, for any</td>
<td>With a passing score of 4</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>(ANY LANGUAGE)</td>
<td>language other than English, credit for Area 6A is also applied</td>
<td>CSU GE Area C2</td>
<td>or Social Sciences Area D</td>
</tr>
<tr>
<td>LANGUAGE A2 HL</td>
<td>IGETC Area 3B and, Score 4, for any</td>
<td>With a passing score of 4</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>(ANY LANGUAGE)</td>
<td>language other than English, credit for Area 6A is also applied</td>
<td>CSU GE Area C2</td>
<td></td>
</tr>
<tr>
<td>LANGUAGE B HL</td>
<td>With a passing score of 4</td>
<td>NA</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>(ANY LANGUAGE)</td>
<td>IGETC Area 6A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATHEMATICS HL</td>
<td>With a passing score of 4</td>
<td>With a passing score of 4</td>
<td>Language and Rationality Area A</td>
</tr>
<tr>
<td></td>
<td>IGETC Area 2</td>
<td>CSU GE Area B4</td>
<td></td>
</tr>
<tr>
<td>PHYSICS HL</td>
<td>IGETC Area 5A w/o Lab</td>
<td>With a passing score of 5</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area B1</td>
<td></td>
</tr>
<tr>
<td>PSYCHOLOGY HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSU GE Area D9</td>
<td></td>
</tr>
<tr>
<td>THEATRE HL</td>
<td>With a passing score of 4</td>
<td>With a passing score of 4</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td></td>
<td>IGETC Area 3A</td>
<td>CSU GE Area C1</td>
<td></td>
</tr>
</tbody>
</table>

Articulation Office 2017-2018
CSU General Education/Breadth Requirements

Since 1981, the California State University (CSU) has required that a minimum of 48 semester units of general education courses be completed before a baccalaureate would be awarded. Up to 39 of these units may be certified by a community college.

In order to facilitate the transfer of West Valley College students who plan to attend a CSU campus, our certification of general education requirements may include previously completed courses from other institutions as well as courses completed at West Valley College. Courses completed at other institutions must be evaluated by the Records Office. It is the student’s responsibility to provide: (a) an official copy of his/her transcripts; and (b) submit a Transcript Evaluation Form to Counseling Office.

- Completions of Area A1, A2, A3 and B4 with a letter grade of "C" or better, 60 transferable units with a cumulative GPA of 2.0 are required for admission.
- Courses may be used to satisfy both major and general education requirements—the units will be counted only once for the degree.
- It is recommended that CSU transfers complete the “U.S. History, Constitution and American Ideals” requirements prior to transfer.
- Certification – For students completing CSU general education pattern, the entire pattern should be completed in order to obtain full certification prior to transferring. To receive partial certification, the CSU campuses will accept one or more completed AREAS.
- It is advisable to complete the lower division major preparation courses required by the CSU campus – visit ASSIST.org for more information.
- Advanced Placement test scores of 3 or better can be used to clear one general education course requirement per exam. Please see the AP chart in the West Valley College catalog.

**Note:** There are instances when a WVC course is approved for CSU GE but the same course at Mission College is NOT approved for the same CSU GE (or vice versa). Use ASSIST. View the CSU GE list for the college in which you are enrolled to confirm CSU GE applicability.

### General Education/Breadth Requirements Summary

<table>
<thead>
<tr>
<th>West Valley A.A./A.S. Degree General Education Requirements (for students who want an A.A./A.S. Degree)</th>
<th>California State University (CSU) GE Breadth – All Campuses General Education/Breadth Requirements</th>
<th>UC/CSU – All Campuses Intersegmental General Education Transfer Curriculum (IGETC)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester Units</strong></td>
<td><strong>Semester Units</strong></td>
<td><strong>Semester Units</strong></td>
</tr>
<tr>
<td><strong>Area A:</strong> Language and Rationality</td>
<td>6.0</td>
<td><strong>Area A:</strong> English Language Communication and Critical Thinking</td>
</tr>
<tr>
<td>1. English Composition</td>
<td>1. Oral Communication</td>
<td>1. English Composition</td>
</tr>
<tr>
<td>2. Communication and Analytical Thinking</td>
<td>2. Written Communication</td>
<td>2. Critical Thinking</td>
</tr>
<tr>
<td><strong>Area B:</strong> Natural Sciences</td>
<td>3.0</td>
<td><strong>Area B:</strong> Scientific Inquiry and Quantitative Reasoning</td>
</tr>
<tr>
<td><strong>Area C:</strong> Humanities</td>
<td>3.0</td>
<td>1. Physical Science</td>
</tr>
<tr>
<td><strong>Area D:</strong> Social Sciences</td>
<td>6.0</td>
<td>2. Life Science</td>
</tr>
<tr>
<td>Two courses (one from D1, and one from D2)</td>
<td>3. Laboratory Activity</td>
<td>3. Critical Thinking</td>
</tr>
<tr>
<td><strong>Area E:</strong> Lifelong Understanding and Development</td>
<td>3.0</td>
<td>4. Mathematics/Quantitative Reasoning</td>
</tr>
<tr>
<td>Option 1 or Option 2</td>
<td>3.0</td>
<td><strong>Area C:</strong> Arts &amp; Humanities</td>
</tr>
<tr>
<td><strong>Area F:</strong> Cultural Diversity</td>
<td>3.0</td>
<td>1. Arts</td>
</tr>
<tr>
<td><strong>Area G:</strong> Kinesiology Activity</td>
<td>1.0</td>
<td>2. Humanities</td>
</tr>
<tr>
<td>Proficiency Requirements for Graduation: Reading, Writing, Math, Information Competency</td>
<td>1.0</td>
<td>3. Arts or Humanities</td>
</tr>
<tr>
<td><strong>Total Units:</strong> 25.0</td>
<td><strong>Total Units:</strong> 39.0</td>
<td><strong>Area D:</strong> Social Sciences</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Area E:</strong> Lifelong Learning and Self-Development</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(only 1 KINS/KINA/DANC unit allowed)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

2019-2020 05/15/2019
Intersegmental General Education Transfer Curriculum (IGETC)

IGETC is a series of courses that community college students can use to satisfy lower division general education requirements for any CSU or UC campus. IGETC is an alternative to the CSU and local UC General Education-Breadth requirements. Many private universities also recognize IGETC for fulfillment of general education requirements. IGETC is a good option for the student who intends to transfer but is undecided about a major and/or unsure about attending CSU or UC. Some universities do not accept IGETC. Always consult a counselor when developing an educational plan.

- A grade of “C-” or better in at least 2 years of the same foreign language in high school will clear the LOTE (Language Other Than English) area.
- CSU transfers need not complete the (LOTE) Language Other Than English requirement.
- UC transfers need not complete the Oral Communication requirement (Area 1, Group C).
- Advanced Placement test scores of 3 or better can be used to clear one course requirement per exam. Please see the AP chart in the West Valley College catalog. The only area in IGETC where AP scores are not appropriate is Area 1-B, the second composition/critical thinking course. UC transfers who will not complete the IGETC are strongly encouraged to consult with a counselor about campus specific provisions for AP credit.
- It is recommended that CSU transfers complete the “U.S. History, Constitution and American Ideals” requirements prior to transfer. Information on those courses can be found on the CSU GE Breadth sheet.
- Completion of the IGETC is not an admission requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division general education requirements prior to transfer. Students may find it advantageous to take courses fulfilling the general education requirements or breadth requirements of a particular CSU or UC campus. (See a Counselor)
- Certification – For students completing IGETC, the entire pattern should be completed in order to obtain full certification prior to transferring. While it is not advisable, students missing up to two courses may request a partial certification of IGETC. It is the student’s responsibility to request certification.
- For UC campuses only, some colleges or schools do not accept the IGETC as complete fulfillment of lower division breadth. The IGETC is not recommended for some majors (engineering, computer science, the biological/physical sciences, and other high unit lower division major prep.) See chart below. Please talk to your counselor about your major and your target UC campuses. For the most recent articulation information, see http://www.assist.org.

Note: There are instances when a WVC course is approved for IGETC but the same course at Mission College is NOT approved for the same CSU GE (or vice versa). Use ASSIST. View the IGETC list for the college in which you are enrolled to confirm CSU GE applicability.

| UC BERKELEY | IGETC is highly recommended for all majors in the College of Letters & Science. The Colleges of Engineering, Environmental Design, Chemistry and the Hass School of Business have extensive, prescribed major prerequisites (check ASSIST.org). In general, IGETC is not appropriate preparation for majors in these colleges. Although IGETC satisfies breadth requirements for most majors in the College of Natural Resources, specific lower-division major requirements must be satisfied. All requirements must be completed by spring prior to fall transfer. |
| UC DAVIS | IGETC works well for Bachelor of Arts majors with few units of lower-division preparation. Bachelor of Science degrees and high-unit majors often have many courses of lower-division preparation. In these cases, IGETC is NOT recommended. Completion of IGETC is optional because major preparation courses should take precedent. |
| UC IRVINE | All schools accept IGETC. However, selection by the campus is based on demonstrated academic achievement and preparation for the intended major. IGETC may not be ideal for students interested in Engineering. (See above). |
| UCLA | IGETC is not accepted by the School of Engineering & Applied Science. Completion of IGETC is strongly encouraged by the College of Letters & Science and the School of Arts & Architecture. The School of Theater, Film & Television requires completion of either the school’s GE requirements or IGETC for admission. |
| UC MERCED | The School of Engineering and the School of Natural Sciences do not recommend IGETC. Completion of IGETC is strongly encouraged for the School of Social Sciences, Humanities & Arts. |
| UC RIVERSIDE | The College of Engineering accepts IGETC, but additional breadth coursework may be required after enrollment. The College of Natural & Agricultural Sciences does not accept IGETC. The College of Humanities, Arts, & Social Sciences accepts IGETC. Business Administration majors must complete IGETC (recommended) or the UCR breadth pattern for the College of Humanities, Arts, & Social Sciences. |
| UC SAN DIEGO | IGETC is accepted by John Muir, Earl Warren, Sixth and Thurgood Marshall colleges only. Students completing IGETC are welcome at Eleanor Roosevelt and Revelle Colleges; however, they must fulfill the specific GE requirements of those colleges. All majors are available to students in each college, so students who choose IGETC will not be restricted in their choice of major. |
| UC SANTA BARBARA | Transfers to the College of Letters & Science and the College of Creative Studies may use IGETC to substitute of GE requirements. Engineering transfers may also use IGETC to substitute for GE requirements but must completed a “depth requirement” with a year-long sequence in the history of: World civilization, Western civilization, United States, Western philosophy, or Western art, or with upper division coursework after transfer. |
| UC SANTA CRUZ | IGETC is not appropriate preparation for majors in the Schools of Engineering or the Division of Physical & Biological Sciences. |
### General Education/Breadth Requirements for A.A./A.S. Degree for 2019-2020 - Effective: Fall 2019 through Summer 2020

- To earn an A.A/AS, complete 60 units with a 2.0 GPA.
- Minimum of 12 units in residence, and no more than 20 units with a Pass/No Pass option.
- Proficiency in Reading, Writing, Math and Information Competency is required for graduation.
- A course may only be used in one category to fulfill requirements in Areas A through G.
- Associate Degree general education requirements are not necessarily the same as general education needed for ADT (AA/AST) and transfer.

<table>
<thead>
<tr>
<th>DIRECTIONS:</th>
<th>Area</th>
<th>C</th>
<th>IP</th>
<th>P</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indicate courses using Completed (C), In Progress (IP), Planned (P), or list courses taken at other colleges. Indicate Advanced Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation. Note: An “H” indicates Honors courses.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### A. LANGUAGE AND RATIONALITY 6 units minimum – (one course from A1 and one course from A2)

<table>
<thead>
<tr>
<th>A1 - English Composition</th>
<th>A2 - Communication and Analytical Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001A (with a “C” or better)</td>
<td>COMM 001, 010, 010H, 020</td>
</tr>
<tr>
<td></td>
<td>CIST 002, 004A, 004A1</td>
</tr>
<tr>
<td></td>
<td>ENGL 001B, 001C, 001CH</td>
</tr>
<tr>
<td></td>
<td>MATH 104, 105, 106, 106R, 000D, 000G, 001, 002, 003A, 003B, 004A, 004B, 004C, 008, 010, 010H, 012, 014, 019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. NATURAL SCIENCES 3 units minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 001</td>
</tr>
<tr>
<td>ASTR 002, 005, 010, 011, 014, 020, 020H, 021, 021H, 022</td>
</tr>
<tr>
<td>BIDL 002, 002L, 010L, 011L, 012, 013, 014, 018, 022, 023, 024, 035, 036, 037, 038, 040, 041, 042, 043, 045, 047, 048, 050, 055, 056, 058, 059</td>
</tr>
<tr>
<td>CHEM 001A, 001B, 002, 012A, 012B, 030A, 030B</td>
</tr>
<tr>
<td>GEOG 001</td>
</tr>
<tr>
<td>GEOL 001A, 001AH, 001B, 012, 015, 020, 030</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. HUMANITIES 3 units minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARAB 001A</td>
</tr>
<tr>
<td>ASLA 006A, 006B</td>
</tr>
<tr>
<td>CHIN 001A</td>
</tr>
<tr>
<td>DIZM 002, 009</td>
</tr>
<tr>
<td>DNC 061, 061H</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D. SOCIAL SCIENCES 6 units minimum - Select one course from D1 and one course from D2</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1 – Social and Behavioral Sciences - 3 units</td>
</tr>
<tr>
<td>ADMJ 001, 026</td>
</tr>
<tr>
<td>ANTH 002, 003, 003H, 004, 055</td>
</tr>
<tr>
<td>BUSN 015, 061</td>
</tr>
<tr>
<td>CHST 002, 005, 063</td>
</tr>
<tr>
<td>COMM 007, 012</td>
</tr>
<tr>
<td>ECON 001A + 002A, 001AH + 002AH</td>
</tr>
<tr>
<td>ECON 001B + 002B, 001BH + 002BH</td>
</tr>
<tr>
<td>GEOG 002, 006</td>
</tr>
<tr>
<td>HSCI 008, 010, 014</td>
</tr>
<tr>
<td>HIST 004A, 004B, 005A, 005B, 012, 014, 016</td>
</tr>
<tr>
<td>POLI 002, 003, 004A, 004</td>
</tr>
<tr>
<td>PSYC 001, 017, 025</td>
</tr>
<tr>
<td>PSOC 001, 002, 003, 020, 028, 040, 045</td>
</tr>
<tr>
<td>WIGS 001, 002, 003, 004A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D2 – American History &amp; Institutions – 3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 017A, 017B, 017H, 020</td>
</tr>
<tr>
<td>POLI 001, 010H (or complete the CSU American History and Institutions requirement)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E. LIFELONG UNDERSTANDING AND DEVELOPMENT Option 1: 3 units from area A, B, C or D Option 2: 3 units from courses listed below</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 061, 078</td>
</tr>
<tr>
<td>CHST 053</td>
</tr>
<tr>
<td>COMM 004, 008</td>
</tr>
<tr>
<td>COUN 005, 012, 012C, 024</td>
</tr>
<tr>
<td>D4T 027</td>
</tr>
<tr>
<td>HSCI 008, 010, 012</td>
</tr>
<tr>
<td>LRSV 001</td>
</tr>
<tr>
<td>LIBR 004</td>
</tr>
<tr>
<td>KINS 12.11, 12.20, 12.21, 12.22</td>
</tr>
<tr>
<td>KINT 033, 042, 044</td>
</tr>
<tr>
<td>NUTR 015</td>
</tr>
<tr>
<td>PSYC 012, 025, 030</td>
</tr>
<tr>
<td>SOCIO 001, 002, 003, 020, 028, 040, 045</td>
</tr>
<tr>
<td>STSC 100</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>F. CULTURAL DIVERSITY 3 units required</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 001E, 010, 095</td>
</tr>
<tr>
<td>ANTH 003, 003H, 004, 055</td>
</tr>
<tr>
<td>CHST 005</td>
</tr>
<tr>
<td>COMM 012</td>
</tr>
<tr>
<td>COUN 050</td>
</tr>
<tr>
<td>DNC 061, 061H</td>
</tr>
<tr>
<td>ENGL 012, 013, 016, 046, 046H</td>
</tr>
<tr>
<td>MUSC 055</td>
</tr>
<tr>
<td>NUTR 020</td>
</tr>
<tr>
<td>PMGT 010</td>
</tr>
<tr>
<td>PHIL 004, 021</td>
</tr>
<tr>
<td>PSYC 009</td>
</tr>
<tr>
<td>SOCI001, 002, 003, 020, 028, 040, 045</td>
</tr>
<tr>
<td>WIGS 001, 002</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>G. KINESIOLOGY ACTIVITY (physical education or dance activity)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 unit is required – Course must be activity based - no Kinesiology theory courses.</td>
</tr>
</tbody>
</table>

### PROFICIENCY REQUIREMENTS FOR GRADUATION

- A grade of “C” or better or qualifying placement score is required for the following: 
  - Math: Math 104, 106, 106R, or higher with a grade of “C” or better, or (b.) completion of high school Algebra 2, Integrated Math 3, Common Core Math 3, or higher with a grade of “C-” or better.
  - Information Competency: Library 4

- Reading – Reading 53
- Writing – English 1A

Updated 05/15/2019
### GOLDEN FOUR: Areas A1, A2, A3, and B4 must be completed with a letter grade of “C” or better. Completion of the Golden Four and 60 transferable units with a cumulative GPA of 2.0 are required for admission.

### DIRECTIONS: Indicate courses using Completed (C), In Progress (IP), Planned (P). Indicate Advanced Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation. Note: An “H” notation indicates Honors courses.

### AREA A - ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING

CSU – 3 courses required: one from A1, A2, and A3 (3 semester or 4-5 quarter units from each group). All courses (Area A1 – A3) must be completed with a grade of “C” or better.

<table>
<thead>
<tr>
<th>Area</th>
<th>C</th>
<th>IP</th>
<th>P</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### AREA B – SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING

9 semester or 12-15 quarter units - One course from Physical Sciences (B1), one course from Life Sciences (B2), at least one course must be a laboratory course in B3, and one course from Mathematics (B4), Astronomy 2 Lab with Astronomy 10, or 11 qualifies for Lec/Lab Credit.

<table>
<thead>
<tr>
<th>B1</th>
<th>B2</th>
<th>B3</th>
<th>B4</th>
</tr>
</thead>
</table>

### AREA C – ARTS AND HUMANITIES

9 semester units or 12-15 quarter units – must complete one course from C1, one course from C2, then a third course from either C1 or C2.

<table>
<thead>
<tr>
<th>Area</th>
<th>C1</th>
<th>C2</th>
<th>C1 or C2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### AREA D – SOCIAL SCIENCES

9 semester or 12-15 quarter units – the 3 courses are required from at least two different disciplines.

<table>
<thead>
<tr>
<th>Area</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>D</td>
</tr>
</tbody>
</table>

### AREA E – LIFELONG LEARNING AND SELF-DEVELOPMENT

3 units minimum – only 1 unit of Kinesiology or Dance allowed.

<table>
<thead>
<tr>
<th>Area</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>E</td>
</tr>
</tbody>
</table>

CSU Graduation Requirements: The American Institutions requirements may be met by one of the following: HIST 102 & POLI 101 or 101H; HIST 104 & POLI 102 or 102H; HIST 106 & POLI 101 or 101H; HIST 107 & POLI 101 or 101H; HIST 107A & 102; HIST 107B & POLI 11 or 11H; HIST 108 & POLI 101 or 101H; HIST 101H & POLI 101 or 101H; Requirements are subject to change. Visit www.ASSIST.org for a complete listing of courses approved for EACH academic year.

Articulation Office 05/15/2019
Transfer to All Campuses - UC/CSU

Intersegmental General Education Transfer Curriculum (IGETC) for 2019-2020

Effective: Fall 2019 through Summer 2020

For many majors, completion of IGETC courses with a grade of C or better fulfills lower division general education requirements to transfer to the UC & CSU systems (consult with a counselor). SEE EXCEPTIONS ON REVERSE SIDE. A full or partial "Certification" may be requested on Transcript Request form available in the A & R Office or on the web.

Courses may NOT be used in more than one Area.

For CSU American Institution graduation requirements, see CSU GE pattern sheet.

DIRECTIONS: Indicate courses using Completed (C), In Progress (IP), Planned (P), or list courses taken at other colleges. Indicate Advanced Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

Note: An “H” indicates Honors Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

Note: An “H” indicates Honors Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

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Effective: Fall 2019 through Summer 2020

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Courses may NOT be used in more than one Area.

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DIRECTIONS: Indicate courses using Completed (C), In Progress (IP), Planned (P), or list courses taken at other colleges. Indicate Advanced Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

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Placement (AP) score of 3 or higher where appropriate. Proof of AP and official transcript(s) will be required for transcript evaluation.

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The Course Identification Numbering System (C-ID) is
a statewide numbering system independent from the
course numbers assigned by local California community
colleges. A C-ID number next to a course signals that
participating California colleges and universities have
determined that courses offered by other California community colleges are comparable in content and scope
to courses offered on their own campuses, regardless
of their unique titles or local course number. Thus, if a
schedule of classes or catalog lists a course bearing a
C-ID number, for example COMM 110, students at that
college can be assured that it will be accepted in lieu
of a course bearing the C-ID COMM 110 designation
at another community college. In other words, the C-ID
designation can be used to identify comparable courses
at different community colleges. However, students
should always go to www.assist.org to confirm how
each college’s course will be accepted at a particular
four-year college or university for transfer credit.
The C-ID numbering system is useful for students
attending more than one community college and is
applied to many of the transferable courses students
need as preparation for transfer. Because these course
requirements may change and because courses may be
modified and qualified for or deleted from the C-ID database, students should always check with a counselor
to determine how C-ID designated courses fit into their
educational plans for transfer.
Students may consult the ASSIST database at www.
assist.org for specific information on C-ID course designations. Counselors can always help students interpret
or explain this information.

WVC Course Number

ACCT 110		
ACCT 120		
AJ 110		
AJ 120		
AJ 122		
AJ 124		
AJ 140		
AJ 150		
AJ 160		
AJ 200		
AJ 220		
ANTH 110		
ANTH 120		
ANTH 120		
ANTH 130		
ANTH 150		
ARTH 100		
ARTH 110		
ARTH 110		
ARTH 120
ARTH 120
ARTH 130		
ARTH 140		
ARTH 145		
ARTH 150		
ARTH 150		
ARTS 100		
ARTS 101		
ARTS 110		
ARTS 200		
ARTS 205		

ACCT 010
ACCT 011
ADMJ 001
ADMJ 002
ADMJ 003
ADMJ 004
ADMJ 005
ADMJ 041
ADMJ 021
ADMJ 100G
ADMJ 008
ANTH 001
ANTH 003
ANTH 003H
ANTH 004
ANTH 002
ARTS 004
ARTS 001A
ARTS 001AH
ARTS 001B
ARTS 001BH
ARTS 007
ARTS 001J
ARTS 012A
ARTS 001D
ARTS 001DH
ARTS 033A
ARTS 081
ARTS 031A
ARTS 035A
ARTS 031B

WVC Course Number

MATH 851
MATH 955
MUS 100
MUS 105
MUS 106
MUS 120
MUS 125
MUS 130
MUS 135
MUS 135
MUS 140
MUS 145
MUS 150
MUS 155
MUS 170
MUS 172
MUS 180
MUS 180
MUS 180
MUS 180
MUS 180
MUS 180
MUS 180
MUS 180
MUS 180
NUTR 110
PHIL 100
PHIL 110
PHIL 120
PHS 100
PHS 101
PHYS 105
PHYS 110
PHYS 205
PHYS 210
PHYS 215
POLS 110
POLS 110
POLS 130
POLS 140
POLS 150
POLS 150
PSY 110
PSY 120
PSY 130
PSY 130
PSY 150
PSY 170
PSY 170
PSY 180
PSY 205B
PSY 205B
SJS 120
SJS 130
SOCI 110
SOCI 115
SOCI 130
SOCI 140
SOCI 150
SPAN 100
SPAN 110
SPAN 200
SPAN 210
SPAN 220
SPAN 230
THTR 111
THTR 111
THTR 114
THTR 114
THTR 114
THTR 151
THTR 152
THTR 171
THTR 172
THTR 173
THTR 174
THTR 175
THTR 191
THTR 191
THTR 191
THTR 191
THTR 192

MATH 000D
MATH 002
MUSC 010
MUSC 001
MUSC 002
MUSC 003A
MUSC 020A
MUSC 003B
MUSC 003B
MUSC 020B
MUSC 004A
MUSC 004A
MUSC 004B
MUSC 004B
MUSC 030A
MUSC 031A
MUSC 049D
MUSC 049C
MUSC 049B
MUSC 042D
MUSC 042C
MUSC 042B
MUSC 042
MUSC 049
MUSC 048A
NUTR 015
PHIL 001
PHIL 002
PHIL 003
HSCI 008
HSCI 014
PHYS 002A
PHYS 002B
PHYS 004A
PHYS 004B
PHYS 004C
POLI 001
POLI 001H
POLI 002
POLI 004
POLI 003
POLI 003H
PSYC 001
PSYC 025
HSCI 010
SOCI 045
PSYC 007
SOCI 003
PSYC 017
PSYC 012
PSYC 002
PSYC 002H
WGQS 001
WGQS 003
SOCI 001
SOCI 002
SOCI 040
SOCI 028
SOCI 020
SPAN 001A
SPAN 001B
SPAN 002A
SPAN 002B
SPAN 003A
SPAN 003B
THEA 010
THEA 010H
THEA 011A
THEA 011B
THEA 011C
THEA 040A
THEA 040B
THEA 045B
THEA 002A
THEA 018A
THEA 047A
THEA 044A
THEA 070A
THEA 070B
THEA 070C
THEA 070D
THEA 021C

2 0 1 9 • 2 0 2 0 C ATA L O G

C-ID Number

C-ID Number

ARTS 049A
ARTS 033C
BIOL 047
BIOL 048
BIOL 040
BIOL 041
BIOL 042
BIOL 043
BUSN 051
BUSN 078
BUSN 028
CIST 002
CHST 002
CHST 063
CHEM 002
CHEM 001A
CHEM 001A, CHEM 001B
CHEM 012A
COMM 001
COMM 020
COMM 008
COMM 004
COMM 012
COMM 007
COMM 010
COMM 010H
CIST 004A
CIST 004A1
CIST 004B
CIST 004B1
CHST 001
CHST 080
CHST 087
CHST 035
CHST 066
CHST 005
ECON 001B, ECON 002B
ECON 001BH, ECON 002BH
ECON 001A, ECON 002A
ECON 001AH, ECON 002AH
ELED 020, ELED 020A
ENGL 001A
ENGL 001C
ENGL 001CH
ENGL 001B
ENGL 007A
ENGL 007B
ENGL 006A
ENGL 006AH
ENGL 006B
ENGL 006BH
ENGL 005A
ENGL 005B
ENGL 010
ENGL 070
GEOG 001
GEOG 002
GEOG 006
PSCI 020
GEOL 001AH
GEOL 001A
GEOL 001B
GEOL 012
GEOL 015
HIST 017A
HIST 017B
HIST 017BH
HIST 005A
HIST 005B
HIST 004A
HIST 004B
KINT 030
MATH 010
MATH 010H
MATH 014
MATH 008
MATH 012
MATH 019
MATH 003A
MATH 003B
MATH 004A
MATH 004B
MATH 004C

W E S T V A L L E Y C O L L E G E   

The following is a list of West Valley College courses with
C-ID designation approval as of April, 2019. For a regularly updated list, please go to Assist.com, select West
Valley College and click on the “C-ID Designators at
West Valley College” link. This list will be updated regularly as courses receive approval for C-ID designation.

WVC Course Number

ARTS 210
ARTS 270
BIOL 110B
BIOL 120B
BIOL 140
BIOL 150
BIOL 155
BIOL 190
BUS 110
BUS 115
BUS 125
BUS 140
CDEV 100
CDEV 110
CHEM 101
CHEM 110
CHEM 120S
CHEM 150
COMM 110
COMM 120
COMM 130
COMM 140
COMM 150
COMM 180
COMM 190
COMM 190
COMP 122
COMP 122
COMP 132
COMP 132
ECE 120
ECE 130
ECE 200
ECE 210
ECE 220
ECE 230
ECON 201
ECON 201
ECON 202
ECON 202
EDUC 200
ENGL 100
ENGL 105
ENGL 105
ENGL 120
ENGL 130
ENGL 135
ENGL 140
ENGL 140
ENGL 145
ENGL 145
ENGL 160
ENGL 165
ENGL 180
ENGL 200
GEOG 110
GEOG 120
GEOG 125
GEOG 130
GEOL 101
GEOL 101
GEOL 111
GEOL 121
GEOL 200
HIST 130
HIST 140
HIST 140
HIST 150
HIST 160
HIST 170
HIST 180
KIN 100
MATH 110
MATH 110
MATH 120
MATH 130
MATH 140
MATH 160
MATH 210
MATH 220
MATH 230
MATH 240
MATH 250

course identification numbering

Course
Identification
Numbering
System (C-ID)

C-ID Number

23


Guaranteed Transfer to a CSU

Associate Degrees for Transfer (ADT) at West Valley College

WEST VALLEY is the place to be for TRANSFERRING TO A CSU. We offer 27 ASSOCIATE DEGREES FOR TRANSFER – the most offered by any community college in the South Bay. Students who complete the 60-unit degrees are guaranteed admission with junior standing at a California State University (CSU). With the ADT you will be required to complete no more than 60 upper division units to earn your baccalaureate degree in a similar major.

BENEFITS:

• Get a GPA bump when you apply to a CSU with a similar degree program
• Guaranteed admission to a CSU (students who do not get into their school of choice may be admitted to another CSU which offers their major)
• Students who complete an ADT enter the CSU system with junior standing

OUR GROWING LIST OF ADTS INCLUDES:

• Administration of Justice
• Anthropology
• Art History
• Biology
• Business Administration
• Communication Studies
• Early Childhood Education
• Economics
• Elementary Teacher Education
• English
• Geography
• Geology
• History
• Kinesiology
• Mathematics
• Music
• Nutrition & Dietetics
• Philosophy
• Physics
• Political Science
• Psychology
• Public Health Science
• Social Justice Studies
• Sociology
• Spanish
• Studio Arts
• Theatre Arts
Associate Degree for Transfer

California Community Colleges are now offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To view the most current list of West Valley College Associate Degrees for Transfer, please go to http://westvalley.edu/services/academic-success/transfercenter/degree-for-transfer.html. Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs. For further information, make an appointment with a counselor at (408) 741-2000.

ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE FOR TRANSFER DEGREE (AS-T in Administration of Justice)

The Associate in Science in Administration of Justice for Transfer degree (AS-T in Administration of Justice) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Criminal Justice and Justice Studies. Students completing the Associate in Science in Administration of Justice for Transfer degree (AS-T in Administration of Justice) will be able to:

- describe the individual functions and integrations of the components of the criminal justice system: police, courts, and corrections;
- demonstrate skills and knowledge that allow them to successfully complete academic work at a transfer institution;
- use legal research skills to locate, analyze, and discuss the content of statutory and case law;
- examine criminal justice and/or social science data and explain their significance;
- explain the underlying causes of antisocial and criminal behavior;
- apply Constitutional principles to the practice of criminal justice;
- articulate, either orally or in writing, concepts or theories applicable to the criminal justice system;
- apply critical thinking to research, evaluate, analyze and synthesize the appropriate procedures for the collection of evidence and data in criminal case preparation for law enforcement agencies;
- and develop, organize and write an objective report that meets the legal and detailed requirements of law enforcement agencies.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth), OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 001</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 002</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>List A: Complete 2 Courses (6 units)</strong></td>
<td></td>
</tr>
<tr>
<td>ADMJ 004</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 014</td>
<td>Alcohol, Narcotics and Drug Abuse</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 015</td>
<td>Sexual Assault Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 023</td>
<td>Police Report Writing</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 026</td>
<td>Organized Crime</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 032</td>
<td>Motorcycle, Prison and Street Gangs</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 033</td>
<td>Introduction to Probation and Parole</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 034</td>
<td>Career Planning in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 036</td>
<td>Firearms Terminology and Safety</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Major Units: 18-19
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (6 Units):
ADMJ 001, List B (Any Course)

Spring, Year 1 (6 Units):
List A (Any Course), List B (Any Course)

Fall, Year 2 (6 units):
ADMJ 002, List A (Any Course)
ASSOCIATE IN ARTS IN ANTHROPOLOGY FOR TRANSFER DEGREE (AA-T in Anthropology)

The Associate in Arts in Anthropology for Transfer Degree (AA-T in Anthropology) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Anthropology. Students who complete this program will be able to apply scientific methodologies, including descriptive, quantitative, or qualitative; and demonstrate a holistic perspective on cultural, environmental, and/or biological systems that addresses cultural values, change, and interactions.

Students must complete the following ADT requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Required Core Courses: 9 units</td>
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</tr>
<tr>
<td>ANTHR 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTHR 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>List A: Select one: 4 units</th>
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</tr>
</thead>
<tbody>
<tr>
<td>BIO 010</td>
<td>Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 010L</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>List B: 4 units from below or from list A not already used</th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 001A</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEOL 001AH</td>
<td>Honors Physical Geology</td>
<td>4</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>List C: 3 units (including any List A or B course not already used)</th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>ANTHR 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Intro Cultural Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units | 20
GE Units (CSU GE or IGETC) | 39 or 37
Total Degree Units | 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

Special transfer pathway to University of Hawaii at Manoa, see page 8.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

**Fall, Year 1 (3 Units):**
ANTH 003 or 003H

**Spring, Year 1 (3 Units):**
ANTH 001

**Fall, Year 2 (3 Units):**
ANTH 002
ASSOCIATE IN ARTS IN ART HISTORY FOR TRANSFER DEGREE (AA-T in Art History)

The Associate in Arts in Art History for Transfer degree (AA-T in Art History) is a 60-unit program which provides lower division education to students planning to transfer to a CSU in pursuit of a baccalaureate degree in Art History or Art with an emphasis in Art History. Students completing the Associate in Arts in Art History for Transfer degree (AA-T in Art History) will be able to attribute artworks to artist, culture, country and/or style, give rationale for attribution, respond to artworks on both intellectual and emotional levels, and analyze iconography.

Students must complete the following ADT requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements, or cultural diversity requirements found in other degrees at the college.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Required Core Courses: 9 units</td>
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<td></td>
</tr>
<tr>
<td>ART 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>ART 001B</td>
<td>Survey of Western Art II</td>
<td>3</td>
</tr>
<tr>
<td>ART 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
</tr>
<tr>
<td>List A (select one): 3 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
<td>3</td>
</tr>
<tr>
<td>ART 012A</td>
<td>Art of Pre-Hispanic Mexico</td>
<td>3</td>
</tr>
<tr>
<td>ART 012B</td>
<td>Art of Colonial and Modern Mexico</td>
<td>3</td>
</tr>
<tr>
<td>ART 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas</td>
<td>3</td>
</tr>
<tr>
<td>List B (select one): 3 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART 033A</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 033C</td>
<td>Color Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 035A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 055</td>
<td>Introduction to Computer Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART 081</td>
<td>3-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 062A</td>
<td>Basic Photography</td>
<td>3</td>
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<tr>
<td>ART 031B</td>
<td>Expressive Drawing</td>
<td>3</td>
</tr>
<tr>
<td>List C (select one): (including any course from List A or B not already used): 3 units</td>
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<td></td>
</tr>
<tr>
<td>ART 001D</td>
<td>Survey of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 001E</td>
<td>Design in Society</td>
<td>3</td>
</tr>
<tr>
<td>ART 001G</td>
<td>History of Photography</td>
<td>3</td>
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<tr>
<td>ART 010</td>
<td>American Art: A Multicultural Approach</td>
<td>3</td>
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<tr>
<td>ART 013</td>
<td>African-American Art History</td>
<td>3</td>
</tr>
<tr>
<td>ART 014</td>
<td>Women in Art History</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 18
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (6 Units):
ARTS 001B, ARTS 031A
Spring, Year 1 (3 Units):
ARTS 001A
List A, B, C
Spring, Year 1, Fall, Year 2, Spring, Year 2 (9 Units):
Select 1 course from List A, B, C. See above for more details.
ASSOCIATE IN SCIENCE IN BIOLOGY FOR TRANSFER DEGREE (A.S.-T in Biology)

The Associate in Science in Biology for Transfer degree (AS-T in Biology) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Biology. Students who complete the AS-T in Biology will be able to communicate core biological principles both orally and in writing. These principles include but are not limited to the following: the procedures of the scientific method, the results of experiments, and their analysis of biological problems; the setup of experiments implementing the scientific method, collection and analysis of data, identification of sources of errors, and interpretation of results; use of critical thinking and observational skills when applying knowledge of biological principles and concepts to novel problems, demonstration of knowledge of the relationship between structure and function in biological systems; understanding of how principles of evolution by natural selection impact living systems, how information stored in DNA is transmitted and expressed in biological systems, and how conversion of matter and energy are fundamental in living systems.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

Students must complete the following requirements:
- A minimum of 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

**Recommended Course Sequence:**

**Fall, Year 1 (9 Units):**
- BIOL 040
- MATH 003A

**Spring, Year 1 (5 Units):**
- CHEM 001A

**Fall, Year 2 (10 Units):**
- CHEM 001B, PHYS 002A or PHYS 004A
- BIOL 043, PHYS 002B or PHYS 004B

**Spring, Year 2 (10 Units):**
- MATH 003B

**List A: Students should take either PHYS 002A and PHYS 002B OR PHYS 004A and PHYS 004B. 25 units**
- CHEM 001 General Chemistry 5
- CHEM 001B General Chemistry 5
- MATH 003A Calculus and Analytic Geometry 5
- PHYS 002A General Physics - Mechanics 5
- PHYS 002B General Physics - Electricity and Magnetism 5

**List B: Choose two courses (may choose any course from list A not already used in addition to those listed below)**
- MATH 008 Finite Mathematics 3
- MATH 010 Elementary Statistic 4
- MATH 012 Applied Calculus 4

**Total Major Units 34**

**GE Units (CSU GE or IGETC) 33 or 31**

**Total Degree Units 60**

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER DEGREE (A.S.-T in Business Administration)

The Associate in Science in Business Administration for Transfer Degree (AS-T in Business Administration) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution with a similar major in Business Administration. Students completing the Associate in Science in Business Administration for Transfer Degree (AS-T in Business Administration) will be able to apply generally accepted accounting theories and procedures to corporate, financial and managerial budgeting; utilize current software to perform various accounting functions; apply business theories and practices to researching and critically analyzing contemporary business issues; develop and prepare professional team-based projects and business presentation; analyze economic models as they apply to market economies and specific project and factor markets; solve problems using appropriate mathematical symbols, operations, and techniques; apply knowledge of legal principles to facilitate resolution of business problems; and speak and write effectively in business and workplace settings.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

**Recommended Course Sequence:**

**Fall, Year 1 (8 Units):**
- ACCT 010
- BUS 028

**Spring, Year 1 (8 Units):**
- MATH 003A
- MATH 010

**List A: Choose one course**
- MATH 008
- MATH 010

**List B: Choose two courses (may choose any course from list A not already used in addition to those listed below)**
- BUS 051
- BUS 078

**Total Major Units 29-30**

**GE Units (CSU GE or IGETC) 39 or 37**

**Total Degree Units 60**

For crosswalk of new subject codes, see page 51
 ASSOCIATE IN ARTS IN COMMUNICATION STUDIES
FOR TRANSFER DEGREE (A.A.-T in Communication Studies)

The Associate in Arts in Communication Studies for Transfer degree (AA-T in Communication Studies) is a 60 unit program, which provides students the lower division coursework required for seamless transfer to a CSU institution for the major in Communication Studies. Students who complete the Associate in Arts in Communication Studies for Transfer degree (AA-T in Communication Studies) will be able to identify and explain concepts and theories of human communication, demonstrate effective communication skills in a variety of settings, and report an increase in communication competency.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- The California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- Obtention of a minimum grade point average (GPA) of 2.0;
- Earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Communication Studies, a student will be able to:

- Demonstrate effective communication skills in a variety of settings.
- Identify and explain concepts/theories of communication.

### Course ID Title Units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
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<td>Required Core Courses: (3 units)</td>
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<td></td>
</tr>
<tr>
<td>COMM 001</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>List A: Any two of the following</td>
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<td></td>
</tr>
<tr>
<td>COMM 020</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COMM 008</td>
<td>Interpersonal Communication</td>
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</tr>
<tr>
<td>COMM 004</td>
<td>Small Group Discussion</td>
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<tr>
<td>List B. Any two of the following or any course not used from List A</td>
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<td></td>
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<tr>
<td>COMM 012</td>
<td>Intercultural Communication</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>COMM 010H Honors Persuasive Speaking</td>
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<tr>
<td>COMM 010</td>
<td>Persuasive Speaking</td>
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<tr>
<td>List C. Any 1 of the following or any course not already used above</td>
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<tr>
<td>COMM 007</td>
<td>Survey of Communication: Career Building Strategies</td>
<td>3</td>
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<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
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<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
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<td>ENGL 001CH</td>
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<td>Total Major Units</td>
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<tr>
<td>GE Units (CSU GE or IGETC)</td>
<td>39 or 37</td>
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<tr>
<td>Total Degree Units</td>
<td>60</td>
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</table>

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

Fall, Year 1 (Sample Course Shown) (6 Units):
- COMM 001, COMM 008
ASSOCIATE IN SCIENCE IN EARLY CHILDHOOD EDUCATION FOR TRANSFER DEGREE (A.S.-T in Early Childhood Education)

The Associate in Science in Early Childhood Education for Transfer degree (AS-T in Early Childhood Education) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Child Development. Students completing the BA/BS in Child Development will be prepared to enter the fields of education, social welfare, parent education, child advocacy, counseling, and public health. Students who complete the Associate in Science in Early Childhood Education for Transfer degree (AS-T in Early Childhood Education) will be able to apply ethical guidelines and advocacy skills to maintain standards of high quality care and education for young children.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.S.-T in Early Childhood Education, a student will be able to:

- integrate an understanding of the needs, characteristics, and multiple influences on the development of children birth to age eight as it is related to high quality care and education of young children.
- design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children.
- develop strategies that promote partnerships between programs, teachers, families, and their communities.
- demonstrate ethical standards and professional behaviors that deepen understanding, knowledge and commitment to the Early Childhood profession.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CHST 001</td>
<td>Principles &amp; Practices of Teaching Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CHST 002</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CHST 005</td>
<td>Diversity - Childhood and Culture</td>
<td>3</td>
</tr>
<tr>
<td>CHST 035</td>
<td>Practicum in Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>CHST 063</td>
<td>Child, Family, and Community</td>
<td>3</td>
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<tr>
<td>CHST 066</td>
<td>Child Safety, Health and Nutrition</td>
<td>3</td>
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<tr>
<td>CHST 080</td>
<td>Introduction to Curriculum</td>
<td>3</td>
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<tr>
<td>CHST 087</td>
<td>Observation and Assessment</td>
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</table>

Total Major Units: 24

GE Units (CSU GE or IGETC): 39 or 37

Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (9 Units):**
CHST 001, CHST 002, CHST 063

**Spring, Year 1 (9 Units):**
CHST 066, CHST 080, CHST 087

**Fall, Year 2 (6 Units):**
CHST 005, CHST 035
ECONOMICS
A.A.-T Degree

The Associate in Arts in Economics for Transfer degree (AA-T in Economics) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Economics. Students who complete the Associate in Arts in Economics for Transfer degree (AA-T in Economics) will be able to explain how individuals and firms make choices under scarcity; describe the major players and institutions that facilitate the market economy; and analyze economic models as they apply to market economies and specific product and factor markets.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- obtainment of a minimum grade point average (GPA) of 2.0;
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Economics, a student should be able to:

- Describe the major players and institutions that facilitate the market economy;
- Explain how individuals and firms make choices under scarcity;
- Analyze economic models as they apply to market economies and specific product and factor markets.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002A</td>
<td>Principles of Macroeconomics Lab</td>
<td>1</td>
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<tr>
<td>OR</td>
<td>Honors Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
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<tr>
<td>OR</td>
<td>Honors Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
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<td>OR</td>
<td>Honors Principles of Microeconomics Lab</td>
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<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
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<tr>
<td>OR</td>
<td>Honors Elementary Statistics</td>
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</tr>
<tr>
<td>MATH 012</td>
<td>Applied Calculus</td>
<td>4</td>
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<tr>
<td>OR</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
</tbody>
</table>

List A: Select one: 3-5 units

- MATH 008 Finite Mathematics 3
- MATH 003B Calculus and Analytical Geometry 5
- ACCT 010 Financial Accounting 5
- ACCT 011 Managerial Accounting 5
- CIST 022 Introduction to Computing 4
- BUSN 078 Business Communication 3

List B: Select one: 4-5 units

- MATH 004C Linear Algebra 4

Total Major Units 23-27
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (8 Units):
- ECON 001B, ECON 002B, MATH 010

Spring, Year 1 (8-9 Units):
- ECON 001A, ECON 002A, MATH 003A or MATH 012

Fall, Year 2 (3-5 Units):
- List A Course

Spring, Year 2 (4-5 Units):
- MATH 004C or MATH 004A
ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER DEGREE (A.A.-T in Elementary Teacher Education)

The Associate in Arts in Elementary Teacher Education for Transfer degree (AA-T in Elementary Teacher Education) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Elementary Teacher Education for the goal of becoming an elementary school teacher. Students who complete the Associate in Arts in Elementary Teacher Education for Transfer degree (AA-T in Elementary Teacher Education) will be able to demonstrate knowledge in child development theories, apply developmentally appropriate elementary education practices, develop curriculum appropriate for school-age children, and utilize professional skills appropriate for teaching at the elementary school level.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements, or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Elementary Teacher Education, a student will be able to:

- Utilize child development theories to design developmentally appropriate curriculum for school-age children.
- Demonstrate professional skills with children, families, and colleagues in the elementary school setting.

Course ID | Title | Units
---|---|---
CHS 002 | Child Growth and Development | 3
ELED 020 | Introduction to Elementary Teaching | 2
ELED 020A | Field Experience in Elementary Teaching | 1
BIO 010 | Introduction to Biology | 3
BIO 010L | Introduction to Biology Lab | 1
CHEM 002 | Introductory Chemistry | 4
PHYS 010 | Conceptual Introduction to Physics | 4
GEOL 012 | Earth Science with Lab | 4
MATH 014 | Math for Elementary School Teachers | 3
COMM 001 | Public Speaking | 3
ENGL 001A | English Composition | 3
ENGL 001B | Critical Thinking Through Literature | 3
GEOG 006 | World Regional Geography | 3
HIST 005A | World History: Prehistory to 1500 | 3
HIST 017A | United States History | 3
POLIT 001 | American Government | 3

List A: Select one course (3 units)

ENGL 001C | Critical Thinking and Writing | 3
ENGL 001CH | Honors Critical Thinking and Writing | 3

Total Major Units: 52
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

**Fall, Year 1 (10 Units):**

CHST 002, BIOL 010, BIOL 010L, ELED 020, ELED 020A

**Spring, Year 1 (15 Units):**

CHEM 002, PHYS 010, GEOL 012, MATH 014

**Fall, Year 2 (12 Units):**

COMM 001, ENGL 001A, ENGL 001B, GEOG 006

**Spring, Year 2 (9 Units):**

HIST 005A, HIST 017A, POLIT 001

**Elective Courses**

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List A

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List B

ASSOCIATE IN ARTS IN ENGLISH FOR TRANSFER DEGREE (A.A.-T in English)

The Associate in Arts in English for Transfer degree (AA-T in English) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in English, Literature, or Creative Writing. Students completing the Associate in Arts in English for Transfer degree (AA-T) will be able to write focused, organized, well-developed essays that support clear thesis statements and demonstrate competence in standard English grammar and usage; analyze and evaluate academic essays and literature; formulate and communicate in writing positions on diverse issues; and write research papers that demonstrate the effective evaluation, integration, and MLA documentation of sources.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements, or cultural diversity requirements found in other degrees at the College.

Course ID | Title | Units
---|---|---
PHIL 003 | Introduction to Ethics | 3
PHIL 017 | Logic & Critical Reasoning | 3

List B: Select one course (3 units)

ART 001A | Survey of Western Art I | 3
ART 004 | Art Appreciation | 3
MUSIC 010 | Music Appreciation | 3
THEAR 010 | Introduction to Theatre | 3

Total Major Units: 52
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

**Fall, Year 1 (10 Units):**

CHST 002, BIOL 010, BIOL 010L, ELED 020, ELED 020A

**Spring, Year 1 (15 Units):**

CHEM 002, PHYS 010, GEOL 012, MATH 014

**Fall, Year 2 (12 Units):**

COMM 001, ENGL 001A, ENGL 001B, GEOG 006

**Spring, Year 2 (9 Units):**

HIST 005A, HIST 017A, POLIT 001

**Elective Courses**

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List A

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List B

For crosswalk of new subject codes, see page 51
**List A: Select two:**

- ENGL 007A American Literature 3
- ENGL 007B American Literature 3
- ENGL 005A Survey of English Literature 3
- ENGL 005B Survey of English Literature 3
- ENGL 006A World Literature 3 or ENGL 006AH Honors World Literature 3
- ENGL 006B World Literature 3 or ENGL 006BH Honors World Literature 3

**List B: Select one:**

Any course from List A not already used

- ENGL 018 Asian American Literature 3
- ENGL 048 Introduction to Shakespeare 3
- ENGL 071 Intermediate Fiction Writing 3
- ENGL 072 Intermediate Poetry Writing 3

**List C: Select one:**

Any course from List A or B not already used

- FRNCH 001A Beginning French 5
- FRNCH 001B Beginning French 5
- FRNCH 002A Intermediate French 5
- FRNCH 002B Intermediate French 5
- FRNCH 003A Adv French Oral and Written Composition 5
- FRNCH 003B Advanced French Oral & Written 5
- GERM 001A Beginning German 5
- GERM 001B Beginning German 5
- HUMAN 001A Human Values in and From the Arts 3
- HUMAN 001B Human Values in and From the Arts 3
- ITAL 001A Beginning Italian 5
- ITAL 001B Beginning Italian 5
- ITAL 002A Intermediate Italian 5
- ITAL 002B Intermediate Italian 5
- JPNS 001A Beginning Japanese 5
- JPNS 001B Beginning Japanese 5
- RUSS 001A Beginning Russian 5
- RUSS 001B Beginning Russian 2
- BUS 078 Business Communication 3
- ENGL 010 Children’s Literature 3
- ENGL 012 African American Literature 3
- ENGL 041 Literature and Film 3
- SPAN 001A Beginning Spanish 5
- SPAN 001B Beginning Spanish 5
- SPAN 002A Intermediate Spanish 5
- SPAN 002B Intermediate Spanish 5
- SPAN 003A Adv Spanish Oral and Written Composition 5

**Course ID** | **Title** | **Units**
---|---|---
SPAN 003B | Advanced Spanish Oral and Written | 5

**Total Major Units** 18-20

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**
- ENGL 001B or ENGL 001C or ENGL 001CH

**Spring, Year 1 (3 Units):**
- ENGL 001B or ENGL 001C or ENGL 001CH

**Fall or Spring, Year 2 (6 Units):**
Complete 2 courses from List A

**Fall or Spring, Year 1 or 2 (3 Units):**
Complete 1 course from List B

**Fall or Spring, Year 1 or 2 (3-5 Units):**
Complete 1 course from List C

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**ASSOCIATE IN ARTS IN GEOGRAPHY FOR TRANSFER DEGREE (A.A.-T in Geography)**

The Associate in Arts in Geography for Transfer degree (AA-T in Geography) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Geography. Students who complete the Associate in Arts in Geography for Transfer degree (AA-T in Geography) will be able to analyze the controls, distribution, and classification of world climates; compare and contrast different types of landforms; and analyze spatially related problems related to current/recent geopolitical events.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- obtainment of a minimum grade point average (GPA) of 2.0;
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

**Course ID** | **Title** | **Units**
---|---|---
GEOG 001 | Intro Physical Geography | 3
GEOG 002 | Intro Cultural Geography | 3

**List A: Select 2 (6 units)**

- GEOG 006 World Regional Geography 3
- PSCI 020 Weather and Climate 3

**List B: Select 2 (7-8 units)**

- MATH 010 Elementary Statistics 4
- ANTH 003 Introduction to Cultural Anthropology 3
- GEOL 001A Physical Geology 4
- GEOL 001AH Honors Physical Geology 4

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The Associate in Science in Geology for Transfer degree (AS-T in Geology) is a 60 unit program designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in History. Students who complete the Associate in Arts in History for Transfer degree (AA-T in History) will be able to describe how the social, political, intellectual and economic systems of a particular society change over time and analyze how the interplay of multiple factors in a society including intellectual, economic, demographic, and cultural variables resulted in particular historical outcomes.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University- General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in History, a student will be able to:

- Describe how the social, political, intellectual and economic systems of a particular society change over time and analyze how the interplay of multiple factors in a society including intellectual, economic, demographic, and cultural variables resulted in particular historical outcomes.

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<tr>
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<th>Units</th>
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<tr>
<td>HIST 017A</td>
<td>United States History</td>
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<tr>
<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017BH</td>
<td>Honors United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
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<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
<td>3</td>
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<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
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<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to Present</td>
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<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
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<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
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<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
<td>3</td>
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<tr>
<td>HIST 012</td>
<td>African American History</td>
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<td>HIST 014</td>
<td>History of the Native North Americans</td>
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<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
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Total Major Units 60
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60
Course ID    Title                 Units
POLI 001 American Government        3
POLI 001H Honors American Government 3
PSYC 001 General Psychology         3
SOCI 001 Introduction to Sociology  3
WGQS 001 Introduction to Women’s Studies 4
WGQS 003 Introduction to Gender Studies 3

Total Units                  18 - 19
GE Units (CSU GE or IGETC)   39 or 37
Total Degree Units           60

CSU transferable electives are required when the major units plus transfer GE units total is less than 60.
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (6 Units):
HIST 017A, HIST 017B
Spring, Year 1 (6 Units):
6 Units from List A
Fall, Year 2 (8-4 Units):
Group 2 Course
Spring, Year 2 (3 Units)
Group 1 Course

 associate degree for transfer

Course ID    Title                 Units
KIN 2.07 Master’s Swimming         1

Combatives
KIN 6.02 Karate – Beginning         1
KIN 6.06 Karate – Intermediate      1

Dance
KIN 3.02 Ballet – Beginning Level 2 1
KIN 3.04 Ballet – Intermediate      1
KIN 3.08 The Flamenco Dance of Spain – Beginning 1
KIN 3.12 Jazz Dance – Beginning Level 2 1
KIN 3.14 Jazz Dance – Intermediate  1
KIN 3.16 Modern Dance – Beginning Level 2 1
KIN 3.17 Modern Dance – Intermediate 1
KIN 3.20 Ballroom and Latin Dance Beginning 1
KIN 3.22 Ballroom and Latin Dance – Intermediate 1

Fitness
KIN 4.03 Fitness Aerobics           1
KIN 4.16 Fitness Weight Training    1
KIN 4.24 Total Fitness for Men      1
KIN 11.01 Yoga for Health           1
KIN 11.08 Pilates Mat Workout       1

Individual Sports
KIN 7.02 Badminton – Beginning      1
KIN 7.03 Badminton – Intermediate   1
KIN 7.10 Golf – Beginning           1
KIN 7.11 Golf – Intermediate        1
KIN 7.12 Golf – Advanced            1
KIN 7.18 Beginning Tennis           1
KIN 7.20 Intermediate Tennis        1
KIN 7.21 Advanced Tennis            1
KIN 7.23 Scuba Diving               2

Team Sports
KIN 8.03 Baseball – Advanced        1
KIN 8.08 Soccer – Beginning, Men    1
KIN 8.09 Soccer – Advanced, Men     2
KIN 8.10 Soccer, Women               1
KIN 8.12 Softball – Beginning       1
KIN 8.13 Softball – Intermediate    1
KIN 8.15 Volleyball – Beginning Skills 1
KIN 8.16 Volleyball – Intermediate Skills 1
KIN 8.17 Volleyball – Advanced Skills 1

List A (select two): 8-10 units
MATH 010 Elementary Statistics      4
OR
MATH 010H Honors Elementary Statistics 4

ASSOCIATE IN ARTS IN KINESIOLOGY FOR TRANSFER DEGREE (AA-T in Kinesiology)
The Associate in Arts in Kinesiology for Transfer degree (AA-T in Kinesiology) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Kinesiology or Exercise Science. Students who complete the Associate in Arts in Kinesiology for Transfer degree (AA-T in Kinesiology) will be able to demonstrate proficiency in human movement as it applies to sports, dance and aquatics, combatives, fitness, health and nutrition and analyze the meaning of optimal health as it applies to our nation’s population.

Students must complete the following requirements:
• 60 semester or 90 quarter CSU-transferable units
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district
• obtaining of a minimum grade point average (GPA) of 2.0
• earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

Course ID    Title                 Units
KIN.TH 030 Introduction to Kinesiology 3
BIO 047 Human Anatomy                     5
BIO 048 Human Physiology                  5

Required Core: Movement Based Courses: 3-5 units (minimum 3). Select a maximum of one (1) course from any three (3) of the following areas for a minimum of three units.

Aquatics
KIN 2.04 Swimming – Beginning             1
KIN 2.05 Swimming – Intermediate          1
KIN 2.06 Swimming – Advanced              1

List A (select two): 8-10 units
ASSOCIATE IN SCIENCE IN MATHEMATICS FOR TRANSFER DEGREE (A.S.-T in Mathematics)
The Associate in Science in Mathematics for Transfer (A.S.-T in Mathematics) is a 60 unit program designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Mathematics. Students completing the program will be able to solve problems using mathematical symbols, operations, and techniques; apply appropriate technology including calculators and computers to the solution of mathematical problems; demonstrate computational, estimation, and problem-solving skills; construct mathematical models of physical problems, draw conclusions from these models, and communicate those conclusions; formulate and test mathematical conjectures; and adapt general mathematical techniques to course-specific problems.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtaining of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

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<th>Title</th>
<th>Units</th>
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<tr>
<td>CHEM 30A</td>
<td>Fundamentals of Chemistry</td>
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<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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<tr>
<td>PHYS 002A</td>
<td>General Physics – Mechanics</td>
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<td>OR</td>
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<tr>
<td>PHYS 004A</td>
<td>Engineering Physics – Mechanics</td>
<td>5</td>
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</tbody>
</table>

Total Units: 24-28
GE Units (CSU GE or IGETC): 39 or 37

ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE (A.A.-T in Music)
The Associate in Arts in Music for Transfer degree (AA-T in Music) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Music. Students completing the program will be able to demonstrate the ability to hear, identify and work conceptually with the elements of music, through sight-reading and musical analysis; perform standard solo and ensemble repertoire appropriate to their performance area at a collegiate level; create derivative or original music in extemporaneous and/or written form; demonstrate a working knowledge of music history and performance practices within their area of specialization.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtaining of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

NOTE: In accordance with the TMC in Music, Majors will be required to pass a Piano Proficiency examination prior to graduation which includes sight reading a two-part grade 1 selection, and playing two stylistically contrasting pieces from Bartok’s Mikrokosmos Book II. Enrolling in MUS 31A/B Intermediate Piano, using available elective units, is encouraged.
ASSOCIATE IN SCIENCE IN NUTRITION AND DIETETICS FOR TRANSFER DEGREE (A.S.-T in Nutrition and Dietetics)

The Associate in Science in Nutrition and Dietetics for Transfer degree (A.S.-T in Nutrition and Dietetics) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Nutrition And Dietetics for the goal of a career path in the field of Nutrition and Dietetics. Students who complete the Associate in Science in Nutrition and Dietetics for Transfer degree (A.S.-T in Nutrition and Dietetics) will be able to demonstrate knowledge in the relationship of the human diet to health and lifestyle-related diseases. The purpose of the Nutrition and Dietetics major is to provide students with education and training in the area of nutritional sciences or dietetics, and to prepare for transfer. This major provides the opportunity for students to begin their career path in the field of Nutrition and Dietetics.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- the California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Interssegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- attainment of a minimum grade point average (GPA) of 2.0;
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.S.-T in Nutrition and Dietetics, a student will be able to:

- Identify the role of nutrients and healthy food preparations for optimal health and well-being.
- Select appropriate foods for a healthy diet and disease risk reduction.
- Clearly communicate nutrition concepts in oral and written formats.
- Use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions.

**Course ID** | **Title** | **Units**
---|---|---
NS 015 | Human Nutrition | 3
PSYCH 001 | General Psychology | 3

**Total Major Units** 21 units

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (11 Units):**
- NUTR 015, CHEM 001A, PSYC 001

**Spring, Year 1 (10 Units):**
- BIOL 045, CHEM 001B

**List A – Suggested courses**
- Fall, Year 2 (5 Units):
  - CHEM 012A
- Spring, Year 2 (9 Units):
  - MATH 010, BIOL 048

**List B – Suggested course**
- Fall, Year 2 (4 Units):
  - BIOL 011
ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE (A.A.-T in Philosophy)
The Associate in Arts in Philosophy for Transfer degree (AA-T in Philosophy) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Philosophy. Students who complete the Associate in Arts in Philosophy for Transfer degree (AA-T in Philosophy) will be able to demonstrate clarity and rigor of thought and expression; evaluate reasoning in order to develop precise and persuasive arguments and resistance to incorrect arguments; apply philosophy's analytical approach to people's most basic assumptions about the world and human experience; analyze the vitality and relevance of classical philosophical debates to contemporary life; and identify and describe characteristics of diverse multicultural traditions.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtaining of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 002</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 001</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 003</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select one:</td>
<td>Any course from Required Core not already used</td>
<td></td>
</tr>
<tr>
<td>PHIL 017</td>
<td>Logic &amp; Critical Reasoning</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 022</td>
<td>Philosophy of Religion</td>
<td>3</td>
</tr>
<tr>
<td>List B: Select two:</td>
<td>Any course from List A not already used</td>
<td></td>
</tr>
<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
<td>3</td>
</tr>
<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to Present</td>
<td>3</td>
</tr>
<tr>
<td>List C: Select one:</td>
<td>Any course from List A or B not already used</td>
<td></td>
</tr>
<tr>
<td>PHIL 005</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units: 30
GE Units (CSU GE or IGETC): 30 or 37
Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
- Fall, Year 1 (3 Units):
  - PHIL 002
- Spring, Year 1 (3 Units):
  - List A: PHIL 001 or PHIL 003
- Fall, Year 2 (3 Units):
  - List B: PHIL 017 or PHIL 022
- Fall, Year 2 (3 Units):
  - HIST 004A
- Spring, Year 2 (6 Units):
  - PHIL 005, HIST 004B

ASSOCIATE IN SCIENCE IN PHYSICS FOR TRANSFER DEGREE (A.S.-T in Physics)
The Associate in Science in Physics for Transfer degree (AS-T in Physics) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Physics. Students who complete the Associate in Science in Physics for Transfer degree (AS-T in Physics) will be able to communicate orally and in writing core physical principles, the results of experiments, and their analysis of physical problems; set up an experiment, collect and analyze data, identify sources of errors, and interpret results; use basic software, such as word processing, spreadsheet, and graphing programs; identify the essential aspects of a problem and formulate a strategy for solving the problem; and estimate the solution to a problem, apply appropriate techniques to arrive at a solution, test the correctness of their solution, interpret their result and connect it to related areas of physics.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtaining of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 004A</td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004B</td>
<td>Engineering Physics - Electricity and Magnetism</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004C</td>
<td>Engineering Physics-Light, Heat and Waves</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003B</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 004A</td>
<td>Intermediate Calculus</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Major Units: 30
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
- Fall, Year 1 (5 Units):
  - MATH 003A
- Spring, Year 1 (10 Units):
  - MATH 003B, PHYS 004A
- Fall, Year 2 (10 Units):
  - MATH 004A, PHYS 004B
- Spring, Year 2 (5 Units):
  - PHYS 004C

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE (A.A.-T in Political Science)
The Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Political Science, International Relations, Social and Behavioral Sciences, or Government. Students completing the Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) will be able to describe the structure and functions of American government; explain the ideas of the great political thinkers and how those ideas apply to our democracy and to our world today; identify the institutions, players and processes in American national and state governments; analyze the exercise of power in governmental institutions; analyze how public policy is formu-
Students must complete the following ADT requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLIT 001</td>
<td>American Government</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 001H</td>
<td>Honors American Government</td>
<td>3</td>
</tr>
</tbody>
</table>

List A (Select three): 9-10 units

- POLIT 002 Comparative Governments 3
- POLIT 004 International Relations 3
- POLIT 003 Introduction to Political Science 3
- POLIT 003H Honors Introduction to Political Science 3
- MATH 010 Elementary Statistics 4
- MATH 010H Honors Elementary Statistics 4

List B (Select two): 6-7 units

Any List A course not already used

- AJ 001 Introduction to Administration of Justice 3
- ANTHR 002 Introduction to Archaeology 3
- ECON 001A Principles of Macroeconomics 3
- ECON 001AH Honors Principles of Macroeconomics 3
- ECON 001B Principles of Microeconomics 3
- ECON 001BH Honors Principles of Microeconomics 3
- GEOG 002 Intro Cultural Geography 3
- PSYCH 001 General Psychology 3
- SOC 001 Introduction to Sociology 3
- WGS 001 Introduction to Women’s Studies 4

Total Major Units: 18-20

GE Units (CSU GE or IGETC) 39 or 37

Total Degree Units: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

Special transfer pathway to University of Hawaii at Manoa, see page 8. For crosswalk of new subject codes, see page 51.

Recommended Course Sequence:

- Fall, Year 1 (3 Units):
  - POLI 001 or POLI 001H
- List A Courses (select 3)
- Spring, Year 1 (3 Units):
  - POLI 003 or POLI 003H

Total Major Units: 18-20

GE Units (CSU GE or IGETC) 39 or 37

Total Degree Units: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

Special transfer pathway to University of Hawaii at Manoa, see page 8.
The Public Health Science for Transfer degree (AS-T in Public Health Science) is designed to prepare graduates for related programs at the bachelor’s degree level and provides comprehensive preparation for upper-division work. Additionally, the degree provides an introduction to the various career pathways within this field.

Public Health is a dynamic field that provides career options in local, state and federal agencies, health departments, educational institutions, healthcare organizations, research organizations, crisis agencies, and many other fields. Students who complete the Associate in Science in Public Health Science for Transfer degree (AS-T in Public Health Science) will be able to apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.

The Associate in Science in Public Health Science for Transfer degree (AS-T in Public Health Science) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Health Science, Health Science with Health Education option, Health Science with Public Health option, Health Science with Community Health option, Health Science with Health Promotion and Disease Prevention, Health Education, Public Health, Public Health Promotion, Kinesiology with Health Education, Kinesiology with Health Science option, Kinesiology with Health and Wellness Promotion, Kinesiology with Health Promotion and Disease Prevention, Collaborative Health and Human Services with Community Health option, and majors in related fields in pursuit of a baccalaureate degree.

Public Health Science is the science of protecting and improving the health of people and their communities. It bridges the gap between scientific discoveries and the application of that research in the community to improve the quality of life. The degree is interdisciplinary in nature and students will gain an understanding of the biopsychosocial basis for health and healthy populations. Public health professionals work to track disease outbreaks, reduce health disparities, advocate for healthcare equity and accessibility, and shed light on why some of us are more likely to suffer from poor health than others. Public health professionals also work to prevent problems from happening or recurring through implementing educational programs, recommending policies, administering services and conducting research—in contrast to clinical professionals like doctors and nurses, who might focus primarily on treating individuals after they become sick or injured.

After successful completion of this program students will be able to:

- Apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.
- Identify, compare and contrast the factors that contribute to public health disparities.
- Identify for risk factors for disease and disability.
- Critically evaluate popular and scientific literature and other media for its significance and impact on individual and public health.

Students must complete the following requirements:

- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Recommended Course Sequence

#### Fall, Year 1 (3 Units):

**PSY 007**

#### Fall, Year 2 (3-4 Units):

**BIOL 010 & 010L; BIOL 011, PSYC 007**

#### Spring, Year 2 (4 Units):

**PSYC 022**

#### List A Courses – Choose

**Fall, Year 2 (3-4 Units):**

**BIOL 010, BIOL 010L, HSCI 008, MATH 010 or 010H**

**Spring, Year 2 (4 Units):**

**PSYC 012**

#### List B Courses

**Spring, Year 1 (3 Units):**

**PSYC 012**

#### List C Courses – Choose

**Spring, Year 1 (3 Units):**

**PSYC 009, PSYC 017, PSYC 025, PSYC 030**

### ASCOLLEGE IN PUBLIC HEALTH SCIENCE FOR TRANSFER DEGREE (AS-T in Public Health Science)

The Public Health Science for Transfer degree (AS-T in Public Health Science) is designed to prepare graduates for related programs at the bachelor’s degree level and provides comprehensive preparation for upper-division work. Additionally, the degree provides an introduction to the various career pathways within this field.

Public Health is a dynamic field that provides career options in local, state and federal agencies, health departments, educational institutions, healthcare organizations, research organizations, crisis agencies, and many other fields. Students who complete the Associate in Science in Public Health Science for Transfer degree (AS-T in Public Health Science) will be able to apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.

The Associate in Science in Public Health Science for Transfer degree (AS-T in Public Health Science) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Health Science, Health Science with Health Education option, Health Science with Public Health option, Health Science with Community Health option, Health Science with Health Promotion and Disease Prevention, Health Education, Public Health, Public Health Promotion, Kinesiology with Health Education, Kinesiology with Health Science option, Kinesiology with Health and Wellness Promotion, Kinesiology with Health Promotion and Disease Prevention, Collaborative Health and Human Services with Community Health option, and majors in related fields in pursuit of a baccalaureate degree.

Public Health Science is the science of protecting and improving the health of people and their communities. It bridges the gap between scientific discoveries and the application of that research in the community to improve the quality of life. The degree is interdisciplinary in nature and students will gain an understanding of the biopsychosocial basis for health and healthy populations. Public health professionals work to track disease outbreaks, reduce health disparities, advocate for healthcare equity and accessibility, and shed light on why some of us are more likely to suffer from poor health than others. Public health professionals also work to prevent problems from happening or recurring through implementing educational programs, recommending policies, administering services and conducting research—in contrast to clinical professionals like doctors and nurses, who might focus primarily on treating individuals after they become sick or injured.

After successful completion of this program students will be able to:

- Apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.
- Identify, compare and contrast the factors that contribute to public health disparities.
- Identify for risk factors for disease and disability.
- Critically evaluate popular and scientific literature and other media for its significance and impact on individual and public health.

Students must complete the following requirements:

- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Course Requirements

#### Core Courses: 32 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HSCI 008</td>
<td>Contemporary Health</td>
<td>3</td>
</tr>
<tr>
<td>HSCI 014</td>
<td>Concepts of Public Health and Society</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 010</td>
<td>Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 048</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

#### List A (3 units)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSCI 010</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Total Major Units 35

#### GE Units (CSU GE or IGETC) 39 or 37

#### Total Degree Units 60

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence

#### Fall, Year 1 (11 Units):

**BIOL 010, BIOL 010L, HSCI 008, MATH 010 or 010H**

#### Spring, Year 1 (11 Units):

**CHEM 001A, HSCI 014, PSYC 001**

#### Fall, Year 2 (8 Units):

**BIOL 047**

#### Spring, Year 2 (5 Units):

**BIOL 048**
ASSOCIATE IN ARTS IN SOCIAL JUSTICE STUDIES FOR TRANSFER DEGREE (A.A.-T in Social Justice Studies)
The Associate in Arts in Social Justice Studies for Transfer degree (A.A.-T) is a 60 unit program which provides students with a pathway for turning their passion for change, human rights, and the ideals of justice into an interdisciplinary focus area of study for transfer. The program gives students choices in their coursework, so that each individual can focus on the issues or areas that most appeal to them within the framework of social justice coursework that includes themes of race ethnicity, socioeconomic class, sex identity, culture and diversity, gender, and sexuality. This interdisciplinary program will prepare students for a workplace and world where awareness of inequality, microaggressions as well as systemic marginalization and discrimination, and a capacity to understand and address social responsibility, have become globally interconnected. The Social Justice Studies for Transfer degree (A.A.-T) provides students the lower division coursework required for transfer to a CSU institution for the major in a variety of interdisciplinary or traditional disciplines, such as Ethnic Studies, Women and Gender Studies, Justice Studies, Sociology, or English. Students completing the Associate in Arts in Social Justice Studies for Transfer degree (A.A.-T) will be able to, from various disciplinary perspectives, recognize, analyze, research, promote awareness and write about:

a. Intersecting systems of oppression; the dynamics of power and privilege; prejudice and discrimination;

b. Theories and practices of social change; resistance and empowerment; movements and activism;

c. Specific manifestations of oppression such as ableism, classism, ethnocentrism, heterosexism, racism, sexism; the systems, dynamics, and interpersonal as well as institutional power structures that keep these oppressions in place;

d. Social, cultural, and historical contexts for movements such as civil, women’s, disability, and LGBTQ rights as well as movements for several specific marginalized communities and peoples of color;

e. Theories and research on socialization and acculturation that inform identity and group affiliations, in various historical eras and global communities;

f. Social justice strategies such as dialogue across differences, alliance building, collaboration, and/or advocacy.

Social Justice Studies emerged out of historical and ongoing social progress movements such as the Labor, Civil Rights, Disability Rights, LGBTQ, and Women’s Liberation movements and activism. The program offers courses that explore interconnected systems of discrimination and oppression, including institutional, relational, cultural, and socioeconomic racism, sexism, ableism, classism, heterosexism, and cisgenderism. Social Justice scholarship locates intersectional identities of race, class, sex, ability, gender, sexuality, religion, culture, and nation, to explore inequities and identify systems of oppression and advantage that exist as a result of marginalization, cultural supremacy/insensitivity, and/or violence. The goal of the program is not to engender a singular approach to social justice issues but rather to present students with a dynamic academic framework for thinking creatively and pragmatically about contemporary social issues.

Areas of scholarship that inform social justice include education; anthropology; race and ethnic studies; cognitive developmental and social psychology; gay, lesbian bisexual, transgender and queer studies; history; literature; Queer Theory; Judaic and Middle Eastern studies; sociology; and women, gender, and sexuality studies.

The Social Justice Studies transfer degree offers students the opportunity to prepare for rewarding work, such as with government agencies, colleges and universities, consulting firms, research institutes, corporations, domestic and international non-governmental or community or environmental organizations, human rights organizations, the United Nations, and international development organizations, or in journalism, writing, or social work.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University- General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
<tr>
<td>WGS 001</td>
<td>Introduction to Women’s Studies</td>
<td>4</td>
</tr>
<tr>
<td>WGS 003</td>
<td>Introduction to Gender Studies</td>
<td>3</td>
</tr>
<tr>
<td>SOC 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
</tbody>
</table>

Any required core course from above not already used or one of the following:

- ART 007 The Art of Asia                                             | 3     |
- ART 001J Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas | 3     |
- WGS 001 Introduction to Women’s Studies                             | 4     |
- ENGL 012 African-American Literature                                | 3     |
- ENGL 018 Asian American Literature                                  | 3     |
- HIST 005B World History from 1500                                   | 3     |
- HUMAN 001B Human Values in and from the Arts                       | 3     |
- PHIL 001 Introduction to Philosophy                                  | 3     |
- PSYCH 001 General Psychology                                         | 3     |
- SOC 001 Introduction to Sociology                                   | 3     |
- FRNCH 001A Beginning French                                         | 5     |
- JPN 001A Beginning Japanese                                         | 5     |
- RUSS 001A Beginning Russian                                         | 5     |
- SPAN 001A Beginning Spanish                                          | 5     |

LIST A: Select three courses from at least two of the following.

Area 1: History or Government

- HIST 012 African American History                                    | 3     |
- HIST 014 History of the Native North American                       | 3     |
- HIST 016 Mexican-American History                                    | 3     |

Area 2: Arts and Humanities

- ART 007 The Art of Asia                                             | 3     |
- ART 010 American Art: A Multicultural Approach                      | 3     |
- ART 013 African-American Art History                                | 3     |
- ART 014 Women in Art History                                        | 3     |
- WGS 002 Women in the Arts: Multicultural Perspectives               | 3     |
- WGS 003 Introduction to Gender Studies                              | 3     |
- WGS 004A Women in World Cultures from Prehistory to 1500 CE         | 3     |

Area 3: Social Science

- ANTHR 003 Introduction to Cultural Anthropology                     | 3     |
- ANTHR 003H Honors Introduction to Cultural Anthropology             | 3     |
- GEOG 002 Intro Cultural Geography                                   | 3     |
- SOC 028 Sociology of Gender                                         | 3     |
- POLIT 003 Introduction to Political Science                         | 3     |
- ECON 001A Principles of Macroeconomics                              | 3     |
- ECON 001B Principles of Microeconomics                              | 3     |
Course ID | Title | Units
--- | --- | ---
MATH 010 | Elementary Statistics | 4
MATH 010H | Honors Elementary Statistics | 4
PSYCH 002 | Experimental Psychophysiology | 4
PSYCH 002H | Honors Experimental Psychophysiology | 4

**Area 5: Major Preparation**

- ART 007 | The Art of Asia | 3
- ART 001J | Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas | 3
- WGS 001 | Introduction to Women’s Studies | 4
- ENGL 012 | African-American Literature | 3
- ENGL 018 | Asian American Literature | 3
- HIST 005B | World History from 1500 | 3
- HUMAN 001B | Human Values in and from the Arts | 3
- PHIL 001 | Introduction to Philosophy | 3
- PSYCH 001 | General Psychology | 3
- SOC 001 | Introduction to Sociology | 3
- FRNCH 001A | Beginning French | 5
- JPNS 001A | Beginning Japanese | 5
- RUSS 001A | Beginning Russian | 5
- SPAN 001A | Beginning Spanish | 5

**Total Major Units** 18-26

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (4 Units):**
- WGQS 001

**Spring, Year 1 (7 Units):**
- SOCI 001
- MATH 010

**Fall, Year 2 (3 Units):**
- SOCI 020

**Spring, Year 2 (3 Units):**
- SOCI 003

**List C (3 Units):**
- SOCI 046

**Total Major Units** 19

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**
- SOCI 001

**List A Required Courses**

**Spring, Year 1 (7 Units):**
- SOCI 002
- MATH 010

**List B Any two of the following**

**Fall, Year 1 (3 Units):**
- SOCI 020

**Fall, Year 2 (3 Units):**
- SOCI 040

**Spring, Year 2 (3 Units):**
- SOCI 003

**List C (3 Units):**
- SOCI 045

**Any term (3 Units):**
- SOCI 045

**SPANISH**

**A.A.-T Degree**

The Associate in Arts in Spanish for Transfer degree (AA-T in Spanish) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Spanish. Students who complete the Associate in Arts in Spanish for Transfer degree (AA-T in Spanish) will be able to communicate at the respective level on common daily topics; respond with written and spoken expressions of the target language according to the level of study; speak and convey information with accuracy and pronunciation acceptable to native speakers of the language; explain aspects of diverse cultural and global awareness; and customize the mode of communication appropriate to the specific audience.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.

- earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
• obtainment of a minimum grade point average (GPA) of 2.0;
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing the A.A.-T in Spanish, a student will be able to:
• Communicate at the respective level on common daily topics;
• Speak and convey information with accuracy and pronunciation acceptable to native-speakers of the target language;
• Respond with written and spoken expressions of the target language according to the level of study;
• Explain aspects of diverse cultural and global awareness;
• Customize the mode of communication appropriate to the specific audience.

### Course ID Title Units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 001B</td>
<td>Beginning Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 002B</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
</tbody>
</table>

**List A: Select one: 3-5 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 003A</td>
<td>Adv. Spanish Oral and Written Composition</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written</td>
<td>5</td>
</tr>
<tr>
<td>ENGL 013</td>
<td>Latino/Chicano Literature</td>
<td>3</td>
</tr>
<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**

23-25

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence – Example student selection:**

**Fall, Year 1 (5 Units):**

SPAN 001A

**Spring, Year 1 (5 Units):**

SPAN 001B

**Fall, Year 2 (8-10 Units):**

List A Course, SPAN 002A

**Spring, Year 2 (5 Units):**

SPAN 002B

### ASSOCIATE IN ARTS IN STUDIO ART FOR TRANSFER DEGREE (AA-T in Studio Art)

The Associate in Arts in Studio Arts for Transfer degree (AA-T in Studio Arts) is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Art, Visual and Public Art or Visual and Performing Arts. Students completing the Associate in Arts in Studio Arts for Transfer degree (AA-T in Studio Arts) will be able to examine and evaluate artwork in terms of strengths and goals; create drawings that demonstrate proportion, value, volume, composition, chiaroscuro and perspective and techniques of pencil, ink and charcoal application; and create an art project that uses the elements of design (point, line, plane, value, and other design principles of organization).

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001B</td>
<td>Survey of Western Art II</td>
<td>3</td>
</tr>
<tr>
<td>ART 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 033A</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 081</td>
<td>3-Dimensional Design</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A (select one): 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>ART 001E</td>
<td>Design in Society</td>
<td>3</td>
</tr>
<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
<td>3</td>
</tr>
<tr>
<td>ART 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North America</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B (Curricular Areas): (9 units)**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 035A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 033C</td>
<td>Color Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 049A</td>
<td>Beginning Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 055</td>
<td>Introduction to Computer Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART 049B</td>
<td>Intermediate Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 07A</td>
<td>Animation I</td>
<td>4</td>
</tr>
<tr>
<td>ART 065B</td>
<td>Ceramics – Handbuilding</td>
<td>3</td>
</tr>
<tr>
<td>ART 067B</td>
<td>Ceramics – Potter's Wheel</td>
<td>3</td>
</tr>
<tr>
<td>ART 065B</td>
<td>Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 062A</td>
<td>Basic Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 031B</td>
<td>Expressive Drawing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**

24-25

**GE Units (CSU GE or IGETC)**

39 or 37

**Total Degree Units**

60

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (6 Units):**

ARTS 001B, ARTS 031A

**Spring, Year 1 (6 Units):**

ARTS 033A, one course from List A

**Fall, Year 2 (6 Units):**

ARTS 081, one course from List B

**Spring, Year 2 (6 Units):**

Two courses from List B
ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER DEGREE (A.A.-T in Theatre Arts)

The Associate in Arts in Theatre Arts for Transfer is a 60 unit program which provides students the lower division coursework required for transfer to a four year institution for the major in Theatre Arts or Drama. Students who complete this program will be able to apply film and theatre terminology and language; analyze literature; identify production components; distinguish film and theatre styles and historical periods; demonstrate collaboration and team-building skills; creatively solve problems; demonstrate communication skills; create and demonstrate informed and personal artistic choices in coursework and productions.

Students must complete the following requirements:

1. Completion of the units for the major with a grade of C or better
2. Completion of either the Intersegmental General Education Transfer Curriculum or California State University General Education-Breadth Requirement
3. Completion of a maximum of 60 units with a grade point average of 2.0 or better

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Theatre Arts, a student will be able to:

- Distinguish theatre styles and historical periods.
- Demonstrate collaboration and team-building skills; creatively solve problems; demonstrate communication skills; create and demonstrate informed and personal artistic choices.
- Apply theatre terminology and language, analyze literature, and identify production components.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 040A</td>
<td>Acting One</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Modern &amp; Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Classical Greek and European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020A</td>
<td>Studio Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020B</td>
<td>Studio Theater Production Workshop: Modern/Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020C</td>
<td>Studio Theater Production Workshop: Classical Greek &amp; European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 021A</td>
<td>Practical Theater (Scene &amp; Stage) I</td>
<td>1</td>
</tr>
<tr>
<td>AND</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THEA 021B</td>
<td>Practical Theater (Scene &amp; Stage) II</td>
<td>2</td>
</tr>
<tr>
<td>List A: Select three (9 units)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THEA 040B</td>
<td>Acting Two</td>
<td>3</td>
</tr>
<tr>
<td>THEA 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
<tr>
<td>THEA 018A</td>
<td>Introduction to Stage Lighting</td>
<td>3</td>
</tr>
<tr>
<td>THEA 047A</td>
<td>Fundamentals of Costume Design</td>
<td>3</td>
</tr>
<tr>
<td>THEA 044A</td>
<td>Makeup for Stage &amp; Screen</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units: 18

Total Degree Units: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (6 Units):
THEA 010, THEA 040A

Spring, Year 1 (6 Units):
THEA 011A, THEA 020A

Fall, Year 2 (6 Units):
THEA 002A, THEA 040B
MATH PROGRESSION CHART

NON-CREDIT

NCMA 101  Whole Number
NCMA 102  Fractions
NCMA 103  Decimals & Ratios
NCMA 104  Percents & Signed Numbers
NCMA 105  Geometry & Unit Analysis
NCMA 106  Pre-Algebra (Part I)
NCMA 107  Pre-Algebra (Part II)

NOTES: Noncredit courses are offered at no cost to the student. Each noncredit math class is typically four weeks in length. The noncredit courses listed above cover all content in Math 901 and 902P. There is no prerequisite to each noncredit math course.

PRE-TRANSFER

105  Pre-stat
106C  Optional Co-req

903 / 903R  Elementary Algebra (Equivalent to DESP LRSV 945)

CO-REQUISITE NOTE
Corequisites are additional academic and concurrent support recommended depending on the student’s background and needs. They are Pass/No Pass and not degree applicable.

106 / 106R  Intermediate Algebra Equivalent to Algebra 2

104 / 104R  Geometry

PLACEMENT NOTE
It is recommended that most students start with a transfer level course either with or without a co-requisite. Please see placement chart and counseling for guidance.

NON-STEM* Majors

10 / 10H  Elementary Statistics
10C  Optional Co-req

G  Math for Liberal Arts

14  Math for Elem. School

BUSINESS MAJORS

12  Applied Calculus
12C  Optional Co-req

10 / 10H  Elementary Statistics
10C  Optional Co-req

STEM* Majors

1C  Optional Co-req

D  Trigonometry

3A  Calculus I

2  Pre-Calculus & Trig

3B  Calculus II

4A  Intermediate Calculus

4B  Differential Equations

4C  Linear Algebra

BUSINESS NOTES:
1) For Business majors, the Math Department recommends taking Math 12 then Math 10, in that order.
2) Since transfer requirements vary between UC, CSU and majors, students are strongly recommended to see a Counselor.

STEM NOTES:
1) Any course with an arrow extending to another course is a pre-requisite for that course.
2) It is recommended to take Math 1 and then Math D, in that order, to prepare for Math 3A.
3) Math 2 combines Math 1 & D and is a reasonable option for strong math students.
4) It is recommended that students take Math 3A before Math 19.
5) Since transfer requirements vary, psychology and kinesiology students are strongly recommended to see a Counselor.

*STEM – disciplines of science, technology, psychology, kinesiology, engineering, and mathematics.
Not Sure Which English Composition Class to Take?

Start with the online self-placement tool at https://web.wvm.edu/placement-tool-wv/

**A**

ENGL 1A  
(3 transferable units) 
English Composition  

ENGL 1B  
(3 transferable units) 
Critical Thinking Through Literature  

OR  

ENGL 1C  
(3 transferable units) 
Critical Thinking and Writing

**B**

ENGL 1A  
(3 transferable units) 
English Composition  

*ENGL 099X*  
(2 non-transferable units) 
Supplemental English Composition  

ENGL 1B  
(3 transferable units) 
Critical Thinking Through Literature  

OR  

ENGL 1C  
(3 transferable units) 
Critical Thinking and Writing

**C**

ENGL 905X  
(5 non-transferable units) 
Accelerated English Fundamentals  

ENGL 1A  
(3 transferable units) 
English Composition  

OR  

ENGL 1C  
(3 transferable units) 
Critical Thinking and Writing

**D**

ENGL 903  
(3 non-transferable units) 
Basic Grammar and Sentence Structure

OR  

LRSV 941B  
(3 non-transferable units)

ENGL 905  
(3 non-transferable units) 
English Fundamentals  

OR  

LRSV 941C  
(3 non-transferable units)

ENGL 1A  
(3 transferable units) 
English Composition  

OR  

ENGL 1B  
(3 transferable units) 
Critical Thinking Through Literature  

OR  

ENGL 1C  
(3 transferable units) 
Critical Thinking and Writing

It’s recommended that students who plan to transfer start with English 1A, either with or without English 099X Supplemental English Composition (Sequence A or B above).

If you are unsure of which pathway to take or you answer YES to any of the questions below, make an appointment to see a counselor for placement guidance (408)741-2009.

✔ Did you attend high school more than 10 years ago?
✔ Do you have AP, SAT, or CLEP scores?
✔ Do you have military experience? Call a veteran’s counselor for an appointment (408) 741-2170.
✔ Did you take ESL/ELD classes?
✔ Did you have an IEP or 504 plan in High School or have a disability that impacts you academically? Call a DESP counselor for an appointment (408) 741-2010.

* Strongly recommended concurrent Support Class for students with a High School GPA below 1.9 and recommended for students with a High School GPA between 1.9 – 2.59.
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West Valley College students are prohibited from using the West Valley-Mission Community College District (WVMCCD) information network to illegally download or share music, video and all other copyrighted intellectual property. West Valley College supports the Higher Education Opportunity Act and Digital Millennium Copyright Act, including efforts to eliminate the illegal distribution of copyrighted material. Under the law, college administrators may be obligated to provide copyright holders with information about users of the WVMCCD information network who have violated the law.

Be aware that illegal forms of downloading and file sharing as well as the unauthorized distribution of copyrighted materials are violations of the law and may subject you to academic sanctions from the college through the college's student conduct and discipline policies (as published in the College Catalog) as well as criminal and civil penalties, including a lawsuit against you by the Recording Industry Association of America (RIAA). Learn more at campus-downloading.com

In addition to being illegal, file sharing drains the WVMCCD network's bandwidth, which slows computer connections for students and employees who are using the network for legitimate academic purposes and ultimately costs the college money. There are plenty of easy, affordable ways to get music online legally. To protect their intellectual property, companies have licensed hundreds of digital partners that offer a range of legal downloading options, including download and subscription services, legitimate peer-to-peer services, video-on-demand, podcasts and CD kiosks. For a list of sources that offer legal downloading sites, access riaa.com

Cooperative Work Experience Courses

Cooperative work experience courses include general work experience courses and occupational work experience courses. General work experience education is supervised employment intended to assist students in acquiring desirable work habits, attitudes, and career awareness. The work experience does not need to be related to the student's specific educational goals. In contrast, occupational work experience education is supervised employment where on-the-job learning relates to the student's specific educational or occupational goals. Student must not exceed the limit of 16 semester units of general and occupational work experience combined.

Occupational Work Experiences Courses:

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
<th>Level 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLW 960 (6 Units)</td>
<td>ESLW 961LS (4 Units)</td>
<td>ESLW 963LS (4 Units)</td>
<td>ESLW 964LS (4 Units)</td>
<td>ESLW 65LS (4 Units)</td>
</tr>
<tr>
<td>Foundations in ESL</td>
<td>Basic Listening &amp; Speaking 1</td>
<td>Oral Communication 1</td>
<td>Oral Communication 2</td>
<td>Academic Listening &amp; Speaking</td>
</tr>
<tr>
<td>ESLW 961GW (4 Units)</td>
<td>ESLW 962GW (3 Units)</td>
<td>ESLW 963GW (3 Units)</td>
<td>ESLW 964GW (4 Units)</td>
<td>ESLW 65GW (4 Units)</td>
</tr>
<tr>
<td>Basic Grammar &amp; Writing 1</td>
<td>Basic Grammar &amp; Writing 2</td>
<td>Sentence Development</td>
<td>Paragraph Development</td>
<td>Composition in ESL</td>
</tr>
<tr>
<td>ESLW 961RV (4 Units)</td>
<td>ESLW 962RV (3 Units)</td>
<td>ESLW 963RV (3 Units)</td>
<td>ESLW 964RV (3 Units)</td>
<td>ESLW 65RV (3 Units)</td>
</tr>
<tr>
<td>Basic Reading &amp; Vocabulary 1</td>
<td>Basic Reading &amp; Vocabulary 2</td>
<td>Intermediate Reading &amp; Vocabulary 1</td>
<td>Intermediate Reading &amp; Vocabulary 2</td>
<td>Academic Reading &amp; Vocabulary</td>
</tr>
</tbody>
</table>

Cooperative work experience courses are not designated as repeatable. However, students may petition to repeat occupational work experience courses to the Office of Admissions and Records. The Office of Admissions and Records may grant the request if the following conditions are met:

- the student has not exceeded the limit of 16 semester units of general and occupational work experience combined,
- the district only offers one course in a given occupational work experience field,
- the one course offered is not offered as a variable unit open-entry/open-exit course,
- the student does not exceed the maximum of eight units earned in one enrollment period in occupational work experience education.
Course Repetitions

It is the intention of the Governing Board that students shall have reasonable opportunity to repeat courses when such repetition furthers achievement of the student's educational objectives and is in accordance with the provisions of the California Education Code. It is not, however, the intent of the Governing Board to allow students to repeat courses that have been successfully completed with a grade of A, B, C or P. Course repetition is permitted for substandard work, extenuating circumstances and/or significant lapse of time as described below.

The courses listed below are repeatable under Title 5 regulations as follows:

### Title 5 of the California Code of Education

Section §55041. Repeatable Courses.

(a) Districts may only designate the following types of courses as repeatable:

1. Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The governing board of a district must retain supporting documentation that verifies that the repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The supporting documentation must be retained by the district as a Class 3 record basic to audit as required by section 59020 et seq.;

2. Intercollegiate athletics, as defined in section 55000

Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a Bachelor’s Degree:

- **MUSC 039A** Applied Music: Brass
- **MUSC 039B** Applied Music: Woodwind
- **MUSC 039C** Applied Music: Strings
- **MUSC 039D** Applied Music: Percussion
- **MUSC 039E** Applied Music: Piano
- **MUSC 039F** Applied Music: Guitar
- **MUSC 039G** Applied Music: Voice
- **MUSC 039H** Applied Music: Composition
- **MUSC 040** Chamber Singers
- **MUSC 042** Concert Choir
- **MUSC 045** Symphony Orchestra
- **MUSC 051** Jazz Band
- **MUSC 056** Percussion Ensemble
- **MUSC 061** Jazz Singers

### Intercollegiate Athletics Courses:

- **KINA 0.01** Intercollegiate Baseball-Men
- **KINA 0.02** Intercollegiate Basketball-Men
- **KINA 0.03** Intercollegiate Men's Basketball-Post-Season Fundamentals
- **KINA 0.04** Intercollegiate Tennis-Women
- **KINA 0.07** Intercollegiate Soccer-Men
- **KINA 0.08** Intercollegiate Soccer-Women
- **KINA 0.09** Intercollegiate Softball-Women
- **KINA 0.10** Intercollegiate Swimming-Men
- **KINA 0.11** Intercollegiate Swimming-Women
- **KINA 0.16** Intercollegiate Beach Volleyball-Women
- **KINA 0.17** Intercollegiate Volleyball-Women
- **KINA 0.18** Intercollegiate Water Polo-Men
- **KINA 0.20** Women’s Intercollegiate Water Polo
- **KINA 0.30** Intercollegiate Pre-Season Conditioning
- **KINA 0.31** Athletic Tennis-Skills and Techniques
- **KINA 0.41** Athletic Baseball - Skills and Techniques
- **KINA 0.42** Athletic Basketball - Skills and Techniques
- **KINA 0.47** Athletic Men’s Soccer - Skills and Techniques
- **KINA 0.48** Athletic Women’s Soccer - Skills and Techniques
- **KINA 0.49** Athletic Softball-Skills and Techniques
- **KINA 0.55** Athletic Men’s Water Polo - Skills and Techniques
- **KINA 0.56** Athletic Women’s Water Polo - Skills and Techniques
- **KINA 0.60** Post Season Conditioning

### Substandard Work

A student may repeat any course in which a substandard final grade (D, F or NP) was earned. If the course is offered at both colleges within the district, the student may repeat the course at either college. A course may be repeated only ONCE under this policy. If a student fails the same course twice, he or she must submit a Academic Appeals petition in order to register for a third time.

The student’s permanent academic record shall contain all work attempted and depict a legible, true and complete academic history. In course repetition for substandard work the grade earned in the last enrollment shall be exclusively in determining the units attempted, completed and grade points earned. However, the original substandard grade will remain on official records, though annotated as a repeated course. No assurance can be provided that the repeated courses will be treated in this manner by other institutions.

### Extenuating Circumstances (for successfully completed courses)

Students who have successfully completed a course but wish to repeat it, must submit a petition to the Academic Appeals Committee and provide substantial evidence of extenuating circumstances (i.e. verified case of accident, illness or other emergency situations) for granting such a repetition. Grades awarded for courses approved for such repetition shall not be included in calculating a student’s grade point average.

### Course Families

There are groupings of courses with similar content called “families” in the PE, Art, Theatre, and Music disciplines. West Valley and Mission College’s family courses are linked and students may only take 4 courses within a family whether the course is offered at West Valley or Mission College. Refer to the table in the online schedule, campus catalog or consult with a counselor to review the full list of “family” courses.
Career Programs

Degrees and Certificates
Career programs are developed by the College in close cooperation with advisory committees composed of representatives from business, industry, and the College. These advisory committees review course content to make certain that the instruction and curriculum provide current skills, and recommendations are made to update the curriculum. In this manner, students in these programs receive the most current information and skills to prepare them for employment in their chosen field. West Valley College offers programs leading to an Associate of Science Degree or Associate of Arts Degree and programs leading to a Certificate of Achievement.

Frequently a student’s educational goal will change. The College recognizes the mobility within our society and the necessity of changing education needs and goals. Certificate programs require completion of a series of career-oriented courses. Typically, students who seek certificates wish to complete a career program as quickly as possible to obtain employment. Many students complete the requirements for the certificate, attain employment, and return to West Valley College to complete the additional general education requirements for an Associate of Science degree. All degree and certificate programs require a “C” grade or better in all major required courses.

The Career Programs Center, located in the Cilker 102, provides resource information on all Career Programs, as well as Work Experience.

Certificate Recognition at Graduation
Students earning a certificate approved by the California Community College State Chancellors Office will be included in the graduation ceremony.
Note: State approved Degrees and Certificates will appear on the student's official transcript.

Career Programs Advisory Boards

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Frank Weiland, Santa Clara County Parks, Senior Ranger
Brad Weissberg, Dean Career Programs and Workforce Development
### CROSSWALK OF SUBJECT CODES

Note: the subject codes for some courses have changed due to a change in data management systems (ex: BUS 078 to BUSN 078). This list is a complete crosswalk of old to new subject codes. Courses with new subject codes are considered equivalent to courses with old subject codes for the purpose of degree/certificate completion.

<table>
<thead>
<tr>
<th>Old Code</th>
<th>New Code</th>
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<tbody>
<tr>
<td>ACCTG</td>
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<td>FRNC</td>
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<td>WGQS</td>
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<td>WRKEX</td>
<td>WRKX</td>
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</tbody>
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### DEGREE WORKS

**ADVISE. PLAN. ACHIEVE.**

**COMING IN FALL 2019!**

DegreeWorks is an online tool that will allow you to:

- Perform your own degree audit
- View your degree, certificate, and transfer progress
- Determine your progress with different programs of study
- Access your Educational Plan
- And much more!

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### OUT OF STATE DISCLAIMER

The United States Department of Education requires that West Valley College obtain approval from each out-of-state student’s state of residency before he/she may enroll in an online course. Therefore, out-of-state students not residing in California will not be allowed to enroll in online courses. Active military personnel are exempt.
### How To Read Course Descriptions

<table>
<thead>
<tr>
<th>1 Subject</th>
<th>2 Course number</th>
<th>3 Course Title</th>
<th>4 Course Number of Units</th>
<th>5 Course units breakdown</th>
<th>6 Necessary course and/or skills to take this class</th>
<th>7 Corequisite must be taken at the same time</th>
<th>8 Advisory</th>
<th>9 Acceptable for credit to UC/and or CSU</th>
<th>10 Course description</th>
</tr>
</thead>
</table>

**PSYC 002 EXPERIMENTAL PSYCHOPHYSIOLOGY**

- **4 units**
- **Lecture 3 units; lab 1 unit**
- **Prerequisite:** PSYC 001
- **Corequisite:** MATH 010
- **Advisory:** MATH 106/106R
- **Acceptable for credit: University of California, California State University**
- **The course introduces the student to the theory and application of the scientific method with particular emphasis in the area of physiology and behavior. A computerized psychophysiology laboratory will be used to introduce students to...**

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### Description of Courses

#### NOTES ON COURSE DESCRIPTIONS

Courses are offered to best meet student needs in completing educational goals.

**TRANSFER CREDIT:** Each college or university has its own numbering system. The West Valley College Catalog will indicate courses which are acceptable for elective unit credit at the University of California and California State University. The student should see the course description for acceptability of credit.

Acceptable for Credit: California State University, indicates that the course has been designated by West Valley College as a baccalaureate level class, and as such will be accepted for elective unit credit at the campuses of California State Universities.

Acceptable for credit: University of California, indicates that the class will be acceptable for elective unit credit at the campuses of the University of California.

For more specific information about the transfer of credit for courses, students are advised to see page 8 “Transfer Credit” and to consult a counselor. Refer to assist.org for up-to-date articulation.

---

**Recommended Preparations in Basic Skills:**

Before you enroll in degree applicable courses, it is recommended that you demonstrate writing competency by completing English 905 AND reading competency by completing Reading 961. Some courses may also recommend a math course prior to enrollment. See individual course descriptions for math recommendations.
The Accounting Clerk Certificate at West Valley College focuses on helping students develop bookkeeping and accounting clerk's skills using the accounting/bookkeeping software application—Quickbooks. Upon completion of this certificate, students will be able to:

- Compute, classify, and record numerical data to keep financial records complete for a business.
- Perform any combination of routine calculating, posting verifying duties to obtain primary financial data for use in maintaining accounting records.
- Use Microsoft Word and Microsoft Excel applications to support the accounting and bookkeeping process in a business.
- Successfully apply business communication and math skills in the office environment in which they will be performing bookkeeping and accounting tasks.

Prerequisite skills and courses include having an understanding of the accounting cycle for a business from transaction analysis to financial statement preparation; knowledge of basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions; and possessing clear and effective writing skills.

Possible job titles for certificate earners include but are not limited to auditor, bookkeeper, accounts receivable clerk, accounts payable clerk, and office manager. Certificate earners will be able to utilize current software to perform various accounting functions.

After completing the Accounting Clerk Certificate of Achievement, a student will be able to:

- Utilize current software to perform various accounting functions.
- Apply the principles of business communications in a variety of business settings.

Recommended Course Sequence:

Fall, Year 1 (7 Units):
- BUSN 042, BUSN 046, BUSN 076

Spring, Year 1 (10 Units):
- ACCT 060, BUSN 062, BUSN 070

ACCT 010 FINANCIAL ACCOUNTING
5 units
Lecture 5 units; lab 0 units
Prerequisite: ACCT 010
Advisory: MATH 902
Acceptable for credit: University of California, California State University
C-ID ACCT 110
This is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. In addition, this course covers accounting for corporations, long-term liabilities, investments, the preparation and content of a cash flow statement, and financial statement analysis.

ACCT 011 MANAGERIAL ACCOUNTING
5 units
Lecture 5 units; lab 0 units
Prerequisite: ACCT 010
Advisory: MATH 902
Acceptable for credit: University of California, California State University
C-ID ACCT 120
This course examines how managers use accounting information in decision-making, planning, directing operations, and controlling. The focus of the course is on cost terms and concepts, cost behavior, cost structure, cost-volume-profit analysis, variance analysis, activity-based costing, responsibility accounting, segment reporting, absorption & variable costing.

The course also examines profit planning, standard costs, balanced scorecard, flexible budgeting, operations and capital budgeting, cost control, and accounting for costs in manufacturing organizations including job order and process costing systems.

ACCT 050 ACCOUNTING FOR SMALL BUSINESS
1 unit
Lecture 1 unit; lab 0 units
Advisory: MATH 902
This course is designed as a non-theoretical, practical approach to accounting with special emphasis on accounting for the smaller business establishments including the basic bookkeeping cycle, petty cash, bank reconciliations, and payroll accounting.

ACCT 050 ACCOUNTING FOR SMALL BUSINESS
4 units
Lecture 4 units; lab 0 units
Prerequisite: ACCT 050 or ACCT 010
Advisory: Equivalent accounting experience
Acceptable for credit: California State University

This course is designed for students with prior accounting knowledge. The course covers the steps in the accounting process for a service and merchandising organization. Using the QuickBooks computerized accounting software package, students have an opportunity to learn practices for handling receivable, payable, and basic payroll transactions.

For crosswalk of new subject codes, see page 51
Administration of Justice

THE FACULTY
Timothy Morgan
Victor Castillo

DIVISION       The School of Professional Studies
DEAN               Renee Paquier
DEPARTMENT CHAIR Stacy Hopkins
PHONE     408-741-2445
EMAIL     stacy.hopkins@westvalley.edu
COUNSELING  408-741-4068

Degrees:
A.S.-T, Administration of Justice
A.S., Administration of Justice; Law Enforcement

ADMINISTRATION OF JUSTICE
(Justice Studies): Transfer
See assist.org and/or consult with a counselor.

🎓 ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE FOR TRANSFER DEGREE (AS-T in Administration of Justice)
The Associate in Science in Administration of Justice for Transfer degree (AS-T in Administration of Justice) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Criminal Justice and Justice Studies. Students completing the Associate in Science in Administration of Justice for Transfer degree (AS-T in Administration of Justice) will be able to:

- describe the individual functions and integrations of the components of the criminal justice system: police, courts, and corrections;
- demonstrate skills and knowledge that allow them to successfully complete academic work at a transfer institution;
- use legal research skills to locate, analyze, and discuss the content of statutory and case law;
- examine criminal justice and/or social science data and explain their significance;
- explain the underlying causes of antisocial and criminal behavior;
- apply Constitutional principles to the practice of criminal justice;
- articulate, either orally or in writing, concepts or theories applicable to the criminal justice system;
- apply critical thinking to research, evaluate, analyze and synthesize the appropriate procedures for the collection of evidence and data in criminal case preparation for law enforcement agencies;
- and develop, organize and write an objective report that meets the legal and detailed requirements of law enforcement agencies.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 001</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>List A: Complete 2 Courses (6 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 002 Concepts of Criminal Law 3</td>
</tr>
<tr>
<td>ADMJ 004 Legal Aspects of Evidence 3</td>
</tr>
<tr>
<td>ADMJ 005 Criminal Investigation 3</td>
</tr>
<tr>
<td>ADMJ 008 Juvenile Procedures 3</td>
</tr>
<tr>
<td>ADMJ 010 Community Relations 3</td>
</tr>
<tr>
<td>ADMJ 041 Introduction to Forensics 3</td>
</tr>
<tr>
<td>ADMJ 100G Introduction to Corrections 3</td>
</tr>
<tr>
<td>ADMJ 003 Principles &amp; Procedures of the Justice 3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>List B: Complete 2 courses (minimum of 6 units). Select any course from List A not already used or courses listed below. (6-7 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 014 Alcohol, Narcotics and Drug Abuse 3</td>
</tr>
<tr>
<td>ADMJ 015 Sexual Assault Investigation 3</td>
</tr>
<tr>
<td>ADMJ 023 Police Report Writing 3</td>
</tr>
<tr>
<td>ADMJ 026 Organized Crime 3</td>
</tr>
<tr>
<td>ADMJ 032 Motorcycle, Prison and Street Gangs 3</td>
</tr>
<tr>
<td>ADMJ 033 Introduction to Probation and Parole 3</td>
</tr>
<tr>
<td>ADMJ 034 Career Planning in Criminal Justice 3</td>
</tr>
<tr>
<td>ADMJ 036 Firearms Terminology and Safety 3</td>
</tr>
<tr>
<td>PSYC 001 General Psychology 3</td>
</tr>
<tr>
<td>SOCI 001 Introduction to Sociology 3</td>
</tr>
<tr>
<td>MATH 010 Elementary Statistics 3</td>
</tr>
<tr>
<td>OR</td>
</tr>
<tr>
<td>MATH 010H Honors Elementary Statistics 4</td>
</tr>
</tbody>
</table>

Total Major Units 18-19
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (6 Units):
ADMJ 001, List B (Any Course)

Spring, Year 1 (6 Units):
List A (Any Course), List B (Any Course)

Fall, Year 2 (6 Units):
ADMJ 002, List A (Any Course)

🎓 ADMINISTRATION OF JUSTICE: LAW ENFORCEMENT
A.S. Degree

The Administration of Justice Associate’s Degree program includes the theory and practice of law enforcement, correctional science and paralegal/ legal assistants. Law enforcement courses focus on police activities including effective patrol services to the public. Correctional science courses instruct on the incarceration process as well as rehabilitation of the offender. Potential careers specific to this degree include, but are not limited to: police officer or deputy sheriff, jailor, detention officer, correctional officer, probation officer, parole agent, and the security and protective services area. Working professionals in criminal justice and corrections can earn significant pay increases by obtaining an Associate’s Degree in Administration of Justice.

Upon completing the requirements for this degree, students should be able to:
• Interpret and apply established law and rules of evidence to a given law enforcement or corrections related situation;
• Identify and describe a minimum of one personal methodology for demonstrating an appreciation and respect for different cultures, and the ethnic diversity of a particular community;
• Use the appropriate interpersonal communication methodology, techniques or tactics for a given law enforcement or corrections related situation;
• Apply established conflict resolution techniques for a given law enforcement or corrections related situation;
• Identify and describe an ethical and professional response when given a personal law enforcement or corrections related matter or conflict scenario;
• Identify the appropriate application of force in response to a given law enforcement or corrections related matter or conflict scenario.

Course ID  Title  Units
Required Core Courses: 21 units  
ADMJ 001  Introduction to Administration of Justice  3
ADMJ 002  Concepts of Criminal Law  3
ADMJ 003  Principles & Procedures of the Justice  3
ADMJ 004  Legal Aspects of Evidence  3
ADMJ 005  Criminal Investigation  3
ADMJ 021  Community Relations  3
ADMJ 023  Police Report Writings  3
Elective Courses: Select 9 units from the following list:  
ADMJ 008  Juvenile Procedures  3
ADMJ 014  Alcohol, Narcotics and Drug Abuse  3
ADMJ 015  Sexual Assault Investigation  3
ADMJ 026  Organized Crime  3
ADMJ 032  Motorcycle Prison and Street Gangs  3
ADMJ 033  Introduction to Probation and Parole  3
ADMJ 034  Career Planning in Criminal Justice  3
ADMJ 036  Firearms Terminology and Safety  3
ADMJ 041  Introduction to Forensics  3
ADMJ 100G  Introduction to Corrections  3

Total Major Units  30

To be awarded an A.S. Degree, a student must complete
1. Achieve a grade of “C” or better in the major requirements”
2. Additional units to meet the college graduation requirements
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (9 Units):  
ADMJ 001, ADMJ 002, ADMJ 003
Spring, Year 1 (9 Units):  
ADMJ 005, ADMJ 021, ADMJ 023
Fall, Year 2 (6 Units):  
ADMJ 004, Elective Course
Spring, Year 2 (6 Units):  
6 Units from Electives List

ADMJ 001 INTRODUCTION TO ADMINISTRATION OF JUSTICE  
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID AJ 110
This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principles and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies.

ADMJ 002 CONCEPTS OF CRIMINAL LAW  
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID AJ 120
This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course covers a foundation upon which upper-division criminal justice course will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes.

ADMJ 003 PRINCIPLES & PROCEDURES OF THE JUSTICE  
3 units
Lecture 3 units; lab 0 units
Advisory: ADMJ 001
Acceptable for credit: University of California, California State University
C-ID AJ 122
This course covers the legal process from pre-arrest, arrest through trial, sentencing and correctional procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; and the study of case law methodology and case research as the decisions impact upon the procedures of the justice system.

ADMJ 004 LEGAL ASPECTS OF EVIDENCE  
3 units
Lecture 3 units; lab 0 units
Acceptable for Credit: California State University
C-ID AJ 124
This course focuses on the origin, development, philosophy and constitutional basis of evidence; 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 viewed from a conceptual level.

ADMJ 005 CRIMINAL INVESTIGATION  
3 units
Lecture 3 units; lab 0 units
Acceptable for Credit: California State University
C-ID AJ 140
This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process.
### ADMJ 008 JUVENILE PROCEDURES
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: California State University*  
C-ID AJ 220  
This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice System.

### ADMJ 012 MENTAL HEALTH AND CRISIS MANAGEMENT IN THE CRIMINAL JUSTICE SYSTEM
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: California State University*  
The course focuses on how and why individuals with serious mental illness become involved in the criminal justice system, and on how the criminal justice and public mental health systems respond to that involvement. Topics include law enforcement responses, court-based strategies, mental health and corrections, community supervision of individuals with mental illness, violence and mental disorder, and unique challenges associated with female and juvenile populations. Pass/No Pass Option

### ADMJ 014 ALCOHOL, NARCOTICS AND DRUG ABUSE
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: California State University*  
This course is an introduction to the problem of substance abuse and the history and classification of drugs of abuse. This course is designed to equip police officers and the general public with knowledge of the issues involved in drug abuse.

### ADMJ 015 SEXUAL ASSAULT INVESTIGATION
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: California State University*  
This course covers the investigation of sexual assault, the collection of evidence, and the treatment of the victim. The course also examines the psychological make-up of the sexual assault perpetrator, reviews the impact on peripheral victims including the family, friends, the community, and the measures used by agencies and individuals to prevent this crime. Pass/No Pass Option

### ADMJ 017 INTRODUCTION TO HOMELAND SECURITY
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: California State University*  
This course is designed to provide students with an opportunity to understand the strategic, political, legal, and organizational challenges associated with the defense of the U.S. homeland and the coordinated response to major incidents, whether natural or man-made, that requires responsive action to protect life or property and the efforts that are under way to meet these challenges. The course also examines the range of potential threats to the U.S. homeland, focusing on potential terrorist acts and considers strategies and means for addressing these threats.

### ADMJ 021 COMMUNITY RELATIONS
3 units  
Lecture 3 units; lab 0 units  
*Acceptable for credit: University of California, California State University C-ID AJ 160*  
This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics may include the consensus and conflicting values in Cultural, Religion, and Law.
ADMJ 043 ADMINISTRATION OF JUSTICE INTERNSHIP
2 units
Work Experience units: 2
The internship provides students with the opportunity to apply knowledge and skills learned in the Administration of Justice. This internship allows students the opportunity to enhance their knowledge of law enforcement-based entities. Students are offered the opportunity to work with a government agency while working under the supervision of a member of the agency. Pass/No Pass Only

ADMJ 053 LAW ENFORCEMENT INTERNSHIP
2 units
The internship provides students with the opportunity to apply knowledge and skills learned in the Administration of Justice. This internship allows students the opportunity to enhance their knowledge of law enforcement-based entities. Students are offered the opportunity to work with a government agency while working under the supervision of a member of the agency. Pass/No Pass Only

ADMJ 001 INTRODUCTION TO FORENSICS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID AJ 150
This course is a survey of the application of scientific methods to the examination, evaluation and explanation of the physical evidence related to a crime. The course also introduces students to the contributions of forensic anthropology, forensic psychiatry, document analysis, and computer forensics to criminal investigations. Case studies are used to illustrate the application and introduction of forensic evidence in the legal system.

ADMJ 022 PRE-ACADEMY ORIENTATION
3 units
Lecture 3 units; lab 0 units
Advisory: ADMJ 001
Acceptable for credit: California State University
This orientation course is designed to prepare students for entry into and successful completion of the Basic Peace Officer's Academy or the Correctional Officer Cadet Academy. It is open to all majors and interested students. Pass/No Pass Option

ADMJ 023 POLICE REPORT WRITING
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is a study of law enforcement reporting procedures with emphasis on techniques designed to improve writing skills, enhance individual observation and comprehension, and effect a more efficient utilization of recorded data in crime detection and the investigative function.

ADMJ 026 ORGANIZED CRIME
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course includes the study of the origins and development of organized crime from early Italy to contemporary America. The course emphasis is on past and current major organized crime figures, activities, and law enforcement efforts to combat the escalating infusion of organized crime into legitimate business.

ADMJ 032 MOTORCYCLE, PRISON AND STREET GANGS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is designed for pre-service students or in-service officers to enable them to become familiar with the history, recruitment, training methods, purpose and infrastructures of various gangs currently operating in California. Pass/No Pass Option

ADMJ 033 INTRODUCTION TO PROBATION AND PAROLE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course covers a comprehensive introduction to the understanding of the corrections system in the U.S. Emphasis is on its’ origin and evolution, philosophies of corrections, perspectives on sentencing, alternatives to incarceration including community corrections, probation and parole, offender rights and legal issues. The course addresses adult, juvenile and special needs offenders, corrections specialists, staff and administration as a profession and preview special challenges for the future of corrections.

ADMJ 034 CAREER PLANNING IN CRIMINAL JUSTICE
3 units
Lecture 3 units; lab 0 units
Advisory: MATH 901
Acceptable for credit: California State University
This introductory course is designed to acquaint students with potential careers in the Criminal Justice System. The content emphasizes the application, testing, and screening process necessary for employment with criminal justice agencies. Pass/No Pass Option

ADMJ 036 FIREARMS TERMINOLOGY & SAFETY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course covers the history and development of firearms. Various types of firearms are introduced and their functions examined. Laws pertaining to firearm ownership, possession, use and transportation are studied. Firearm safety is addressed. Pass/No Pass Option

American Sign Language
(See World Languages)

Anatomy and Physiology
Human Anatomy (See Biology), Human Physiology (See Biology)
Anthropology

THE FACULTY
Andrew Kindon

DIVISION  Social Science
DEAN  Raymond Gamba
DEPARTMENT CHAIR  Andrew Kindon
PHONE  408-741-2554
EMAIL  andrew.kindon@westvalley.edu
COUNSELING  408-741-2009

Degrees:
A.A.-T, Anthropology
A.A., Anthropology

ANTHROPOLOGY: For transfer information see assist.org and/or consult with a counselor.

Associate in Arts in Anthropology for Transfer Degree (AA-T in Anthropology)
The Associate in Arts in Anthropology for Transfer Degree (AA-T in Anthropology) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Anthropology. Students who complete this program will be able to apply scientific methodologies, including descriptive, quantitative, or qualitative; and demonstrate a holistic perspective on cultural, environmental, and/or biological systems that addresses cultural values, change, and interactions.

Students must complete the following ADT requirements:
• 60 semester or 90 quarter CSU-transferable units
• the California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
• obtainment of a minimum grade point average (GPA) of 2.0.
• earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ANTHR 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
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<td>BIO 010</td>
<td>Introduction to Biology</td>
<td>3</td>
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<tr>
<td>AND</td>
<td>Introduction to Biology Lab</td>
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<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR</td>
<td>Honors Elementary Statistics</td>
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<td>List A: Select one: 4 units</td>
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<td></td>
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<tr>
<td>GEOL 001A</td>
<td>Physical Geology</td>
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<td>OR</td>
<td>Honors Physical Geology</td>
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<td>List C: 3 units (including any List A or B course not already used)</td>
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<tr>
<td>ANTHR 004</td>
<td>Intro to Linguistic Anthropology</td>
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Total Major Units: 20

Elective Courses: at least 11 units

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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
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<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
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<td>GEOG 001</td>
<td>Intro to Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Intro to Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>HIST</td>
<td>Any history course</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 001</td>
<td>American Government</td>
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<tr>
<td>POLIT 002</td>
<td>Comparative Governments</td>
<td>3</td>
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<tr>
<td>POLIT 003</td>
<td>Intro to Political Science</td>
<td>3</td>
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<tr>
<td>POLIT 004</td>
<td>International Relations</td>
<td>3</td>
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<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
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<tr>
<td>PSYCH 002</td>
<td>Experimental Psychophysiology</td>
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<td>PSYCH 007</td>
<td>Physiological Psychology</td>
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<tr>
<td>PSYCH 009</td>
<td>Intro to Psychology of Women</td>
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### Anthropology

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<tr>
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<tr>
<td>PSYCH 012</td>
<td>Human Growth and Development</td>
<td>3</td>
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<tr>
<td>PSYCH 025</td>
<td>Intro to Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 001</td>
<td>Intro to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 002</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 020</td>
<td>American Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 040</td>
<td>Marriage and Family</td>
<td>3</td>
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<tr>
<td>SOC 045</td>
<td>Sociology of Human Sexuality</td>
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**Total Major Units** 20

To be awarded an A.A. Degree, a student must complete:

1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence

**Fall, Year 1 (3 Units):**
ANTH 003 or 003H

**Spring, Year 1 (3 Units):**
ANTH 001

**Fall, Year 2 (3 Units):**
ANTH 002

### Elective Courses

**Fall & Spring, Year 2 (11 Units):**
Choose from List of Elective Courses

**ANTH 001 INTRODUCTION TO PHYSICAL ANTHROPOLOGY**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 110**

This course focuses on the anthropological approach to the human condition, theories of human origins, scientific evidence for the origin and evolution of the human species, description and anthropological explanation of human physical, biological, and behavioral variations. Pass/No Pass Option

**ANTH 002 INTRODUCTION TO ARCHAEOLOGY**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 150**

This course is an overview of the discipline of archaeology, including the history of the field, theoretical perspectives and methods, and a survey of cultural developments from the Stone Age to early civilizations of the Old and New World. Pass/No Pass Option

**ANTH 003 INTRODUCTION TO CULTURAL ANTHROPOLOGY**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 120**

This course is a study of culture and social behavior as developed through the anthropological study of contemporary peoples. This course is a comparative survey of the range of cultures of the world with emphasis upon social organization, economics, religion, kinship systems, cultural patterns, values, ethics, and ecology. Pass/No Pass Option

**ANTH 003H HONORS INTRODUCTION TO CULTURAL ANTHROPOLOGY**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 120**

Honors Introduction to Cultural Anthropology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is a study of culture and social behavior as developed through the anthropological study of contemporary peoples. Comparative survey of the range of cultures of the world with emphasis upon social organization, economics, religion, kinship systems, cultural patterns, values, ethics, and ecology.

**ANTH 004 INTRO TO LINGUISTIC ANTHROPOLOGY**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 130**

This course is designed to introduce students to the anthropological study of language and communication. It includes a survey of world languages and an introduction to methods used by linguistic anthropologists. The course covers the use of linguistic data in studies of cognition, social context, cultural history and languages as they reflect the separate cultural realities of different cultures. Pass/No Pass Option

**ANTH 055 ANTHROPOLOGY OF MAGIC, WITCHCRAFT, AND RELIGION**

3 units
Lecture 3 units; lab 0 units

**Acceptable for credit:** University of California, California State University
**C-ID ANTH 150**

This course is a cross-cultural study of the forms and functions of supernatural beliefs and associated rituals in various contemporary societies of Africa, Asia, aboriginal Australia, Oceania, South America, native North America and elsewhere. The course is designed to introduce anthropological approaches to the understanding of cultural beliefs in the supernatural. This course considers the forms and functions of supernatural beliefs and rituals in various societies to develop insights into the functional aspects of religious beliefs and institutions in our lives. Pass/No Pass Option

**Archaeology**

(See Anthropology)
Architecture

THE FACULTY
Dr. Soroush Ghahramani, Registered Architect, Italy; International Associate A.I.A.

DIVISION  Cilker School of Art and Design
DEAN  Andrew Chandler
DEPARTMENT CHAIR  Diane Hurd
PHONE  408-741-2110
EMAIL  diane.hurd@westvalley.edu
COUNSELING  408-741-4068

Degrees:
- A.S., Architecture
- A.S., Landscape Architecture

Certificates:
- Architecture
- Landscape Architecture

ARCHITECTURE

The Architecture Program at West Valley College is primarily transfer oriented. It prepares students to enter 4- and 5-year architecture programs at the university level. Most students transfer to U.C. Berkeley, Cal Poly San Luis Obispo, Cal Poly Pomona, the University of Southern California, and to a variety of public and private institutions, nationwide.

While it is generally possible to enter the field of Architecture directly with either a Certificate or A.S. Degree from West Valley, the transfer orientation of our program and the nature of internship within the Architecture profession limit that option. The Architecture courses at West Valley cover four areas of study: design, graphics, history, and practice/technical communication. In most instances, these courses are foundational rather than comprehensive, since students need two or more additional years of study in these areas before they receive a Bachelor’s or Master’s degree, because technology is becoming increasingly important in architecture, both professionally and academically, an increasing number of WVC courses leverage computer technology as an educational tool.

Students, upon completion of this certificate, may qualify for the following career paths as well as transfer to a 4 or 5 year program:
- Architect
- Landscape Architect
- Historic Preservation Architect
- Interior Designer
- Construction Manager
- Facilities Manager
- Graphic Designer
- Product Designer
- Specification Writer
- Structural Engineer
- Architectural Renderer

ARCHITECTURE: For transfer information see assist.org and/or consult with a counselor.

COURSE SUBSTITUTION AND WAIVERS

Course substitution and waivers are approved by the department upon review of transcripts, course description, syllabus, SLO (Student Learning Outcomes), and evidence of proficiency in the subject matter (a portfolio of assignments, projects, presentations, etc.) Students may take an exam upon department’s request.

CREDIT BY EXAMINATION

West Valley College’s credit by examination policy does not apply to any of Architecture courses.

🎓 ARCHITECTURE
A.S. Degree

The Architecture Program at West Valley College is primarily transfer oriented. It prepares students to enter 4- and 5-year architecture programs at the university level. The degree exceeds 60 units as it is preparing students for the five year professional degree in Architecture. The Architecture courses at West Valley cover the following areas of study: building design, graphics, history, practical/technical communication, codes, construction, and structural design. An increasing number of WVC courses leverage computer technology as an educational tool. Students, upon completion of this degree, are prepared to transfer to a 4 or 5 years program in Architecture or Architectural Engineering. Career options after completion of a baccalaureate degree include:
- Architecture
- Landscape Architecture
- Historic Preservation Architecture
- Interior Design
- Construction Management
- Facilities Management
- Specification Writing
- Structural Engineering
- Architectural Graphics

After completing an A.S. in Architecture, a student will be able to:
- Communicate effectively and professionally in the architectural environment through proper use of verbal, written and graphic techniques.
- Apply mathematical skills to solve technical problems associated with architectural drawings.
- Develop architectural drawings including construction drawings, and presentation drawings.
- Use computer graphics applications associated with architectural projects.
- Select construction materials based upon their properties and methods of installation.
- Apply principals of structural design.
- Apply building codes, zoning codes, and ADA (Americans with Disabilities Act).
- Demonstrate creativity and problem-solving abilities in designing residential and commercial buildings.
- Use standard dimensions for space planning and human occupancy using Architectural Graphic Standards.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCH 043</td>
<td>Styles in Architecture</td>
<td>2</td>
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<tr>
<td>ARCH 045</td>
<td>Architectural Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 048</td>
<td>Digital Tools for Architecture</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 050</td>
<td>Construction Materials &amp; Methods</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 051</td>
<td>Architectural Graphics: Drawing &amp; Sketching</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 052</td>
<td>Architectural Graphics: Color Rendering</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 053</td>
<td>Introduction to Architectural &amp; Environmental Design</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 056</td>
<td>Basic Architectural Design</td>
<td>3</td>
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<tr>
<td>ARCH 061</td>
<td>Architectural Design I</td>
<td>3</td>
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<tr>
<td>ARCH 062</td>
<td>Architectural Design II</td>
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<tr>
<td>ARCH 063</td>
<td>Architectural Design III</td>
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</table>

Elective Courses: (7 units)

Students must take a minimum of 7 units from the following list:

- ARCH 046 History of Architecture 3
At the completion of their program, students will be able to:

1. Communicate effectively and professionally in the architectural environment through proper use of verbal, written and graphic techniques.
2. Develop architectural drawings including construction drawings and presentation drawings.
3. Use computer graphics applications associated with architectural projects.
4. Select construction materials based upon their properties and methods of installation.
5. Apply mathematical skills to solve technical problems associated with architectural drawings.
6. Apply skills to solve technical problems associated with architectural drawings.
7. Use standard dimensions for space planning and human occupancy using Architectural Graphic Standards.

For crosswalk of new subject codes, see page 51

ARCHITECTURE Certificate of Achievement

The Architecture Certificate at West Valley College provides career technical education in the field of Architecture and primarily prepares students to work as technicians in different areas of the construction industry.

The architecture courses at West Valley cover the following areas of study: building design, graphics, history, practical/technical communication, codes, construction, and structural design. An increasing number of WVC courses leverage computer technology as an educational tool.

At the completion of their program, students will be able to:

1. Communicate effectively and professionally in the architectural environment through proper use of verbal, written and graphic techniques.
2. Develop architectural drawings including construction drawings and presentation drawings.
3. Use computer graphics applications associated with architectural projects.
4. Select construction materials based upon their properties and methods of installation.
5. Apply mathematical skills to solve technical problems associated with architectural drawings.
6. Apply skills to solve technical problems associated with architectural drawings.
7. Use standard dimensions for space planning and human occupancy using Architectural Graphic Standards.

Students, upon completion of this certificate, are prepared to work as technicians in the following careers:

- Architecture
- Landscape Architecture
- Historic Preservation Architecture
- Interior Design
- Construction Management
- Facilities Management
- Specification Writing
- Structural Engineering
- Architectural Graphics

To be awarded an A.S. Degree, a student must complete

1. All the major requirements.
2. A grade of "C" or better must be earned for all required courses.
3. All the required electives.
4. Additional units to meet the college graduation requirements.

A. This degree may require additional lower division requirements at CSU and UC campuses.
B. Students MUST complete CSU GE or IGETC pattern.
C. Students MUST complete Proficiency Requirements for AA degree:
   - Reading for graduation
   - Information Competency
   - Cultural Diversity

For crosswalk of new subject codes, see page 51

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tr>
<td>ARCH 047</td>
<td>History of Modern Architecture</td>
<td>3</td>
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<tr>
<td>ARCH 049</td>
<td>Introduction to Rhino</td>
<td>3</td>
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<td>ARCH 057</td>
<td>Architectural Model Making</td>
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<td>ARCH 058</td>
<td>Introduction to Revit Architecture</td>
<td>3</td>
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<tr>
<td>ARCH 059</td>
<td>3D Studio Max: 3D Rendering</td>
<td>3</td>
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<td>ARCH 060</td>
<td>Green Building &amp; Sustainable Design</td>
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<td>ARCH 064</td>
<td>Architectural Practice</td>
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<td>ARCH 066</td>
<td>Advanced Revit Architecture</td>
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**Total Major Units** 38

To be awarded an A.S. Degree, a student must complete

1. All the major requirements.
2. A grade of "C" or better must be earned for all required courses.
3. All the required electives.
4. Additional units to meet the college graduation requirements.

A. This degree may require additional lower division requirements at CSU and UC campuses.
B. Students MUST complete CSU GE or IGETC pattern.
C. Students MUST complete Proficiency Requirements for AA degree:
   - Reading for graduation
   - Information Competency
   - Cultural Diversity

For crosswalk of new subject codes, see page 51

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 045</td>
<td>Architectural Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 049</td>
<td>Introduction to Rhino</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 050</td>
<td>Construction Materials &amp; Methods</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 051</td>
<td>Architectural Graphics: Drawing &amp; Sketching</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 052</td>
<td>Architectural Graphics: Color Rendering</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 056</td>
<td>Basic Architectural Design</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 057</td>
<td>Architectural Model Making</td>
<td>1</td>
</tr>
<tr>
<td>ARCH 058</td>
<td>Introduction to Revit Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 059</td>
<td>3D Studio Max: 3D Rendering</td>
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<td>ARCH 061</td>
<td>Architectural Design 1</td>
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<td>ARCH 062</td>
<td>Architectural Design 2</td>
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</tr>
<tr>
<td>ARCH 066</td>
<td>Advanced Revit Architecture</td>
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</table>

**Total Certificate Units** 34

To be awarded a certificate, a student must:

1. Complete all the major requirements.
2. Earn a grade of "C" or better for all required courses.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (12 Units):**
- ARCH 049, ARCH 051, ARCH 056, ARCH 058

**Spring, Year 1 (12 Units):**
- ARCH 050, ARCH 052, ARCH 061, ARCH 066

**Fall, Year 2 (10 Units):**
- ARCH 045, ARCH 057, ARCH 059, ARCH 062

**Career Paths**

- Landscape Architects
- Resource Managers
- Designers
- Contractors
- Draftspersons
- Landscape Industry Representatives
- Planners

**LANDSCAPE ARCHITECTURE: Transfer**

See assist.org and/or consult with a counselor.

**COURSE SUBSTITUTION AND WAIVERS**

Course substitution and waivers are approved by the department upon review of transcripts, course description, syllabus, SLO (Student Learning Outcomes), and evidence of proficiency in the subject matter (a portfolio of assignments, projects, presentations, etc.) Students may take an exam upon department's request.

**CREDIT BY EXAMINATION**

West Valley College's credit by examination policy does not apply to any of Architecture courses.

**LANDSCAPE ARCHITECTURE (A.S. Degree)**

The Landscape Architecture Program at West Valley College is primarily a blend of art and science. Landscape Architecture focuses on natural systems and cultural processes in the planning, design, and management of sustainable landscapes for this and future generations. Students of Landscape Architecture are capable of solving complex environmental problems and are able to communicate effective solutions.

The Program in Landscape Architecture at West Valley College emphasizes a process-oriented approach to problem solving while encouraging sensitivity toward community values and ecological principles. Students will develop creative ability and technical skills through a range of exercises and
projects relating to recreation and open space planning, plant selection, park design, landscape reclamation and preservation, resource management, and urban planning and design, as well as learning applications for residential, commercial, and institutional landscape environments. The program is recognized by the California State Board of Landscape Architects. Students are prepared for rewarding professional careers or transfers to advanced university programs. Graduates are employed in a wide range of important environmental and design-related roles.

Students, upon completion of this A.S Degree, may qualify for the following career paths as well as pursue a professional license:

- Landscape Architects
- Resource Managers
- Designers
- Landscape Contractors
- Draftspersons
- Landscape Industry Representatives
- Planners

ランドスケープアーキテクチャ
A.S. Degree

After completing an A.S. degree in Landscape Architecture, a student will be able to:

- Communicate effectively and professionally in the landscape architectural environment through proper use of verbal, written and graphic techniques.
- Apply mathematical skills to solve technical problems associated with landscape architectural drawings.
- Develop landscape architectural drawings and presentation drawings.
- Use computer graphics applications associated with landscape architectural projects.
- Select landscape construction materials based upon their properties and methods of installation.
- Apply building codes, zoning codes, and ADA (Americans with Disabilities Act).
- Demonstrate creativity and problem-solving abilities in landscape design for residential, commercial, and public sites.
- Use standard dimensions for space planning and human occupancy using Landscape Architectural Graphic Standards.
- Identify different types of landscape plants during the four seasons.
- Demonstrate creative abilities in landscape plant composition.
- Identify professional, ethical and societal responsibilities including respect for diversity.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 050</td>
<td>Construction Materials &amp; Methods</td>
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<tr>
<td>ARCH 051</td>
<td>Architectural Graphics: Drawing &amp; Sketching</td>
<td>3</td>
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<tr>
<td>ARCH 053</td>
<td>Intro to Architectural and Environmental Design</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 056</td>
<td>Basic Architectural Design</td>
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<tr>
<td>ARCH 057</td>
<td>Architectural Model Making</td>
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<td>ARCH 058</td>
<td>Intro to Revit Architecture</td>
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<td>ARCH 061</td>
<td>Architectural Design I</td>
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<tr>
<td>ARCH 062</td>
<td>Architectural Design II</td>
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<td>ARCH 072</td>
<td>History of Landscape Architecture</td>
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<td>ARCH 076</td>
<td>Landscape Construction Technology</td>
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<tr>
<td>ARCH 081</td>
<td>Landscape Plants: Summer &amp; Autumn</td>
<td>3</td>
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<td>ARCH 082</td>
<td>Landscape Plants: Winter &amp; Spring</td>
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<td>ARCH 084</td>
<td>Sustainability in Landscape Architecture</td>
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<tr>
<td>ARCH 040</td>
<td>Fundamentals of Historic Preservation</td>
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</table>

Elective Courses: 13 units

Course ID Title Units
ARCH 043 Styles in Architecture 2
ARCH 045 Architectural Building Codes 3
ARCH 046 History of Architecture 3
ARCH 047 History of Modern Architecture 3
ARCH 052 Architectural Graphics: Color Rendering 3

Total Major Units 50

To be awarded an A.S. Degree, a student must
1. Complete all the major requirements.
2. Complete required electives.
3. Earn a grade of “C” or better for all required courses.
4. Complete additional units to meet the college graduation requirements.

Note: The student should choose those general education requirements, which may apply both toward graduation requirements of the college and toward the bachelor’s degree requirements at the four-year institution to which he/she plans to transfer.

For crosswalk of new subject codes, see page 51

ランドスケープアーキテクチャ
Certificate of Achievement

The Landscape Architecture Certificate at West Valley College primarily prepares students to work as technicians in different areas of the landscape and construction industry.

The Architecture courses at West Valley cover the following areas of study: building design, graphics, history, practical/technical communication, codes, construction, and structural design. An increasing number of WV courses leverage computer technology as an educational tool.

Upon completion of this Certificate, students will be able to:

- Communicate effectively and professionally in the landscape architectural environment through proper use of verbal, written and graphic techniques.
- Apply mathematical skills to solve technical problems associated with landscape architectural drawings.
- Develop landscape architectural drawings and presentation drawings.
- Use computer graphics applications associated with landscape architectural projects.
- Select landscape construction materials based upon their properties and methods of installation.
- Demonstrate creativity and problem-solving abilities in landscape design for residential, commercial, and public sites.
- Use standard dimensions for space planning and human occupancy using Landscape Architectural Graphic Standards.
- Identify different types of landscape plants during the four seasons.
- Demonstrate creative abilities in landscape plant composition.
- Identify professional, ethical and societal responsibilities including respect for diversity.

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<td>ARCH 058</td>
<td>Introduction to Revit Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 072</td>
<td>History of Landscape Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 081</td>
<td>Landscape Plants: Summer &amp; Autumn</td>
<td>3</td>
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</table>
**Course ID** | **Title** | **Units**
--- | --- | ---
ARCH 082 | Landscape Plants: Winter & Spring | 3
ARCH 083 | Plant Composition | 2

**Total Certificate Units** 26

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (12 Units):**
ARCH 051, ARCH 056, ARCH 072, ARCH 081

**Spring, Year 1 (14 Units):**
ARCH 045, ARCH 050, ARCH 058, ARCH 082, ARCH 083

**ARCH 043 STYLES IN ARCHITECTURE**
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: University of California, California State University

This course is a study of styles in architecture from pre-history to present. This course covers cultural, political, and social influences in architectural styles; a general overview of different architectural styles including each style’s date of origination, its life period, main characteristics, and features; differences between similar styles, and eclecticism. This course covers also the styles of American colonial architecture. Pass/No Pass Option

**ARCH 045 ARCHITECTURAL BUILDING CODES**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This course covers the building permit process and definition of building codes as described in the International Building Code. The course emphasizes use and occupancy, special use and occupancy, building heights and areas, type of construction, fire-resistant construction, interior finishes, fire-protection systems, means of egress, accessibility, interior environment, energy efficiency, exterior walls, roof assemblies, structural provisions, building materials and systems, and existing structures. Pass/No Pass Option

**ARCH 046 HISTORY OF ARCHITECTURE**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University

This course is a study of the world history of architecture from pre-history to 1945. The course content includes the study of Roman concurrences, the triumph of Christ (early Christian architecture) to Absolutism, Bourgeoisie (European architecture 1600-1750), architecture for a new world, and Victorian Environments. Pass/No Pass Option

**ARCH 047 HISTORY OF MODERN ARCHITECTURE**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University

This course is a study of modern world architectural history from 1945 to the present. The influences of the industrial revolution and the old world in contemporary architecture are also discussed. Pass/No Pass Option

**ARCH 048 DIGITAL TOOLS FOR ARCHITECTURE**
2 units
Lecture 1 unit; lab 1 unit
Advisory: MATH 902 and/or MATH 902P
Acceptable for credit: University of California, California State University

This course explores traditional and contemporary methods of graphic presentations as a means of communication in architectural design. The course emphasizes a variety of presentation techniques including color renderings, delineation of elevation, section, plan views and articulation of image and transfer methodologies. Media include computer-generated images, vellum based renderings, and architectural model building. Emphasis is also placed on preparation of student portfolio and presentation skills, in preparation for student interviews upon entering the profession. Students should be familiar with Photoshop, InDesign or similar programs before enrolling in this course. Pass/No Pass Option
ARCH 049 INTRODUCTION TO RHINO
3 units
Lecture 1.5 units; lab 1.5 units
Acceptable for credit: University of California, California State University
This course is an introduction to Rhino. This software is designed specifically for use in architecture, landscape architecture, and interior design to focus on complex, compositional forms. This course emphasizes students' creativity on the construction of 3D models. Pass/No Pass Option

ARCH 050 CONSTRUCTION MATERIALS & METHODS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is a study of various building materials, their methods of installation, and it provides an overview of the structural concepts of building design. Pass/No Pass Option

ARCH 051 ARCHITECTURAL GRAPHICS: DRAWING & SKETCHING
3 units
Lecture 1.5 units; lab 1.5 unit
Acceptable for credit: University of California, California State University
This course is a study of the basic techniques of drafting and sketching as it relates to architectural graphic communication. Students have opportunities to develop visual literacy, freehand sketching techniques, and an understanding of perspective. This course also covers natural and man-made forms and basic architectural rendering. Pass/No Pass Option

ARCH 052 ARCHITECTURAL GRAPHICS: COLOR RENDERING
3 units
Lecture 1.5 units; lab 1.5 unit
Acceptable for credit: University of California, California State University
This course is a study of three-dimensional representations using various color media as it relates to architectural and environmental graphic communication. Students have opportunities to develop visual literacy, freehand sketching techniques, and an understanding of perspective. This course also covers natural and man-made forms and advanced architectural color rendering. Pass/No Pass Option

ARCH 053 INTRODUCTION TO ARCHITECTURAL AND ENVIRONMENTAL DESIGN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an overview of the environmental design field and introduces the design process as a basis for architectural decision making. Other topics include the professional fields of architecture, engineering, city planning, landscape architecture, allied professions, and construction. Pass/No Pass Option

ARCH 056 BASIC ARCHITECTURAL DESIGN
3 units
Lecture 1.5 units; lab 1.5 unit
Acceptable for credit: University of California, California State University
This course is a study of architectural design principles and methodologies. Students have the opportunity to apply these principles to studio problems of increasing complexity. Various representation techniques are utilized, including sketching, manual graphics and rendering, computer graphics, and architectural model making. Pass/No Pass Option

ARCH 057 ARCHITECTURAL MODEL MAKING
1 unit
Lecture 0.5 units; lab 0.5 units
Acceptable for credit: California State University
This course covers the most common aspects of materials, tools, and skills required to build architectural models. Pass/No Pass Option

ARCH 058 INTRODUCTION TO REVIT ARCHITECTURE
3 units
Lecture 1.5 units; lab 1.5 unit
Acceptable for credit: University of California, California State University
This course is an introduction to Autodesk: Revit Architecture - software specifically designed for use by architecture, landscape architecture, interior design, and civil engineering professionals. This course emphasizes the construction of 3D models. Pass/No Pass Option

ARCH 059 3D STUDIO MAX: 3D RENDERING
3 units
Lecture 1.5 units; lab 1.5 unit
Acceptable for credit: California State University
This course is study of Autodesk: 3D Studio Max Design software specifically designed for use by architecture, landscape architecture, interior design, and civil engineering professionals. This course familiarizes both novice and experienced 3D artists with the process and capabilities of the 3D Studio Max Design tool set. The course focuses on the process of developing projects with 3D Studio Max Design. Students have the opportunity to learn how to use each tool to its maximum benefit, as well as why it is important to the overall process. This course emphasizes the creation of advanced rendering perspectives from a 3D model of a building project and its context. Pass/No Pass Option

ARCH 060 GREEN BUILDING & SUSTAINABLE DESIGN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This intermediate level architecture course is a study of green building and sustainable design requirements. Students have opportunities to learn about green building and sustainable design requirements through lectures and case studies. Additional topics include green design strategies: envelope, lighting, heating, cooling, energy production, water and waste. Pass/No Pass Option

ARCH 061 ARCHITECTURAL DESIGN 1
3 units
Lecture 1.5 units; lab 1.5 unit
Prerequisites: ARCH 056
Advisory: ARCH 049 or ARCH 058
Acceptable for credit: University of California, California State University
This course is an architectural design studio. It introduces a full range of architectural ideas and issues through drawing exercises, analysis of precedents, and exploration of design methods. Students develop design skills by conceptualizing and representing architectural ideas and making aesthetic judgments about building design. Design problems range from those of the immediate environment of the individual to that of small social groups. Students develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit. Pass/No Pass Option

ARCH 062 ARCHITECTURAL DESIGN 2
3 units
Lecture 1.5 units; lab 1.5 unit
Prerequisites: ARCH 061
Acceptable for credit: University of California, California State University
This course is an architectural design studio. It covers human, social, technical, and aesthetic factors related to space and form. Additional topics include designing as a conceptual discipline directed at the analysis, interpretation, synthesis, analyses of precedents, and transformation of the physical environment. Exercises are aimed at developing an understanding of the issues, elements, and processes of structural and environmental design. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit. Pass/No Pass Option
ARCH 063 ARCHITECTURAL DESIGN 3
3 units
Lecture 1.5 units; lab 1.5 unit
Prerequisite: ARCH 062
Acceptable for credit: University of California, California State University
This course is an advanced architectural design studio. Students have the opportunity to develop an understanding of context and precedent in the construction of architectural form, and are introduced to contextual and programmatic densities in addition to circulatory, spatial, and organizational strategies in the design process. Discussions regarding architecture's role in mediating culture, nature and technology give students the opportunity to develop their architectural vocabulary. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit. Pass/No Pass Option

ARCH 064 ARCHITECTURAL PRACTICE
3 units
Lecture 1.5 units; lab 1.5 units
Acceptable for credit: California State University
This course is an advanced level architectural practice course. Students have opportunities to study environmental and visual phenomena through architectural design exercises. Additional topics include architect's duties and responsibilities, and the development of an architectural production set: construction documents, construction specifications, and cost estimation. Pass/No Pass Option

ARCH 066 ADVANCED REVIT ARCHITECTURE
3 units
Lecture 1.5 units; lab 1.5 units
Acceptable for credit: California State University
This course focuses on an advanced Autodesk: Revit Architecture software specifically designed for use by architecture, landscape architecture, interior design, and civil engineering professionals. This course familiarizes both novice and experienced 3D artists with the process and capabilities of the Revit tool set. The course focuses on the process of developing projects with Revit. This course emphasizes the creation of a set of construction documents and advanced rendering perspectives from a 3D model of a building project and its context. Pass/No Pass Option

ARCH 072 HISTORY OF LANDSCAPE ARCHITECTURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is a study of world landscape architectural history from prehistory to present. Pass/No Pass Option

ARCH 076 LANDSCAPE CONSTRUCTION TECHNOLOGY
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This course is a study of the landscape architecture technical implementation with an emphasis on basic principles of site layout, grading and drainage, earthwork computations, irrigation systems, landscape construction materials and details. Pass/No Pass Option

ARCH 081 LANDSCAPE PLANTS: SUMMER AND AUTUMN
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a study of ornamental trees, vines, and ground-covers during the summer and autumn seasons. Emphasis is placed on growth habits, cultural requirements, maintenance, suitability for landscape use, and the ecology of plant communities. Pass/No Pass Option

ARCH 082 LANDSCAPE PLANTS: WINTER AND SPRING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a study of ornamental trees, vines, and groundcovers during the winter and spring seasons. Emphasis is placed on growth habits, cultural requirements, maintenance, suitability for landscape use, and the ecology of plant communities. Pass/No Pass Option

ARCH 083 PLANT COMPOSITION
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a study of the design placement of ornamental trees, shrubs, vines, and ground covers in the environmental landscape. Emphasis is on the aesthetic and functional relationship of plant combinations, forms, and scale in relation to structures and outdoor spaces. Pass/No Pass Option

ARCH 084 SUSTAINABILITY IN LANDSCAPE ARCHITECTURE
3 units
Lecture 3 unit; lab 0 units
Acceptable for credit: California State University
This course covers the topic of sustainability in landscape architectural design. Students have opportunities to study sustainable environmental and visual phenomena through landscape architectural design exercises. Additional topics include firescaping, green roofs, plant restoration, habitat restoration, and Brownfields. Students have opportunities to apply sustainable design to a specific site. Pass/No Pass Option
Art

THE FACULTY
Kathy Arnold
Heidi Brueckner
Jason Challis
Christopher Cryer
Mitra Fabian
Dan Fenstermacher
Ron Guzman
Cynthia Napoli-Abella Reiss

THE CILKER SCHOOL OF ART AND DESIGN

DEAN
Andrew Chandler

PHONE
408-741-2009

DEPARTMENT CHAIR
Cynthia Napoli-Abella Reiss

PHONE
408-741-2533

EMAIL
cynthia.reiss@wvm.edu

COUNSELING
408-741-2009

Degrees:
A.A.-T, Art History
A.A.-T, Studio Arts

The West Valley College Art Department offers a comprehensive curriculum of courses including art appreciation, art history, art history online, computer art and animation, two and three dimensional design, drawing, figure drawing, painting, ceramics, photography and sculpture. Art Department curriculum accommodates students with various goals and levels of experience. The Art Department faculty facilitates a supportive, creative learning environment where all students may explore their interests: transfer to four-year institutions and priority art schools or career options listed below. Instructional emphasis is placed on:

• the fundamental principles of art;
• developing technical skills and good craftsmanship; and
• exploring creativity and self-expression.

Art students are given the opportunity to participate in scheduled exhibitions of student work in the West Valley College Art Gallery.

Highlights
• West Valley College Art Gallery
• Fine Art Computer lab
• Integrated learning opportunities in Fine Arts – Art, Music, Theater Arts, Film
• Professional teaching faculty who actively produce and exhibit their artwork
• Lost-wax, ceramic shell, bronze casting facility
• Art History and Art Appreciation courses in distance format
• Opportunities to explore artistic expression in a wide variety of media
• Faculty scheduled trips to museums and galleries
• Focused workshops for community artists

Career Options
• Art Conservator
• Art Critic
• Art Curator
• Art Director
• Art Education/Teaching
• Art Librarian
• Art Publishing/Journalism
• Art Therapist
• Arts Administration
• Business
• Computer Animator
• Computer Art/Graphics
• Fine Artist
• Graphic Designer
• Museum/Gallery Professional
• Photographer
• Restoration

• Visual Resources Curator

Note: Some career options require more than two years of college study.

ART
For transfer information see assist.org and/or consult with a counselor.

ASSOCIATE IN ARTS IN ART HISTORY FOR TRANSFER DEGREE (AA-T in Art History)
The Associate in Arts in Art History for Transfer degree (AA-T in Art History) is a 60-unit program which provides lower division education to students planning to transfer to a CSU in pursuit of a baccalaureate degree in Art History or Art with an emphasis in Art History. Students completing the Associate in Arts in Art History for Transfer degree (AA-T in Art History) will be able to attribute artworks to artist, culture, country and/or style, give rationale for attribution, respond to artworks on both intellectual and emotional levels, and analyze iconography.

Students must complete the following ADT requirements:

• 60 semester or 90 quarter CSU-transferable units
• the California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
• obtainment of a minimum grade point average (GPA) of 2.0.
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements, or cultural diversity requirements found in other degrees at the college.

<table>
<thead>
<tr>
<th>Course ID</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ART 001A</td>
<td>Survey of Western Art I</td>
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<tr>
<td>ART 001B</td>
<td>Survey of Western Art II</td>
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</tr>
<tr>
<td>ART 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
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</table>

List A (select one): 3 units

| ART 007  | The Art of Asia                            | 3     |
| ART 012A | Art of Pre-Hispanic Mexico                 | 3     |
| ART 012B | Art of Colonial and Modern Mexico          | 3     |
| ART 001J | Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas | 3 |

List B (select one): 3 units

| ART 033A | Two-Dimensional Design                     | 3     |
| ART 033C | Color Design                               | 3     |
| ART 035A | Beginning Life Drawing                     | 3     |
| ART 055  | Introduction to Computer Arts              | 3     |
| ART 081  | 3-Dimensional Design                       | 3     |
| ART 062A | Basic Photography                          | 3     |
| ART 031B | Expressive Drawing                         | 3     |

List C (select one): (including any course from List A or B not already used): 3 units

| ART 001D | Survey of Modern Art                       | 3     |
| ART 001E | Design in Society                          | 3     |
| ART 001G | History of Photography                      | 3     |
| ART 010  | American Art: A Multicultural Approach     | 3     |
| ART 013  | African-American Art History               | 3     |
| ART 014  | Women in Art History                        | 3     |
ASSOCIATE IN ARTS IN STUDIO ART FOR TRANSFER DEGREE (AA-T in Studio Art)

The Associate in Arts in Studio Arts for Transfer degree (AA-T in Studio Arts) is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Art, Visual and Public Art or Visual and Performing Arts. Students completing the Associate in Arts in Studio Arts for Transfer degree (AA-T in Studio Arts) will be able to examine and evaluate artwork in terms of strengths and goals; create drawings that demonstrate proportion, value, volume, composition, chiaroscuro and perspective and techniques of pencil, ink and charcoal application; and create an art project that uses the elements of design point, line, plane, value, and other design principles of organization.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Required Core Courses: 12 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001B</td>
<td>Survey of Western Art II</td>
<td>3</td>
</tr>
<tr>
<td>ART 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 033A</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 081</td>
<td>3-Dimensional Design</td>
<td>3</td>
</tr>
</tbody>
</table>

### List A (select one): 3 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>ART 001E</td>
<td>Design in Society</td>
<td>3</td>
</tr>
<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
<td>3</td>
</tr>
<tr>
<td>ART 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas</td>
<td>3</td>
</tr>
</tbody>
</table>

### List B (Curricular Areas): (9 units)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ART 035A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 033C</td>
<td>Color Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 049A</td>
<td>Beginning Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 055</td>
<td>Introduction to Computer Arts</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**
- ARTS 001B, ARTS 031A

**Spring, Year 1 (3 Units):**
- ARTS 001A

**List A, B, C**

**Spring, Year 1, Fall, Year 2, Spring, Year 2 (9 Units):**
Select 1 course from List A, B, C. See above for more details.

**Total Degree Units**: 60

**GE Units (CSU GE or IGETC)**: 39 or 37

**Total Major Units**: 18

For crosswalk of new subject codes, see page 51

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**ARTS 001A SURVEY OF WESTERN ART 1**

3 units

Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID ARTH 110

This course is a general survey of painting, sculpture, and architecture in the western world from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural and historical values. Pass/No Pass Option

**ARTS 001AH HONORS SURVEY OF WESTERN ART I**

3 units

Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID ARTH 110

Honors Survey of Western Art I uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course is a general survey of painting, sculpture, and architecture in the western world from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural and historical values. Pass/No Pass Option

**ARTS 001B SURVEY OF WESTERN ART II**

3 units

Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID ARTH 120

This course is a general survey of painting, sculpture, and architecture in the western world from the Renaissance to the present day, using art as a reflection of human interaction with the events of the time, emphasizing aesthetic, cultural and historical values. Pass/No Pass Option
ARTS 001D SURVEY OF MODERN ART
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 150
This course is a general survey of painting, sculpture, and architecture in the Western modern world of the 19th and 20th centuries emphasizing the evolution of changing attitudes toward form and content. Pass/No Pass Option

ARTS 001DH HONORS ART OF THE 20TH CENTURY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 150
Honors Art of the 20th Century uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified disciplinary unit. This course is a general survey of painting, sculpture, and architecture in the western world from the Impressionists to the present day, emphasizing the evolution of changing attitudes toward form and content. This is an information competency infused course. Pass/No Pass Option

ARTS 001E DESIGN IN SOCIETY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course provides a thematic and a chronological introduction to major types of design around the globe from prehistory to the present. It considers the cultural role of design in finding creative solutions to social human needs such as shelter, clothing, utilitarian objects, transportation, and communication for social, political, religious, informational, and other purposes. Works by designers from many diverse cultures are studied within their historical and cultural contexts including issues of economic and social class. Pass/No Pass Option

ARTS 001G HISTORY OF PHOTOGRAPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
The technical developments and aesthetic trends in photography are traced from its invention in the nineteenth century to the present day. This course includes image presentations, discussions and viewing of exhibitions. Pass/No Pass Option

ARTS 001J SURVEY OF NON-WESTERN ART: AFRICA, OCEANIA, AND INDIGENOUS NORTH AMERICA
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 140
This course is a general survey of painting, sculpture and architecture from colonial to contemporary times. The course examines the multiple histories and identities present in American art and culture providing understanding and awareness of their participation within America’s visual expression. Pass/No Pass Option

ARTS 004 ART APPRECIATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 100
This course provides an introductory overview to general trends and concepts of visual expression. Art objects under study are considered both as aesthetic entities in themselves and as crystallization of thoughts and beliefs during different periods of history. Students have an opportunity to gain greater awareness of processes and media required to create art. Pass/No Pass Option

ARTS 007 THE ART OF ASIA
3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 130
This course is a general survey of arts and culture in Asia from prehistory to present. Emphasis is on painting, sculpture, ceramics and architecture of India, China and Japan. Development of artistic ideas and expressions based in cultural interactions from prehistory to present are studied. Pass/No Pass Option

ARTS 010 AMERICAN ART: A MULTICULTURAL APPROACH
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 145
This course is a multicultural history of American Art pre-colonial to contemporary times. The course examines the multiple histories and identities present in American art and culture providing understanding and awareness of their participation within America’s visual expression. Pass/No Pass Option

ARTS 012A ART OF PRE-HISPANIC MEXICO
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 145
This course is a general survey of painting, sculpture and architecture from the main civilizations of Pre-Hispanic Mexico emphasizing aesthetic, cultural and historical values of the times. Pass/No Pass Option

ARTS 012B ART OF COLONIAL & MODERN MEXICO
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This is a general survey of painting, sculpture and architecture from colonial and modern Mexico as influenced by European civilizations and the emergence of a national art style, emphasizing aesthetic, cultural and historical values of the times. Pass/No Pass Option

ARTS 013 AFRICAN-AMERICAN ART HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is a brief survey of the art of West African civilizations and the art of African Americans from colonial to contemporary time. It examines ways in which African American art has alternately reflected, shaped, and challenged such important historical events and currents as the Harlem Renaissance, the Civil Rights and Black Power movements, the Women’s movement, and contemporary identity politics. Pass/No Pass Option

ARTS 014 WOMEN IN ART HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is a survey of women in Western Art. Specifically, it traces the representation of Woman in art history, the emergence of the female artist, and the examination of feminist theory in art history. It includes an examination of the major art periods, theories, criticism, and feminist criticism. Pass/No Pass Option
ARTS 031A BEGINNING DRAWING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID ARTS 110
This is a beginning drawing course for students with no former drawing experience. Students draw natural and human-made forms from observation directed toward realistic rendering of objects. Students receive an introduction to pictorial composition and perspective and an introduction to drawing media: pencil, charcoal, conte, and pen and ink. Studio practice emphasizes basic shading principles, techniques and development of "fine" qualities of graphic presentation. Students have the opportunity to learn skills, which enable them to develop an aesthetic vocabulary leading to independent critical judgment. Pass/No Pass Option

ARTS 031B EXPRESSIVE DRAWING
3 units
Lecture 2 units; lab 1 unit
Advisor: ARTS 031A
Acceptable for credit: University of California, California State University
C-ID ART 205
Refinement of basic drawing and composition skills are explored with an emphasis on creative expression and conceptualization. A variety of drawing materials are used including color media. Pass/No Pass Option

ARTS 031C REPRESENTATIONAL DRAWING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
In this course, students have the opportunity to expand their understanding of rendering a physical likeness of three-dimensional form in black and white media. Concepts such as linear and atmospheric perspective, proportioning and scale, value/contrast, modeling with light and shade, planar relationships, and surface texture is emphasized. Pass/No Pass Option

ARTS 033A TWO-DIMENSIONAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID ARTS 100
This course offers an introduction to the principle, elements, and terminology of two-dimensional design. Design elements such as line, value, texture, shape, and basic color are organized by various principles such as repetition, variety, balance, and proportion. A wide variety of media will be used. C-ID Arts 100. Pass/No Pass Option

ARTS 033C COLOR DESIGN
3 units
Lecture 2 units; lab 1 unit
Advisor: ARTS 033A
Acceptable for credit: University of California, California State University
C-ID ARTS 270
Students have the opportunity to refine their basic design skills through the use of color concepts based on theory and expression. Projects focus on color attributes such as hue, value, intensity, weight, distance, temperature, color schemes, and color interaction. C-ID Arts 270. Pass/No Pass Option

ARTS 035A BEGINNING LIFE DRAWING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID ARTS 200
This course provides students the opportunity to study the fundamentals of the human figure by drawing from life in a variety of black and white media. Familiarization with the human form in terms of mass, weight, dimension, and structure are emphasized through a variety of assignments stressing contour, gesture, surface modeling, light, and proportion. Pass/No Pass Option

ARTS 035B INTERMEDIATE LIFE DRAWING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to refine basic figure drawing skills through an emphasis on creative expression. This course emphasizes the concepts of proportion, structure, modeling, movement, and description of the human form. A variety of drawing materials are used including color media. Pass/No Pass Option

ARTS 035C INTERMEDIATE-ADVANCED LIFE DRAWING
3 units
Lecture 2 units; lab 1 unit
Advisor: ARTS 035B
Acceptable for credit: University of California, California State University
This course provides students the opportunity to explore an expanded variety of drawing media combined with traditional approaches to develop a personal style of life drawing. Expanded theories of composition and color are covered through studio practice and research of the history of life drawing. Pass/No Pass Option

ARTS 047A BEGINNING WATERCOLOR
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
In this class, students are introduced to basic techniques and applications of traditional materials associated with painting in aqueous media. Pass/No Pass Option

ARTS 047B INTERMEDIATE WATERCOLOR
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
In this class students have the opportunity to refine their technical skills associated with watercolor and related aqueous media. The focus of this class is on paint handling, using appropriate compositional structure and color necessary to the development of a personal style. Pass/No Pass Option

ARTS 047C INTERMEDIATE-ADVANCED WATERCOLOR
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
In this class students are introduced to alternative painting surfaces, materials and procedures in combination with traditional watercolor and aqueous media approaches. This class emphasizes advanced theories of color and composition. Further evolution of a personal style is encouraged in this class in combination with art historical research. Pass/No Pass Option

ARTS 047D ADVANCED WATERCOLOR
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
In this course, students continue their study of personal artistic direction by developing a cohesive body of work within the confines of watercolor or other aqueous media. Projects focus on series and theme development. Studio work is supplemented with painting-oriented research, writing, and verbal appraisals. Pass/No Pass Option
### ARTS 049A BEGINNING PAINTING

3 units  
Lecture 2 units; lab 1 unit  
Advisory: ARTS 031A and ARTS 033A  
Acceptable for credit: University of California, California State University  
C-ID ARTS 210  
In this course students have the opportunity to learn the elements of painting using a variety of techniques, materials, and tools. Structure, composition, paint handling, light affects, and color theory are stressed in relationship to the painting process and a variety of subject matter. Pass/No Pass Option

### ARTS 049B INTERMEDIATE PAINTING

3 units  
Lecture 2 units; lab 1 unit  
Advisory: ARTS 049A  
Acceptable for credit: University of California, California State University  
In this course, students have the opportunity to refine basic painting skills in addition to expand understanding of paint handling, structure and volume, perspective, composition, and color theory. Students continue research of materials and techniques and begin to focus on creative expression. Pass/No Pass Option

### ARTS 049C INTERMEDIATE-ADVANCED PAINTING

3 units  
Lecture 2 units; lab 1 unit  
Advisory: ARTS 049B  
Acceptable for credit: University of California, California State University  
In this course, students have the opportunity to pursue personal style and interests. Advanced theories of composition and color are covered through studio practice and research of the history of painting. Alternative painting surfaces and materials in combination with traditional approaches are explored. Pass/No Pass Option

### ARTS 049D ADVANCED PAINTING

3 units  
Lecture 2 units; lab 1 unit  
Advisory: ARTS 049C  
Acceptable for credit: University of California, California State University  
In this course students have the opportunity to intensify their study of personal artistic direction through developing a cohesive body of work. Projects focus on series and theme development. Studio work is supplemented with painting-oriented research, writing, and verbal analysis. Pass/No Pass Option

### ARTS 055 INTRODUCTION TO COMPUTER ARTS

3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This course provides students with an opportunity to explore fundamental theories and methods of creating Computer Art and the impact of technology on 20th century art production. It introduces students to digital imaging, digital video/animation and interactive authoring which utilizes hands-on contemporary art strategies.

### ARTS 057A ANIMATION I

4 units  
Lecture 3 units; lab 1 unit  
Acceptable for credit: California State University  
This course provides students with a comprehensive introduction to the production of computer generated art imagery. It covers fundamental modeling techniques, texture mapping, lighting, rendering, and basic animation concepts.
ARTS 057B ANIMATION II
4 units
Lecture 3 units; lab 1 unit
Prerequisite: ARTS 057A
Acceptable for credit: California State University
This course provides students with the opportunity to develop intermediate computer generated imaging (CGI) skills. Topics include mechanical and organic modeling, UV mapping and shading, best practices for lighting with default render engines, basic bi-pedal character rigs, rendering parameters for basic editing.

ARTS 057C ANIMATION III
4 units
Lecture 3 units; lab 1 unit
Prerequisite: ARTS 057B
Acceptable for credit: California State University
This course provides students with the opportunity to develop intermediate to advanced computer generated imaging (CGI) skills. Topics include realistic organic modeling and UV mapping, multi-node shading networks, photo-real lighting environments, advanced rigging set-up and animation techniques, including dynamic simulations, rendering and editing.

ARTS 062A BASIC PHOTOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is an introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. This course is an investigation of the historical and practical aspects of photography as an art form. This course offers students the opportunity to gain a solid understanding of the theory and practice of photography by developing a point of view about the variety of possibilities for the photographic image in our culture. Pass/No Pass Option

ARTS 062B INTERMEDIATE PHOTOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Advisory: PHOTO 101 or ARTS 062A
Acceptable for credit: University of California, California State University
This course continues the investigation of the historical and practical aspects of photography with a focus on the black and white image. Students have the opportunity to examine not only their own work, but the work of masters in the field to gain a better understanding of the tools necessary to create more compelling compositions. Pass/No Pass Option

ARTS 062C COLOR PHOTOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Advisory: PHOTO 101 or ARTS 062
Acceptable for credit: California State University
This course continues the investigation of the historical and practical aspects of photography with a focus on the color digital photography. Students have the opportunity to examine not only their own work, but the work of masters in the field to gain a better understanding of the tools necessary to create more compelling compositions. Pass/No Pass Option

ARTS 062D STUDIO PHOTOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Advisory: PHOTO 101 or ARTS 062A
Acceptable for credit: California State University
This beginning studio lighting course introduces the students to basic portrait and product lighting techniques. Students have the opportunity to use one, two and three light studio portrait configurations. Students have the opportunity to explore different lighting arrangements for metal, glass, fabric and food and the opportunity for hands on exploration of all aspects of beginning studio photography. Pass/No Pass Option

ARTS 065A CERAMICS - HANDBUILDING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is an introduction to two- and three-dimensional ceramic design, focusing on clay compositions, decoration techniques and hand-building techniques. This course includes art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students an opportunity to develop awareness and vocabulary leading to critical thinking and exploration of the physical properties of clay for creative expression. Pass/No Pass Option

ARTS 065B CERAMICS-HANDBUILDING II
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This is an intermediate course in ceramics hand-building techniques, kilns, clay body construction, and ceramic decorative effects. The course includes further development of 3-D design concepts, self expression, as well as art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students the opportunity to develop a critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 065C CERAMICS-HANDBUILDING III
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This advanced course explores additional course content and further develops artistic skills including large-scale building, slip-casting, organic burnout, and various firing techniques. The course gives students an opportunity to develop a critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 065D ADVANCED HANDBUILT CERAMICS IV
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This advanced course focuses on clay formulations, multi-part slip casting, kiln firing, and creating a consistent body of work with a focus on content and aesthetic. The course gives students an opportunity to develop a critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 067A CERAMICS - POTTER'S WHEEL
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is an introduction to wheel throwing and decoration techniques. This course includes vocabulary and art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students an opportunity to develop awareness and vocabulary leading to critical thinking and exploration of the physical properties of clay for functional ware and creative expression. Pass/No Pass Option

ARTS 067B CERAMICS - POTTER'S WHEEL
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This wheel throwing course directed toward refinement of skills on the wheel, complex thrown ceramics ware, and a combination of hand built and wheel thrown forms. This course includes vocabulary and art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students an opportunity to develop awareness and vocabulary leading to critical thinking and exploration of the physical properties of clay for functional ware and creative expression. Pass/No Pass Option
ARTS 081 3-DIMENSIONAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID ARTS 101
This course focuses on theory and application of three-dimensional form in visual art and design. It provides studio practice in the fundamental elements and principles of designing objects in 3-dimensions. A variety of media is used. Pass/No Pass Option

ARTS 085A SCULPTURE
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces traditional and contemporary sculptural techniques, including casting, reductive/carving, and additive/fabrication techniques. Contemporary and historical art movements and concepts are introduced. This course gives students an opportunity to develop critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 085B SCULPTURE
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course further explores sculptural techniques in casting, mixed media, wood-working, metal fabrication, and installation. Contemporary and historical art movements and concepts are discussed. This course gives students an opportunity to develop critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 088A METAL SCULPTURE CASTING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces metal casting in bronze and aluminum using investment molds, ceramic shell molds, and green sand casting. Contemporary and historical art movements and concepts are introduced. This course gives students an opportunity to develop critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 088B METAL SCULPTURE CASTING
3 units
Lecture 2 units; lab 1 unit
Advisory: ARTS 088A
Acceptable for credit: University of California, California State University
This course is a continuation of metal casting in bronze and aluminum using investment molds, ceramic shell molds, and green sand casting. Students will learn how to cast larger, more complicated forms, patina application, and welding. Contemporary and historical art movements and concepts are discussed. This course gives students an opportunity to develop critical awareness and vocabulary leading to independent critical thinking. Pass/No Pass Option

ARTS 095 NEW MEDIA AND SOCIAL CHANGE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course investigates how web-based technologies, internet multi-media, and photography have assisted in causing social change around the world through images. Evidence of social change from significant historical photographic images from momentous photographers with a variety of diverse backgrounds are explored for social and political context. The course also covers critical analysis of shifting perceptions and expectations regarding race, gender, religion, sexual orientation, cultural identity and ethnicity in contemporary web-based visual media. The evaluation of major new media expressions from various cultures that have caused social change include a wide variety of genres from social documentary photography, multi-media documentaries, contemporary art photography, ethnographic photography, photojournalism, social media, and blogs. Pass/No Pass Option

Astronomy

THE FACULTY
Benjamin Mendelsohn
Doug Epperson

DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Mel Vaughn
PHONE 408-741-2483
EMAIL melvin.vaughn@westvalley.edu
COUNSELING 408-741-2009

Learning Outcomes
After completing courses in Astronomy, a student will be able to:
• Apply concepts and methods of inquiry appropriate to the field of astronomy;
• Solve conceptual and numerical problems;
• Demonstrate appropriate laboratory skill;
• Chose and use appropriate methods to present concepts and data.

ASTR 002 ASTRONOMY LABORATORY
1 unit
Lecture 0 units; lab 1 unit
Corequisites: ASTR 010 or 011 or previous completion of ASTR 10 or 11
Acceptable for credit: University of California, California State University
This course is a hands-on approach to learning astronomical data-collecting methods that reinforces the concepts learned in Astronomy 010 or 011. Methods include use of the planetarium instrument, celestial globes, spectrosopes, optical benches, computer simulations and analysis tools. Pass/ No Pass Option

ASTR 005 PLANETARIUM ASTRONOMY
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
Naked eye astronomy is taught using the planetarium as a space simulator and teaching tool. Students have the opportunity to find and recognize northern hemisphere constellations and identify their brightest stars. The motion of the starry skies including celestial viewing of moon and planets is studied. Telescopes and methods of analyzing starlight are introduced. A brief history of astronomy from an earth centered to expanding universe view is presented. Planetarium astronomy makes use of our campus planetarium and, when practical, visit(s) to Bay Area planetarium(s). This class is also useful to prospective teachers and youth leaders. Pass/No Pass Option

ASTR 010 SOLAR SYSTEM ASTRONOMY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This is a course in descriptive Astronomy, with emphasis on evolution, structure and behavior of the Solar System and its contents. The course commences with a study of the night sky including the motions of the Sun, Moon, planets and stars. The motions of the celestial bodies are explained in the historical context of geocentric and heliocentric models. The origins of the solar system are explored followed by a study of the Terrestrial planets utilizing comparative planetary geology. The atmospheres of the Terrestrials and Jovians are investigated; followed by an exploration of moons, ring systems, asteroids and comets. Pass/No Pass Option
ASTR 011 STELLAR ASTRONOMY  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
This is a course in descriptive Astronomy, with emphasis on stars: their origin and evolution, their distribution within the galaxies and the origin of the universe within which the galaxies of stars are found. The course commences with a study of the night sky including the motions of the Sun, Moon, planets and stars. The motions of the celestial bodies are explained in the historical context of geocentric and heliocentric models. The course also covers the nature of light and employs telescopic observations to explore the properties of stars and their evolution. An investigation of the stages in the life of a star from birth to the different forms of stellar death is also offered. The course also examines the origins of the galaxies and the fate of the Universe. Pass/No Pass Option

ASTR 014 LIFE IN THE UNIVERSE  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
This is an introductory course in astronomy for the non-science major. Topics include study of the night sky and the motions of the objects in the heavens as seen from Earth, study of the birth, life and death of stars including Einstein’s theory of relativity as applied to black holes. Laboratory work includes observation and application of concepts discussed in lectures, computer simulations, planetarium simulations, and field work. Pass/No Pass Option

ASTR 020 FAMILY OF THE SUN  
4 units  
Lecture 3 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This is an introductory course in astronomy for the non-science major. Topics include study of the night sky and the motions of the objects in the heavens as seen from Earth, examination of the structure and behavior of the Solar System and its contents, planetary geology, planetary atmospheres, the search for other solar systems and the possibility of the existence of extraterrestrial life. Laboratory work includes observation and application of concepts discussed in lectures, computer simulations, planetarium simulations, and field work. Pass/No Pass Option

ASTR 020H HONORS FAMILY OF THE SUN  
4 units  
Lecture 3 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
Honors Astronomy uses the pedagogical methods common to all Honors courses: interdisciplinary, writing intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. Topics include study of the night sky and the motions of the objects in the heavens as seen from Earth, study of the birth, life and death of stars including Einstein’s theory of relativity as applied to black holes. Laboratory work includes observation and application of concepts discussed in lectures, computer simulations, planetarium simulations, and field work. Pass/No Pass Option

ASTR 021 LIFESTYLES OF THE STARS  
4 units  
Lecture 3 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This is an introductory course in astronomy for the non-science major. Topics include study of the night sky and the motions of the objects in the heavens as seen from Earth, study of the birth, life and death of stars including Einstein’s theory of relativity as applied to black holes. Laboratory work includes observation and application of concepts discussed in lectures, computer simulations, planetarium simulations, and field work. Pass/No Pass Option

ASTR 021H HONORS LIFESTYLES OF THE STARS  
4 units  
Lecture 3 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
Honors Astronomy uses the pedagogical methods common to all Honors courses: interdisciplinary, writing intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. Topics include study of the night sky and the motions of the objects in the heavens as seen from Earth, study of the birth, life and death of stars including Einstein’s theory of relativity as applied to black holes. Laboratory work includes observation and application of concepts discussed in lectures, computer simulations, planetarium simulations, and field work. Pass/No Pass Option

ASTR 022 FROM BIG BANG TO BLACK HOLES  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
This is an introductory course in Cosmology. Topics include an examination of the technologies (telescopes, particle accelerators and neutrino detectors) that are used to study the Cosmos, the study of interactions of light, matter, space-time and gravity, and the study of the history of the Universe including the Big Bang, cosmic expansion, inflation, large scale structure, dark matter & dark energy. Pass/No Pass Option

ASTR 030 FIELD ASTRONOMY  
1 unit  
Lecture 1 unit; lab 0 units  
Corequisite: GEOL 030  
Acceptable for credit: California State University  
This is a lecture course conducted partially in the field, whose location may change from semester to semester. This allows students to study, through direct observation, the night sky. The class uses direct visual and telescopic observations of the sky to help explain solar system, stellar and galactic objects. The course includes pre-trip lecture meetings that cover the fundamentals of the motion of the heavens, star charts and telescope optics. Hiking, observations and overnight camping are required. Pass/No Pass Option
Aviation

THE FACULTY
Christopher Cruz
Benjamin Mendelsohn

Certificate:
Unmanned Aircraft System Technology

+ UNMANNED AIRCRAFT TECHNOLOGY
Certificate of Achievement

This certificate is designed to prepare students to enter the Unmanned Aircraft Technology field. The required course work provides the students with the skills to manage and plan flight operations. Students demonstrate the ability to collect and process imagery data for analysis. Students also develop skills that they can apply in multiple applications including agriculture, natural and cultural resources management, emergency response, aerial videography and photography.

Upon completing this certificate, students should be able to:

a. Demonstrate a basic knowledge of aircraft systems, to include airframe, power plants and flight instruments.
b. Demonstrate a basic knowledge of Unmanned Aircraft Systems including fixed wing and rotor-wing Unmanned Aircraft Systems.
c. Demonstrate knowledge of image acquisition and analysis from images acquired by Unmanned Aircraft Systems.
d. Select the type of Unmanned Aircraft System for a specific mission and identity types of payload to be carried and to complete a mission.

Potential careers students may enter upon completing this certificate are: UAS Operator, UAS Maintenance Technician, Aerial Videographer, UAS Marketing Specialist, Drone Facilitator, Sales and Account Manager for Drones, Field Service Technician, UAV Pilot, Avionics Technician, UAS Trainer, Remotely Piloted Aircraft Sensor Operator, Drone Instructor and Remote Sensing Data Management Specialist.

This is a new and emerging field so standards are still evolving. The FAA (Federal Aviation Administration) is currently developing training standards for UAS Operators and UAS Technicians. The FAA has set regulations for commercial operations and businesses that operate UAS must have a Section 333 exemption. Public entities like government/public agencies must have Certificates of Authorization for the aircraft they fly and the locations they fly in. Also, they need to have an airworthiness certificate. There will be a small UAS Rule approved this summer by the FAA.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVIA 30B</td>
<td>Introduction to Unmanned Aircraft Systems</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 30A</td>
<td>Aviation-Pilot Ground School</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 30C</td>
<td>UAS Image Analysis and Visualization</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 30D</td>
<td>UAS Flight Operations and Flight Planning</td>
<td>3</td>
</tr>
<tr>
<td>PKMGT 016G OR PKMGT 016A</td>
<td>Introduction to Remote Sensing Introduction to Geospatial Technology</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 15

For crosswalk of new subject codes, see page 51

AVIA 030A AVIATION - PILOT GROUND SCHOOL
3 units
Lecture 3 units; lab 0 units
The course provides the background required by the FAA in subject areas including: aerodynamics, aircraft performance, navigation, weather, and aviation regulations leading to pilot certification.

AVIA 030B INTRODUCTION TO UNMANNED AIRCRAFT SYSTEMS
3 units
Lecture 3 units; lab 0 units
This course covers the foundations of unmanned aerial systems, including history, UAS systems, payloads, data links, ground support equipment, classes of UAS systems, categories, applications, mission planning and control and recovery systems.

AVIA 030C UAS IMAGE ANALYSIS AND VISUALIZATION
3 units
Lecture 3 units; lab 0 units
This course is designed to develop image analysis skills to allow for the student to create 3-D visualizations for 3-D modeling. These visualizations are to be used to analyze the subjects of the imagery acquired through use of Unmanned Aircraft.

AVIA 030D UAS FLIGHT OPERATIONS AND FLIGHT PLANNING
3 units
Lecture 2 units; lab 1 unit
This course provides students with the opportunity to develop skills to operate and plan flights, including both fixed wing and rotor wing aircraft.

For related courses
(See Park Management)
ASSOCIATE IN SCIENCE IN BIOLOGY FOR TRANSFER DEGREE (A.S.-T in Biology)

The Associate in Science in Biology for Transfer degree (AS-T in Biology) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Biology. Students who complete the AS-T in Biology will be able to communicate core biological principles both orally and in writing. These principles include, but are not limited to, the procedures of the scientific method, the results of experiments, and their analysis of biological problems; the setup of experiments implementing the scientific method, collection and analysis of data, identification of sources of errors, and interpretation of results; use of critical thinking and observational skills when applying knowledge of biological principles and concepts to novel problems, demonstration of knowledge of the relationship between structure and function in biological systems; understanding of how principles of evolution by natural selection impact living systems, how information stored in DNA is transmitted and expressed in biological systems, and how conversion of matter and energy is fundamental in living systems.

Students must complete the following requirements:

- A minimum of 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- an average grade point of 2.0

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 040</td>
<td>Organismal Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 043</td>
<td>Principles of Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>General Physics - Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 002B</td>
<td>General Physics - Electricity and Magnetism</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>Engineering Physics - Electricity and Magnetism</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004B</td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Major Units 34
GE Units (CSU GE or IGETC) 33 or 31
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60
Recommended Course Sequence:

Fall, Year 1 (9 Units):
- BIOL 040, MATH 003A

Spring, Year 1 (5 Units):
- CHEM 001A

Fall, Year 2 (10 Units):
- CHEM 001B, PHYS 002A or PHYS 004A

Spring, Year 2 (10 Units):
- BIOL 043, PHYS 002B or PHYS 004B

**BIOLOGICAL SCIENCE**

**A.S. Degree**

The Associate of Science in Biological Sciences program supports students wishing to transfer whose academic pathways include a variety of biological based degrees, ranging from health sciences to zoology, or students who wish to grow in their critical thinking and analytical abilities that are present in the Biological Sciences or other disciplines. Upon completion of the program students should demonstrate the ability to apply the scientific method; use critical thinking and/or utilize observational skills to apply biological knowledge to a novel problem; exhibit proper use of laboratory and/or field equipment, techniques and/or technology. Students should demonstrate understanding of basic principles of biology such as, cell theory, genetics, evolution by natural selection, patterns of forms and function, conversion of matter and energy in biological systems, and understand the background of current issues related to health and the environment so they may make informed decisions. The Biological Sciences support a wide array of transfer majors. Students should consult counselors at both West Valley College and their transfer institutions to determine the Biological Sciences A.S. course pathway most suitable for the degree they seek. After completing an Associate of Science degree in Biology, a student will be able to:

- Demonstrate proper use of laboratory equipment, techniques and/or technology commonly employed in the field of Biology;
- Demonstrate critical thinking and observational skills by applying knowledge of biological principles and concepts to a novel problem;
- Demonstrate knowledge of the scientific method by applying to a laboratory problem.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 041</td>
<td>Principles of Animal Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 042</td>
<td>Principles of Plant Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 043</td>
<td>Principles of Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 045</td>
<td>Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 048</td>
<td>Human Physiology</td>
<td>5</td>
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</tbody>
</table>

**Electives List A. 2 Courses Different from above**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 002</td>
<td>Environmental Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 002L</td>
<td>Environmental Biology Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 010</td>
<td>Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 010L</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 011</td>
<td>Human Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 012</td>
<td>Introduction to Ecology and Wildlife</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 013</td>
<td>Natural History of California</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 014</td>
<td>California Plants and Animals</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 018</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 022</td>
<td>Genetics</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Major Units**

21-30

To be awarded an A.S. Degree, a student must complete:

1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

The student should choose those general education requirements which may apply both toward graduation requirements of the college and toward the bachelor’s degree requirement at the four-year institution to which he/she plans to transfer.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (4-5 Units):
- CHEM 001A or CHEM 001A

Spring, Year 1 (5 Units):
- BIOL 041 or 047

Spring, Year 1 (2-10 Units):
- CHEM 003B or 001B; Choose from List A

Fall, Year 2 (5 Units):
- BIOL 042 or 045

Spring, Year 2 (5 Units):
- BIOL 043 or 048

Fall or Spring, Year 2 (2-5 Units):
- Choose from List A
ECOLOGY, BIODIVERSITY AND CONSERVATION

A.S. Degree

The goals of the Ecology, Biodiversity and Conservation transfer degree are to educate students in diverse areas of ecological and environmental science in order to understand conservation of the biodiversity found in the natural world. Students will receive a broad overview of topics such as ecological patterns, biodiversity, extinction, conservation, and evolution. The degree may exceed 60 units if students select higher unit courses. Through this transfer degree, the student will develop the ability to think logically, analyze data, apply critical thinking and scientific methodology, and develop problem-solving skills necessary for success in any field of study. The Ecology, Biodiversity and Conservation major is transferable to four-year universities where students have the opportunity to complete a Bachelor’s degree in Biology, Environmental Biology, Ecology and Evolutionary Biology, Marine Biology, Evolution and Ecology, Integrative Biology, Evolution, Ecology & Biodiversity, Environmental Science, Ecology, Behavior and Evolution, Conservation Biology, Wildlife Management, Conservation and Resource Studies.

Career Options:
- Agricultural Biologist
- Biochemist
- Biologist
- Botanist
- Entomologist
- Environmental Specialist
- Fish and Game Technical Aide
- Fish and Game Warden
- Forester
- Horticulturist
- Habitat Restoration
- Ecologist
- Laboratory Technician
- Ecologist
- Marine Biologist
- Environmental Lawyer
- Park Naturalist/Ranger
- Research Assistant
- Conservation Biologist
- Researcher
- Scientific Illustrator
- Educator
- Technical/Science Writer
- Naturalist
- Park Management
- Veterinarian
- Wildlife Specialist
- Zoo Curator
- Zoologist
- Environmental Consultant
- Environmental Policy and Management
- Green Technology

After completing an A.S. in Ecology, Biodiversity and Conservation, a student will be able to:
- Demonstrate knowledge of the scientific method by applying to a laboratory problem.
- Apply proper use of laboratory equipment, techniques and/or technology commonly employed in the field of biology.
- Demonstrate critical thinking and/or observational skills by applying knowledge of biological principles and concepts to a novel problem.
- Demonstrate knowledge of the relationship between the structure of a biological component (such as an organism or ecological system) and its function.
- Analyze and illustrate how evolution by natural selection can be seen at every level in the hierarchy of life.
- Demonstrate knowledge of how biological systems depend on obtaining, converting and releasing energy and matter.
- Evaluate and demonstrate ability to make informed decisions pertaining to the environment.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 002</td>
<td>Environmental Biology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 037</td>
<td>Evolution - Life on Earth</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 038</td>
<td>Biodiversity and Extinction: Hotspots, Crisis and Conservation</td>
<td>3</td>
</tr>
<tr>
<td>BIO 012</td>
<td>Introduction to Ecology and Wildlife</td>
<td>4</td>
</tr>
<tr>
<td>BIO 013</td>
<td>Natural History of California</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 014</td>
<td>California Plants and Animals</td>
<td>4</td>
</tr>
<tr>
<td>BIO 041</td>
<td>Principles of Animal Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIO 042</td>
<td>Principles of Plant Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIO 040</td>
<td>Organismal Biology</td>
<td>4</td>
</tr>
</tbody>
</table>

List A: 2 courses Different from above

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 002</td>
<td>Environmental Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 013</td>
<td>Natural History of California</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 014</td>
<td>California Plants and Animals</td>
<td>4</td>
</tr>
<tr>
<td>BIO 018</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 022</td>
<td>Genetics</td>
<td>4</td>
</tr>
<tr>
<td>BIO 024</td>
<td>Contemporary Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 035</td>
<td>Biology of Birds</td>
<td>4</td>
</tr>
<tr>
<td>BIO 036</td>
<td>Animal Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BIO 037</td>
<td>Evolution - Life on Earth</td>
<td>3</td>
</tr>
<tr>
<td>BIO 038</td>
<td>Biodiversity and Extinction: Hotspots, Crisis and Conservation</td>
<td>3</td>
</tr>
<tr>
<td>BIO 043</td>
<td>Principles of Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIO 055</td>
<td>Biology of Sex</td>
<td>3</td>
</tr>
<tr>
<td>BIO 056</td>
<td>Ecology of the Sierra Nevada</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 058</td>
<td>Field Ecology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 059</td>
<td>Climate Change</td>
<td>3</td>
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</tbody>
</table>

List B: Minimum 2 courses (one may come from List A)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHR 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 060</td>
<td>Green Building and Sustainable Design</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 012A</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 012B</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 30A</td>
<td>Fundamentals of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 30B</td>
<td>Fundamentals of Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>COMM 008</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 001</td>
<td>Intro Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 001A</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 015</td>
<td>Geology of California</td>
<td>3</td>
</tr>
</tbody>
</table>
Upon completion of the certificate, students will be able to:

- Demonstrate proper use of laboratory equipment, techniques and/or technology commonly employed in the field of biology.

- Demonstrate knowledge of the scientific method by applying to a laboratory problem.

Students who successfully complete the certificate will be prepared for employment as a lab technician, lab assistant, or quality control officer in biotech companies and similar industries in the Bay Area and elsewhere.

### Required Courses: 4 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>BIOL 010</td>
<td>Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 010L</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

**OR**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 011</td>
<td>Human Biology</td>
<td>4</td>
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</table>

### Complete the following courses 13 Units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 030A</td>
<td>Fundamentals of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 045</td>
<td>Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 027</td>
<td>Scientific Literacy and Technical Writing</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 026</td>
<td>Certified Quality Improvement</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 025</td>
<td>Lab Technician Methods</td>
<td>2</td>
</tr>
</tbody>
</table>

### Total Certificate Units 17

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**

- BIOL 002 or 037 or 038* (note: if choose Biol 38 – avail Spring only)

**Spring, Year 1 (3-4 Units):**

- BIOL 012 and BIOL 013* or BIOL 014 (note: if choose BIOL 013 – avail Fall only)

**Fall, Year 2 (4-5 Units):**

- BIOL 040* or BIOL 041 (note: if choose BIOL 040 – avail Summer only)

**Spring, Year 2 (4-5 Units):**

- BIOL 040* or BIOL 042 (note: if choose BIOL 040 – avail Summer only)

**Spring, Year 2 (4-5 Units):**

- BIOL 040* or BIOL 042* (note: if choose BIOL 040 – avail Summer only)

### Elective Courses

**Fall, Year 1, Spring Year 1 (6-9 Units):**

Choose 2 courses from List A

**Fall, Year 2, Spring, Year 2 (5-10 Units):**

Choose 2 courses from List B

### New Biotech Lab Technician Certificate of Achievement

This program is designed to provide students with the technical skills and knowledge to obtain a certificate in pursuit of a career in the field of biotechnology. This certificate is designed to provide the education and technical experience necessary for employment in pharmaceutical companies, genetics companies, medical technology companies, and biotechnical companies, all of which require employees to have a background in biology, chemistry, and math.

Upon completion of the certificate, students will be able to:

- Demonstrate proper use of laboratory equipment, techniques and/or technology commonly employed in the field of biology.

To be awarded an A.S. Degree, a student must complete:

1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51
BIOL 010L INTRODUCTION TO BIOLOGY LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: BIOL 010
Acceptable for credit: University of California, California State University
This lab is a required Corequisite to the Biology 010 lecture course. This introductory laboratory class in general biology is designed for non-science majors. Emphasis is on using critical thinking skills to understand and apply biological principles to better understanding topics in general biology. Concurrent enrollment and a passing grade in both the lecture and the laboratory is required to receive credit for transfer as a GE science course with lab. Biol 010/10L and Biol 011 meet the same general education requirements. Note: UC will accept credit for only one course. Biol 010 or Biol 011/011H, not both. West Valley College will only allow students to take Biol 010 or Biol 011/011H, not both.

BIOL 011 HUMAN BIOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
Using human anatomy and physiology as its medium, this is an introductory course in biology designed for non-science majors. Emphasis is on using critical thinking skills to understand and apply biological principles to the solution of everyday problems. Topics discussed include the scientific method, basic chemistry, genetics, cell structure and function, as well as how human systems interact with their internal and external environment. Laboratory work includes hands on application of concepts discussed in lectures through dissection, computer simulations and field work. A passing grade in both lecture and laboratory is required to receive credit for the course. A passing grade in both the lecture and the laboratory is required to receive credit for the course. Biol 010/10L and Biol 011 meet the same general education requirements. Note: UC will accept credit for only one course, Biol 010 or Biol 011/011H, not both. West Valley College will only allow students to take Biol 010 or Biol 011/011H, not both.

BIOL 012 INTRODUCTION TO ECOLOGY AND WILDLIFE
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This non major course is an introduction to the general ecological principles that integrate all life on earth, with special focus on wildlife populations and their natural history. Energy and material flows are covered, along with animal biology, behavior, population dynamics and human impact and management. Laboratory and field exercises emphasize investigative techniques used in scientific studies.

BIOL 013 NATURAL HISTORY OF CALIFORNIA
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course explores the plant and animal communities of California. Students have the opportunity to learn about the ecology of California in both the classroom and field settings. Preliminary class meetings are followed by a field trip(s). Students must successfully complete class preparatory requirements in order to participate in the field trip(s). Students are responsible for transportation and costs associated with travel, meals, camping equipment and related expenses.

BIOL 014 CALIFORNIA PLANTS AND ANIMALS
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a general education course which introduces California plants and animals in an ecological context. An ecosystem approach is used to explain the geographic distribution of lifeforms and their community associations. In-class activities and out-of-class projects involve learning the natural history of California lifeforms, as well as recognizing and naming them. Anyone who is interested in teaching, working in recreation or in park management has the opportunity to learn identification, display, and field techniques. This course also provides an introduction to the natural history of California with an emphasis on plants and animals. The most common life forms from the coast to the mountains to the desert are explored within the ecological context. This class is designed for non-majors.

BIOL 018 MARINE BIOLOGY
4 units
Lecture 3 units lab 1 unit
Acceptable for credit: University of California, California State University
This course is a survey of the biological principles of marine science. It is designed to acquaint the student with the natural history of the local coastline, the Monterey Bay and its adjoining areas. The use of oceanographic instruments and marine sampling devices, a descriptive survey of the flora and fauna as found in laboratory study and field trips, and the relationship of the ocean to man are also included.

BIOL 022 GENETICS
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This general education course is primarily for the non-science major. This is an introduction to the basic principles and concepts of heredity and their application to plants and animals, with emphasis on the heredity process, pedigrees, mutation, medical genetics, recombinant DNA, biotechnology genetics, population genetics.

BIOL 023 INTRODUCTION TO INFECTIOUS DISEASES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This introductory biology course explores infectious diseases, parasites, and human immunity. The course begins with a survey of infectious disease agents, including emerging pathogens, agents of bio-terrorism, and newer complications seen in ancient diseases. The course continues by examining how the human immune system responds to these infections and helps students interpret epidemiological patterns of disease in human populations.

BIOL 024 BIO IN THE NEWS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course allows students of all disciplines the opportunity to learn about a wide range of currently relevant biological topics that affect students’ lives including issues relating to the environment, human physiology, genetics, and many others. Students have an opportunity to choose from a variety of basic biological concepts to encourage meaningful discussions of these issues and to help students understand biological concepts in news articles, books, and essays on these topics. Topics may include but are not limited to the affect of love, sleep, or drugs on the brain, biotechnology, cloning, genetic engineering, introduced species, the Anthropocene, neurological disorders, nutrition, cancer, sex reassignment surgery, and more.

BIOL 025 LAB TECHNICIAN METHODS
2 units
Lecture 1 unit; lab 1 unit
Corequisite: BIOL 043 or BIOL 045
Acceptable for credit: California State University
This course covers basic concepts and common methods used by biotech and chemistry lab technicians, including making solutions and media and using of pH meters, autoclaves, sterile and fume hoods, micropipetters, and microscopes. Important practices such as aseptic and sterile technique, lab safety and proper waste disposal are also discussed and demonstrated.

BIOL 026 CERTIFIED QUALITY IMPROVEMENT
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course is designed to combine the content on the Certified Quality Improvement Associate (CQIA) certification exam from the American Society for Quality with an exploration of bioscience industry regulation. The CQIA certification covers the basics of quality, teamwork, and customersupplier relations. This course provides this information in the context of the biotech and biomedical workplace. Pass/No Pass Option
BIOL 027 SCIENTIFIC LITERACY AND TECHNICAL WRITING
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This introductory course surveys the writing style and optimal methods for reading, reviewing, and critically analyzing scientific literature. This course covers important sections found in scientific journal articles, how to best write in typical scientific journal style, and how to format and read through the dense information often found in technical writing.

BIOL 035 BIOLOGY OF BIRDS
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces the natural history and biology of birds. The anatomy, ecology, diversity, behavior, and identification of birds are explored through lectures, laboratories, and field trips. The biology of California birds is emphasized. The course is directed towards biology students, science educators (K-12), natural history museum and environmental docents, environmental educators, as well as bird enthusiasts. Students are responsible for transportation and costs associated with travel.

BIOL 036 ANIMAL BEHAVIOR
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Have you ever wondered why animals behave the way they do? This course explores different aspects of animal behavior ranging from the hardships of growing up, capturing food, escaping, migrating, navigating, communicating, making homes, competing for mates, courting, sex, taking care of offspring to the complex social behavior found in many animals.

BIOL 037 EVOLUTION - LIFE ON EARTH
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an introduction to the history of life on earth by the exploration of past and current environments through the evolution of different types of species over time. The course emphasizes Darwin’s theory of evolution, the evidence supporting it, mechanisms of evolution as well as modern viewpoints having implications for society and culture.

BIOL 038 BIODIVERSITY AND EXTINCTION: HOTSPOTS, CRISIS AND CONSERVATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This class surveys biodiversity on Earth with a focus on plants and animals in selected hotspots across the world. It examines the ecological and evolutionary principles necessary to understand the nature and importance of the worldwide environmental crisis.

BIOL 040 ORGANISMAL BIOLOGY
4 units
Lecture 3 units; lab 1 unit
Prerequisites: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID BIOL 140
This course, intended for biology majors, is a survey of the basic biology and diversity of unicellular and multi-cellular organisms. It emphasizes general biological principles, classification, structure, function and evolutionary adaptations of organisms (including plants, fungi, animals, and unicellular organisms) to their environments.

BIOL 041 PRINCIPLES OF ANIMAL BIOLOGY
5 units
Lecture 3 units; lab 2 units
Prerequisites: BIOL 010 or BIOL 011 or equivalent high school biology course, MATH 106 or MATH 106R
Advisory: BIOL 043
Acceptable for credit: University of California, California State University
C-ID BIOL 150
This course is intended for biology majors and introduces the principles and concepts of animal biology. The material includes a survey of animal phyla and non-photosynthetic, single-celled, eukaryotic taxa and covers the comparative structure, function, and life cycles of animals, as well as principles of evolution, taxonomy, and systematics. Topics include development, morphology and physiology, phylogeny, and behavior of animals, as well as principles of evolution, mechanisms of evolutionary change, and speculation.

BIOL 042 PRINCIPLES OF PLANT BIOLOGY
5 units
Lecture 3 units; lab 2 units
Prerequisites: MATH 106/106R
Advisory: BIOL 043
Acceptable for credit: University of California, California State University
C-ID BIOL 155
This course for biology majors surveys basic principles of the plant sciences by examining all levels of biological organization. It covers comparative diversity, structure, and function of plant, fungal and protistan phyla. Topics include development, morphology and physiology, taxonomy, systematics, and evolution. Principles of population and community ecology and ecosystem interactions are emphasized. Laboratory activities include microscopic work, experimental physiology, and studies of biodiversity, natural history and ecology. Field trips to several ecosystems in the Bay Area provide numerous opportunities to study local flora.

BIOL 043 PRINCIPLES OF CELL BIOLOGY
5 units
Lecture 3 units; lab 2 units
Prerequisites: CHEM 001A; MATH 106 or MATH 106R; and BIOL 010 or BIOL 011 or Successful completion of any college biology course
Acceptable for credit: University of California, California State University
C-ID BIOL 190
This course, intended for majors, covers principles and applications of prokaryotic and eukaryotic cell structure and function, taxonomy, viruses, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, genetic engineering, mitosis, cell metabolism including photosynthesis and respiration, cellular communication, and hypotheses of the origin of life. Laboratory exercises demonstrate lecture concepts, and give students practical experience in performing standard laboratory methods used in cell biology. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course. This course is designed to complete the preparation of the biology and pre-professional major for specialized upper division courses.

BIOL 045 MICROBIOLOGY
5 units
Lecture 3 units; lab 2 units
Prerequisite: BIOL 010 or BIOL 011 or Successful completion of any college biology course; and CHEM 002 or CHEM 001A or CHEM 030A or Successful completion of any college chemistry course
Acceptable for credit: University of California, California State University
This course is designed for nursing and other majors in life science. This serves as an introduction to microorganisms and the laboratory techniques employed in their study. The characteristics, particularly of bacteria, but also including viruses, algae, fungi, and protozoa will be studied with emphasis on their relationship to human life. Laboratory work includes studying morphology, culturing methods, and biochemical characteristics of microorganisms. The student has the opportunity to gain experience with basic laboratory skills common in the field of microbiology.
BIOL 047 HUMAN ANATOMY
5 units
Lecture 3 units; lab 2 units
Prerequisite: BIOL 010 or BIOL 011 or Successful completion of a High School general biology course. (Course should include an overview of cellular structure, cellular function, cell division and the scientific method.)

Acceptable for credit: University of California, California State University
C-ID BIOL 110B

This course for health professionals covers the principles and concepts of human anatomy through the comprehensive study of the gross and microscopic structure of the human body. Lab consists of human cadaver examination, specimen dissection, and microscopic examination of human tissues.

BIOL 048 HUMAN PHYSIOLOGY
5 units
Lecture 3 units; lab 2 units
Prerequisites: BIOL 047; CHEM 002 or CHEM 030A or CHEM 001A

Acceptable for credit: University of California, California State University
C-ID BIOL 120B

Physiology is the study of the organ systems of the human body and the physiological principles involved in normal function. Emphasis is upon cellular and organ system function, integration and homeostasis, and regulatory mechanisms. The laboratory includes experiments stressing function of the body systems. Some experiments will be carried out on the students themselves.

BIOL 050 HUMAN CADAVER DISSECTION
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: BIOL 047

Acceptable for credit: California State University

This is a whole human cadaver dissection course. The course is designed for nursing, medical, physical therapy, physician assistant, chiropractic and other health related majors. The course uses a regional approach to cadaver dissection. Working in small groups, students have the opportunity to dissect cadavers while the instructor provides necessary guidance and information for accomplishing the dissection. Pass/No Pass Option

BIOL 055 BIOLOGY OF SEX
3 units
Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

This course explores the natural history of sex and how it is fundamental to understanding the evolution and diversity of sexual reproductive strategies. Students have the opportunity to learn about the biology behind the fantastic strategies organisms use to mix their genes. Topics covered include the evolution of sex, sex differences, mating strategies, costs of reproduction, sexual conflict, sperm competition, sexual selection, promiscuity, and female choice.

BIOL 056 ECOLOGY OF THE SIERRA NEVADA
3 units
Lecture 2 units; lab 1 unit

Acceptable for credit: University of California, California State University

This course explores the natural history and ecology of the Sierra Nevada. This general education course includes an overview of the climate, evolutionary history, biogeography, community structure, natural history, and ecology of the plants, mammals, birds and insects of the Sierra Nevada range. Students also have the opportunity to gain an understanding of basic field techniques. This class is held in the field with required preliminary class meetings at West Valley College. Students are responsible for transportation and costs associated with travel, camping equipment, and related expenses.

BIOL 058 FIELD ECOLOGY
3 units
Lecture 2 units; lab 1 unit

Acceptable for credit: University of California, California State University

This course explores the ecology of plant and animal communities. Students have the opportunity to learn about field ecology in both the classroom and outdoor settings. Preliminary class meetings are followed by field trip(s). Students are responsible for transportation and costs associated with travel, meals, camping equipment and related expenses.

BIOL 059 CLIMATE CHANGE
3 units
Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

This non-major course is an introduction to the biology of climate change. Students have the opportunity to learn about the basics of how climate change works with an overview of both natural and anthropogenic forces that drive climate patterns. This course reviews climate change data and the evidence of past and present climate patterns. Students have the opportunity to learn how evidence and models predict how climate change is impacting and will impact the environment, biodiversity and human society; and to learn about climate change policy and the future of climate change impacts by exploring mediation at the global, national, state, community and individual level.

Botany
(See Biology)

Cell Biology
(See Biology)
Business Administration and Real Estate

THE FACULTY
Manny Capello
Karina Dundurs
Jim Henderson
Lance Shoemaker

DIVISION Che School of Professional Studies
DEAN Renee Paquier
DEPARTMENT CHAIR Jim Henderson
PHONE 408-741-4609
EMAIL jim.henderson@westvalley.edu
COUNSELING 408-741-4068

Degrees:
A.S.-T, Business Administration
A.S., Business Administration

Certificates:
Administrative Management
Business Administration
Business Communication
Business Leadership Skills
Business Management
Finance/Accounting
Human Resources
Marketing
Professional Selling
Project Management
Small Business Startup


For transfer information see assist.org and/or consult with a counselor.

ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER DEGREE (A.S.-T in Business Administration)
The Associate in Science in Business Administration for Transfer Degree (A.S.-T in Business Administration) is a 60-unit program which provides students the lower division course work required for transfer to a CSU institution with a similar major in Business Administration. Students completing the Associate in Science in Business Administration for Transfer Degree (A.S.-T in Business Administration) will be able to apply generally accepted accounting theories and procedures to corporate, financial and managerial budgeting; utilize current software to perform various accounting functions; apply business theories and practices to researching and critically analyzing contemporary business issues; develop and prepare professional team-based projects and business presentation; analyze economic models as they apply to market economies and specific project and factor markets; solve problems using appropriate mathematical symbols, operations, and techniques; apply knowledge of legal principles to facilitate resolution of business problems; and speak and write effectively in business and workplace settings.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>Required Core Courses: 19 units</td>
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</tr>
<tr>
<td>ACCT 010</td>
<td>Accounting Fundamentals - Financial</td>
<td>5</td>
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<tr>
<td>ACCT 011</td>
<td>Managerial Accounting</td>
<td>5</td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 028</td>
<td>Business Law</td>
<td>3</td>
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</tbody>
</table>

List A: Choose one course
- MATH 008 Finite Mathematics 3
- MATH 010 Elementary Statistic 4
- MATH 012 Applied Calculus 4

List B: Choose two courses (may choose any course from list A not already used in addition to those listed below)
- CIS 002 Introduction to Computing 4
- BUS 051 Introduction to Business OR
- BUS 078 Business Communication 3

Total Degree Units 60
GE Units (CSU GE or IGETC) 39 or 37

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (8 Units):
ACCT 010, BUSN 028

Spring, Year 1 (8 Units):
ECON 001A, ACCT 011

Fall, Year 2 (3 Units):
ECON 001B

Elective Courses
Fall, Year 2 (3-4 Units):
Choose 1 from List A.

Spring, Year 2 (6-7 Units):
Choose 2 courses from List B

BUSINESS ADMINISTRATION

A.S. Degree

The Business Administration AS degree at West Valley College focuses on preparing students for a diverse range of careers in the business world. The curriculum is designed to provide students with the basic skills that all business professionals should have, including an understanding of the world of business, marketing, human relations, communication skills, modern office skills, and understanding how business is viewed from a sociocultural point of view.

The courses are designed for students who do not have previous experience in business. The required courses for this degree prepare students not only for transfer to a four-year university, but also for jobs in a general business office setting, or prepare students already in business for promotions at work.

The courses aim to develop skills in business analytics, team projects, critical thinking, modern office administration skills, and understanding organizational behavior and key behavioral dynamics of people at work.

Upon successful completion of the degree students should be able to enter the business world with a better understanding of the complexities of business and of the career options in business. In addition, students should be able to demonstrate competency in understanding business and understanding how to be a successful employee within a modern business office and:
• Apply introductory business theories and concepts to researching and analyzing contemporary business issues.
• Research and write strategic business and marketing plans.
• Utilize mathematical skills to solve business math problems.
• Develop and prepare team based projects and professional business presentations.
• Demonstrate critical thinking skills for analyzing legal and business cases.

Potential careers specific to this degree include, but are not limited to: office manager, executive assistant, financial analyst, project management, human relations specialists, and marketing.

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<tr>
<th>Course ID</th>
<th>Title</th>
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<tr>
<td>ACCT 050</td>
<td>Accounting for Small Business</td>
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<tr>
<td>BUSN 028</td>
<td>Business Law</td>
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<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
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<tr>
<td>BUSN 070</td>
<td>Effective Office Skills</td>
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<tr>
<td>CIST 002</td>
<td>Introduction to Computing</td>
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<td>BUSN 078</td>
<td>Business Communication</td>
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<tr>
<td>BUSN 024</td>
<td>International Business Management</td>
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<tr>
<td>BUSN 036</td>
<td>Strategic Management</td>
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<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
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<td>OR</td>
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<tr>
<td>BUSN 061</td>
<td>Business, Government, and Society</td>
<td>3</td>
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<tr>
<td>OR</td>
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<tr>
<td>BUSN 006</td>
<td>Negotiation Principles</td>
<td>3</td>
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<tr>
<td>BUSN 040</td>
<td>Sales Strategies</td>
<td>3</td>
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<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
<td>3</td>
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<tr>
<td>BUSN 081</td>
<td>Advertising Principles</td>
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<td>BUSN 034</td>
<td>Human Resource Management</td>
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<tr>
<td>BUSN 066</td>
<td>Human Relations in Business</td>
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<tr>
<td>BUSN 068</td>
<td>Organizational Behavior</td>
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<td>OR</td>
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<tr>
<td>BUSN 005</td>
<td>Introduction to Project Management</td>
<td>3</td>
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<tr>
<td>BUSN 015</td>
<td>The Entrepreneurial Mindset</td>
<td>3</td>
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<tr>
<td>BUSN 054</td>
<td>Small Business Start Up and Management</td>
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</tr>
<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
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Complete one of the following concentrations (Finance/Accounting, Marketing, Human Resources, or Entrepreneurship emphasis): 12 units

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<td>ACCT 010</td>
<td>Financial Accounting</td>
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<td>ACCT 060</td>
<td>Accounting Fundamentals: Quickbooks</td>
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<td>BUSN 046</td>
<td>Excelling With Excel</td>
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</table>

Total Major Units 35

To be awarded an A.S. Degree, a student must complete:
1. All major requirements
2. Additional units to meet the college graduation requirements

For crosswalk of new subject codes, see page 51

CERTIFICATES AWARDED UPON COMPLETION

(More than one may be completed.)

Recommended Course Sequence:

Example - Human Resources

Fall, Year 1 (9 Units):
BUSN 051, BUSN 062, BUSN 078

Spring, Year 1 (9 Units):
BUSN 006, BUSN 024, BUSN 028

Fall, Year 2 (9 Units):
BUSN 034, BUSN 066, BUSN 068

Spring, Year 2 (8 Units):
ACCT 050, BUSN 070, CIST 002

ADMINISTRATIVE MANAGEMENT
Certificate of Achievement

After completing an Administrative Management Certificate, a student will be able to:
• Apply introductory business theories and concepts to researching and analyzing
• Develop and prepare team based projects and professional business presentations.
• Demonstrate critical thinking skills for analyzing legal and business cases.
• Research and write strategic business and marketing plans.
• Utilize mathematical skills to solve business math problems.

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<td>3</td>
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<td>BUSN 068</td>
<td>Organizational Behavior</td>
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<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
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</tbody>
</table>

Total Certificate Units 12

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (3 Units):
BUSN 036

Spring, Year 1 (3 Units):
BUSN 078

Fall, Year 2 (3 Units):
BUSN 068

Spring, Year 2 (3 Units):
BUSN 034

BUSINESS ADMINISTRATION
Certificate of Achievement

The Business Administration Certificate at West Valley College focuses on preparing students for a diverse range of careers in the business world. The curriculum is designed to provide students with the basic skills that every business professional should have, including an understanding of the world of business, marketing, human relations, communication skills, modern office skills, and understanding how business is viewed from a sociocultural point of view. The courses are designed for students who do not have previous experience in business. The required courses for this Certificate prepare students for jobs in a general business office setting, or prepare students already in business for promotions at work. The courses aim to develop skills in business analytics, team projects, critical thinking, modern office administration skills, and understanding organizational behavior and key behavioral dynamics of people at work.

Upon successful completion of the Certificate students should be able to enter the business world with a better understanding of the complexities of business and the career options in business.

Potential careers specific to this Certificate include, but are not limited to: office manager, executive assistant, financial analyst, project management, human relations specialists, and marketing. After completing the Certificate, a student should be able to demonstrate competency in understanding business and understanding how to be a successful employee within a modern business office.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
</tbody>
</table>
Business Administration / Real Estate

Course ID | Title                        | Units |
----------|------------------------------|-------|
BUSN 056  | Marketing Principles         | 3     |
BUSN 061  | Business, Government, and Society | 3   |
BUSN 066  | Human Relations in Business  | 3     |
BUSN 070  | Effective Office Skills      | 3     |
BUSN 078  | Business Communication       | 3     |

Total Certificate Units 18
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (6 Units):
BUSN 051, BUSN 061
Spring, Year 1 (6 Units):
BUSN 056, BUSN 066
Fall, Year 2 (6 Units):
BUSN 070, BUSN 078

Businnes Communication Certificate of Achievement
After completing a Business Communication certificate, a student will be able to:
- Apply introductory business theories and concepts to researching and analyzing
- Develop and prepare team based projects and professional business presentations.
- Demonstrate critical thinking skills for analyzing legal and business cases.
- Research and write strategic business and marketing plans.
- Utilize mathematical skills to solve business math problems.

Required Core Courses: 15 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 040</td>
<td>Sales Strategies</td>
<td>3</td>
</tr>
<tr>
<td>BUS 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 061</td>
<td>Business and Society</td>
<td>3</td>
</tr>
<tr>
<td>BUS 066</td>
<td>Human Relations in Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 15
For crosswalk of new subject codes, see page 51

Recommended Course Sequence
Fall, Year 1 (3 Units):
BUSN 051 or BUSN 061
Spring, Year 1 (6 Units):
BUSN 068, BUSN 066
Fall, Year 2 (3 Units):
BUSN 078

Business Leadership Skills Certificate of Achievement
After completing a Business Leadership Skills certificate, a student will be able to:
- Apply introductory business theories and concepts to researching and analyzing contemporary business issues.
- Apply effective leadership approaches to a broad array of organizational and workplace situations.

Required Core Courses: 12 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 066</td>
<td>Human Relations in Business</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 12
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (3 Units):
BUSN 051, BUSN 068
Spring, Year 1 (6 Units):
BUSN 066, BUSN 068
Fall, Year 2 (3 Units):
BUSN 078

Finance/Accounting Certificate of Achievement
The Finance/Accounting Certificate of Achievement requires the successful completion of the required core courses (15 units) plus 3 additional required courses with a finance/accounting concentration (12 units) for a total of 27 units.

This program provides Career Technical Education opportunities in the areas of finance, accounting, and bookkeeping for a small to medium size business. This certificate provides a specialized focus on learning accounting rules and standards, how to record the financial transactions of a business, financial statement preparation, and providing management financial information that enables management to plan for and control the business. Emphasis is on learning Generally Accepted Accounting Principles, applying these principles to the recording of financial transactions and the preparation of financial statements, and providing management accurate and meaningful financial information that enables management to perform their function.
Upon completion of this program, a student should be able to:

- Demonstrate an understanding of the accounting cycle by identifying financial transactions for a business, recording those transactions in accordance with Generally Accepted Accounting Principles, and preparing end-of-period financial statements.
- Analyze the financial statements of the business, evaluate the financial health of the business, and communicate their overall assessment.

This certificate is designed for students who wish to pursue a career in bookkeeping, accounting, or auditing in a small to medium size business environment.

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**Human Resources Certificate of Achievement**

The Human Resources Certificate of Achievement is required for the successful completion of 5 required core courses (15 units) and 4 required courses with a human resources concentration (12 units) for a total of 27 units. This program provides Career Technical Education opportunities in the areas of human resource support and management for a small to medium size business. This certificate provides a specialized focus on the various aspects of the human resource discipline in a business including recruiting, compensation, benefits, and training.

Upon completion of this program, a student should be able to:

- Demonstrate an understanding of the Human Resources functions (recruiting, compensation, benefits, legal considerations).
- Demonstrate an understanding of different employee motivational theories and how to apply them in specific situations.
- Demonstrate an understanding of the Human Resources role in a business.

This certificate is designed for students who wish to pursue a career as a human resource assistant in human resource departments in a small to medium size business environment.

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**Marketing Certificate of Achievement**

The Marketing Certificate of Achievement requires the successful completion of 5 required core courses (15 units) and 5 required courses with a marketing concentration (13 units) for a total of 28 units. Students who complete this certificate apply introductory basic theories and concepts in marketing to all of the various fields of advanced marketing, such as social media marketing sales, and advertising. The classes that make up the certificate require students to demonstrate critical thinking skills for analyzing specific real and hypothetical marketing cases. Students also prepare, research, and write strategic business and marketing plans; additionally, the classes in the certificate require students to prepare and develop team projects and professional business demonstrations.

Upon completion of this certificate, students should be able to:

- Apply introductory business theories and concepts to researching and analyzing marketing strategies and plans.
- Research and write strategic business and marketing plans.

Students completing this certificate qualify for, but are not limited to, careers in social media marketing, traditional marketing, internet-based marketing strategies, market analysis, advertising, sales, business communications, and other areas in the fields of marketing, communications, and advertising.

---

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 028 | Business Law | 3
BUSN 062 | Business Mathematics | 3
BUSN 078 | Business Communication | 3

**Complete the following 15 units from the following list:**

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 028 | Business Law | 3
BUSN 062 | Business Mathematics | 3
BUSN 078 | Business Communication | 3
BUSN 051 | Introduction to Business | 3
BUSN 061 | Business, Government, and Society | 3

**Marketing Certificate of Achievement**

The Marketing Certificate of Achievement requires the successful completion of 5 required core courses (15 units) and 5 required courses with a marketing concentration (13 units) for a total of 28 units. Students who complete this certificate apply introductory basic theories and concepts in marketing to all of the various fields of advanced marketing, such as social media marketing sales, and advertising. The classes that make up the certificate require students to demonstrate critical thinking skills for analyzing specific real and hypothetical marketing cases. Students also prepare, research, and write strategic business and marketing plans; additionally, the classes in the certificate require students to prepare and develop team projects and professional business demonstrations.

Upon completion of this certificate, students should be able to:

- Apply introductory business theories and concepts to researching and analyzing marketing strategies and plans.
- Research and write strategic business and marketing plans.

Students completing this certificate qualify for, but are not limited to, careers in social media marketing, traditional marketing, internet-based marketing strategies, market analysis, advertising, sales, business communications, and other areas in the fields of marketing, communications, and advertising.

---

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 028 | Business Law | 3
BUSN 062 | Business Mathematics | 3
BUSN 078 | Business Communication | 3
BUSN 051 | Introduction to Business | 3
BUSN 061 | Business, Government, and Society | 3
BUSN 024 | International Business Management | 3
BUSN 036 | Strategic Management | 3

**Complete the following 4 courses: 12 units**

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 034 | Human Resource Management | 3
BUSN 066 | Human Relations in Business | 3
BUSN 068 | Organizational Behavior | 3
BUSN 006 | Negotiation Principles | 3

**Total Certificate Units**

27

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence**

**Fall, Year 1, example courses (11 Units):**
- ACCT 010, BUSN 026, BUSN 061

**Spring, Year 1, example courses (16 Units):**
- ACCT 060, BUSN 024, BUSN 046, BUSN 062, BUSN 078

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**Marketing Certificate of Achievement**

The Marketing Certificate of Achievement requires the successful completion of 5 required core courses (15 units) and 5 required courses with a marketing concentration (13 units) for a total of 28 units. Students who complete this certificate apply introductory basic theories and concepts in marketing to all of the various fields of advanced marketing, such as social media marketing sales, and advertising. The classes that make up the certificate require students to demonstrate critical thinking skills for analyzing specific real and hypothetical marketing cases. Students also prepare, research, and write strategic business and marketing plans; additionally, the classes in the certificate require students to prepare and develop team projects and professional business demonstrations.

Upon completion of this certificate, students should be able to:

- Apply introductory business theories and concepts to researching and analyzing marketing strategies and plans.
- Research and write strategic business and marketing plans.

Students completing this certificate qualify for, but are not limited to, careers in social media marketing, traditional marketing, internet-based marketing strategies, market analysis, advertising, sales, business communications, and other areas in the fields of marketing, communications, and advertising.

---

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 028 | Business Law | 3
BUSN 062 | Business Mathematics | 3
BUSN 078 | Business Communication | 3
BUSN 051 | Introduction to Business | 3
BUSN 061 | Business, Government, and Society | 3
BUSN 024 | International Business Management | 3
BUSN 036 | Strategic Management | 3

**Complete the following 15 units from the following list:**

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 028 | Business Law | 3
BUSN 062 | Business Mathematics | 3
BUSN 078 | Business Communication | 3
BUSN 051 | Introduction to Business | 3
BUSN 061 | Business, Government, and Society | 3
BUSN 024 | International Business Management | 3
BUSN 036 | Strategic Management | 3

**Complete the required courses: 13 units**

**Course ID** | **Title** | **Units**
--- | --- | ---
BUSN 040 | Sales Strategies | 3
BUSN 044 | Presentation, Powerpoint | 1
BUSN 056 | Marketing Principles | 3
## Small Business Start-up Certificate of Achievement

The Small Business Start-up Certificate at West Valley College focuses on the kind of businesses most people start – small businesses in traditional markets. The certificate also focuses on sales strategies, marketing principles, human relations skills, and business communications. This is a comprehensive curriculum covering rewards and risks of starting a small business, entrepreneurial competencies, environmental scanning, building legitimacy, developing a social network, women and minorities in small business, screening business ideas, identifying opportunities through creativity, cultivating an innovative frame of mind, small business strategies, marketing plans, managing cash flow, small business finance, inventory and operations management, and human resource management. The courses are designed for students of all levels, providing hands-on experience and thorough training in the creative and technical challenges specific to starting a small entrepreneurial business. Upon successful completion of the requirements of this program the student should be able to demonstrate the skills necessary to launch a small business in today's environment, develop and execute a business strategy, and achieve success as an entrepreneur. Potential careers specific to these skills include but are not limited to: Entrepreneur, Small Business Owner, Product Developer, Marketing Assistant, Marketing Coordinator, Brand Assistant, Growth Marketing Assistant, Market Analyst, Acquisition Analyst, Process Assistant, Business Development Assistant.

After completing the Small Business Start-up Certificate, a student should be able to:

- Demonstrate small business start-up skills specific to operating an enterprise that successfully competes in today’s ever-changing marketplace.

### Course ID and Title

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BUS 040</td>
<td>Sales Strategies</td>
<td>3</td>
</tr>
<tr>
<td>BUS 056</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUS 066</td>
<td>Human Relations in Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>WRKEX 303</td>
<td>Occupational Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 15

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**

- BUS 066, WRKEX 303

**Spring, Year 1 (3 Units):**

- BUS 078

**Fall, Year 2 (3 Units):**

- BUS 056

**Spring, Year 2 (3 Units):**

- BUS 040

### PROJECT MANAGEMENT Certificate of Achievement

The Project Management Certificate at West Valley College focuses building the required skills to keep your projects on task, on time and on budget. This is a comprehensive curriculum covering project, quality and organizational management, as well as negotiations practices. Using highly interactive curriculum, the courses are designed for students of all levels. They provide hands-on experience through instruction in various management issues and challenges specific to project management. Upon successful completion of the requirements of the program, the student will be able to demonstrate the knowledge and skills necessary to achieve success in planning, organizing, scheduling and delivering a project. Potential careers specific to these skills include: IT Project Manager, E-Commerce Project Manager, Web Project Managers, Engineering Project Manager, Construction Management, Small Business Owners and any management career that requires the above listed needs.

### Course ID and Title

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 005</td>
<td>Introduction to Project Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 006</td>
<td>Negotiation Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUS 044</td>
<td>Presentation, Powerpoint</td>
<td>1</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 16

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**

- BUS 054, BUS 056

**Spring, Year 1 (6 Units):**

- BUS 040, BUS 066

**Fall, Year 2 (4 Units):**

- ACCT 060

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### PROFESSIONAL SELLING Certificate of Achievement

Students who complete this certificate will be able to:

- Research and write strategic business and marketing plans.
- Apply professional sales strategies to closing sales in business-to-customer and business-to-business settings.

### Course ID and Title

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 081</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 006</td>
<td>Negotiation Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 28

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1, example courses (16 Units):**

- BUSN 006, BUSN 024, BUSN 040, BUSN 044, BUSN 056, BUSN 081

**Spring, Year 1, example courses (12 Units):**

- BUSN 026, BUSN 061, BUSN 062, BUSN 078

### SMALL BUSINESS STARTUP Certificate of Achievement

The Small Business Start-up Certificate at West Valley College focuses on the kind of businesses most people start – small businesses in traditional markets. The certificate also focuses on sales strategies, marketing principles, human relations skills, and business communications. This is a comprehensive curriculum covering rewards and risks of starting a small business, entrepreneurial competencies, environmental scanning, building legitimacy, developing a social network, women and minorities in small business, screening business ideas, identifying opportunities through creativity, cultivating an innovative frame of mind, small business strategies, marketing plans, managing cash flow, small business finance, inventory and operations management, and human resource management. The courses are designed for students of all levels, providing hands-on experience and thorough training in the creative and technical challenges specific to starting a small entrepreneurial business. Upon successful completion of the requirements of this program the student should be able to demonstrate the skills necessary to launch a small business in today’s environment, develop and execute a business strategy, and achieve success as an entrepreneur. Potential careers specific to these skills include but are not limited to: Entrepreneur, Small Business Owner, Product Developer, Marketing Assistant, Marketing Coordinator, Brand Assistant, Growth Marketing Assistant, Market Analyst, Acquisition Analyst, Process Assistant, Business Development Assistant.

After completing the Small Business Start-up Certificate, a student should be able to:

- Demonstrate small business start-up skills specific to operating an enterprise that successfully competes in today’s ever-changing marketplace.

### Course ID and Title

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 068</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 16

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**

- BUSN 005, BUSN 046

**Spring, Year 1 (6 Units):**

- BUSN 006, BUSN 068

**Fall, Year 2 (4 Units):**

- BUSN 044, BUSN 078
BUSN 005 INTRODUCTION TO PROJECT MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Students have the opportunity to manage a project's scope from inception to completion in order to successfully organize, implement, and complete project assignments. MS Project software and case studies are used to clarify concepts such as: project scope, task scheduling, resource allocations, vendor relationships, and managing risk. The significant link between Project Management and achieving organizational goals and objectives is emphasized. Pass/No Pass Option

BUSN 006 NEGOTIATION PRINCIPLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This class helps students plan for negotiating situations that arise in business environments. Students are introduced to the negotiating process through the study of written materials, classroom discussions, and role-playing. Emphasis is placed on understanding communication dynamics, defining goals, establishing tactics, assessing one's bargaining power, and resolving disagreements and conflicts. Through one-on-one and group role-playing, students have hands-on experience gaining negotiating skills. This class also discusses ethical issues arising in negotiations and negotiating in a cross-cultural context. This class is one of the classes needed to obtain a Certificate in Project Management. Pass/No Pass Option

BUSN 015 THE ENTREPRENEURIAL MINDSET
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course reviews and analyzes social and business entrepreneurs throughout history and around the world. The personality traits and situational variables that facilitate the growth of an entrepreneurial mindset in different cultures and during various eras are explored. The motivations, contributions, and innovations of entrepreneurs are addressed in order to assist and empower students as they develop their own personal "entrepreneurial mindset" approaches for achieving their goals and aspirations. Pass/No Pass Option

BUSN 024 INTERNATIONAL BUSINESS MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an introduction to globalization and the cultural, economic, political, and legal environments of international business including an overview of risks, challenges, and opportunities in the global marketplace. Pass/No Pass Option
BUSN 028 BUSINESS LAW
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID BUS 125
This course is an introduction to law relating to the conduct of business, the
meaning and sources of law, organization of courts and court procedures,
and fundamental principles of the law of contracts and agency. A funda-
mental understanding of common law principles is achieved by analyzing
selected cases and court decisions. Fundamental legal principles pertaining
to business transactions. Introduction to the legal process. Topics include
sources of law and ethics, contracts, torts, agency, criminal law, business
organizations, and judicial and administrative processes. Pass/No Pass Option

BUSN 034 HUMAN RESOURCE MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is an in-depth study of human resources management in public
and private organizations. Specific areas of human resource management
to be studied are: the principles and methods involved in recruitment, selec-
tions and placement of employees; affirmative action programs, training and
development; performance appraisals; compensation and benefits; legal
aspects of human resources administration; and government regulations
and statutes. Pass/No Pass Option

BUSN 036 STRATEGIC MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Strategic Management explores up-to-date, state-of-the-art planning
concepts and techniques for achieving competitive advantage in today’s
dynamic business environment. It includes strategy formation, implementa-
tion and evaluation processes with a special focus on globalization, the
natural environment, start-up organizations and entrepreneurship. Pass/No Pass Option

BUSN 040 SALES STRATEGIES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course includes the nature and concept of sales principles and strate-
gies. This course covers careers in selling in various fields. This course
examines how to prospect, qualify, and make an effective sales presenta-
tion. Students taking this class have the opportunity to learn how to suc-
cceed in sales regardless of their chosen field. Motivation of the customer,
handling customer objections and complaints, closing the sale, and follow
up procedures are explored in depth. Pass/No Pass Option

BUSN 042 BEGINNING MICROSOFT WORD DOCUMENTS
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
The software program MS Word is taught in this course. Students have
the opportunity to learn the syntax and structure of the software and basic
operating procedures. Specific topics to be included are: an overview of
function key commands, cursor movement, basic input and editing proce-
dures, file handling, line and page format features, basic file management,
and simple document formatting. Pass/No Pass Only

BUSN 043 MS OFFICE - BEGINNING OFFICE COMPUTING
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course introduces students to the Windows operating system.
Students have the opportunity to learn basic Microsoft Word, Excel and
PowerPoint. Pass/No Pass Option.

BUSN 043A INTRODUCTION TO G-SUITE CLOUD-BASED SOFTWARE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course introduces students to the G-Suite cloud-based software,
which includes Google Docs, Sheets, and Slides. Students have the oppor-
tunity to learn the basic functionality of each. Pass/No Pass Option

BUSN 043B OFFICE 365 & G-SUITE INTEROPERABILITY
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course introduces students to the methods of importing and exporting
files between G-Suite cloud-based software (Google Docs, Sheets, and
Slides) and Microsoft Office 365 (MS Word, Excel, and PowerPoint). Pass/
No Pass Only

BUSN 044 PRESENTATION, POWERPOINT
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
Students in this course are given the opportunity to learn to use a com-
prehensive software program. Using templates for formatting text and data
organized in outline form, creating overhead transparencies, preparing slide
presentations, and printing presentation notes are studied. Pass/No Pass Only

BUSN 046 EXCELLENT WITH EXCEL
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides students with the opportunity to learn the capabilities
of a spreadsheet program. Students create spreadsheet formats, enter text
data and formula expressions by storing, retrieving, copying and printing
spreadsheets. Creating graphic representations of data is covered also, and
students are introduced to macro capabilities. Pass/No Pass Option

BUSN 046B BEGINNING SPREADSHEETS: MICROSOFT EXCEL
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course provides the students with the opportunity to learn the capa-
bilities of a spreadsheet program. Students create spreadsheet formats, enter text data and formula expressions; store, retrieve, copy and print
spreadsheets. Creating graphic representations of data is covered also, and
students are introduced to macro capabilities. Pass/No Pass Only

BUSN 047 ADOBE ACROBAT AND PDF
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course focuses on using Adobe Acrobat to convert Microsoft docu-
ments to the PDF format. Also, the course covers enhancing PDF files with
bookmarks, thumbnails, and links. Converting digital forms and web docu-
ments to PDF format is covered also. Pass/No Pass Only
BUSN 051 INTRODUCTION TO BUSINESS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID BUS 110
This business survey course provides an overview of the various areas of concentration business majors can pursue. The course covers topics such as globalization, human resources, marketing, leadership, information technology, accounting, personal finance, legal issues, and operations management. The course also examines how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business. Pass/No Pass Option

BUSN 054 SMALL BUSINESS START UP AND MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This introductory course is designed to develop an overall personal concept of the functions of business and its role in society. The course covers the functions, objectives, ethics, and environment of business to provide students the opportunity to grasp the importance and functioning of a market-directed economic system and to understand and appreciate modern business methods and problems. This course includes a study of sole proprietorship, partnership, and corporate functions, international trade and business/government relations, production and products liability, accounting, marketing, personal management, and capital formation and a study of the securities markets. Pass/No Pass Option

BUSN 056 MARKETING PRINCIPLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course gives students the opportunity to develop an overall understanding of marketing functions and their role in society. This course covers various activities involved in the transfer of goods from producer to consumer. Retail, wholesale, industrial, and online marketing channels and institutions are investigated. The marketing concept, promotional strategies, pricing policies, and international marketing are also explored. Pass/No Pass Option

BUSN 061 BUSINESS, GOVERNMENT, AND SOCIETY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This class offers students an opportunity to learn about the mutually interdependent nature of business, government, and society. The class focuses on how business affects society and vice-versa. Topics covered in this class include business ethics, government regulation, the global environment of business, and the societal challenges and benefits of business activity. Pass/No Pass Option

BUSN 062 BUSINESS MATHEMATICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 903 or MATH 903R or LRSV 945
Acceptable for credit: California State University
In this course, students have the opportunity to apply mathematical principles used in accounting, banking, insurance, finance, buying, selling, and real estate. Applied mathematics is emphasized through the study of world problems, time value of money, simple and compound interest, and analysis of financial statements. Pass/No Pass Option

BUSN 066 HUMAN RELATIONS IN BUSINESS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is the study of human relations behavior in business organizations. Emphasis is on personal/interpersonal relationships; developing leadership for business success; maximizing human potential to meet present and future challenges by developing teamwork, building commitment, and applying traditional human relations theories to today’s society. Pass/No Pass Option

BUSN 068 ORGANIZATIONAL BEHAVIOR
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Organizational Behavior is a comprehensive, reality-based course that investigates and illustrates behavior patterns in organizations. Emphasis is on globalization, diversity and ethics using current, real world examples. It includes three levels of analysis—the individual, the group, and the organization system, and provides skill-building opportunities that demonstrate the linkage between organizational behavior theory and skill application. Pass/No Pass Option

BUSN 070 EFFECTIVE OFFICE SKILLS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides comprehensive coverage and integration of business skills and issues. It is designed to help develop decision making skills, and establish a foundation in business procedures. Study of the electronic office, technology and procedures, document creation and distribution, research and organization of business reports, travel and conference planning, financial and legal procedures, and employment and career advancement is included. Pass/No Pass Option

BUSN 078 BUSINESS COMMUNICATION
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: California State University
C-ID BUS 115
This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. This course emphasizes planning, organizing, composing and revising documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills. Pass/No Pass Option

BUSN 081 ADVERTISING PRINCIPLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
The course is an introduction to the basic principles and techniques of advertising as applied to business and to media. Advertising campaigns and their effectiveness are covered. Pass/No Pass Option
Real Estate

Learning Outcomes
After completing courses in Real Estate, a student will be able to:
• Identify and evaluate the legal issues affecting real estate practices;
• Analyze and solve real estate finance and economics problems;
• Apply real estate appraisal principles and procedures.

FOR CALIFORNIA STATE REAL ESTATE SALESPERSON LICENSE
West Valley College offers all of the required courses that a student needs to take in order to obtain a Salesperson’s license. The California Department of Real Estate requires that an individual take three real estate-oriented classes and pass the state Real Estate Salesperson exam before obtaining a renewable Real Estate Salesperson’s license. A Salesperson’s license is necessary in California for a person to be able to buy or sell real estate on another’s behalf. In order to qualify to take the Real Estate Salesperson exam, an individual must take the following classes:

Requirements:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RLST 090</td>
<td>3</td>
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<tr>
<td>RLST 091</td>
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And one of the following:

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<tr>
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<td>3</td>
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<td>RLST 096A</td>
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<td>RLST 099</td>
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</table>

RLST 090 PRINCIPLES OF REAL ESTATE

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This is a required course to obtain a Real Estate Salesperson license. This course summarizes information required for the State of California Real Estate Salesperson’s license examination. This course covers the basic background and terminology necessary for advanced study in other real estate courses. This course is intended to acquaint students with little or no training or experience in real estate with the real estate industry. This course also applies toward the educational requirements for the California Real Estate Broker’s license examination. Pass/No Pass Option

RLST 091 REAL ESTATE PRACTICE

3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
Acceptable for credit: California State University

Real Estate Practice is an overview of the operational methods of a real estate business and the procedures used in a typical real estate transaction. The course covers the day-to-day operations of a real estate office, with an emphasis on topics such as listings, purchase and sale agreements, advertising, financing, escrows, taxation, and appraisal. This course summarizes information required for the State of California real estate license examinations. This course is required for a Real Estate Salesperson’s license and for a Real Estate Broker’s license. Pass/No Pass Option

RLST 092 REAL ESTATE ECONOMICS

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This course provides students with the opportunity to analyze the causes and effects of value fluctuations in real estate, the nature of land development, socioeconomic factors, and what is considered a good or bad real estate investment. Students distinguish between general and specific governmental controls affecting real estate activity and analyze the effect of local, state and federal taxes on real estate activity. Students apply basic economic principles to understand how land values are influenced by multiple factors. This course applies toward the educational requirements of both the California real estate broker’s and the California real estate salesperson’s license examination. Pass/No Pass Option

RLST 093A LEGAL ASPECTS OF REAL ESTATE I

3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
Acceptable for credit: California State University

This is a fundamental real estate law course covering the basic understanding, background, and terminology necessary for advanced study in specialized real estate courses. This course is designed for students with little or no training or experience in real estate law. The purpose of the course is to introduce students to legal issues that arise in real estate and to enable students to identify, interpret, and solve fundamental legal problems inherent in real estate transactions and in the real estate profession. This course summarizes information required for the State of California real estate license examinations. This course also applies towards the educational requirements for a California Real Estate Broker’s license, and can also be applied as an elective for the Real Estate Salesperson’s license requirements. Pass/No Pass Option
RLST 094C REAL ESTATE APPRAISAL PRINCIPLES AND PROCEDURES
3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
Acceptable for credit: California State University
This introductory real estate appraisal course meets both California Office of Real Estate Appraisers (OREA) and California Bureau of Real Estate (BRE) educational requirements. This course satisfies the OREA Basic Appraisal Principles requirement with 30 hours of principles and 15 hours of procedures instruction. This course also applies to the educational requirements for the California BRE real estate broker and real estate salesperson's license. With a focus on single-family residential property, students have an opportunity to learn the basic appraisal principles and influences in real estate valuation. Students also have an opportunity to learn the skills for gathering information to form an opinion based on reasoned judgment of the value of real estate. Pass/No Pass Option

RLST 095A REAL ESTATE FINANCE
3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
This course analyzes real estate financing, including financing for residential and commercial properties, and development opportunities. Other topics include secured transactions, investment vehicles, government financing options, interest rates, taxation considerations, and evaluation of loan applicants. This course covers content required for the State of California real estate license examinations. It applies toward the educational requirements for a California Real Estate Broker's license and as an elective for the Real Estate Salesperson's license requirements. Pass/No Pass Option

RLST 096A REAL ESTATE INVESTMENT I
3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
Acceptable for credit: California State University
This course is designed to acquaint the real estate student with the specific advantages and disadvantages of the various types of real estate investments including multiresidential, commercial, industrial, professional, recreational, condominiums and special purpose properties. This class addresses the effects of inflation, depreciation, taxes, tax-deferred exchanges, real estate cycles, growth patterns, risk and liquidity on the total real estate investment. Students also study the advantages and disadvantages of investments in related fields of real estate investments including syndications, limited partnerships, the use of leverage, and creative financing. This course satisfies the OREA Basic Appraisal Principles requirement with 30 hours of principles and 15 hours of procedures instruction. This course also applies to the educational requirements for the California BRE real estate broker and real estate salesperson's license examination and can also be applied as an elective for the Real Estate Salesperson License requirements. Pass/No Pass Option

RLST 099 PROPERTY MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Advisory: RLST 090
Acceptable for credit: California State University
This course covers the successful techniques and practices in the management of income property including acquisition, analysis, legal considerations, marketing techniques, maintenance, records and insurance. This course summarizes information required for the State of California real estate license examinations; however, considerable outside study for the state exam may be required. This course also applies towards the educational requirements of the California Real Estate Broker's license examination and can also be applied as an elective for the Real Estate Salesperson license requirements. Pass/No Pass Option

Chemistry

THE FACULTY
Glenn Eldridge
Blaine Harrison
Terry Ng
Susan Weiner

DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Glenn Eldridge
PHONE 408-741-2569
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COUNSELING 408-741-2009

The Chemistry Program at West Valley College consist of:
• A series of chemistry courses designed to meet transfer requirements for physical and biological science majors.
• A series of courses designed for students majoring in fields other than chemistry, biology or physical science.
• A course designed specifically for students who require preparation or review of the more basic chemical concepts. All chemistry courses at West Valley College (with the exception of CHEM 050) include a practical component where students conduct hands-on chemical experiments in a modern, well-equipped laboratory.

Career Options:
• Allied Health Sciences
• Biology/Biochemistry
• Chemistry
• Dentistry
• Engineering
• Geochemistry/Geology
• Oceanography
• Medicine
• Pharmacy
• Physics
• Veterinary Medicine

Career options may require more than two years of college study.

Highlights:
• An outstanding chemistry faculty striving to maintain a competitive and well respected chemistry program.
• Ready availability of Instructors to students both inside the classrooms and laboratories, as well as during office hours.

CHEMISTRY: For transfer information see assist.org and/or consult with a counselor.

CHEM 001A GENERAL CHEMISTRY
5 units
Lecture 4 units; lab 1 unit
Prerequisite: MATH 106 or MATH 106R, and CHEM 002 or 1 year high school chemistry
Acceptable for credit: University of California, California State University
C-ID CHEM 110, C-ID CHEM 120S
This course covers the nature of matter and the changes it undergoes. Concepts covered include dimensional analysis, the structure of atoms, chemical equations, and stoichiometric calculations, properties of solutions, gas laws, calorimetry, Lewis structures, molecular geometry, oxidation-reduction, equilibrium, electron configurations and intermolecular forces.
CHEM 001B GENERAL CHEMISTRY
5 units
Lecture 4 units; lab 1 unit
Prerequisite: CHEM 001A
Acceptable for credit: University of California, California State University
C-ID CHEM 120S
This course is a continuation of Chem 001A. The units of study will include solution equilibria, electrochemistry, thermodynamics, coordination compounds, and kinetics. The laboratory will consist of qualitative analysis of cations and anions and the synthesis of some specific compounds.

CHEM 002 INTRODUCTORY CHEMISTRY
4 units
Lecture 3 units; lab 1 unit
Prerequisite: MATH 106 or 106R
Acceptable for credit: University of California, California State University
C-ID CHEM 101
This course is an introduction to the fundamental principles of chemistry and includes atomic theory, chemical bonding, molecular structure, chemical reactions, stoichiometry, gas laws, liquids and solids, acids and bases, equilibrium, and solution chemistry. The course stresses problem solving and is designed specifically to prepare the student for Chemistry 001A.

CHEM 012A ORGANIC CHEMISTRY
5 units
Lecture 3 units; lab 2 units
Prerequisite: CHEM 001B
Acceptable for credit: University of California, California State University
C-ID CHEM 150
This course focuses on the fundamentals of organic chemistry with emphasis on underlying concepts. Modern laboratory techniques, including instrumental methods. Recommended for chemistry majors, chemical engineering majors, most biology majors, and for pharmacy, pre-medical and pre-dental students.

CHEM 012B ORGANIC CHEMISTRY
5 units
Lecture 3 units; lab 2 units
Prerequisite: CHEM 012A
Acceptable for credit: University of California, California State University
This is a continuation of Chemistry 12A. Chemistry 12B covers the fundamentals of organic chemistry with emphasis on families of organic compounds and the unique reactions they undergo; synthesis; reaction mechanisms; molecular structure and properties; modern laboratory techniques; and instrumental methods of structure determination. It is recommended for chemistry majors, chemical engineering majors, most biology majors, and for pre-medical and pre-dental students.

CHEM 025 LABORATORY TECHNICIAN METHODS
2 units
Lecture 1 unit; lab 1 unit
Prerequisites: BIOL 043 or BIOL 045
Acceptable for credit: California State University
This course covers basic concepts and common methods used by biotechnology and chemistry lab technicians, including making solutions and media and use of pH meters, autoclaves, sterile and fume hoods, micropipettes, and microscopes. Important practices such as aseptic and sterile technique, lab safety and proper waste disposal are also discussed and demonstrated.

CHEM 030A FUNDAMENTALS OF CHEMISTRY
4 units
Lecture 3 units; lab 1 unit
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This is an elementary course for non-science majors covering the basic principles of inorganic chemistry. It is especially designed for majors in the following four-year programs: Nursing, Physical Education, Administration of Justice, Psychology, Sociology, and Dental Hygiene. Not recommended for science majors.

CHEM 030B FUNDAMENTALS OF CHEMISTRY
3 units
Lecture 2 units; lab 1 unit
Prerequisite: CHEM 030A or CHEM 002
Acceptable for credit: University of California, California State University
This course is a continuation of Chemistry 30A with emphasis in fields of organic and introductory biochemistry. Topics include an introduction to organic chemistry, DNA, RNA, important biological molecules and metabolic pathways.

CHEM 050 CHEMICAL SKILLS
1 unit
Lecture 0 units; lab 1 unit
This course is designed to strengthen the basic skills required in Chem 001A. Topics covered include chemical problem solving with the following concepts: atomic structure and electron configurations, dimensional analysis, chemical formulas, chemical equations, stoichiometric calculations, solutions, gas laws, calorimetry, molecular geometry, oxidation-reduction, net ionic equations, intermolecular forces, equilibrium. Pass/No Pass Option

CHEM 161 WATER TREATMENT II
3 units
Lecture 3 units; lab 0 unit
Advisory: CHEM 002, ENGR 010 and PHYS 001
Acceptable for credit: California State University
This course covers water resources, water quality, unit operations of advanced water treatment systems, public health, water chemistry microbiology, and fluoridation. It is designed to prepare students for T2 Water Treatment Operator's Certificate examinations required by the California Department of Public Health.
Child Studies

THE FACULTY
Laurie Dotson
Leslie Hotta
Katherine Moore-Wines

DIVISION
Che School of Professional Studies

DEAN
Renee Paquier

DEPARTMENT CHAIR
Leslie Hotta

PHONE
408-741-4603

EMAIL
leslie.hotta@westvalley.edu

COUNSELING
408-741-4068

Degrees:
• A.S.-T, Early Childhood Education
• A.S., Early Childhood Education

Certificates:
• Early Childhood Teacher Level 1
• Early Childhood Teacher Level 2

Program Director, Assistant Teacher, Teacher, Master Teacher, Site Supervisor, Parent Education

CHILD DEVELOPMENT/EARLY CHILDHOOD EDUCATION: For transfer information see assist.org and/or consult with a counselor.

COUNSELING

DEAN
Leslie Hotta

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408-741-4603

EMAIL
leslie.hotta@westvalley.edu

THE FACULTY
Katherine Moore-Wines

DEPARTMENT CHAIR
Leslie Hotta

PHONE
408-741-4068

Email
Child Studies

Recommended Course Sequence:

Fall, Year 1 (9 Units):
CHST 001, CHST 002, CHST 063

Spring, Year 1 (9 Units):
CHST 066, CHST 080, CHST 087

Fall, Year 2 (6 Units):
CHST 005, CHST 035

Total Degree Units
60

For crosswalk of new subject codes, see page 51

EARLY CHILDHOOD EDUCATION
A.S. Degree

Early Childhood Education is a vital component to our local, state, and national system of care and education for young children and offers many exciting career opportunities. The Associate in Science in Early Childhood Education is designed to prepare students to qualify for a variety of permits issued by the Teacher Credentialing, State of California. These permits include a Master Teacher, Site Supervisor, and Program Director permit. Receiving an A.S. in Early Childhood Education also meets the requirement to teach in a National Head Start Program. Possible career options are: Assistant Teacher, Teacher, Master Teacher, Site Supervisor, Parent Educator, Program Director, and Early Intervention Assistant.

After completing an Early Childhood Education A.S. Degree, a student will be able to:
• Design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children;
• Develop strategies that promote partnerships between programs, teachers, families, and their communities;
• Demonstrate ethical standards and professional behaviors that deepen understanding, knowledge and commitment to the Early Childhood profession;
• Integrate an understanding of the needs, characteristics, and multiple influences on the development of children birth to age eight as it is related to high quality care and education of young children.

Course ID | Title | Units
---|---|---
CHST 001 | Principles & Practices of Teaching Young Children | 3
CHST 002 | Child Growth and Development | 3
CHST 005 | Diversity - Childhood and Culture | 3
CHST 035 | Practicum in Early Childhood Education | 3
CHST 063 | Child, Family, and Community | 3
CHST 066 | Child Safety, Health and Nutrition | 3

Total Major Units | 24
GE Units (CSU GE or IGETC) | 39 or 37
Total Degree Units | 60

Course ID | Title | Units
---|---|---
CHST 001 | Principles & Practices of Teaching Young Children | 3
CHST 002 | Child Growth and Development | 3
CHST 005 | Diversity - Childhood and Culture | 3
CHST 035 | Practicum in Early Childhood Education | 3
CHST 063 | Child, Family, and Community | 3
CHST 066 | Child Safety, Health and Nutrition | 3

Total Major Units | 24
GE Units (CSU GE or IGETC) | 39 or 37
Total Degree Units | 60

After completing an A.S.-T in Early Childhood Education, a student will be able:
• Integrate an understanding of the needs, characteristics, and multiple influences on the development of children birth to age eight as it is related to high quality care and education of young children.
• Design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children.
• Develop strategies that promote partnerships between programs, teachers, families, and their communities.
• Demonstrate ethical standards and professional behaviors that deepen understanding, knowledge and commitment to the Early Childhood profession.
Course ID  | Title                                           | Units |
-----------|-------------------------------------------------|-------|
CHST 080  | Introduction to Curriculum                       | 3     |
CHST 087  | Observation and Assessment                       | 3     |
WRKX 303  | Occupational Work Experience                     | 2     |

Electives: Select 12 units from the following list:

- CHST 088A The Outdoor Environment 1
- CHST 088 Early Childhood Environments 3
- CHST 086 Technology for Administrators and Teachers in Early Childhood Programs 3
- CHST 085 Adult Supervision in Early Childhood Programs 3
- CHST 070 Infant - Toddler Development & Care 3
- CHST 067 Creative Art Experiences and Development 3
- CHST 065 Supervision and Administration II 3
- CHST 064 Supervision and Administration I 3
- CHST 060 Children’s Ways of Thinking and Knowing 3
- CHST 059 Music and Movement for Young Children 3
- CHST 058 Language and Literacy Development 3
- CHST 053 Contemporary Education in a Changing Society 3
- CHST 034A Introduction to the Child With Special Needs 3

Total Major Units 38
GE Units 25
Total Degree Units 60

*CHST 070 is required to work with infants/toddlers.

**CHST 085 is required for students applying for the Title 5 California Department of Education Master Teacher, Site Supervisor, or Program Director permit.

***CHST 064 and 065 are required for students applying for the Title 5 California Department of Education Site Supervisor or Program Director permit.

****CHST 034A is required to work as an Early Intervention Assistant.

NOTE: Students must also complete AS degree general education requirements for college graduation.
To be awarded an A.S. Degree, a student must complete:
1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

Recommended Course Sequence:

**Fall, Year 1 (9 Units):**
CHST 001, CHST 002, CHST 063

**Spring, Year 1 (6 Units):**
CHST 066, CHST 087

**Fall, Year 2 (12 Units):**
CHST 005, CHST 080, 6 Units from Electives List

**Spring, Year 2 (11 Units):**
CHST 035, WRKX 303, 6 Units from Electives List

### EARLY CHILDHOOD TEACHER LEVEL 1

**Certificate of Achievement**

This certificate requires the successful completion of 6 required core courses and 3 units of electives for a total of 21 units.

This certificate satisfies the Department of Social Services Title 22 Community Care Licensing requirements for qualified infant-toddler and pre-school teachers, and before and after school age caregivers in a licensed early childhood program.

It also satisfies the California Department of Education Title 5 child development coursework requirements for the Child Development Assistant or Associate Teacher permit.

After completing the Early Childhood Teacher Level 1 Certificate of Achievement, students will be able to:

- Provide and support service in the care, development, and instruction of children in a child care and development program.
- Establish and maintain collaborative partnerships with children, families, colleagues, and the community.
- Apply for and receive an Associate Teacher permit from the California Department of Education Child Development Teacher Permit Matrix.

Possible career options are infant-toddler assistant or caregiver, assistant teacher or aide, teacher, early intervention assistant, family care provider, and before and after school-age caregiver.

<table>
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<th>Course ID</th>
<th>Title</th>
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<tr>
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<tr>
<td>CHST 001</td>
<td>Principles &amp; Practices of Teaching Young Children</td>
<td>3</td>
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<tr>
<td>CHST 002</td>
<td>Child Growth and Development</td>
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<tr>
<td>CHST 034A</td>
<td>Introduction to the Child With Special Needs</td>
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<td>CHST 063</td>
<td>Child, Family, and Community</td>
<td>3</td>
</tr>
<tr>
<td>CHST 066</td>
<td>Child Safety, Health and Nutrition</td>
<td>3</td>
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</tbody>
</table>

Choose one of the following options:

- CHST 070 Infant-Toddler Development & Care 3

OR

- ELED 020 Introduction to Elementary Teaching 2
- ELED 020A Field Experience in Elementary Teaching 1

Choose 3 units from the following electives:

- CHST 058 Language and Literacy Development 3
- CHST 059 Music and Movement for Young Children 3
- CHST 060 Children’s Ways of Thinking and Knowing 3
- CHST 067 Creative Art Experiences and Development 3

Total Certificate Units 21

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (12 Units):**
CHST 001, CHST 002, CHST 063, CHST 066

**Spring, Year 1 (9 Units):**
CHST 034A, CHST 058, CHST 070
EARLY CHILDHOOD TEACHER LEVEL 2
Certificate of Achievement
This certificate is intended to follow successful completion of the Early Childhood Teacher Level 1 certificate, including prerequisite courses CHST 001, 002 and 063.
This certificate requires the successful completion of 6 required core courses and 6 units of electives for a total of 21 units.
This certificate satisfies California Department of Education Title 5 child development coursework requirements for the Child Development Teacher permit.
After completing the Early Childhood Teacher Level 2 Certificate of Achievement, students will be able to:
• Design developmentally appropriate curriculum and environments using child development theory, observations of children, and health and safety standards.
• Establish and maintain collaborative partnerships with children, families, colleagues, and the community.
• Apply ethical guidelines and advocacy skills to maintain standards of high quality care and education of young children.
• Apply for and receive a Teacher permit from the California Department of Education Child Development Teacher Permit Matrix.
Possible career options are infant-toddler teacher, preschool teacher, pre-K teacher, and before and after school-age teacher.

<table>
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<tr>
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<tr>
<td>WRKX 303</td>
<td>Occupational Work Experience</td>
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<td>CHST 005</td>
<td>Diversity - Childhood &amp; Culture</td>
<td>3</td>
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<tr>
<td>CHST 035</td>
<td>Practicum in Early Childhood Education</td>
<td>3</td>
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<tr>
<td>CHST 080</td>
<td>Introduction to Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CHST 087</td>
<td>Observation and Assessment</td>
<td>3</td>
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<tr>
<td>CHST 088A</td>
<td>The Outdoor Environment</td>
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Complete 6 units from the following list (not already completed from Level 1 Certificate):

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CHST 053</td>
<td>Contemporary Education in a Changing Society</td>
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<tr>
<td>CHST 058</td>
<td>Language and Literacy Development</td>
<td>3</td>
</tr>
<tr>
<td>CHST 059</td>
<td>Music and Movement for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CHST 060</td>
<td>Children's Ways of Thinking and Knowing</td>
<td>3</td>
</tr>
<tr>
<td>CHST 067</td>
<td>Creative Art Experiences and Development</td>
<td>3</td>
</tr>
<tr>
<td>CHST 088</td>
<td>Early Childhood Environments</td>
<td>3</td>
</tr>
<tr>
<td>CHST 070</td>
<td>Infant-Toddler Development &amp; Care</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 21
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (12 Units):
CHST 054, CHST 080, CHST 081, CHST 082

Spring, Year 1 (3 Units):
CHST 085

CHST 001 PRINCIPLES & PRACTICES OF TEACHING YOUNG CHILDREN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID ECE 120

This course examines the underlying theoretical principles of developmentally appropriate practices applied to programs and environments. Emphasis is on the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative, and intellectual development for all young children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. Pass/No Pass Option

CHST 002 CHILD GROWTH AND DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID CDEV 100

This course provides an introduction to human growth and development from conception through adolescence including physical growth, language, and social-emotional and cognitive development of the child. Topics discussed include theories of development; developmental and cultural contexts; heredity; societal influences and interaction with the environment. Observation of children is required. Pass/No Pass Option

CHST 005 DIVERSITY: CHILDHOOD AND CULTURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ECE 230

This course examines the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching, education, and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society are covered. This course also involves self-reflection of one’s own understanding of educational principles in integrating anti-goals in order to better inform teaching practices and/or program development. Pass/No Pass Option

PROGRAM DIRECTOR SPECIALIZATION
Certificate of Achievement
After completing a certificate in Program Director, a student will be able to:
• Supervise a licensed early childhood program operated in a single site or multiple-sites by coordinating curriculum and staff development.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CHS 064</td>
<td>Supervision and Administration Part I</td>
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<tr>
<td>CHS 065</td>
<td>Supervision and Administration Part II</td>
<td>3</td>
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<tr>
<td>CHS 085</td>
<td>Adult Supervision in Early Childhood Programs</td>
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<tr>
<td>CHS 086</td>
<td>Technology for Administrators and Teachers in Early Childhood Programs</td>
<td>3</td>
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</tbody>
</table>

Total Certificate Units 12

COURSE SUBSTITUTION AND WAIVERS
Course substitution and waivers are approved by the department upon review of transcripts, course description, and evidence of proficiency in the subject matter.
For crosswalk of new subject codes, see page 51
CHST 033A FAMILY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
The course focuses on the development of family relationships and the importance of family involvement in children's growth and development. Students learn about the roles and responsibilities of parents in education, and the impact of family structures on children.

CHST 033B FAMILY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Prerequisite: CHST 033A
Acceptable for credit: California State University
This course is designed for students interested in working in family-centered early childhood programs. Students will learn about family assessment, intervention, and referral processes.

CHST 034A INTRODUCTION TO THE CHILD WITH SPECIAL NEEDS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides an introduction to working with children with special needs. Students learn about the legal foundations, assessment, and intervention methods designed for children with special needs.

CHST 035 PRACTICUM IN EARLY CHILDHOOD EDUCATION
3 units
Lecture 3 units; lab 0 units
Prerequisites: CHST 001 and CHST 002 and CHST 063 and CHST 080.
Corequisite: WRKX 303
Acceptable for credit: California State University
C-ID ECE 210
This course focuses on the practical application of early childhood education principles in real-world settings. Students gain hands-on experience in classroom management and instruction.

CHST 036 CONTEMPORARY EDUCATION IN A CHANGING SOCIETY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the historical and social context of education, including changes in technology, globalization, and diversity.

CHST 058 LANGUAGE AND LITERACY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course explores the development of language and literacy skills in young children. Students learn about assessment and intervention strategies.

CHST 059 MUSIC AND MOVEMENT FOR YOUNG CHILDREN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides an overview of music and movement development in early childhood. Students learn about incorporating music and movement into curriculum development.

CHST 060 CHILDREN’S WAYS OF THINKING AND KNOWING
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course examines the development of cognitive skills in young children. Students learn about instruction and assessment in early childhood education.

CHST 063 CHILD, FAMILY, AND COMMUNITY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID CDEV 110
This course focuses on the relationship between the family, community, and early childhood programs. Students learn about communication and advocacy.

CHST 064 SUPERVISION AND ADMINISTRATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course examines the supervision and management of early childhood programs. Students learn about leadership, program planning, and evaluation.

CHST 065 CHILDREN’S DEVELOPMENT IN A CULTURAL CONTEXT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course explores the impact of culture on children's development. Students learn about cultural diversity and its influence on early childhood education.

CHST 066 LANGUAGE AND CULTURE IN INTERNATIONAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the influence of different cultures on children's language development. Students learn about international perspectives on early childhood education.

CHST 067 UNDERSTANDING THE INDIVIDUAL WITH SPECIAL NEEDS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course provides an introduction to working with children and families with special needs. Students learn about assessment, intervention, and case management.

CHST 068 PSYCHOLOGY OF EARLY CHILDHOOD DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on the psychological aspects of early childhood development. Students learn about cognitive, social, and emotional development.

CHST 069 FROM INFANCY TO SCHOOL AGE: CONCEPTS AND CURRICULUM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the concepts and curriculum of early childhood education from infancy to school age. Students learn about pedagogy, achievement, and assessment.

CHST 070 FAMILY SYSTEMS APPROACHES TO WORK WITH FAMILIES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on family systems theory and its application in early childhood settings. Students learn about family-centered practices.

CHST 071 FAMILIES AND THE LAW
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the legal framework of early childhood education. Students learn about legal issues and regulations.

CHST 072 FAMILIES AND COMMUNITY PARTNERSHIPS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on the role of families and community in early childhood programs. Students learn about partnerships and collaboration.

CHST 073 SCHOOL-AGE CHILDREN AND FAMILY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines school-age children and their families. Students learn about family-centered approaches to teaching and learning.

CHST 074 FAMILIES IN THE COMMUNITY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on the role of families in the community. Students learn about family-oriented programs and services.

CHST 075 PROFESSIONAL DEVELOPMENT AND LEADERSHIP IN EARLY CHILDHOOD SETTINGS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on professional development and leadership in early childhood settings. Students learn about leadership roles and responsibilities.

CHST 076 SCHOOL-AGE CHILDREN: PRACTICAL CONSIDERATIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on practical considerations in working with school-age children. Students learn about program planning and assessment.

CHST 077 SOCIAL SERVICE AND EARLY CHILDHOOD EDUCATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the role of social services in early childhood education. Students learn about intervention and case management.

CHST 078 CULTURAL INFLUENCES ON EARLY CHILDHOOD DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on the influence of culture on early childhood development. Students learn about cultural diversity and its impact.

CHST 079 CHILD, FAMILY, AND SOCIAL SERVICES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on working with families and social services. Students learn about assessment, intervention, and referral.

CHST 080 INTRODUCTION TO CHILD CARE AND EARLY CHILDHOOD PROFESSIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course provides an introduction to the field of early childhood education. Students learn about professional roles and responsibilities.

CHST 081 PSYCHOLOGY OF SCHOOL-AGE DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on the psychological aspects of school-age development. Students learn about cognitive, social, and emotional development.

CHST 082 COMMUNITY-ORIENTED CHILD CARE AND EARLY CHILDHOOD PROFESSIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on community-oriented approaches to early childhood education. Students learn about community partnerships.

CHST 083 CHILDREN’S DEVELOPMENT IN A GLOBAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the global perspective on early childhood development. Students learn about international early childhood practices.

CHST 084 SENSORY MEGALOPHILIA\ and the development of cognitive development in young children. It emphasizes developmentally appropriate learning experiences which enhance the child's thinking and understanding of the physical and social world. Brain development; developing social knowledge; implications of Paget's and Vygotsky's theory of constructionism; teacher-learner interactions; scaffolding; learning styles; and implementing learning experiences are discussed. Students use children's play in early childhood development to promote positive development and learning for all young children. Students may be placed in the public school setting in pre-kindergarten to 3rd grade classrooms, in licensed early childhood programs serving infants through school-age children, or in classrooms serving children with special needs. Pass/No Pass Option

CHST 085 CHILDREN’S DEVELOPMENT IN A GLOBAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the global perspective on early childhood development. Students learn about international early childhood practices.

CHST 086 SENSORY MEGALOPHILIA\ and the development of cognitive development in young children. It emphasizes developmentally appropriate learning experiences which enhance the child's thinking and understanding of the physical and social world. Brain development; developing social knowledge; implications of Paget's and Vygotsky's theory of constructionism; teacher-learner interactions; scaffolding; learning styles; and implementing learning experiences are discussed. Students use children's play in early childhood development to promote positive development and learning for all young children. Students may be placed in the public school setting in pre-kindergarten to 3rd grade classrooms, in licensed early childhood programs serving infants through school-age children, or in classrooms serving children with special needs. Pass/No Pass Option
CHST 065 SUPERVISION AND ADMINISTRATION II
3 units
Lecture 3 units; lab 0 units
Advisory: CHST 064
Acceptable for credit: California State University
This class focuses on the principles and practices of supervision within early care and education programs. The social structure of the program is studied including organizational structure and processes, building partnerships with parents and staff, decision-making and problem solving processes, group dynamics, managing change, motivation, and leadership. Pass/No Pass Option

CHST 066 CHILD SAFETY, HEALTH AND NUTRITION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID ECE 220
The course in child safety, health and nutrition is designed for persons working with typical and atypical young children. It includes the study of infectious disease, preventative health practices, infant/child/adult first aid/CPR and injury prevention, nutrition components, food pyramid/plate, and menu planning. This course is designed to meet state requirements in accordance with SB 1524. Pass/No Pass Option

CHST 067 CREATIVE ART EXPERIENCES & DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course explores factors that affect the development of creative art expression and aesthetics in children. The developmental aspects of art expression, the role of the environment, materials, and adult-child interaction in fostering and nurturing creative art expression are emphasized. Pass/No Pass Option

CHST 070 INFANT-TODDLER DEVELOPMENT & CARE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course covers infant/toddler development to age three, with an emphasis on physical, emotional, social, and cognitive development. Other topics include program planning based on the understanding of development needs and observation of individual infants and the application of theories to practical implementation. This course fulfills state requirements for infant/toddler care. Pass/No Pass Option

CHST 080 INTRODUCTION TO CURRICULUM
3 units
Lecture 3 units; lab 0 units
Prerequisites: CHST 002 and CHST 063
Acceptable for credit: California State University
C-ID ECE 130
This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students have the opportunity to examine a teacher’s role in supporting development and engagement for all young children. This course covers strategies for developmentally-appropriate practice based on observation and assessments across the curriculum, including 1) academic content areas, 2) play, art, and creativity, and 3) development of social-emotional, communication, and cognitive skills. Pass/No Pass Option

CHST 085 SUPERVISION AND ADMINISTRATION II
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is an in-depth study of techniques to observe and record behavior in educational settings. Emphasis is on the observation and assessment of behavior as an integral element within the context of the developmental interaction and emergent curriculum models. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. Pass/No Pass Option

CHST 086 TECHNOLOGY FOR ADMINISTRATORS AND TEACHERS IN EARLY CHILDHOOD EDUCATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course offers a comprehensive survey of the ways technology can facilitate the operational functions of administrators and teachers in an early childhood program. Collecting and storing information, communication technologies such as EMAIL, voice mail, web site home page, and Internet options as well as video and photo documentation are examined. Innovative uses of technology and the role of documentation and visual presentation in the planning and evaluating of early childhood programs are explored. Pass/No Pass Option

CHST 087 OBSERVATION AND ASSESSMENT
3 units
Lecture 2.5 units; lab 0.5 units
Prerequisites: CHST 002 and CHST 063
Acceptable for credit: California State University
C-ID ECE 200
This course is an in-depth study of techniques to observe and record behavior in educational settings. Emphasis is on the observation and assessment of behavior as an integral element within the context of the developmental interaction and emergent curriculum models. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. Pass/No Pass Option

CHST 088 EARLY CHILDHOOD ENVIRONMENTS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course explores the latest concepts in creating and implementing indoor and outdoor early childhood environments which meet the developmental needs and interests of young children. Discussion of research, theory, and practice of environmental requirements for children’s optimal growth and well-being include: facility and assessment of child space; elements of developmentally-appropriate settings; use of color, light, sound, texture, surfaces, and finishes; definition of space and creative ways to transform difficult spaces; designing spaces to create ambiance, organizational climate and work flow and to support collaboration of children, families, teachers, and other professionals in curriculum planning and implementation. Pass/No Pass Option

CHST 088A THE OUTDOOR ENVIRONMENT
1 unit
Lecture 1 unit; lab 0 units
This course focuses on the value of nature in childhood experiences and examines the potential of the outdoor playground to become an extension of the classroom and offer many opportunities for children to explore, create, discover, and learn. Topics include playground design, enhancing outside play and learning opportunities, daily routines that support active participation in the outdoor environment, teacher and parent education, and curriculum planning. Pass/No Pass Option
Communication Studies

THE FACULTY
John Hannigan
Meg Farrell
Michelle Zajac

DIVISION Language Arts
DEAN Jennifer Johnson
DEPARTMENT CHAIR John Hannigan
PHONE 408-741-2629
EMAIL john.hannigan@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Communication Studies
A.A., Communication Studies

The Communication Studies Department at West Valley College creates a transformative community within the classroom by encouraging students to listen intentionally, think critically, and speak passionately. Their six-course curriculum bridges theoretical concepts with lived experiences, creating a personalized educational journey.

Highlights
- An exemplary teaching faculty dedicated to assisting students to improve their communication effectiveness
- Course offerings in fulfillment of AA degree, AA-T degree, IGETC and CSU oral transfer requirements
- State of the art public speaking facilities providing students with access to presentation technologies
- Evening and online class offerings

Career Options
- Consulting
- Corporate training
- Education
- Marketing and sales
- Mass media
- Mediation
- Political and social service
- Public relations

Degree
A.A., Communication Studies, Communication Studies A.A.-T

COMMUNICATION STUDIES: For transfer information see assist.org and/or consult with a counselor.

For information on Associate in Arts for Transfer or Associate in Science for Transfer degrees, please go to westvalley.edu/catalog/.

Associate in Arts in Communication Studies for Transfer Degree (A.A.-T in Communication Studies)
The Associate in Arts in Communication Studies for Transfer degree (AA-T in Communication Studies) is a 60 unit program, which provides students the lower division coursework required for seamless transfer to a CSU institution for the major in Communication Studies. Students who complete the Associate in Arts in Communication Studies for Transfer degree (AA-T in Communication Studies) will be able to identify and explain concepts and theories of human communication, demonstrate effective communication skills in a variety of settings, and report an increase in communication competency.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units;
- The California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curricular (IGETC) pattern;
- A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- Obtainment of a minimum grade point average (GPA) of 2.0;
- Earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Communication Studies, a student will be able to:
- Demonstrate effective communication skills in a variety of settings.
- Identify and explain concepts/theories of communication.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>COMM 001</td>
<td>Public Speaking</td>
<td>3</td>
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<tr>
<td>COMM 020</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COMM 008</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM 004</td>
<td>Small Group Discussion</td>
<td>3</td>
</tr>
<tr>
<td>COMM 012</td>
<td>Intercultural Communication</td>
<td>3</td>
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<tr>
<td>COMM 010</td>
<td>Persuasive Speaking</td>
<td>3</td>
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<td>OR</td>
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<tr>
<td>COMM 010H</td>
<td>Honors Persuasive Speaking</td>
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<tr>
<td>COMM 007</td>
<td>Survey of Communication: Career Building Strategies</td>
<td>3</td>
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<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
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<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
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<td>ENGL 001CH</td>
<td>Honors Critical Thinking and Writing</td>
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Total Major Units 18

GE Units (CSU GE or IGETC) 39 or 37

Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (Sample Course Shown) (6 Units):
COMM 001, COMM 008

Spring, Year 1 (Sample Course Shown) (6 Units):
COMM 004, COMM 007

Fall, Year 2 (Sample Course Shown) (3 Units):
COMM 012

Spring, Year 2 (Sample Course Shown) (3 Units):
COMM 020

COMMUNICATION STUDIES
A.A. Degree

The Communication Studies Department at West Valley College creates a transformative community within the classroom by encouraging students to listen intentionally, think critically, and speak passionately. This seven course curriculum bridges theoretical concepts and lived experiences, creating a personalized educational journey. After completing an A.A. degree in Communication Studies a student should be able to: demonstrate effective communication skills in a variety of settings and identify and explain concepts/
COMM 001 PUBLIC SPEAKING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905 or LRSV 941C
Advisory: READ 053
Acceptable for credit: University of California, California State University
C-ID COMM 110
This basic course emphasizes the basic principles of preparation, organization, research, outlining, delivery and evaluation of at least three extemporaneous oral speeches that are given in the physical presence of other listeners. It includes study of the process of communication, evaluating and utilizing evidence, principles of speech preparation and outline organization, management of communication apprehension, the role of the listener in public speaking, speech evaluation, rhetorical principles, and verbal and nonverbal delivery techniques.

COMM 004 SMALL GROUP DISCUSSION
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905
Advisory: READ 053
Acceptable for credit: University of California, California State University
C-ID COMM 140
This course is designed to provide students with theoretical and practical insights, experiences, and principles of communication in a variety of group contexts. Areas of focus include the theory and practical application of: leadership, information-sharing, problem solving, conflict management and critical decision-making and evaluation of group communication processes.

COMM 007 SURVEY OF COMMUNICATION: CAREER BUILDING STRATEGIES
3 units
Lecture 3 units; lab 0 units
Advisory: READ 053 and ENGL 905
Acceptable for credit: California State University
C-ID COMM 180
This introductory survey of communication course is focused on the basic foundations of interpersonal communication, small group communication, and public speaking with an emphasis on career building strategies. Students are introduced to the conceptual breadth of the human communication discipline as it relates to social behavior in the workplace. Additionally, students have the opportunity to examine and practice communication theories and principles to develop critical thinking and communication competencies in a variety of business and professional contexts, such as: team-building, leadership, presentation skills, interviewing strategies, cross-cultural competence, organizational communication, and conflict management.

COMM 008 INTERPERSONAL COMMUNICATION
3 units
Lecture 3 units; lab 0 units
Advisory: READ 053 and ENGL 905
Acceptable for credit: University of California, California State University
C-ID COMM 130
This course is designed to help students analyze the principles of verbal and nonverbal transactions that occur in personal and professional interpersonal contexts. This course gives students the opportunity to apply theoretical and research findings into practical skills within interpersonal relationships.

COMM 010 PERSUASIVE SPEAKING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905
Advisory: READ 053
Acceptable for credit: University of California, California State University
C-ID COMM 190
This communication studies course offers students the opportunity to examine historical and contemporary approaches to persuasive messages throughout time. It focuses on the presentation of persuasive appeals, and learning to construct, deliver, critique, and analytically evaluate persuasive messages in a variety of contexts. This course includes preparing, outlining, and presenting at least two extemporaneous oral persuasive speeches that are given in the physical presence of other listeners. This course also includes a project that analyzes persuasive messages with a presentation of findings component.
COMM 010H HONORS PERSUASIVE SPEAKING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905
Advisory: READ 053
Acceptable for credit: University of California, California State University
C-ID COMM 190
This communication studies course offers students the opportunity to examine historical and contemporary approaches to persuasive messages throughout time. It focuses on the presentation of persuasive appeals, and learning to construct, deliver, critique, and analytically evaluate persuasive messages in a variety of contexts. This course includes preparing, outlining, and presenting at least two extemporaneous oral persuasive speeches that are given in the physical presence of other listeners. This course also includes a project that analyzes persuasive messages with a presentation of findings component. Honors Persuasive Speaking uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit.

COMM 012 INTERCULTURAL COMMUNICATION
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905 or LRSV 941C
Advisory: READ 053
Acceptable for credit: University of California, California State University
C-ID COMM 150
This course highlights the importance of culture and how it constructs and creates verbal and nonverbal communication in global and domestic contexts. The emphasis is on the influence of culture, language, and social patterns on how members of cultures relate among themselves and with members of diverse groups. It is designed to help students appreciate and compare intercultural communication patterns within the larger context of American culture. It provides theoretical knowledge and practical application of effective communication within and between diverse cultural groups.

COMM 020 ARGUMENTATION AND DEBATE
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905
Acceptable for credit: University of California, California State University
C-ID COMM 120
This course emphasizes the basic principles of classical and dialogical debate structures, critical inquiry, argument and advocacy. It includes identifying fallacies in reasoning and language, testing evidence and evidence sources. It also includes the process of brief preparation, rhetorical theory, advancing a reasoned position while effectively presenting and defending those positions. Analysis, presentation, and evaluation of oral and written arguments. Presenting two or more oral debates in the physical presence of other listeners.

Computer Aided Drafting and Design
(See Interior Design)

Computer Applications
(For courses formerly housed in Computer Applications, see Business Administration
(BUSN, 42, 44, 46, 47))

Computer Information Systems

THE FACULTY
Takyui Liu
DIVISION The School of Professional Studies
DEAN Renee Paquier
DEPARTMENT CHAIR Takyui Liu
PHONE 408-741-2675
EMAIL takyui.liu@westvalley.edu
COUNSELING 408-741-4068

Certificates:
Computer Science

The CIS Department at West Valley College offers a complete computer curriculum using state-of-the-art computing equipment. The West Valley counselors will aid in choosing the option that best meets the student's needs.

The following is an outline of the REQUIRED and RECOMMENDED courses in Certificate Programs. Many programs are based on prior completion of PREREQUISITES. Certificates are awarded upon the recommendation of the individual departments. Consult your catalog and see a counselor for clarification and further information.

COMPUTER AND INFORMATION SYSTEMS: For transfer information see assist.org and/or consult with a counselor.

NOTE: Students with absolutely no programming experience may consider completing Introduction to Python (CIST005A); Otherwise choose a language path of C++ (CIST004A and CIST004B) or Java (CIST004A1 and CIST004B1). All CS students need to understand computer organization (Microcomputer Assembler CIST039), and apply their knowledge on applications with Programming in C (CIST037) or Advanced Python (CIST005B).

Computer Science Certificate of Achievement

The goals and objectives of the Computer Science Certificate of Achievement are to provide a solid theoretical foundation and practice of computer organization and software development encompassing analysis and design, to implementation and testing.

Upon completion of the Computer Science Certificate of Achievement, students will demonstrate the ability to:

1. Use a scripting language (like Python) to perform data analysis
2. Design, implement and test programs written with a compiled, object-oriented language (like C++ or Java)
3. Implement and test common data structures (like stacks, queues, heaps, maps, trees and graphs) and algorithms with a compiled, object-oriented language (like C++ or Java)
4. Demonstrate an understanding of computer organization (hardware) and be able to code in assembly language

The certificate is designed for those students who have a desire to pursue a career as a computer or engineering technician.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CIST 005A</td>
<td>Introduction to Python</td>
<td>4</td>
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<tr>
<td>OR CIST 004A</td>
<td>Computer Programming I (C++ Programming)</td>
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<td>OR CIST 004A1</td>
<td>Computer Programming I (Java)</td>
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<tr>
<td>MATH 019</td>
<td>Discrete Mathematics</td>
<td>4</td>
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<tr>
<td>OR CIST 004B</td>
<td>Computer Programming II (C++ Language)</td>
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<tr>
<td>OR CIST 004B1</td>
<td>Computer Programming II (Java)</td>
<td>4</td>
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<tr>
<td>CIST 039</td>
<td>Microcomputer Assembler Programming</td>
<td>3</td>
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</table>
### CIST 002 INTRODUCTION TO COMPUTING

4 units  
Lecture 4 units; lab 0 units  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
C-ID BUS 140  
This is an introductory course in personal productivity computing, introducing students to the concepts and uses of computing in education, business and society. Fundamentals of each of the major components of a computing system are examined: elementary functions of hardware; software for systems operations and applications; the relationship of data and information; the need for proper procedures; and the people who use and support computing. Students use computers for hands-on experience of computer productivity applications, including word processing, spreadsheets, presentation manager, database management, and Internet access. The course is recommended for students who need to complete a computing course requirement for transfer to a four-year business program. Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems. Pass/No Pass Option

### CIST 004A COMPUTER PROGRAMMING I (C++ LANGUAGE)

4 units  
Lecture 4 units; lab 0 units  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
C-ID COMP 122  
This is a foundation course emphasizing the concepts and methodologies of programming using the C++ language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming and documentation skills, algorithmic problem-solving, programming methodologies, and to write small to medium-sized programs. Pass/No Pass Option

### CIST 004B COMPUTER PROGRAMMING II (C++ LANGUAGE)

4 units  
Lecture 4 units; lab 0 units  
Prerequisite: CIST 004A  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
C-ID COMP 132  
This is a continuation of CIST 004A (Introduction to Computer Programming I-C++ intended for students majoring in CIS-Computer Science Option and/or planning to transfer to a 4-year college or university Computer Science program. CIST 004B introduces concepts of abstract data types, C++ classes, separate compilation, and information hiding. Topics in data structures (dynamic allocation, linked lists, stacks and queues, and binary trees), and sorting/searching algorithms are introduced. The course includes both lecture and programming in C++. Pass/No Pass Option

### CIST 004A1 COMPUTER PROGRAMMING I (JAVA)

4 units  
Lecture 4 units; lab 0 units  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
C-ID COMP 122  
CIST 004A1 focuses on the Java programming language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming and documentation skills, algorithmic problem-solving, programming methodologies, and to write small to medium-sized programs. Pass/No Pass Option

### CIST 004B1 COMPUTER PROGRAMMING II (JAVA)

4 units  
Lecture 4 units; lab 0 units  
Prerequisite CIST 004A1  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
C-ID COMP 132  
This course is a continuation of CIST 004A1 (Computer Programming I (Java)) expanding on concepts of Java classes, interfaces, and inheritance. Topics in abstract data types, basic data structures, and sorting/searching algorithms are introduced. Additional topics include exceptions, I/O streams and other software engineering concepts. The course includes both lecture and programming in Java. Pass/No Pass Option

### CIST 005A INTRODUCTION TO PYTHON

4 units  
Lecture 3 units; lab 1 unit  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
This is a foundation course emphasizing the concepts and methodologies of programming using the Python language. Emphasis is on good programming style, object-oriented analysis and design, decomposition, encapsulation, abstraction and testing. Example topics include objects/classes, functions, argument passing, control structures, repetitions, lists/tuples, strings, dictionaries/lists, and recursion. Students have the opportunity to learn programming and documentation skills, algorithm problem-solving, programming methodology, and to write small to medium sized programs. Pass/No Pass Option

### CIST 005B ADVANCED PYTHON

4 units  
Lecture 3 units; lab 1 unit  
Advisory: CIST 005A and MATH 106 or 106R  
Acceptable for credit: University of California, California State University  
This is a continuation of CIST 005A (Introduction to Computer Programming I (Python)) intended for students majoring in CIS-Computer Science Option and/or planning to transfer to a 4-year college or university. CIST 0B introduces concepts of abstract data types, Python classes, modules, and information hiding. Topics in data structures (collection types, complexity analysis, big-O notation, arrays, linear linked structures, interfaces and implementations, information hiding, polymorphism, stacks, queues, lists, trees, binary search trees, heaps, expression trees, unordered collections, bags, sets, dictionaries and graphs) and sorting/searching algorithms are introduced. Pass/No Pass Option

### CIST 037 C PROGRAMMING

3 units  
Lecture 3 units; lab 0 units  
Advisory: MATH 106 or MATH 106R  
Acceptable for credit: University of California, California State University  
The fundamentals of ANSI C language syntax, including C data types, statements (sequence, selection, and repetition), and standard C libraries, are introduced in this course. Structured programming style using the C language is emphasized. Advanced topics, such as structures external files, bit manipulation, and pointers/dynamic allocation are also included.
CIST 039 MICROCOMPUTER ASSEMBLER PROGRAMMING
3 units
Lecture 3 units; lab 0 units
Advisory: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This course is designed to teach students how to write assembly language for Intel/DOS-compatible personal computers. It emphasizes fundamentals of computer operation. Also functions not readily apparent when using a high-level language, such as storage registers, binary arithmetic, and data representation, are of particular importance in this course. Programming assignments for this course use the instruction set developed for the Intel 80 x 86 and related microprocessors.

CIST 046A INTRODUCTION TO LINUX
4 units
Lecture 3 units; lab 1 unit
Advisory: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This course covers Linux operating system essential features such as Linux history, root privileges, basic utilities, file utilities, pipelines, compressing and archiving files, user/system information, user messaging, email, file system, links, shell, regular expressions, and secure network connectivity tools.

CIST 046B LINUX SHELL PROGRAMMING
4 units
Lecture 3 units; lab 1 unit
Advisory: CIST046A and MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This course covers shell scripting in Linux. Students have the opportunity to access the command line interface, use basic bash shell commands to navigate the filesystem, manage files/directories, monitor programs and disk space, use built-in bash commands, write shell scripts (with variables, pipes, repetitions, user-inputs), run commands in background, use regular expressions, sed, gawk for pattern searching/transformation and stream processing. Students have the opportunity to automate system administration tasks, install application packages, create and use MySQL database objects, use lynx text-based browser to retrieve text data from web sites, and send emails via Linux email server. Pass/No Pass Option

Counseling

THE FACULTY
Angelica Bangle
Joe Bucher
Michael Byers
Andrew Cardamone
Alicia Cardenas
Freba Cognetta
Maria Garcia Scheper
Tom Golbetz
Hideo Ikeda
Elise Johnson
Jennifer Keh
Bickie Lee
Erika Llantero
Christina Llerena
Marta Mora-Evans
Sara Patterson
Melissa Salcido
Leticia Sanchez-Mendoza Hernandez
Phillip Severe
James Winkler

DIVISION
Student Services
DEAN
Matais Pouncil
DEPARTMENT CHAIR
Michael Byers
PHONE
408-741-2196
EMAIL
michael.byers@westvalley.edu
COUNSELING
408-741-2009

Most of the courses are CSU transferable, some meet CSU GE requirements, and all are WVC degree applicable.

Learning Outcomes Courses
After completing courses in Counseling, a student will be able to:
• Identify and apply personal values and career preferences related to making effective career and major choices.
• Identify strategies for making wise choices, goal setting, taking responsibility, and thinking critically about life choices.

Learning Outcomes Services
After utilizing Counseling programs and services, a student will be able to:
• Select appropriate college courses, programs and services to meet individual needs and to support academic goals and success.

COUN 000A ORIENTATION
0.5 units
Lecture 0.5 units; lab 0 units
This course is designed to equip students with basic survival tools for college. The course includes an orientation to West Valley College programs and services, including: rules and regulations, basic skills assessment, an overview of general education requirements for transfer and graduation, an introduction to the registration process, and educational planning. Pass/No Pass Only

COUN 002 ACADEMIC & PERSONAL PLANNING
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course provides the opportunity for students to increase self-awareness, knowledge and understanding of personal, as well as educational objectives. The course facilitates academic and personal decision-making and promotes setting life goals, determining educational objectives, and developing appropriate short- and long-term plans. Pass/No Pass Option
COUN 005 COLLEGE SUCCESS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course focuses on life management, goal setting, career decision making, educational planning, college expectations and opportunities, instructor-student relationships, cultural diversity, health maintenance, stress management, and resources. Learning styles and academic success strategies are also included. Pass/No Pass Option

COUN 012 CAREERS AND LIFE STYLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course assists students in identifying values, interests, and career alternatives through a variety of personality and occupational exploration techniques. Students have the opportunity to learn and prepare for careers and lifestyles in an ever-changing world by developing decision making, goal setting and planning skills. Pass/No Pass Option

COUN 012C CAREERS AND LIFE STYLES
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
Couns 12C is a special topic module for those who desire more in-depth career direction. This course focuses on specialized concerns relating to job search and the world of work. Pass/No Pass Option

COUN 018 JOB SEARCH METHODS
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course covers practical step-by-step instructions, techniques, and strategies for planning and organizing an effective job search. Emphasis is on developing strategies to address job market trends, employer contacts, professional resumes, job interviews, online job search tools and the world of work. Pass/No Pass Option

COUN 024 PERSONAL GROWTH
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Personal growth is designed to assist students in increasing their awareness of themselves and others and identifying their personal strengths and weaknesses and potential for personal growth. By enhancing their self esteem, students will function more effectively and fully in dealing with conflicts and life changing events. This course will promote growth by helping students to develop decision making strategies, conflict resolution skills, assertive training techniques and stress management. Students will learn effective communication skills, so they can express thoughts and feelings and improve and enrich their relationships with others. This course is West Valley College AA/AS Degree applicable under Area E General Education and the CSU G.E. Pattern. Pass/No Pass Option

COUN 045 SUCCESSFUL STUDY STRATEGIES
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course offers students the opportunity to improve their study skills and become more aware of their potential for success. Strategies for time management, note taking, preparation for examinations, taking examinations, and other study techniques are presented. Pass/No Pass Option

COUN 050 CROSS-CULTURAL PERSPECTIVES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course will explore cross-cultural theories and research relative to personal and cultural identity, communication styles, value orientation, leadership styles, social justice, cultural assimilation, the family, health care, education, the world of work, media in the United States, ethnocentrism and racism. The goals will be to enhance understanding, insights, and respect for diverse cultural groups. Cultures examined include: African American, Latino/Chicano, Japanese American, Chinese American, Vietnamese American, Native American, and Middle Eastern. This course satisfies Cultural Diversity requirement for an Associate degree. Pass/No Pass Option

COUN 090 TRANSFER WITH SUCCESS
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
Transfer with Success is an introduction to the transfer process. It is designed to give students the opportunity to actively participate in planning their educational and career goals by providing them with information about the process and requirements for transferring from community college to a university. The course consists of lecture, guest speakers, and student assignments. Pass/No Pass Option
Court Reporting and Related Technologies

THE FACULTY
Margaret Ortiz

DIVISION The School of Professional Studies
DEAN Renee Paquier
DEPARTMENT CHAIR Stacy Hopkins
PHONE 408-741-2445
EMAIL stacy.hopkins@westvalley.edu
COUNSELING 408-741-4068

Certificates:
- Scoping and Proofreading
- Transcription Technology and Office Support
- Educational Captoring
- Court Reporting

The Court Reporting and Related Technologies Department offers career education and training in court reporting as performed in courtrooms and deposition settings. The Department also prepares students for careers in the related fields of captioning, transcription, and office support technology. The Department is recognized by the Court Reporter’s Board of California to qualify students to sit for the California Certified Shorthand Reporter’s Examination. Licensed by the state, court reporters preserve all legal proceedings and submit their verbatim record as the official transcript.

Career Options
- Official Court Reporter
- Deposition Reporter
- Broadcast Captioner
- CART Provider (Communication Access Realtime Translation) for the deaf and hard-of-hearing
- Legal, Medical, and General Transcriptionist
- Scopist and/or proofreader assisting court reporters

Certificates
- Scoping and Proofreading
- Transcription Technology and Office Support
- Educational Captoring
- Court Reporting

IT IS STRONGLY RECOMMENDED THAT STUDENTS ENROLL IN CERTIFICATES IN THE ABOVE SEQUENCE BECAUSE EACH CERTIFICATE CONTAINS COURSE PREREQUISITES FOR COURSES OFFERED IN SUBSEQUENT CERTIFICATES.

“IN ORDER FOR A PERSON TO QUALIFY FROM A SCHOOL TO TAKE THE STATE LICENSING EXAMINATION, THE PERSON SHALL COMPLETE A PROGRAM AT A RECOGNIZED SCHOOL. FOR INFORMATION CONCERNING THE MINIMUM REQUIREMENTS THAT A COURT REPORTING PROGRAM MUST MEET IN ORDER TO BE RECOGNIZED, CONTACT: THE COURT REPORTERS BOARD OF CALIFORNIA; 2535 CAPITOL OAKS DRIVE, SUITE 230, SACRAMENTO, CA 95833, (916) 863-3664”.

SCOPING AND PROOFREADING

Certificate of Achievement

The Scoping and Proofreading certificate is designed to provide relevant skills to individuals pursuing careers assisting court reporters in the production of certified transcripts of legal proceedings using specialized computer-aided transcription software. Courses are also designed to provide general proofreading skills required for employment outside of the legal environment.

After completing this certificate, students will be able to:
- Write stenographically at a minimum of 80 words per minute on a machine writer.
- Apply industry-standard techniques of document preparation including formatting of various types of documents.
- Recognize homonyms and apply correct spelling within context.
- Demonstrate proficiency in industry-standard computer-aided software to produce accurate transcripts of legal, medical, and general live and audio-recorded material.
- Write legal, medical, and general subject matter, stenographically, a minimum of 120 words per minute on a machine writer.
- Demonstrate proficiency in Microsoft Word to provide entry-level office support and to import/produce accurate transcripts of legal, medical, and general live and audio-recorded material.
- Demonstrate recognition of and correct spelling of legal and medical terminology and English vocabulary.
- Demonstrate proficiency in Excel to create spreadsheets, enter data, and construct basic formulas.
- Demonstrate understanding of entry-level office support within various business environments, including, but not limited to, law firms and deposition firms.
- Demonstrate basic software competency in Microsoft Word and Excel.

Course ID | Title | Units
--- | --- | ---
CTR 007A | Court Reporting Theory I | 5
CTR 026 | Adv English & Office Practices for Ctr | 3
CTR 007B | Court Reporting Theory II | 5
CTR 007C | Court Reporting Theory III | 5
CTR 030A | Realtime and Computer-Aided Basic | 2
CTR 008 | Introduction to the Legal Record: Jury Charge/Literary Focus | 6.5
CTR 028A | Computer Aided Transcription | 2.5

Total Certificate Units | 35

A Certificate of Achievement as a Scoping and Proofreading can be earned by students who have completed all required courses with at least a grade of “C” or “Pass”.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (8 Units):
CTR 007A, READ 053

Spring, Year 1 (10 Units):
ENGL 905, CTRP 007B, CTRP 030A

Fall, Year 2 (8 Units):
CTR 007C, CTRP 026

Spring, Year 2 (9 Units):
CTR 008, CTRP 028A

TRANSCRIPTION TECHNOLOGY AND OFFICE SUPPORT

Certificate of Achievement

This certificate is designed to provide relevant skills to individuals pursuing careers transcribing legal, medical, or general material, and/or providing office technology/office computer applications support. Transcribers, also known as transcriptionists, convert speech (either live or recorded) into written or electronic text documents. Transcription services are often provided for business, legal, or medical purposes. Transcribers may work from home, in hospitals or physicians’ offices, and in various business environments. After completing the certificate in Transcription Technology and Office Support, students should be able to:
- Demonstrate proficiency in computer-aided transcription software for aiding in the production of court reporting transcripts.
The Educational Captioning Certificate of Achievement is intended to provide the required academic knowledge, proficiency, and work experience to individuals pursuing careers as educational captioners. This certificate includes courses required to qualify students to apply to take the California Certified Communication Access Realtime Translation providers. Students will be given the opportunity to gain the skills necessary to stenographically write. After completing this certificate, students will be able to:

- Recognize and respond appropriately to ethical issues facing educational captioners.
- Develop a basic understanding of the structure of the English language and how it relates to captioning.
- Use Standard English punctuation and grammar, medical and legal terminology, and technology as required to pass the Certified Shorthand Reporter skills and written examinations of the Court Reporters Board of California, Department of Consumer Affairs.
- Produce accurate, properly formatted transcripts of actual court and deposition legal proceedings.

### COURT REPORTING

#### Certificate of Achievement

The Court Reporting Certificate of Achievement is the top level of four "stacked" program certificates and is intended to provide relevant academic knowledge, proficiency, and work experience to individuals pursuing careers as court reporters in the United States. This certificate also includes the final courses required to qualify students to apply to take the California Certified Shorthand Reporter Written and skills licensing examinations. After completing this certificate, students will be able to:

- Write stenographically, for ten minutes, four-voice testimony at 200 words per minute with 97.5% accuracy as required to pass the skills examination of the Court Reporters Board of California, Department of Consumer Affairs.
- Use Standard English punctuation and grammar, medical and legal terminology, and technology as required to pass the Certified Shorthand Reporter skills and written examinations of the Court Reporters Board of California, Department of Consumer Affairs.
- Produce accurate, properly formatted transcripts of actual court and deposition legal proceedings.

### Required Core Courses

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTR 010</td>
<td>Introduction to the Legal Record: Question and Answer Testimony</td>
<td>6.5</td>
</tr>
<tr>
<td>AJ 003 OR AJ 001</td>
<td>Principles &amp; Procedures of the Justice System</td>
<td>3</td>
</tr>
<tr>
<td>CTR 012</td>
<td>Introduction to the Legal Record: Multiple Attorney Focus</td>
<td>6.5</td>
</tr>
<tr>
<td>PARA 021 OR BUS 028</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 042</td>
<td>Beginning Microsoft Word Documents</td>
<td>1</td>
</tr>
<tr>
<td>BUS 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>PARA 065B OR BUS 070</td>
<td>Microsoft Word for the Law Office</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units

A Certificate of Achievement in Educational Captioning can be earned by students who have completed all required courses with at least a grade of "C" or "Pass." Before beginning any Court Reporting or Related Technology program, the student should have keyboarding skills of at least 45 words per minute; the Computer Applications program offers keyboarding classes. For crosswalk of new subject codes, see page 51

#### Recommended Course Sequence:

**Fall, Year 1 (9.5 Units):**
- CTRP 014, ENGL 001A

**Spring, Year 1 (8 Units):**
- CTRP 016, CTRP 034A1

**Fall, Year 1 (8.5 Units):**
- CTRP 018, CTRP 030B

### EDUCA TIONAL CAPTIONING

#### Certificate of Achievement

The Educational Captioning Certificate of Achievement is intended to provide the required academic knowledge, proficiency, and work experience to individuals pursuing careers as educational captioners, also known as Communication Access Realtime Translation providers. Students will be given the opportunity to gain the skills necessary to stenographically write. This certificate includes courses required to qualify students to write accurate real-time translation of the spoken word in classroom and meeting settings. This certificate has an academic captioning focus including appropriate procedures for the educational captioner and coverage of ethical issues facing educational captioners. After completing this certificate, students will be able to:

- Stenographically write the spoken word at 180 words per minute for computer-aided software translation into English in real time, and produce transcripts with 97.5 percent accuracy.
- Explain correct captioning protocol for classroom and meeting environments.
- Recognize and respond appropriately to ethical issues facing educational captioners.

### Required Core Courses

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTR 014</td>
<td>Introduction to the Legal Record: Multiple Attorney/Witness Focus</td>
<td>6.5</td>
</tr>
</tbody>
</table>

### Total Major Units

For crosswalk of new subject codes, see page 51

#### Recommended Course Sequence:

**Fall, Year 1 (9.5 Units):**
- CTRP 021, CTRP 042A

**Spring, Year 1 (8.5 Units):**
- CTRP 023, CTRP 038
Fall, Year 2 (3 Units)
CTRP 042B, CTRP 044

CTRP 007A COURT REPORTING THEORY 1
5 units
Lecture 3 units; lab 2 units
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply beginning-level computer-compatible stenographic theory language and concepts necessary to write and read back basic English vocabulary at 30 words per minute with 90 percent accuracy. Pass No/Pass Option

CTRP 007B COURT REPORTING THEORY 2
5 units
Lecture 3 units; lab 2 units
Prerequisite: CTRP 007A
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply intermediate-level computer-compatible stenographic theory language and concepts necessary to write and read back English vocabulary. Contractions, prefixes, and suffixes are introduced. Pass No/Pass Option

CTRP 007C COURT REPORTING THEORY 3
5 units
Lecture 3 units; lab 2 units
Prerequisite: CTRP 007B
Acceptable for credit: California State University
In this course, students have the opportunity to complete final theory textbook lessons and to refine machine shorthand skills at 60 words per minute with 97 percent accuracy. Pass/No Pass Option

CTRP 008 INTRODUCTION TO THE LEGAL RECORD- JURY CHARGE/LITERARY FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 007C
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard jury instruction terminology and phrases and literary vocabulary necessary to attain a writing speed of 50 words per minute. Familiarization with basic transcript production is emphasized through a variety of assignments emphasizing correct formatting, punctuation, and proofreading techniques/symbology. Effective strategies for organizing and tracking out-of-class assignments for facilitating skill development are also covered. Pass/No Pass Option

CTRP 010 INTRODUCTION TO THE LEGAL RECORD- QUESTION AND ANSWER TESTIMONY
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 008
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard legal question and answer testimony terminology and phraseology necessary to attain a writing speed of 100 words per minute. Familiarization with transcript formatting requirements, effective practice techniques, professional communications etiquette and professional association support venues is emphasized through a variety of assignments and class discussion. Pass/No Pass Option
CTRP 012 INTRODUCTION TO THE LEGAL RECORD - MULTIPLE ATTORNEY FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 010
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard legal terminology and phraseology necessary to attain a writing speed of 120 words per minute. Colloquy protocol, speaker identification, and transcription formatting are explained and applied. Familiarization with courtroom staff responsibilities and family and employment law terminology is emphasized through a variety of lecture, assignments and class discussion. One five-hour courtroom observation is required. Pass/No Pass Option

CTRP 014 INTRODUCTION TO THE LEGAL RECORD - MULTIPLE ATTORNEY/WITNESS FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 012
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard legal terminology and phraseology necessary to attain a writing speed of 140 words per minute. Techniques for managing four different speakers are introduced. Familiarization with workers’ compensation, personal injury, and real estate/property law terminology and corresponding stenographic outlines is emphasized through a variety of lecture, assignments and class discussion. One five-hour courtroom observation is required. Pass/No Pass Option

CTRP 016 MASTERING THE LEGAL RECORD - COMPLEX DATA FORMATTING FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 014
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for intermediate-level legal terminology and phraseology necessary to attain a writing speed of 160 words per minute. Machine writing and transcription focuses on proper formatting of dates, standard and military time, currency, case numbers, exhibits, legal citations, and other numeric expressions regularly used in legal proceedings. Lecture content and assignments include how to read and interpret the court calendar and identify and apply information critical to the official court reporter. Pass/No Pass Option

CTRP 018 MASTERING THE LEGAL RECORD - REALTIME SKILLS/CAPTIONING FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 016
Acceptable for credit: California State University
In this course, students have the opportunity to recognize and create stenographic outlines for intermediate to advanced-level vocabulary, terminology, and phraseology and apply speed building techniques necessary to attain a writing speed of 180 words per minute. Machine writing and transcription focuses on application of "realtime" writing skills for educational captioning, aka Communication Access Realtime Translation (CART), and other types of live captioning. Lecture content and assignments include building a captioning software dictionary, captioning terminology, mechanics, etiquette, ethical issues, expectations of, and responsibilities facing the live captioner. Pass/No Pass Option

CTRP 021 MASTERING THE LEGAL RECORD - COURTROOM FOCUS
6.5 units
Lecture 3.5 units; lab 3 units
Prerequisite: CTRP 018
Acceptable for credit: California State University
In this course, students have the opportunity to further refine stenographic outlines and speed-building techniques to attain an accurate writing speed of up to 200 words per minute with 97.5 percent accuracy. Machine writing and transcription focuses on court terminology and phraseology. Lecture content and assignments include record-keeping requirements, application of State of California Minimum Transcript Standards, frequently-used language used in legal proceedings, reference source selection, and requirements for making verbatim records of hearings, meetings, and conventions. Pass/No Pass Option

CTRP 023 MASTERING THE LEGAL RECORD - DEPOSITION FOCUS
6.5 units
Lecture 3.5 unit; lab 3 unit
Prerequisite: CTRP 021
Acceptable for credit: California State University
In this course, students have the opportunity to further refine stenographic outlines and speed-building techniques to attain an accurate writing speed of 225 words per minute with 95 percent accuracy. Machine writing and transcription focuses on deposition terminology and phraseology. Lecture content and assignments include marking, handling, and securing exhibits; swearing in witnesses; managing depositions with more than two attorneys; handling rough transcript requests; and standard deposition protocol and ethics. Pass/No Pass Option

CTRP 026 ADV. ENGLISH & OFFICE PRACTICES FOR COURT REPORTING
3 units
Lecture 3 units; lab 0 unit
Acceptable for credit: California State University
In this course, students have the opportunity to study and apply advanced grammar, punctuation, syntax, and word usage; communication skills; proofreading; filing procedures; dictation/ transcription procedures; and court reporting office methods and forms.

CTRP 028A COMPUTER AIDED TRANSCRIPTION
2.5 units
Lecture 2 units; lab 0.5 units
Prerequisites: CTRP 007C
Acceptable for credit: California State University
In this course, students have the opportunity to apply the theory and practice of Computer-Aided Transcription (CAT) as used in the fields of court reporting and captioning.

CTRP 030A REALTIME AND COMPUTER-AIDED BASIC DICTIONARY BUILDING
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: CTRP 007B
Acceptable for credit: California State University
This course includes instruction in English text entry and non-technical dictionary building using an electronic stenographic writing machine, computer, and specialized software. Students have the opportunity to create and/or edit personal computer-aided transcription software dictionaries containing a minimum of 12,000 words. Pass/No Pass Only

CTRP 030B REALTIME AND COMPUTER-AIDED LEGAL
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: CTRP 007B
Acceptable for credit: California State University
This course offers instruction in legal terminology text entry and legal dictionary building using an electronic stenographic writing machine, computer, and specialized software. Using specialized computer software, students have the opportunity to create software dictionaries of 12,000 words, including several hundred legal terms and phrases. Pass/No Pass Only
DANCE SPECIALIST
Certificate of Achievement

The Certificate of Achievement in Dance Specialist provides students an opportunity for a career in dance as a performer, choreographer, or instructor. Unique job opportunities include dance studio instructor, teaching assistant, children’s dance instructor, community and musical theater, and group exercise instructor. Students will gain proficiency in leadership, communication, performance awareness, and artistic techniques. The main goal of the program is to prepare students for employment in dance and theater. Demonstrate proficiency as a dance instructor or performer in one dance form. After completing the 12 unit Certificate of Achievement in Dance Specialist, students are prepared to enter a professional work environment in one or more of the following careers: choreographer, dance studio instructor, dance teaching assistant, children’s dance instructor, community and musical theater, and group exercise instructor. There are no prerequisites for enrolling in this certificate program.

Course ID | Title | Units
--- | --- | ---
KIN.TH 051 | Dance in America: A Cultural Perspective | 3
KIN.TH 051H | Honors Dance in America: A Cultural Perspective | 3
KIN 3.36 | Choreography | 1

Choose 6 units of technique classes, 4 units of which are at the Intermediate level or above

KIN 3.01 | Ballet- Beginning Level 1 | 1
KIN 3.02 | Ballet- Beginning Level 2 | 1
KIN 3.04 | Ballet- Intermediate | 1
KIN 3.05 | Ballet- Advanced | 1
KIN 3.08 | The Flamenco Dance of Spain-Beginning | 1
KIN 3.09 | The Flamenco Dance of Spain-Intermediate | 1
KIN 3.11 | Jazz Dance- Beginning Level 1 | 1
KIN 3.12 | Jazz Dance- Beginning Level 2 | 1
KIN 3.13 | Jazz Dance- Advanced | 1
KIN 3.14 | Jazz Dance- Intermediate | 1
KIN 3.16A | Modern Dance- Beginning Level 1 | 1
KIN 3.16 | Modern Dance- Beginning Level 2 | 1
KIN 3.17 | Modern Dance- Intermediate | 1
KIN 3.19 | Modern Dance- Advanced | 1
KIN 3.20 | Ballroom and Latin Dance- Beginning | 1
KIN 3.22 | Ballroom and Latin Dance-Intermediate | 1
KIN 3.26 | Ballroom Dance- Advanced | 1

Choose 2 units from the following courses
### Dance Certificate

**Course ID** | **Title** | **Units**
--- | --- | ---
KIN 3.29 | Rehearsal and Performance in Dance | 1
KIN 3.33 | Dance Intensive | 1
KIN 3.34 | Studio Dance Production | 1

**Total Certificate Units:** 12

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (4 Units):**
KIN 3.36, KIN TH 051 or 051H

**Spring, Year 1, Fall, Year 2 (6 Units):**
Choose 6 units Technique courses from 2nd list. 4 units must be intermediate level or above.

**Fall, Year 2 (2 Units)**
Choose 2 units from 3rd list

For Certificate of Achievement Course List above, please refer to this Dance Course Subject Code Crosswalk

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<thead>
<tr>
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<th>New Subject Code</th>
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<tr>
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<td>DANC 001 or 001H</td>
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**DANC 001 BALLET: BEGINNING LEVEL 1**
1 unit
Lecture 0 units; lab 1 unit

**DANC 002 BALLET: BEGINNING LEVEL 2**
1 unit
Lecture 0 units; lab 1 unit

**DANC 003 BALLET: INTERMEDIATE**
1 unit
Lecture 0 units; lab 1 unit

**DANC 004 BALLET: ADVANCED LEVEL 4**
1 unit
Lecture 0 units; lab 1 unit

**DANC 005 DANCE WORKSHOP**
1 unit
Lecture 0 units; lab 1 unit

**DANC 006 DANCE INTENSIVE**
1 unit
Lecture 0 units; lab 1 unit

**DANC 007 CHOREOGRAPHY**
1 unit
Lecture 0 units; lab 1 unit

**DANC 008 REHEARSAL AND PERFORMANCE IN DANCE**
1 unit
Lecture 0 units; lab 1 unit

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (4 Units):**
KIN 3.36, KIN TH 051 or 051H

**Spring, Year 1, Fall, Year 2 (6 Units):**
Choose 6 units Technique courses from 2nd list. 4 units must be intermediate level or above.

**Fall, Year 2 (2 Units)**
Choose 2 units from 3rd list

For Certificate of Achievement Course List above, please refer to this Dance Course Subject Code Crosswalk

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<thead>
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<th>Old Subject Code</th>
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<td>KIN 3.01</td>
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<td>DANC 006</td>
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<tr>
<td>KIN 3.34</td>
<td>DANC 000</td>
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</tbody>
</table>
DANC 011 JAZZ DANCE: BEGINNING LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to introduce the student to the medium of jazz dance through exposure to jazz dance history, technique, style, improvisations, and composition. Pass/No Pass Option

DANC 012 JAZZ DANCE: BEGINNING LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 011
Acceptable for credit: University of California, California State University
In this second level introductory course to jazz dance, the emphasis is placed on isolation, locomotive, and syncopated techniques and rhythms. Pass/No Pass Option

DANC 013 JAZZ DANCE: INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 012
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to increase skill and knowledge in the various theories, styles, and techniques of the jazz idiom at the intermediate level, building upon skills learned in DANC 011 and 012. Pass/No Pass Option

DANC 014 JAZZ DANCE: ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 013
Acceptable for credit: University of California, California State University
This advanced level course is designed to further increase the student’s skill and understanding in the varied theories, styles and techniques of the jazz idiom. Skills include increased vocabulary levels in lyrical and contemporary Jazz such as multiple turns, variety of leaps, coordinated isolations, and longer and more intricate combinations which challenge the advanced dancer. Pass/No Pass Option

DANC 021 MODERN DANCE: BEGINNING LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This is a course for students who want an introduction to modern dance. It provides the knowledge and practice necessary for gaining skills and experience in modern dance technique. Pass/No Pass Option

DANC 022 MODERN DANCE: BEGINNING LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 021
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain skills and techniques in modern dance for the beginning level 2 dance student. Emphasis is on developing techniques of contraction and release, falls and recovery, and includes a focus on quality of movement. Pass/No Pass Option

DANC 023 MODERN DANCE: INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 022
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain modern dance skills and techniques at the intermediate level, focusing on force, space, and rhythm. Pass/No Pass Option

DANC 024 MODERN DANCE: ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 023
Acceptable for credit: University of California, California State University
This course for advanced level modern dance students is designed to further increase the student’s skill in modern dance technique. This course provides students the opportunity to gain increased insight into modern dance and further develop the body as an instrument for communication and includes movement phrases with complex arabesque, jumps and sissone. Advanced level skills include split leaps, turns and leaps into rolls that travel, axial movements, falls and recoveries into jumps, turns and inversions. Pass/No Pass Option

DANC 041 BALLROOM AND LATIN DANCE: BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course focuses on beginning Ballroom and Latin dance techniques and performance. Beginning level steps and performance techniques from Tango, Waltz, Rumba, Cha-Cha, Foxtrot, Paso Doble, Night Club 2-Step, and current popular dances are covered. Individuals are encouraged to attend. A partner is not required. Pass/No Pass Option

DANC 042 BALLROOM AND LATIN DANCE: INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 041
Acceptable for credit: University of California, California State University
This course focuses on intermediate Ballroom and Latin dance techniques and performance. Emphasis is placed on styling and musical interpretation. Intermediate level steps consisting of additional performance techniques from the Tango, Waltz, Quick Step, International Rumba, Paso Doble, Cha-Cha, Samba, Viennese Waltz, Foxtrot, Night Club 2-Step, and West Coast Swing are covered. Individuals are encouraged to attend. A partner is not required. Pass/No Pass Option

DANC 043 BALLROOM AND LATIN DANCE: ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 042
Acceptable for credit: University of California, California State University
This course focuses on advanced ballroom and Latin dance techniques and performance. Full bronze and silver syllabus steps and performance techniques from Argentine Tango, Tango, International Waltz, American Rumba, International Cha-Cha, International Foxtrot, Samba and other currently popular dances are covered. Individuals are encouraged to attend. A partner is not required. Pass/No Pass Option

DANC 044 LINDY HOP & SWING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course focuses on steps, patterns, style, and music for Swing and Lindy Hop dances which were popular during WWI and WWII. Pass/No Pass Option

DANC 051A WORLD DANCE: FLAMENCO OF SPAIN, BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to introduce the student to the movements of Flamenco Dance, its music, and its origins. This course covers the flamenco dance of Spain and its theatrical dance forms. The course also covers flamenco’s folkloric influences which include the dance cultures of the East Indians, the Moors, and the Andalusians. Pass/No Pass Option
DANC 051B WORLD DANCE: FLAMENCO OF SPAIN, INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to explore intermediate flamenco dance techniques, such as techniques to coordinate pasadas when dancing as a couple. The course also explores the intersection of flamenco dance with poetry, music, and guitar. Previous flamenco dance experience is recommended. Pass/No Pass Option

DANC 060 STUDIO DANCE PRODUCTION
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides dance students with an opportunity to develop the technical skills necessary to produce dance programs in a studio theater. Students are given an opportunity to choreograph dances in their area of emphasis, as well as design costumes, makeup, and lighting for a performance in a studio theater. Pass/No Pass Option

DANC 061 DANCE IN AMERICA: A CULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines dance as a cultural expression in the USA. The course explores a range of dance forms with a focus on their social, political and religious significance. The course also considers the creative process and expression of the contemporary choreographer. Pass/No Pass Option

DANC 061H HONORS DANCE IN AMERICA: A CULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Honors Dance in America: A Cultural Perspective uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course examines dance as a cultural expression in the USA, and explores and analyzes the influence of indigenous and world dance forms including their social, political, economic, and religious significance. The course also considers the creative process and expression of the contemporary choreographer. Pass/No Pass Option

Digital Media

THE FACULTY
Jean McIntosh
Jeff Rascov

DIVISION
Cilker School of Art and Design

DEAN
Andrew Chandler

DEPARTMENT CHAIR
Diane Hurd

PHONE
408-741-2110

EMAIL
diane.hurd@westvalley.edu

COUNSELING
408-741-4068

Degree:
A.A., Web and App Design

Certificates:
Graphic Design
Marketing/Digital Communications
Web and App Design

The Digital Media department offers programs in design, coding, and marketing of digital media. Digital Media programs focus on conceptualization, design, and development of content and publishing standards for print, web and mobile delivery. Courses are designed to develop skills for successful migration into user experience and graphic design fields. Many of the courses include project based learning that considers the needs of the user and developing appropriate messages for an intended audience. The Department of Digital Media offers an Associate Degree and a certificate in Web and Mobile Design, and certificates in Graphic Design, and Marketing/Digital Communications.

WEB AND APP DESIGN
A.A. Degree

This program provides foundation design skills and technical planning for web and app design fields. Foundation skills in strategic thinking, planning, wireframing, and technology platforms are stressed. Other areas of focus include visual communication, interaction and user experience.

Upon completion of the degree, students will be able to:
• Plan, develop, test and market web and app products

Upon completion of the program, students are prepared for employment in app design and development and may be prepared for employment as a digital media assistant, front end web developer or designer, and multimedia producer.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>DIMG 002</td>
<td>Introduction to Electronic Communication</td>
<td>3</td>
</tr>
<tr>
<td>DIMG 003</td>
<td>Introduction to Graphic Design</td>
<td>3</td>
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<tr>
<td>DIMG 004</td>
<td>Principles of Design</td>
<td>4</td>
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<td>DIMG 020A</td>
<td>Interface Design</td>
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<td>DIMG 021A</td>
<td>Web Development 1</td>
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<tr>
<td>DIMG 021M</td>
<td>Introduction to App Design</td>
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<tr>
<td>DIMG 086</td>
<td>Portfolio Planning and Review</td>
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<td>Choose 5 units of the Following Electives</td>
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<tr>
<td>DIMG 001</td>
<td>Digital Applications Basic</td>
<td>3</td>
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<tr>
<td>DIMG 011</td>
<td>Blogs and Site Development: WordPress</td>
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<tr>
<td>DIMG 014C</td>
<td>Digital Illustration: Illustrator</td>
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<td>DIMG 021B</td>
<td>Web Development 2</td>
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<td>DIMG 021X</td>
<td>Application Design and Development 2</td>
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## Digital Media

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<tr>
<td>DIGM 025B</td>
<td>Social Media Marketing</td>
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### Total Major Units
30

To be awarded an A.A. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**
- DIGM 002, DIGM 003

**Spring, Year 1 (12 Units):**
- DIGM 004, DIGM 021A, Elective (Any Course)

**Fall, Year 2 (5 Units):**
- DIGM 020A, Elective (Any Course)

**Spring, Year 2 (7 Unit):**
- DIGM 021M, DIGM 086

### WEB AND APP DESIGN Certificate of Achievement

The Web and App Design Certificate of Achievement requires the successful completion of 5 required courses and 2 elective courses (25 units). This program provides Career Technical Education in the areas of digital communications, user experience, graphic design and web/App design. Students have the opportunity to plan, develop, test and market web and App design solutions with an emphasis on functionality and code using optimal parameters, accessibility standards and user experience guidelines.

Upon completion of the program students will be able to:
- Plan and create client-focused websites that weave traditional design concepts, innovative interface ideas, and current technologies together in order to deliver and market quality web and mobile solutions.

Upon completion of the program, students are prepared for employment in app design and development and may be prepared for employment as a digital media assistant, front end web developer or designer, and multimedia producer.

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<td>DIGM 003</td>
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<td>DIGM 014C</td>
<td>Digital Illustration: Illustrator</td>
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<tr>
<td>DIGM 020A</td>
<td>Interface Design</td>
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<tr>
<td>DIGM 086</td>
<td>Portfolio Planning and Review</td>
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**Electives for concentration in Web; DIGM 021A & DIGM 021B. Electives for concentration in App; DIGM 021M & DIGM 021X. 8 units**

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<td>DIGM 021M</td>
<td>Introduction to App Design</td>
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<tr>
<td>DIGM 021X</td>
<td>Application Design and Development 2</td>
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### Total Major Units
28

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (14 Units):**
- DIGM 001, DIGM 003, DIGM 020A, DIGM 021A or 021M

### Graphic Design Certificate of Achievement

The Graphic Design Certificate of Achievement requires the successful completion of 7 required courses (20 units) and 8 units of electives. This program provides Career Technical Education opportunities to develop occupational skills focused on graphic design development and production in the areas of: mass communications (broadcasting and print), digital media and graphic design. Students plan and create client-focused design solutions that incorporate traditional design concepts, static and not static layouts, critical ideas, and current technologies. Upon successful completion of this program, entry-level career opportunities exist in graphic design, print production, marketing, corporate communications and other emerging opportunities.

After completing the Graphic Design Certificate of Achievement, a student will be able to:
- Plan, design, create layouts, and prepare files for commercial offset printing.

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<td>DM 002</td>
<td>Introduction to Electronic Communication</td>
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<td>DM 003</td>
<td>Visual Design for New Media</td>
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<td>DM 004</td>
<td>Principles of Design</td>
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<td>DM 011</td>
<td>Blogs and Site Development: Word Press</td>
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<td>DM 086</td>
<td>Portfolio Planning and Review</td>
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<td>DM 099</td>
<td>Introduction to Typography</td>
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**Electives: 8 units**

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<td>DM 014C</td>
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<tr>
<td>DM 022A</td>
<td>Digital Video 1</td>
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<td>DM 025</td>
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<tr>
<td>DM 025B</td>
<td>New Media Marketing</td>
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</table>

### Total Major Units
28

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (7 Units):**
- DIGM 001, DIGM 003, DIGM 011

**Spring, Year 1 (7 Units):**
- DIGM 004, DIGM 086

**Summer, Year 1 (3 Units):**
- DIGM 099

**Fall, Year 2 (3 Units):**
- DIGM 002

**Elective Courses**

**Fall, Year 2 (4 Units):**
- DIGM 14C

**Spring, Year 2 (4 Units):**
- DIGM 22A
# MARKETING/DIGITAL COMMUNICATIONS

Certificate of Achievement

The Marketing/Digital Communications Certificate of Achievement requires the successful completion of 8 required courses (17 units) and 3 units of electives.

This program provides Career Technical Education opportunities in the areas of business communication, marketing, web communications, digital media production, graphic design and web/mobile design. This certificate provides a specialized focus in developing a foundation for implementing marketing ideas and strategies via web and digital platforms. Students have the opportunity to develop ideas and concepts, delineate marketing strategies, construct and present marketing approaches for web and mobile-based campaigns. Emphasis is on researching and writing strategic business and marketing plans, concept and content development, and integrating marketing solutions into digital, mobile and social media environments.

Upon completion of this program a student should be able to implement a marketing and business plan using a variety of digital and new media technologies.

Career opportunities for students with this certificate exist in marketing communications, social media marketing, web and mobile design and production, and other areas in the field of online marketing communications.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 001</td>
<td>Digital Applications Basic</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 011</td>
<td>Blogs and Site Development: WordPress</td>
<td>1</td>
</tr>
<tr>
<td>DIGM 021A</td>
<td>Web Development 1</td>
<td>4</td>
</tr>
<tr>
<td>DIGM 025</td>
<td>Introduction to Internet Marketing</td>
<td>1</td>
</tr>
<tr>
<td>DIGM 025A</td>
<td>Advanced Internet Marketing</td>
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</tr>
<tr>
<td>DIGM 025B</td>
<td>Social Media Marketing</td>
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<tr>
<td>DIGM 002</td>
<td>Introduction to Electronic Communication</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 003</td>
<td>Introduction to Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 099</td>
<td>Introduction to Typography</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 20

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (12 Units):**
- BUSN 056, DIGM 001, DIGM 011, DIGM 021A, DIGM 025

**Spring, Year 1 (8 Units):**
- BUSN 078, DIGM 025A, DIGM 025B, Elective (Any Course)

**DIGM 001 DIGITAL APPLICATIONS BASIC**

3 units
- Lecture 2 unit; lab 1 unit
- Acceptable for credit: California State University

This course provides an overview of the major software tools used in digital media design and production. The course also focuses on examining and developing the technical and intuitive skills designers use to visually and psychologically convey messages to an audience for communicative effect.

**DIGM 002 INTRODUCTION TO ELECTRONIC COMMUNICATION**

3 units
- Lecture 3 unit; lab 0 units
- Acceptable for credit: California State University

This course analyzes traditional forms of mass media, and, the impact and development of new electronic communication technologies from both an historical and a cultural perspective. Special attention is given to media theories and effects, media operations and careers, and social, ethical and economic issues in the media. The course also examines the impact of media on the individual and on society as a whole.

**DIGM 003 INTRODUCTION TO GRAPHIC DESIGN**

3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: California State University

This course focuses on the fundamental elements of design and introduces the software applications used in graphic design production. Topics covered include design concepts, creative process, visual construction, and the technical limitations and parameters for creating digital imagery and graphic solutions.

**DIGM 004 PRINCIPLES OF DESIGN**

4 units
- Lecture 3 units; lab 1 unit
- Advisory: DIGM 003 & DIGM 014C
- Acceptable for credit: California State University

This course provides a studio experience that engages a series of problems and themes in basic two design dimension. Students have the opportunity to develop fundamental design and compositional skill sets in a range of media. This course also covers the critical examination and development of design principles, attributes, and elements of design, including the relationship between some production methods and materials. Pass/No Pass Option

**DIGM 011 BLOGS AND SITE DEVELOPMENT: WORDPRESS**

1 unit
- Lecture 1 unit; lab 0 units
- Advisory: DIGM 003
- Acceptable for credit: California State University

This course focuses on how to design, customize, and maintain blogs on the Internet. Students use the WordPress content management system (CMS) to develop custom blogs and also have the opportunity to learn how to modify templates for blog and website publishing. Plugins and third party applications are also examined and implemented into blogging solutions. Pass/No Pass Only

**DIGM 014C DIGITAL ILLUSTRATION: ILLUSTRATOR**

4 units
- Lecture 3 units; lab 1 unit
- Acceptable for credit: California State University

This course introduces design and vector-based illustration techniques, and focuses on conceptual approaches to digital illustration for specific design applications and media. It also explores concept development and composition techniques that pay particular attention to creative approaches to design solutions and developing individual illustration styles. Pass/No Pass Option

**DIGM 014D ADVANCED GRAPHIC TECHNIQUES**

3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: California State University

This course focuses on developing graphic design solutions for a variety of media and platforms. Both conceptual and technical aspects of the design process and design production are considered with additional focus on advanced software features and techniques. Pass/No Pass Option
DIGM 020A INTERFACE DESIGN
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: California State University
This course focuses on creating a quality user experience and designing responsive web solutions that work well on web and mobile platforms. The course also explores what makes a site user friendly and how some common responsive design patterns work across different devices. Process and strategies for developing responsive layouts, and experimenting with major and minor breakpoints, are also covered in this course. Pass/No Pass Option

DIGM 021A WEB DEVELOPMENT 1
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: California State University
This course focuses on using the most recent version of HTML and CSS to create web sites and mobile applications. The course also covers web standards following ADA requirements and validation. Students have the opportunity to plan, code and launch web sites for web and mobile platforms and work in teams using UX and interface design techniques. Pass/No Pass Option

DIGM 021B WEB DEVELOPMENT 2
4 units
Lecture 3 units; lab 1 unit
Advisory: DIGM 021A
Acceptable for credit: California State University
This course focuses on advanced programming and markup of code for web sites and applications. The latest web programming languages are explored including: HTML, PHP, Javascript, CSS, and JSON. Students have the opportunity to develop responsive web sites and web applications for desktop as well as mobile platforms. Additional focus is on user experience design guidelines and team development projects. Pass/No Pass Option

DIGM 021M INTRODUCTION TO APP DESIGN
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: California State University
This course focuses on the planning and the delivery of applications for mobile and tablet devices. Students have the opportunity to learn object oriented programming and use applications to build products. Students have the opportunity to learn UX design processes and build prototype mobile products. Pass/No Pass Option
DIGM 021X APPLICATION DESIGN AND DEVELOPMENT 2
4 units
Lecture 3 units; lab 1 unit
This course focuses on planning and programming applications for phones, tablets, and augmented environments. Interface design and human computer interaction are considered in relation to developing applications. Students have the opportunity to learn the latest application design processes. Working in design teams students also have the opportunity to develop native applications for different platforms and environments. Pass/No Pass Option

DIGM 022A DIGITAL VIDEO 1
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: California State University
This course introduces the stages of video making, including narrative structure, and acquisition of video production skills in camera, lighting, sound and editing. Also covered are principles of motion graphics, and post-production delivery for webcast and new media. Pass/No Pass Option

DIGM 025 INTRODUCTION TO INTERNET MARKETING
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course focuses on creating typographic solutions for designs in visual media and art. This course provides the study and demonstration of letterforms and fundamental typographic principles. Emphasis is on the vocabulary of typographic form and its relationship to message/purpose.

DIGM 025A ADVANCED INTERNET MARKETING
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course focuses on writing an online marketing plan. This course also covers marketing software tools and services used in developing and managing a mobile marketing strategy. Pass/No Pass Only

DIGM 025B SOCIAL MEDIA MARKETING
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University
This course provides a critical framework for developing a comprehensive social media campaign. Additional focus is on the digital tools and software used to manage social media content. Pass/No Pass Only

DIGM 086 PORTFOLIO PLANNING AND REVIEW
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This course is designed for students committed to developing a professional quality portfolio for work, transfer and other purposes. The course emphasizes strategies for developing a portfolio to meet a range of needs, and covers identifying professional goals, analyzing different types of portfolios, legal and ethical issues pertinent to the field, and developing a professional skills based resume. All portfolios are presented at the end of the semester.

DIGM 099 INTRODUCTION TO TYPOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Advisory: ARTS 031A and ARTS 033A or DIGM 004
Acceptable for credit: University of California, California State University
This course focuses on creating typographic solutions for designs in visual media and art. This course provides the study and demonstration of letterforms and fundamental typographic principles. Emphasis is on the vocabulary of typographic form and its relationship to message/purpose.

Disability and Educational Support Program

THE FACULTY
Jean Finch
Jessica Jaurequi
Erika Llantero
Cheryl Miller
Susan Sherrill

DIVISION
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Debra Griffith
DEPARTMENT CHAIR
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cheryl.miller@westvalley.edu

The Disability & Educational Support Program assists students with disabilities to achieve their educational goals. DESP offers classes, primarily at the basic skills level, to prepare students for more advanced college level courses. Adapted physical education courses are listed in this catalog under Kinesiology and Noncredit. In addition to classes, the program provides services that include but are not limited to counseling, registration assistance, test accommodations, note takers, and class materials in alternate format. DESP is located in the Learning Services building.

Learning Outcomes
Following the completion of the DESP Orientation:
- A student will demonstrate knowledge of the next steps required to enroll at West Valley College and DESP with 70% accuracy.

Adapted Physical Education
(See Kinesiology or Noncredit)

Disability and Educational Support Program —Learning Skills Courses

LRSV 001 LEARNING STRATEGIES FOR COLLEGE AND CAREERS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
In this course, students have the opportunity to learn and apply learning strategies to increase their effectiveness both in the classroom and in the workplace. The underlying principles as well as specific strategies, including setting goals, managing time and stress, listening and note taking, improving reading, test taking, memory and concentration, and learning styles are presented.

LRSV 931B LEARNING STRATEGIES FOR MATH
1 unit
Lecture 0 units; lab 1 unit
This lab support course is intended to be taken concurrently with an Algebra course. This course is designed to meet the educational needs of students with disabilities. It focuses on the application of specific learning strategies for math. Pass/No Pass Only

LRSV 941B EFFECTIVE SENTENCE AND PARAGRAPH WRITING
3 units
Lecture 3 units; lab 0 units
This is a basic writing course designed to meet the educational needs of students with learning disabilities. Instruction focuses on improving writing skills, including basic grammar, sentence structure, punctuation/capitalization, vocabulary, and paragraph development and organization. The course employs the writing process in development of college-level paragraphs. Pass/No Pass Only
LRSV 941C EFFECTIVE ESSAY WRITING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 903 or LRSV 941B
This is a basic writing course that is designed to prepare students with disabilities for college-level writing and English 1A. It stresses the application of strategies and use of assistive technology to compensate for written language difficulties. This course addresses essay development, including thesis statements, supporting details and evidence, organization, coherence, and basic research skills. Pass/No Pass Option

LRSV 943A LEARNING STRATEGIES FOR WRITING
1 unit
Lecture 0 units; lab 1 unit
This is a lab course designed to support students enrolled in English composition courses. Designed to meet the educational needs of students with disabilities, it stresses the practical application of strategies to compensate for the disability and its effect on reading and writing. Topics covered include: learning strategies such as time management and test taking; reading comprehension strategies; evaluation of assigned essays for unity, support, coherence and sentence skills; and researching and writing research papers. Pass/No Pass Only

LRSV 944 PRE-ALGEBRA SKILLS AND STRATEGIES
3 units
Lecture 3 units; lab 0 units
This course is designed to meet the educational needs of students with disabilities. Instruction focuses on pre-algebra skills with emphasis on the critical thinking and study skills necessary for success in math. Pass/No Pass Option

LRSV 945 ELEMENTARY ALGEBRA SKILLS AND STRATEGIES
5 units
Lecture 5 units; lab 0 units
This course covers the basic operations and properties of real numbers, exponential, polynomial, rational and radical expressions. Other topics include first-degree equations and inequalities, systems of linear equations, graphing, and quadratic, rational and radical equations. Specific math learning strategies and adaptive technologies for students with disabilities are integrated throughout the course.

Economics

THE FACULTY
Hashem Kardevani
Janis Kea
Samuel Liu

DIVISION Social Science
DEAN Raymond Gamba
DEPARTMENT CHAIR Janis Kea
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EMAIL janis.kea@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Economics
A.A., Economics

Economics courses are college level transfer courses.

Educational Options
Economics prides itself in the rigor of its academic and disciplinary training as preparation for academic pursuits in:
• Upper division studies in economics and business administration;
• Upper division studies within the social sciences and in the liberal arts;
• Upper division studies and professional training in applied economics and economics-related disciplines (environmental studies, urban studies, law, etc.)

ECONOMICS: For transfer information see assist.org and/or consult with a counselor.

📚 ECONOMICS
A.A.-T Degree
The Associate in Arts in Economics for Transfer degree (AA-T in Economics) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Economics. Students who complete the Associate in Arts in Economics for Transfer degree (AA-T in Economics) will be able to explain how individuals and firms make choices under scarcity; describe the major players and institutions that facilitate the market economy; and analyze economic models as they apply to market economies and specific product and factor markets.

Students must complete the following requirements:
• 60 semester or 90 quarter CSU-transferable units;
• the California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0;
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Economics, a student should be able to:
• Describe the major players and institutions that facilitate the market economy;
• Explain how individuals and firms make choices under scarcity;
• Analyze economic models as they apply to market economies and specific product and factor markets.
### ECONOMICS

**A.A. Degree**

The Associate in Arts in Economics is designed to provide foundational knowledge of economic principles, models and concepts to analyze social issues and challenges, and to prepare students to transfer for a baccalaureate degree in Economics. After completing an A.A. degree in Economics, a student should be able to: - Explain how individuals and firms make choices under scarcity; - Describe the major players and institutions that facilitate the market economy; - Analyze economic models as they apply to market economies.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td><strong>Required Courses: 16-17 units</strong></td>
<td></td>
<td></td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
</tr>
<tr>
<td>ECON 002A</td>
<td>Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>OR</td>
<td>ECON 002AH</td>
<td>Honors Principles of Macroeconomics Lab</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
</tr>
<tr>
<td>ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
<td>1</td>
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<tr>
<td>OR</td>
<td>ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR</td>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
</tr>
<tr>
<td>MATH 012</td>
<td>Applied Calculus</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
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</tbody>
</table>

| List A: Select one: 3-5 units | | |
| MATH 008 | Finite Mathematics | 3 |
| MATH 003B | Calculus and Analytical Geometry | 5 |
| ACCT 010 | Financial Accounting | 5 |
| ACCT 011 | Managerial Accounting | 5 |
| CIST 002 | Introduction to Computing | 4 |
| BUSN 078 | Business Communication | 3 |

| List B: Select one: 4-5 units | | |
| MATH 004C | Linear Algebra | 4 |
| MATH 004A | Intermediate Calculus | 5 |

**Total Major Units** 23-27

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

Special transfer pathway to University of Hawaii at Manoa, see page 8. For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (8 Units):**
- ECON 001B, ECON 002B, MATH 010

**Spring, Year 1 (8-9 Units):**
- ECON 001A, ECON 002A, MATH 003A or MATH 012

**Fall, Year 2 (3-5 Units):**
- List A Course

**Spring, Year 2 (4-5 Units):**
- MATH 004C or MATH 004A

ECONOMICS
ECON 001A PRINCIPLES OF MACROECONOMICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 903 or MATH 903R or LRSV 945
Corequisite: ECON 002A
Acceptable for credit: University of California, California State University
C-ID ECON 201
This course provides an introduction to aggregate economic analysis including analysis of: market systems; aggregate measures of the economy; macroeconomic equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. Pass/No Pass Option

ECON 001B PRINCIPLES OF MICROECONOMICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 903 or MATH 903R or LRSV 945
Corequisite: ECON 001A
Acceptable for credit: University of California, California State University
C-ID ECON 201
This course provides an introduction to microeconomic analysis which focuses on individual economic decision-makers and markets. Topics include scarcity and allocation of resources, distribution of income and wealth, market equilibrium, price ceilings/floors, elasticity, consumer theory, cost/production analysis, market structures, factor markets, market failure, international trade and finance, and the role of public policy in the economy.

ECON 001BH HONORS PRINCIPLES OF MICROECONOMICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 903 or MATH 903R or LRSV 945
Corequisite: ECON 002BH
Acceptable for credit: University of California, California State University
C-ID ECON 201
Honors Principles of Microeconomics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course provides an introduction to microeconomic analysis which focuses on individual economic decision-makers and markets. Topics include scarcity and allocation of resources, distribution of income and wealth, market equilibrium, price ceilings/floors, elasticity, consumer theory, cost/production analysis, market structures, factor markets, market failure, international trade and finance, and the role of public policy in the economy.

ECON 002A PRINCIPLES OF MACROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001A
Acceptable for credit: University of California, California State University
C-ID ECON 202
This online laboratory introduces macroeconomic analysis and principle including analysis of: market systems; aggregate measures of the economy; macroeconomic equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. Pass/No Pass Option

ECON 002AH HONORS PRINCIPLES OF MACROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001AH
Acceptable for credit: University of California, California State University
C-ID ECON 202
Honors Principles of Macroeconomics Lab uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This online laboratory introduces macroeconomic analysis and principle including analysis of: market systems; aggregate measures of the economy; macroeconomic equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. This lab must be taken concurrently with ECON 001AH.
ECON 002B PRINCIPLES OF MICROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001B
Acceptable for credit: University of California, California State University
C-ID ECON 201
This online laboratory introduces microeconomic analysis which focuses on individual economic decision-makers and markets. Topics include scarcity and allocation of resources, distribution of income and wealth, market equilibrium, price ceilings/floors, elasticity, consumer theory, cost/production analysis, market structures, factor markets, market failure, international trade and finance, and the role of public policy in the economy. Pass/No Pass Option

ECON 002BH HONORS PRINCIPLES OF MICROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001BH
Acceptable for credit: University of California, California State University
C-ID ECON 201
Honors Principles of Microeconomics Lab uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This laboratory introduces microeconomic analysis, analysis of the allocation of resources and the distribution of income through a price system, economic theory related to demand, production, competitive and non-competitive product markets. This lab must be taken concurrently with Econ 001BH.

Electronic Imaging
(See Photography)

Elementary Education

THE FACULTY
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Leslie Hotta
Katherine Moore-Wines

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DEAN Renee Paquier
DEPARTMENT CHAIR Leslie Hotta
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Degree:
A.A.-T, Elementary Teacher Education

★ ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER DEGREE (A.A.-T in Elementary Teacher Education)
The Associate in Arts in Elementary Teacher Education for Transfer degree (AA-T in Elementary Teacher Education) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Elementary Teacher Education for the goal of becoming an elementary school teacher. Students who complete the Associate in Arts in Elementary Teacher Education for Transfer degree (AA-T in Elementary Teacher Education) will be able to demonstrate knowledge in child development theories, apply developmentally appropriate elementary education practices, develop curriculum appropriate for school-age children, and utilize professional skills appropriate for teaching at the elementary school level.

Students must complete the following requirements:
• 60 semester or 90 quarter CSU-transferable units;
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
• obtainment of a minimum grade point average (GPA) of 2.0;
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Elementary Teacher Education, a student will be able to:
• Utilize child development theories to design developmentally appropriate curriculum for school-age children.
• Demonstrate professional skills with children, families, and colleagues in the elementary school setting.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHS 002</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>ELED 020</td>
<td>Introduction to Elementary Teaching</td>
<td>2</td>
</tr>
<tr>
<td>ELED 020A</td>
<td>Field Experience in Elementary Teaching</td>
<td>1</td>
</tr>
<tr>
<td>BIO 010</td>
<td>Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 010L</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
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<tr>
<td>CHEM 002</td>
<td>Introductory Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 010</td>
<td>Conceptual Introduction to Physics</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 012</td>
<td>Earth Science with Lab</td>
<td>4</td>
</tr>
<tr>
<td>MATH 014</td>
<td>Math for Elementary School Teachers</td>
<td>3</td>
</tr>
</tbody>
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Electronic Imaging
(See Photography)
## Elementary Education

### Course Overview

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 001</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 006</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017A</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 001</td>
<td>American Government</td>
<td>3</td>
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**List A: Select one course (3 units)**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001CH</td>
<td>Honors Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 003</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 017</td>
<td>Logic &amp; Critical Reasoning</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: Select one course (3 units)**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>ART 004</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 010</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**: 52

**GE Units (CSU GE or IGETC)**: 39 or 37

**Total Degree Units**: 60

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (10 Units):**

- CHST 002, BIOL 010, BIOL 010L, ELED 020, ELED 020A

**Spring, Year 1 (15 Units):**

- CHEM 002, PHYS 010, GEOL 012, MATH 014

**Fall, Year 2 (12 Units):**

- COMM 001, ENGL 001A, ENGL 001B, GEOG 006

**Spring, Year 2 (9 Units):**

- HIST 005A, HIST 017A, POLIT 001

### Elective Courses

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List A

**Spring or Fall, Year 1 or 2 (3 Units):**

Choose 1 course from List B

### ELED 020A Introduction to Elementary Teaching

2 units

Lecture 2 units; lab 0 units

Corequisite: ELED 020A

Acceptable for credit: University of California, California State University

C-ID EDUC 200

This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the Corequisite course, ELED 20A, requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. Pass/No Pass Option
Engineering

THE FACULTY
Takiyu Liu
Thomas Sanford

DIVISION: Che School of Professional Studies
DEAN: Renee Paquier
DEPARTMENT CHAIR: Takiyu Liu
PHONE: 408-741-2675
EMAIL: takiyu.liu@westvalley.edu
COUNSELING: 408-741-4068

Degree: A.S., Engineering

Certificate: Engineering Technician with Water Emphasis

Engineers are problem solvers. Engineers apply the principles and theories of math and science to technical problems. Engineers design, discover, and invent new products and processes.

Career Options
- Aerospace Engineering
- Biological Engineering
- Chemical Engineering
- Civil Engineering
- Electrical Engineering
- Materials Engineering
- Mechanical Engineering
- Nanotech Engineering
- Nuclear Engineering
- Software Engineering

Degree: A.S., Engineering

ENGINEERING: For transfer information see assist.org and/or consult with a counselor.

ENGINEERING A.S. Degree

The Associate in Science in Engineering is designed to provide lower division education to students planning to major in engineering and who may pursue a baccalaureate degree. Students who complete the Associate in Science should be able to demonstrate aptitude for analysis and problem-solving using scientific principles.

After completing an A.S. degree in Engineering, a student should be able to:
- Identify and to solve environmental problems;
- Apply fundamental science and engineering in an integrative fashion, to effectively work and solve problems at the interface of mathematics, science, engineering and technology;
- Demonstrate effective oral and written communication skills;
- Apply diverse techniques, methods, and tools towards the solution of engineering problems;
- Apply the engineering process and design-driven research;
- Conduct independent work as well as teamwork;
- Identify and apply ethical principles and standards.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>ENGR 010</td>
<td>Introduction to Engineering</td>
<td>4</td>
</tr>
<tr>
<td>ENGR 020</td>
<td>Engineering Graphics</td>
<td>4</td>
</tr>
<tr>
<td>ENGR 025</td>
<td>Introduction to Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Core Courses: 21 units

To be awarded an A.S. degree, a student must complete:
1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

Additional math may be required.

Recommended Electives: Choose those general education requirements outside the major which may apply toward the bachelor’s degree requirements at the four-year institution where you transfer.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (14 Units):
CHEM 001A, ENGR 020, PHYS 004A

Spring, Year 1 (7 Units):
ENGR 010, Elective Course

Fall, Year 2 (3 Units):
ENGR 025

Spring, Year 2 (3 Units):
Elective Course

ENGINEERING TECHNOLOGY: Transfer:
See assist.org for info or the Counseling Center

ENGINEERING TECHNOLOGY WITH WATER EMPHASIS Certificate of Achievement

This Certificate of Achievement in Engineering Technician with Water Emphasis requires the successful completion of 31 units and provides a comprehensive curriculum including courses in math, engineering, chemistry and physics. State of the art instruction and industry-based curriculum is suited for students of all levels and provides hands-on experience and thorough training in the areas of water treatment or water distribution. Students will have acquired the skills to explain metering methods of water flow, describe a system for calculating and recording volume, and analyze unit operations of water disinfection concepts and chemical treatment. These skills are specific to careers in, but are not limited to: waste water mechanic, maintenance technician, engineer, electrician, laboratory technician II, assistant surveyor or systems control operator II.

After completing this Certificate of Achievement in Engineering Technician with Water Emphasis, students should be prepared to take the exam for the Treatment Level II Operator or Distribution Level II Operator certificate issued by the Water District.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 106</td>
<td>Intermediate Algebra</td>
<td>5</td>
</tr>
<tr>
<td>ENGR 010</td>
<td>Introduction to Engineering</td>
<td>4</td>
</tr>
<tr>
<td>ENGR 004</td>
<td>Introduction to Computer-Aided Design</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 030A</td>
<td>Fundamentals of Chemistry</td>
<td>4</td>
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Required Core Courses: 31 units

Total Major Units: 27
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 020</td>
<td>Engineering Graphics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 000D</td>
<td>Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>General Physics - Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>ENGR 166 OR CHEM 161</td>
<td>Water Distribution II</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 003A</td>
<td>BASIC TECHNICAL DRAFTING</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 004</td>
<td>INTRODUCTION TO COMPUTER-AIDED DESIGN</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 005</td>
<td>ADVANCED COMPUTER-AIDED DESIGN</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 020</td>
<td>ENGINEERING GRAPHICS</td>
<td>4</td>
</tr>
<tr>
<td>ENGR 025</td>
<td>INTRODUCTION TO MATERIALS</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 056</td>
<td>PROGRAMMING AND PROBLEM-SOLVING IN MATLAB</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**: 31

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence**

**Fall, Year 1 (12 Units):**
- MATH 106, ENGR 010, ENGR 004

**Spring, Year 1 (8 Units):**
- CHEM 030A, ENGR 020

**Spring, Year 1 (3 Units):**
- MATH 000D

**Fall, Year 2 (5 Units):**
- PHYS 002A

**Spring, Year 2 (3 Units):**
- ENGR 166 or CHEM 161

**ENGR 003A BASIC TECHNICAL DRAFTING**
- 3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: California State University

This course is a study of basic technical drafting methods. This course covers the principles of engineering drawings in visually communicating engineering designs and begins the use of computer-aided design (CAD). Topics include the basic development of visualization skills, blueprint reading, orthographic projections; architectural and mechanical dimensioning, design and tolerancing. Pass/No Pass Option

**ENGR 003B INTERMEDIATE TECHNICAL DRAFTING**
- 3 units
- Lecture 2 units; lab 1 unit
- Advisory: ENGR 003A and MATH 903 or MATH 903R
- Acceptable for credit: California State University

This course provides students with the opportunity to continue developing basic skills and involves intermediate technical drafting methods as well as promoting the study of drafting and blueprint reading. This course covers theory and practical applications related to mechanical and civil design and is useful preparation in furthering computer-aided design (CAD) and 3D printing. This course also provides students the opportunity to understand three-dimensional design, advanced tolerancing and dimensioning techniques. Pass/No Pass Option

**ENGR 003C ADVANCED TECHNICAL DRAFTING**
- 3 units
- Lecture 2 units; lab 1 unit
- Advisory: ENGR 003B and MATH 106 or MATH 106R
- Acceptable for credit: California State University

This course is a study of advanced technical drafting methods. This course covers the principles of engineering drawings in visually communicating engineering designs with 3D modeling and advances the use of computer-aided design (CAD), solid modeling and 3D printing. Topics include the advanced development of: visualization skills; orthographic projections; architectural and mechanical dimensioning, design and tolerancing. Students in the advanced class expand drawing types from mechanical to civil construction, or electrical drawings. Pass/No Pass Option

**ENGR 004 INTRODUCTION TO COMPUTER-AIDED DESIGN**
- 3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: University of California, California State University

This course is an introduction to computer-aided drafting using AutoCAD on the PC. Mechanical, civil and architectural drawings are used and emphasized with students having the opportunity to develop the skills necessary and capacity to pass an employer entrance exam. Pass/No Pass Option

**ENGR 005 ADVANCED COMPUTER-AIDED DESIGN**
- 3 units
- Lecture 2 units; lab 1 unit
- Prerequisite: ENGR 004

**ENGR 020 ENGINEERING GRAPHICS**
- 4 units
- Lecture 3 units; lab 1 unit
- Acceptable for credit: University of California, California State University

**ENGR 021 INTRO COMPUTING FOR SCIENTISTS AND ENGINEERS**
- 3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: University of California, California State University

This course emphasizes the use of the computer as a tool using the C++ programming language to solve scientific and engineering problems. Topics include program design, algorithms, development, documentation and elementary data structures.

**ENGR 025 INTRODUCTION TO MATERIALS**
- 3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: University of California, California State University

This course is an introduction to engineering materials, including pure metals, binary alloys, steels, semiconductors, plastics and polymers, with an introduction into the mechanics of materials including basic material failure mechanisms.

**ENGR 056 PROGRAMMING AND PROBLEM-SOLVING IN MATLAB**
- 3 units
- Lecture 2 units; lab 1 unit
- Acceptable for credit: California State University

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. Pass/No Pass Option
ENGR 098 INTRODUCTION TO CIRCUIT ANALYSIS
3 units
Lecture 3 units; lab 0 units
Advisory: Math 003B, Phys 004B
Acceptable for credit: University of California, California State University
This is an introductory course in the analysis of DC and AC electric circuits using Kirchoff’s laws, Ohm’s law, and Thevenin's theorem. Pass/No Pass Option

ENGR 099 STATICS/VECTOR MECHANICS
3 units
Lecture 3 units; lab 0 units
Advisory: Phys 004A, Math 003A
Acceptable for credit: University of California, California State University
This course covers the application of static principles for solution of problems with particles, trusses, frames, cables, and other structural components under concentrated distributed force systems.

ENGR 166 WATER DISTRIBUTION II
3 units
Lecture 3 units; lab 0 units
Advisory: ENGR 010 and PHYS 001 and CHEM 002
Acceptable for credit: California State University
This is a course in practical water supply hydraulics with an emphasis on the basic principles of hydraulics. The purpose of the course is to clarify pressure, head, buoyancy, friction loss, forces, velocity of flow, and size capacity relationship of distribution systems. The course includes the study of pump characteristics, sizing of pumps, arithmetic, and efficiency test procedures. Typical calculations include line loss in series and parallel pipe systems, residual pressure, forces on thrust blocks, and horsepower requirements for pumps. This course is designed to prepare the student for the D2 Water Distribution Operator’s examinations.

English

THE FACULTY
Paulette Boudreaux
Leigh Burrill
Bill Davis
Rebecca Cisneros-Diaz
Nicole Cuttler
Janine Gerzanics
Clementina Golaw
Dulce Gray
Lenore Harris
Cathy Jones
Vicky Kalivitis
Jess Lerma
Nils Michals
Eric Pape
Jeanette Richey
Leslie Saito-Liu
Danielle Shaw
Christina Stevenson
Jennifer Wagner

DEAN
Jennifer Johnson

DEPARTMENT CHAIR
Rebecca Cisneros-Diaz

PHONE
408-741-4014

EMAIL
rebecca.cisneros@westvalley.edu

COUNSELING
408-741-2009

Degrees:
A.A.-T, English
A.A., English

The English Department teaches skills that are universal to every other discipline. Taking courses in English increases a student's chances of success in every other area. The ability to read effectively and to write expressively will prove invaluable for any student.

Highlights
• Composition courses designed for all levels of ability
• Transfer level literature and creative writing courses that meet CSU & UC requirements
• Online courses in composition, literature, and creative writing
• Links with industry and regional Learning Communities
• Experienced, innovative faculty dedicated to student success

The West Valley College English Department offers composition and literature courses designed to provide students with the skills needed to be successful in both their academic and work lives. Through these courses, students develop reading, writing, and critical thinking skills needed to attain an AA/AS degree, transfer to a four-year college or university, or move directly into the workforce.

Career Options
• Advertising
• Business
• Civil Service
• Editing
• Information Systems
• Insurance
• Journalism
• Law
• Library Science
• Management
• Marketing Communications
• Politics
• Public Relations
• Publishing
• Research
• Teaching
ASSOCIATE IN ARTS IN ENGLISH FOR TRANSFER DEGREE (A.A.-T in English)

The Associate in Arts in English for Transfer degree (AA-T in English) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in English, Literature, or Creative Writing. Students completing the Associate in Arts in English for Transfer degree (AA-T) will be able to write focused, organized, well-developed essays that support clear thesis statements and demonstrate competence in standard English grammar and usage; analyze and evaluate academic essays and literature; formulate and communicate in writing positions on diverse issues; and write research papers that demonstrate the effective evaluation, integration, and MLA documentation of sources.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements, or cultural diversity requirements found in other degrees at the College.

List C: Select one:
Any course from List A or B not already used

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRNCH 001A</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNCH 001B</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNCH 002A</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNCH 002B</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNCH 003A</td>
<td>Adv French Oral and Written Composition</td>
<td>5</td>
</tr>
<tr>
<td>FRNCH 003B</td>
<td>Advanced French Oral &amp; Written</td>
<td>5</td>
</tr>
<tr>
<td>GERM 001A</td>
<td>Beginning German</td>
<td>5</td>
</tr>
<tr>
<td>GERM 001B</td>
<td>Beginning German</td>
<td>5</td>
</tr>
<tr>
<td>HUMAN 001A</td>
<td>Human Values in and From the Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN 001B</td>
<td>Human Values in and From the Arts</td>
<td>3</td>
</tr>
<tr>
<td>ITAL 001A</td>
<td>Beginning Italian</td>
<td>5</td>
</tr>
<tr>
<td>ITAL 001B</td>
<td>Beginning Italian</td>
<td>5</td>
</tr>
<tr>
<td>ITAL 002A</td>
<td>Intermediate Italian</td>
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<tr>
<td>ITAL 002B</td>
<td>Intermediate Italian</td>
<td>5</td>
</tr>
<tr>
<td>JPNS 001A</td>
<td>Beginning Japanese</td>
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<td>JPNS 001B</td>
<td>Beginning Japanese</td>
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<tr>
<td>RUSS 001A</td>
<td>Beginning Russian</td>
<td>5</td>
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<tr>
<td>RUSS 001B</td>
<td>Beginning Russian</td>
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<tr>
<td>BUS 078</td>
<td>Business Communication</td>
<td>3</td>
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<tr>
<td>ENGL 010</td>
<td>Children’s Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 012</td>
<td>African American Literature</td>
<td>3</td>
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<tr>
<td>ENGL 014</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 001B</td>
<td>Beginning Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 002B</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003A</td>
<td>Adv Spanish Oral and Written Composition</td>
<td>5</td>
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<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written</td>
<td>5</td>
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</tbody>
</table>

Total Major Units: 18-20

GE Units (CSU GE or IGETC): 39 or 37

Total Degree Units: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (3 Units):
ENGL 001B or ENGL 001C or ENGL 001CH

Spring, Year 1 (3 Units):
ENGL 001B or ENGL 001C or ENGL 001CH

Fall or Spring, Year 2 (6 Units):
Complete 2 courses from List A

Fall or Spring, Year 1 or 2 (3 Units):
Complete 1 course from List B

Fall or Spring, Year 1 or 2 (3-5 Units):
Complete 1 course from List C
ENGLISH
A.A. Degree

The Associate in Arts in English is a program that provides students with the necessary coursework required for an associate’s major in English and to transfer to a four-year university where students have the opportunity to complete a Bachelor’s or graduate degree in English. Students completing this degree will have a breadth of knowledge in composition and the study and analysis of literature. Students completing this degree will be able to write focused, organized, well-developed essays that support clear thesis statements and demonstrate competence in standard English grammar and usage; analyze and evaluate academic essays and literature; formulate and communicate in writing positions on diverse issues; and write research papers that demonstrate the effective evaluation, integration, and MLA documentation of sources.

To obtain this degree, students must complete the 21 units in the major area and the additional units to meet the college graduation requirements. Students must obtain a minimum grade point average (GPA) of 2.0 and earn a grade of C or better in all courses required for the major. Literature courses used to meet general education requirements cannot be used to satisfy major requirements. Students planning to transfer to a B.A. program in English should select courses that apply toward both the college graduation requirements and the bachelor’s degree requirements of the four-year institution to which they intend to transfer.

Students planning to undertake graduate study in English are advised to complete Intermediate Foreign Language 002A and 002B before transferring.

Career Options:

- Advertising
- Business
- Civil Service
- Editing
- Information Systems
- Insurance
- Journalism
- Law
- Library Science
- Management
- Marketing Communications
- Politics
- Public Relations
- Publishing
- Research
- Teaching
- Technical Communications
- Writing

After completing an A.A. in English, a student will be able to:

- Analyze and evaluate academic essays and literature;
- Write research papers that demonstrate the effective evaluation, integration, and MLA documentation of sources;
- Write focused, organized, well-developed essays that support clear thesis statements and demonstrate competence in standard English grammar and usage;
- Formulate and communicate in writing positions on diverse issues.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Core: 6 units</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
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</tr>
<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td><strong>List A: 6 units. Complete courses in one of the following groups:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 005A</td>
<td>Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 005B</td>
<td>Survey of English Literature 2</td>
<td>3</td>
</tr>
</tbody>
</table>

List B: 9 units. Any course in Group 1 or 2 not already used.

<table>
<thead>
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<th>Title</th>
<th>Units</th>
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<tbody>
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<td>ENGL 006A</td>
<td>World Literature</td>
<td>3</td>
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<tr>
<td>AND</td>
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</tr>
<tr>
<td>ENGL 006AH</td>
<td>Honors World Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 006B</td>
<td>World Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006BH</td>
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<td>Latino/Chicano Literature</td>
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<td>Asian American Literature</td>
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<td>ENGL 041</td>
<td>Literature and Film</td>
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<td>ENGL 043</td>
<td>Classical Mythology</td>
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<tr>
<td>ENGL 043H</td>
<td>Honors Classical Mythology</td>
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<tr>
<td>ENGL 044</td>
<td>The Bible as Literature</td>
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<tr>
<td>ENGL 046</td>
<td>Contemporary American Multi-Cultural Literature</td>
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<td>ENGL 046H</td>
<td>Contemporary American Multi-Cultural</td>
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<td>ENGL 047</td>
<td>Introduction to Poetry</td>
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<td>ENGL 048</td>
<td>Introduction to Shakespeare</td>
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<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
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<td>ENGL 049H</td>
<td>Honors Modern Fiction</td>
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<tr>
<td>ENGL 070</td>
<td>Creative Writing</td>
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<tr>
<td>ENGL 071</td>
<td>Writing Fiction</td>
<td>3</td>
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<tr>
<td>ENGL 072</td>
<td>Writing Poetry</td>
<td>3</td>
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<tr>
<td>ENGL 080</td>
<td>Voices: The Literary Arts Magazine</td>
<td>2</td>
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<tr>
<td>ENGL 081</td>
<td>Voices: Intermediate Literary Arts Magazine</td>
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Total Major Units: 21

Literature courses used to meet general education requirements cannot be used to satisfy major requirements.

To be awarded an A.A. Degree, a student must complete:
1. All the major requirements.
2. Additional units to meet the college graduation requirements.

A student planning to transfer to a B.A. program in English should select courses that apply toward both the college graduation requirements and the bachelor’s degree requirements of the four-year institution to which he/she intends to transfer.

Students planning to undertake graduate study in English are advised to complete Intermediate Foreign Language 002A and 002B before transferring.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (3 Units):
ENGL 001A

Spring, Year 1 (6 Units):
ENGL 001B and 1 course from List A

Fall or Spring, Year 2 (6 Units):
ENGL 001C or ENGL 001CH and 1 course from List B
ENGL 001A ENGLISH COMPOSITION
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 905; or LRSV 941C; or ENGL 905X; LRSV 942; or READ 961
Acceptable for credit: University of California, California State University
C-ID ENGL 100
This course introduces the techniques of collegiate English composition with emphasis on clear and effective writing and analytical reading. In English 1A, students write a series of essays including a documented research paper. Because this is a collegiate-level writing course, students must enroll with strong grammatical competence. English 1A fulfills the written communication requirement for Associate and Bachelor degrees. This course is also offered in an online format.

ENGL 001B CRITICAL THINKING THROUGH LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 120
English 001B introduces students to literary analysis with an emphasis on critical thinking, close reading, and analytical writing skills. Introduces representative works from major genres. Promotes appreciation and critical understanding of the cultural, historical, and aesthetic qualities of literature. Students read, discuss, and compose analytic essays about literary texts (such as short fiction, poetry, drama, and novels) from diverse cultures. This course covers formal and informal fallacies of language and thought, and the principles of inductive and deductive reasoning. Students conduct research, study literary criticism, and write research essays that synthesize multiple sources. This course fulfills the critical thinking requirement for CSU transfer and is also offered in an online format.

ENGL 001C CRITICAL THINKING AND WRITING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 105
This course offers instruction and practice in methods of critical thinking, critical writing, and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument and texts; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; analysis of language use and its implications in argument writing; research strategies, information literacy, and proper documentation. Students in this course practice critical thinking by writing substantive arguments, essays, and a documented research paper.

ENGL 001CH HONORS CRITICAL THINKING AND WRITING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 105
Honors Critical Thinking and Writing uses the pedagogical methods common to all honors courses: interdisciplinary, writing-intensive, critical writing, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course offers instruction and practice in methods of critical thinking, critical writing, and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument and texts; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; analysis of language use and its implications in argument writing; research strategies, information literacy, and proper documentation. Students in this course practice critical thinking by writing substantive arguments, essays, and a documented research paper.

ENGL 005A SURVEY OF ENGLISH LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Prerequisite: Eligibility for English 1A OR successful completion of English 905 OR completion of English 905X.
Acceptable for credit: University of California, California State University
C-ID ENGL 160
This course surveys British literature from the Old English/Anglo-Saxon period through the 18th century. Pass/No Pass Option

ENGL 005B SURVEY OF ENGLISH LITERATURE 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 165
This course surveys English literature from the Romantic period to the present. Pass/No Pass Option

ENGL 006A WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 140
This course surveys literature from around the world produced from the beginnings of oral history up to the year 1650. This course emphasizes literature outside the Anglo-American tradition. Students have the opportunity to analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, and the Pacific Islands. Through this cross-cultural study of literature, students have the opportunity to engage in thinking critically about cultural diversity and related issues, such as global migrations, international power dynamics, and transnational patterns of inequality in a world context. Pass/No Pass Option

ENGL 006AH HONORS WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 140
Honors World Literature uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course surveys literature from around the world produced from the beginnings of oral history up to the year 1650. This course emphasizes literature outside the Anglo-American tradition. Students analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, and the Pacific Islands. Through this cross-cultural study of literature, students engage in thinking critically about cultural diversity and related issues such as global migrations, international power dynamics, and transnational patterns of inequality in a world context. Pass/No Pass Option
ENGL 006B WORLD LITERATURE 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 145
This course surveys and compares literature from around the world produced between 1650 and the present. This course emphasizes literature outside the Anglo-American tradition. Students have the opportunity to analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, Australia, and the Pacific Islands. Through this cross-cultural study of literature, students have the opportunity to engage in thinking critically about cultural diversity and related issues—such as global migrations, international power dynamics, and transnational patterns of inequality—in a world context. Pass/No Pass Option

ENGL 006BH HONORS WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 145
Honors World Literature uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course surveys and compares literature from around the world produced between 1650 and the present. This course emphasizes literature outside the Anglo-American tradition. Students analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, Australia, and the Pacific Islands. Through this cross-cultural study of literature, students engage in thinking critically about cultural diversity and related issues such as global migrations, international power dynamics, and transnational patterns of inequality in a world context. Pass/No Pass Option

ENGL 007A AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 130
This course surveys American literary traditions from the colonial period to the Civil War. Pass/No Pass Option

ENGL 007B AMERICAN LITERATURE 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 135
This course surveys major American literary traditions from the Civil War to the present. Pass/No Pass Option

ENGL 010 CHILDREN'S LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for English 1A
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 180
This course provides a survey of representative samples of the world’s literature written for and about children. This course covers both the history of this literature and the trends in style, purpose, and subject matter. Representative works of children’s literature from around the world—including folk tales, mythology, fantasy, poetry, biography, and autobiography—form the basic categories of study. Students have the opportunity to develop close reading and analytical writing skills as well as an appreciation for the aesthetic qualities of literature written for children. Pass/No Pass Option

ENGL 012 AFRICAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Prerequisite: Eligibility for English 1A
C-ID ENGL 130
This course examines African American Literature from the 1700s to the present. Emphasis is given to the development of a body of literature that attests to the mastery and enhancement by Black writers of the prevailing literary forms in each era in America’s cultural, social, and political history. Students in the course have the opportunity to examine how literature reflects the experiences of Africans adapting to life in new world America and carving out a new identity complete with the development of new literary styles and conventions. The literature is examined through lenses of conventional critical theory and elements of literature. Pass/No Pass Option

ENGL 013 LATINO/CHICANO LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: Eng 001A
Acceptable for credit: University of California, California State University
This course examines and contextualizes representative literary texts written in (or translated to) English by authors who (since the sixteenth century, through the emergence of the “Latino Literature” movement in the twentieth century, and up to now) have self-identified as American Latinos and have addressed the varied traditions, conflicts, and transformations of American Latinos. This course satisfies the 3-unit Cultural Diversity requirement for the associate degree. Pass/No Pass Option

ENGL 018 ASIAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENG 001A, READ 053
Acceptable for credit: University of California, California State University
C-ID ENGL 130
This course provides a survey of representative samples of the world’s literature written for and about Asian Americans. Through their works, students have the opportunity to learn about history, culture, customs, and traditions of at least four of the following Asian American communities: Chinese, Japanese, Korean, Filipino, Vietnamese, Indian, and other Southeast Asians and Pacific Islanders. Pass/No Pass Option

ENGL 041 LITERATURE AND FILM
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course examines cultural, artistic, historical, critical and theoretical aspects of selected works of literature and film. Students will engage a wide range of film and literature—often including adaptations of one into the other—as they learn to analyze and evaluate the techniques used by artists in both media. Pass/No Pass Option
ENGL 043 CLASSICAL MYTHOLOGY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Using translations of epic, poetic, and dramatic texts of classical writers and philosophers, this course examines the meaning and function of myth in the literature of Ancient Greece and Rome as well as its recurrence and significance in modern works. Pass/No Pass Option

ENGL 043H HONORS CLASSICAL MYTHOLOGY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Classical Mythology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. Using translations of epic, poetic, and dramatic texts of classical writers and philosophers, this course examines the meaning and function of myth in the literature of Ancient Greece and Rome as well as its recurrence and significance in modern works.

ENGL 044 THE BIBLE AS LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A, READ 053
Acceptable for credit: University of California, California State University
This course examines the Bible as an anthology, with each work influenced by its sociopolitical context, historical background, and linguistic and literary milieu. To do so entails examination of different literary genres such as letters and poetry; devices such as parallelism and metaphor, as well as the Bible's compilation, transmission, and translation processes. This course also examines its influence on English-language literature. Pass/No Pass Option

ENGL 046 CONTEMPORARY AMERICAN MULTI-CULTURAL LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A, READ 053
Acceptable for credit: University of California, California State University
This course examines contemporary American literature by writers from at least three of the following groups: African American/Black, American Indian, Asian American/Pacific Islander, US Latino, European American, and Middle Eastern-American. Students examine issues such as race, class, gender, and sexualities as explored in the literary works. This course satisfies the 3-unit Cultural Diversity requirement for the associate degree. Pass/No Pass Option

ENGL 046H HONORS CONTEMPORARY AMERICAN MULTI-CULTURAL LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A, READ 053
Acceptable for credit: University of California, California State University
Honors Contemporary American Multi-Cultural uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course examines contemporary American literature by writers from at least three of the following groups: African American/Black, American Indian, Asian American/Pacific Islander, US Latino, European American, and Middle Eastern-American. Students examine issues such as race, class, gender, and sexualities as explored in the literary works. This course satisfies the 3-unit Cultural Diversity requirement for the associate degree.

ENGL 047 INTRODUCTION TO POETRY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A, READ 053
Acceptable for credit: University of California, California State University
Course examines poetry from a variety of angles, including terminology, form, performance, and composition. In addition to studying poets and movements, students also perform poetry, create poems, and write at least one analytical essay. Pass/No Pass Option

ENGL 048 INTRODUCTION TO SHAKESPEARE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course provides overviews of the historical and political events of Shakespeare's age, the religious and philosophical ideas of the Early Modern period, and modern critical approaches to Shakespeare's works. In addition, students in this course have the opportunity to evaluate and critically analyze a selection of Shakespeare's major plays and poetry. Pass/No Pass Option

ENGL 048H HONORS INTRODUCTION TO SHAKESPEARE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Introduction to Shakespeare uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. In this course students read, view, and critically analyze a selection of Shakespeare's major plays and poetry. The course provides overviews of the historical and political events of Shakespeare's age, the religious and philosophical ideas of the Early Modern period, and modern critical approaches to Shakespeare's works. In addition, the course gives students opportunities to evaluate productions of Shakespeare's plays. Pass/No Pass Option

ENGL 049 MODERN FICTION
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course focuses on reading and analyzing fiction from the Modern Period (1895-1945). It also covers Pre-modern literary movements and Postmodern texts. It fulfills general education requirement for literature.

ENGL 049H HONORS MODERN FICTION
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Modern Fiction uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course focuses on reading and analyzing fiction from the Modern Period (1895-1945). It also covers Pre-modern literary movements and Postmodern texts. It fulfills general education requirement for literature.

ENGL 070 CREATIVE WRITING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Advisory: Engl 1A and/or introduction to literature and eligibility for Read 53
Acceptable for credit: University of California, California State University
C-ID ENGL 200
This course provides an introduction to the practice and study of the craft involved in writing fiction and poetry. The course also includes the analysis and critical examination of the works of various professional writers and student writers during class workshops. Pass/No Pass Option
ENGL 071 WRITING FICTION
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Advisory: ENGL 070
Acceptable for credit: University of California, California State University
This course provides instruction in writing fiction at the intermediate level. Students write short stories or several chapters of a novel at a more sophisticated level by more fully developing the elements of fiction in their writing. Students in this course also analyze and critique each other's work in the workshop format. This course may be of interest to students with the goal of further improving creative writing skills or creating a portfolio prior to transferring to a 4-year program in creative writing. Pass/No Pass Option

ENGL 072 WRITING POETRY
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Advisory: ENGL 070
Acceptable for credit: University of California, California State University
This course provides instruction in writing poetry at the intermediate level. Students write poems at a more sophisticated level by more fully developing the elements of poetry in their writing. Students in this course also analyze and critique each other's work in a workshop format. This course may be of interest to students with the goal of further improving their creative writing skills, or creating a portfolio prior to transferring to a 4-year program in creative writing. Pass/No Pass Option

ENGL 080 VOICES: THE LITERARY ARTS MAGAZINE
2 units
Lecture 2 units; lab 0 units
Advisory: ENGL 905 or ENGL 905X
Acceptable for credit: California State University
This course provides instruction and training in the managing, editing, printing, and distribution of a literary arts journal or magazine. The class participants will constitute the staff of the magazine/journal. Pass/No Pass Option

ENGL 081 VOICES: INTERMEDIATE LITERARY ARTS MAGAZINE
2 units
Lecture 2 units; lab 0 units
Advisory: ENGL 905 or ENGL 905X
Acceptable for credit: California State University
This course offers students the opportunity to participate in the final production of Voices Literary Arts Magazine, West Valley's student literary journal. It provides intermediate practical workshop training in running, producing, and collaborating on Voices. This course focuses on selecting submissions and editing manuscripts; designing and laying out journal content; and finalizing production and the printing of an issue of Voices. Class members constitute the editorial staff of Voices. Pass/No Pass Option

ENGL 099X SUPPLEMENTAL ENGLISH COMPOSITION
2 units
Lecture 2 units; lab 0 units
Prerequisite: ENGL 903 or LRSV 941B
Co-requisite: ENGL 001A
This course is intended for students eligible for English 905 but who wish to enroll in a designated co-requisite English 1A section to complete the sequence in one intensive semester. This course is part of a learning community that provides supplemental instruction through targeted practice on the techniques of critical reading, analysis of texts, essay writing processes, research skills, and the campus resources that enhance student success in English 1A. This course is not designed to meet the needs of ESL students. This course does not fulfill the English requirement for the Associate's degree and is not a baccalaureate level course. Pass/No Pass Only

ENGL 903 BASIC GRAMMAR & SENTENCE STRUCTURE
3 units
Lecture 3 units; lab 0 units
This course provides a basic foundation for developing college-level writing skills. Students in this course have the opportunity to improve grammar, sentence structure, and vocabulary while developing strategies for writing well-structured paragraphs. The course also addresses the reading/writing connection and employs a process-centered approach to writing college-level paragraphs and introduces the components of college essays. Pass/No Pass Only

ENGL 905 ENGLISH FUNDAMENTALS-A PREPARATORY COURSE
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 903 or LRSV 941B
This course provides the necessary foundation for college-level writing and prepares students for English 001A. Students in this course have the opportunity to learn and practice the writing process, focusing on greater proficiency in writing multi-paragraph essays. The course covers the main elements of sound essays including thesis statements, supporting details and evidence, organization, coherence and basic research techniques. Students have the opportunity to develop various writing strategies and practice writing skills using classroom computers. Pass/No Pass Only

ENGL 905X ACCELERATED ENGLISH FUNDAMENTALS
5 units
Lecture 5 units; lab 0 units
In an Accelerated format, this course provides the necessary foundation for college-level writing, reading, and reasoning, preparing students for English 001A. Students have the opportunity to learn and practice techniques that address the reading/writing connection in preparation for transfer-level courses. Students critically read and respond to a variety of non-fiction texts and employ a process-centered approach to writing multi-paragraph essays. The course addresses developing the main elements of sound essays, including thesis statements, unified and coherent paragraphs with supporting details and evidence, organization, clear and effective sentences, and basic research techniques. Students are expected to produce a minimum of 8,000 formal words and practice writing strategies and skills using classroom computers. Pass/No Pass Only
English as a Second Language

THE FACULTY
Gail Ann Barta
Sylvia Ortega
Ann Marie Wasserbauer

DIVISION Language Arts
DEAN Jennifer Johnson
DEPARTMENT CHAIR Sylvia Ortega
PHONE 408-741-2465
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COUNSELING 408-741-2009

The English as a Second Language Department at West Valley College offers six levels of courses in grammar/writing, listening/speaking, and reading comprehension/vocabulary. The ESL Skills Lab and the World Languages Center supplement these semester-long courses.

To enroll in ESL, students need to take the ESL placement test or complete the prerequisites. ESL classes at the 960-964 levels are non-degree applicable and non-transferable. Courses at the 65 level are Associate Degree applicable and transferable to either a UC or a CSU.

Learning Outcomes
After completing all levels of ESL, a student will be able to:

• Identify and use the grammatical elements of college-level standard English to write an essay using academic level vocabulary;
• Participate in a group discussion using appropriate social and linguistic forms to join an ongoing discussion;
• Produce speech which is intelligible and accurately articulated;
• Identify aspects of American culture and values and those of other cultural traditions;
• Demonstrate confidence in communicating in English.

ESLW 960 FOUNDATIONS IN ESL
6 units
Lecture 6 units; lab 0 units
This course provides basic functional practice in reading, writing, listening, speaking, and grammar for low-beginning level ESL students. It also provides preparation for placement into ESLW 961 classes. Oral communication tasks involve the comprehension and production of basic verbal instructions and requests, communication strategies, pronunciation, and vocabulary usage. Written communication tasks include completion of grammar exercises and short written assignments. Students are given the opportunity to develop basic study skills such as time management, and to complete simple tasks involving the library, dictionary, and computer. Pass/No Pass Option

ESLW 961GW BASIC GRAMMAR AND WRITING 1
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 960
Advisory: ESLW 961LS and ESLW 961RV
This course is designed to improve the writing and grammar skills of ESL students at the high-beginning level. This course gives students the opportunity to use basic grammatical forms and write simple sentences using correct word forms, word order, function words, spelling, and punctuation. Pass/No Pass Option

ESLW 962GW BASIC GRAMMAR AND WRITING 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 61GW or ESLW 961GW
Advisory: ESLW 962LS and ESLW 962RV
This course is designed to improve the basic grammar and writing skills of ESL students. The focus is on the study and practice of simple and compound sentences, using compound tenses and correct word forms, word order, spelling, and punctuation. Pass/No Pass Option

ESLW 963GW SENTENCE DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 962GW
Advisory: ESLW 963LS and ESLW 963RV
This course gives students the opportunity to develop writing fluency at the sentence and paragraph level through study and practice of compound and complex sentence patterns and organizational patterns used in standard written English. Pass/No Pass Option

ESLW 964GW PARAGRAPH DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 963GW
Advisory: ESLW 964LS and ESLW 964RV
This course gives students the opportunity to develop the ability to write varied complex sentences and effective paragraphs in standard written English. The course focuses on study and practice of complex sentence structures, and prewriting techniques including outlining and basic rhetorical patterns.

ESLW 065GW COMPOSITION IN ENGLISH AS A SECOND LANGUAGE
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 964GW
Advisory: ESLW 065RV and ESLW 065LS
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to develop fluency in writing expository paragraphs in standard written English and introduces essay structure. The focus is on the study and practice of thesis statements, rhetorical patterns, organization of an essay, coherence and the writing process. Pass/No Pass Option
ESLW 961LS BASIC LISTENING AND SPEAKING 1
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 960LS
Advisory: ESLW 961GW and ESLW 961RV
This course is designed to improve the listening and speaking skills of ESL students at the high-beginning level. This course gives students the opportunity to develop, prepare, present oral reports on familiar topics, and participate in discussions. Students are given the opportunity to develop their pronunciation. This course is intended primarily for students with little or no English language exposure. accepts no credit.

ESLW 962LS BASIC LISTENING AND SPEAKING 2
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 961LS
Advisory: ESLW 962GW and ESLW 962RV
This course is designed to improve the basic listening and speaking skills of ESL students by providing instruction and extensive practice in identifying the central message of extended speech. Students are provided the opportunity to comprehend familiar topics spoken by a native speaker at a reduced speed. Topics include current events and issues, life experience, past, and future events, and cultural comparisons. The focus is on American English pronunciation, word endings, word stress, sentence rhythm, and usage of the 3000 most common English words. Pass/No Pass Option

ESLW 963LS ORAL COMMUNICATION 1
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 962LS
Advisory: ESLW 963RV and ESLW 963GW
This course is designed to provide instruction and extensive practice in comprehensive the significant details of familiar and unfamiliar topics spoken by a native speaker at a natural speed. Speaking and listening practice includes note-taking, giving opinions, summarizing, discussing, predicting, and giving short presentations. The focus is on American English intonation, thought groups, connected speech, and usage of the 5000 most common English words. Pass/No Pass Option

ESLW 964LS ORAL COMMUNICATION 2
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 963LS
Advisory: ESLW 964GW and ESLW 964RV
This course is designed to provide instruction and extensive practice in oral communication and in comprehending academic lectures adapted for English language learners. Speaking and listening practice includes identifying main concepts and summarizing using academic vocabulary and reported speech, producing outlines, and describing hypothetical situations. The focus is on usage of the 7000 most common English words and most common academic vocabulary. Pass/No Pass Option

ESLW 065LS ACADEMIC LISTENING & SPEAKING
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 964LS
Advisory: ESLW 065GW and ESLW 065RV
Acceptable for credit: California State University
This course is designed to provide instruction and extensive practice in academic listening and speaking such as comprehending academic lectures, note-taking, producing original speeches, analyzing hypothetical situations and becoming proficient in academic discourse. The focus is on usage of the 10,000 most common English words, including academic vocabulary. Pass/No Pass Option

ESLW 961RV BASIC READING AND VOCABULARY 1
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 960
Advisory: ESLW 961GW and ESLW 961LS
ESL 961RV focuses on vocabulary development and basic comprehension of ideas in sentences and groups of sentences written in standard English. Students receive focused practice in the association of sound and meaning. Materials and class discussions are designed to increase knowledge of American culture necessary for understanding concepts and texts in English. Pass/No Pass Option

ESLW 962RV BASIC READING AND VOCABULARY 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 961RV
Advisory: It is strongly recommended that students enroll concurrently in ESLW 962GW and 962LS.
This course emphasizes reading and vocabulary development of ESL students at a basic level. This course gives students the opportunity to develop reading skills and increase their active vocabulary through adapted readings and reading comprehension. Emphasis is on American culture and its significance in everyday life. Materials and class discussions are designed to increase knowledge of American culture and its importance in everyday life. Pass/No Pass Option

ESLW 963RV INTERMEDIATE READING AND VOCABULARY 1
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 962RV
Advisory: It is strongly recommended that students enroll concurrently in ESLW 963GW and ESLW 963LS.
ESL 963RV is an intermediate reading & vocabulary course for non-native speakers of English. The course focuses on vocabulary development and reading comprehension through reading strategies, skimming, scanning, organizational patterns and structure, summarizing, and word-pair analogies. Pass/No Pass Option

ESLW 964RV INTERMEDIATE READING AND VOCABULARY 2
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 963RV
Advisory: It is strongly recommended that students enroll concurrently in ESLW 964GW and 964LS.
ESL 964RV is a high-intermediate reading & vocabulary course for non-native speakers of English. This course emphasizes paraphrasing, summarizing, making inferences and analysis of academic and native-speaker texts to identify main ideas and distinguish fact from opinion. This course focuses on development of academic and sophisticated vocabulary needed for academic success. Pass/No Pass Option

ESLW 065RV ACADEMIC READING & VOCABULARY
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 964RV
Advisory: ESLW 065LS and ESLW 065GW
Acceptable for credit: California State University
This course emphasizes reading and vocabulary development for ESL students at an advanced level. Students read articles that are longer and more complex than in ESLW 964RV. Emphasis is on paraphrasing, summarizing, and analysis of texts to make abstract inferences and recognize propaganda. Pass/No Pass Option

Facilities Planning and Design
(See Interior Design)
Fashion Design and Apparel Technology

THE FACULTY
Tina Keller
Kyunghi (Kaee) Min

DIVISION Cilker School of Art and Design
DEAN Andrew Chandler
DEPARTMENT CHAIR Diane Hurd
PHONE 408-741-2110
EMAIL diane.hurd@westvalley.edu
COUNSELING 408-741-4068

Degrees:
A.S., Apparel Design
A.S., Apparel Production

Certificates:
Apparel Design, Level 1
Apparel Design, Level 2
Apparel Production

The West Valley College Fashion Design and Apparel Technology department offers an A.S. degree and certificate options in Apparel Design and Apparel Production. The program's strength is in a comprehensive curriculum of design and production courses based on industry standard methods. These courses are designed to meet the different experience levels of students from beginner to advanced, as well as assist industry professionals seeking to upgrade their skills. To insure industry experience, students are encouraged to complete an internship in the apparel or a related industry. Associate degree in Apparel Design will enable our students to stay competitive in the job market that has become more focused on higher education. Graduates from the program will also be able to apply for upper division programs and transfer to state universities for further education.

Career Options
- CAD Grader/ Marker Maker
- CAD Pattern maker
- Designer
- Fabric/Trim Buyer
- First Pattern Maker
- Illustrator
- Merchandiser
- Production Coordinator
- Production Manager
- Production Pattern Maker
- Quality Controller
- Sample Maker
- Stylist
- Technical Designer

Degree
A.S.: Apparel Design
A.S.: Apparel Production

Certificates
Apparel Design (Level I and Level 2)
Apparel Production

COURSE SUBSTITUTION AND WAIVERS
Course substitution and waivers are approved by the department upon review of transcripts, course description, and evidence of proficiency in the subject matter.

FASHION DESIGN: For transfer information see assist.org and/or consult with a counselor.

APPAREL DESIGN
A.S. Degree
The Apparel Design Associate of Science degree offers a comprehensive curriculum of design courses based on industry standard methods. These courses are designed to meet the different experience levels of students from beginner to advanced, as well as assist industry professionals seeking to upgrade their skills.

The Apparel Design Student will be able to:
- Produce and present designs from concept to finished product.
- Use industry standard manufacturing equipment.
- Use computer aided design and manufacturing equipment and software for design development and production.
- Create a production package, patterns and sample garments for mass market.
- Utilize available technology for research.
- Participate as a team member in a diverse work environment.
- Demonstrate ability to function in a professional apparel industry environment.
- Demonstrate creative problem solving skills.
- Allocate time and materials to meet project deadlines.
- Evaluate, organize, maintain, interpret and communicate information.

After completing this degree students will be prepared for entry to mid-level positions in fashion design, trend forecasting, prototype sample development, and sourcing. Students may seek additional education at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses (38 units):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FDAT 030</td>
<td>Introduction to Fashion Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 032</td>
<td>History of Fashion</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 044</td>
<td>Fashion Drawing</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 051</td>
<td>Basic Apparel Construction</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 052A</td>
<td>Fabric Analysis 1</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 052B</td>
<td>Fabric Analysis 2</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 056</td>
<td>Patternmaking 1</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 057</td>
<td>Patternmaking 2</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 066</td>
<td>Technical Design</td>
<td>2</td>
</tr>
<tr>
<td>FDAT 070</td>
<td>Elements &amp; Principles of Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 076</td>
<td>Creative Apparel Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 081</td>
<td>Line Development</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 087</td>
<td>CAD: Technical Drawings and Specifications</td>
<td>3</td>
</tr>
<tr>
<td>Recommended Elective</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FDAT 084</td>
<td>Fashion Design Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 38

To be awarded an A.S. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.
   For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (12 Units):
FDAT 030, FDAT 044, FDAT 051, FDAT 052A

Spring, Year 1 (12 Units):
FDAT 052B, FDAT 056, FDAT 070, FDAT 087

Fall, Year 2 (11 Units):
FDAT 032, FDAT 057, FDAT 066, FDAT 076

Spring, Year 2 (3 Units):
FDAT 081
# APPAREL DESIGN LEVEL 1

## Certificate of Achievement

The Apparel Design Level 1 Certificate of Achievement offers an entry level curriculum of design courses based on industry standard methods. These courses are designed to meet the needs of students at the introductory level. Students who complete the Apparel Design Level I Certificate will have the entry level ability to create garments from initial sketches, through product development, pattern making, construction and finishing of the garment. They will also have the ability to function in the product development area that meets the professional requirements of the apparel industry. Possible career options are: Assistant Designer, Assistant Patternmaker, Production Assistant, Entry Level Technical Designer, and Entry Level Seamstress/Tailor.

Upon completion of the Apparel Design Level I certificate the student will be able to:

- Use industry standard manufacturing equipment.
- Utilize available technology for research.
- Demonstrate ability to function in a professional apparel industry environment.
- Allocate time and materials to meet project deadlines.
- Evaluate, organize, maintain, interpret and communicate information.
- Demonstrate creative problem solving skills.
- Participate as a team member in a diverse work environment.

## Recommended Course Sequence:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 030</td>
<td>Introduction to Fashion Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 044</td>
<td>Fashion Drawing</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 051</td>
<td>Basic Apparel Construction</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 052A</td>
<td>Fabric Analysis 1</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 052B</td>
<td>Fabric Analysis 2</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 055</td>
<td>Apparel Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 056</td>
<td>Patternmaking 1</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 070</td>
<td>Elements &amp; Principles of Design</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 24 units

For crosswalk of new subject codes, see page 51

## APPAREL DESIGN LEVEL 2

## Certificate of Achievement

The Apparel Design Level 2 Certificate of Achievement offers a comprehensive curriculum of design courses based on industry standard methods. These courses are designed to meet the different experience levels of students from beginner to advanced, as well as assist industry professionals seeking to upgrade their skills.

The Apparel Design Level 2 Certificate student will be able to:

- Produce and present designs from concept to finished product.
- Use industry standard manufacturing equipment.
- Use computer aided design and manufacturing equipment and software for design development and production.
- Create a production package, patterns and sample garment for mass market.
- Utilize available technology for research.
- Participate as a team member in a diverse work environment.
- Demonstrate ability to function in a professional apparel industry environment.
- Demonstrate creative problem solving skills.
- Allocate time and materials to meet project deadlines.
- Evaluate, organize, maintain, interpret and communicate information.

After completing this certificate students will be prepared for entry to mid-level positions in fashion design, trend forecasting, prototype sample development, and sourcing. Students may seek additional education at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

## Recommended Course Sequence:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 019</td>
<td>Computer Patternmaker</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 030</td>
<td>Introduction to Fashion Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 032</td>
<td>History of Fashion</td>
<td>3</td>
</tr>
<tr>
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<td>FDAT 055</td>
<td>Apparel Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 056</td>
<td>Patternmaking 1</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 057</td>
<td>Patternmaking 2</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 066</td>
<td>Technical Design</td>
<td>2</td>
</tr>
<tr>
<td>FDAT 070</td>
<td>Elements &amp; Principles of Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 076</td>
<td>Creative Apparel Design</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 081</td>
<td>Line Development</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 084</td>
<td>Fashion Design Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 47 units

For crosswalk of new subject codes, see page 51

# APPAREL PRODUCTION

## A.S. Degree

The Apparel Production AS degree is designed as a comprehensive curriculum of production courses based on industry standard methods for pattern design leading to first sample production utilizing both manual and electronic techniques. These courses are designed to meet the different experience levels of students from beginner to advanced, as well as assist industry professionals seeking to upgrade their skills.

The Apparel Production Student will be able to:

- Use industry standard manufacturing equipment.
- Use computer aided design and manufacturing equipment and software for design development and production.

## Recommended Course Sequence:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 019</td>
<td>Computer Patternmaker</td>
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<tr>
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<td>Apparel Manufacturing</td>
<td>3</td>
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<td>FDAT 081</td>
<td>Line Development</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 084</td>
<td>Fashion Design Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units: 47 units

For crosswalk of new subject codes, see page 51

### Elective Courses

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 027</td>
<td>Professional Image</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 020</td>
<td>Couture Embellishment</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 058</td>
<td>Fashion Draping</td>
<td>3</td>
</tr>
</tbody>
</table>

### Spring, Year 2 (3 Units):

Choose from Elective Course List
• Utilize available technology for research.
• Participate as a team member in a diverse work environment.
• Demonstrate ability to function in a professional apparel industry environment.
• Demonstrate creative problem solving skills.
• Allocate time and materials to meet project deadlines.
• Evaluate, organize, maintain, interpret and communicate information.

Course ID Title Units

Required Courses (26 units):

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Patternmaking</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 057</td>
<td>Patternmaking</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 066</td>
<td>Technical Design</td>
<td>2</td>
</tr>
</tbody>
</table>

Plus 3 units of electives from the following:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 020</td>
<td>Couture Embellishment</td>
<td>3</td>
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<td>FDAT 084</td>
<td>Fashion Design Internship</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 087</td>
<td>CAD: Technical Drawings and Specifications</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 29

To be awarded an A.S. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements

Recommended Course Sequence:

**Fall, Year 1 (12 Units):**
- FDAT 030, FDAT 051, FDAT 052A, FDAT 056

**Spring, Year 1 (9 Units):**
- FDAT 019, FDAT 052B, Electives (Any Course)

**Fall, Year 2 (8 Units):**
- FDAT 055, FDAT 057, FDAT 066

**APPAREL PRODUCTION Certificate of Achievement**

The Apparel Production Certificate of Achievement offers a comprehensive curriculum of production courses based on industry standard methods for pattern design leading to first sample production utilizing both manual and electronic techniques. These courses are designed to meet the different experience levels of students from beginner to advanced, as well as assist industry professionals seeking to upgrade their skills.

The Apparel Production student will be able to:
• Use industry standard manufacturing equipment.
• Use computer aided design and manufacturing equipment and software for design development and production.
• Utilize available technology for research.
• Participate as a team member in a diverse work environment.
• Demonstrate ability to function in a professional apparel industry environment.
• Demonstrate creative problem solving skills.
• Allocate time and materials to meet project deadlines.
• Evaluate, organize, maintain, interpret and communicate information.

Course ID Title Units

Required Core Courses: 26 units

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>FDAT 019</td>
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<tr>
<td>FDAT 057</td>
<td>Patternmaking</td>
<td>3</td>
</tr>
<tr>
<td>FDAT 066</td>
<td>Technical Design</td>
<td>2</td>
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</tbody>
</table>

Elective Courses: 3 units:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT 020</td>
<td>Couture Embellishment</td>
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<tr>
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<td>Fashion Design Internship</td>
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</tr>
<tr>
<td>FDAT 087</td>
<td>CAD: Technical Drawings and Specifications</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 29

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (12 Units):**
- FDAT 030, FDAT 051, FDAT 052A, FDAT 056

**Spring, Year 1 (9 Units):**
- FDAT 019, FDAT 052B, Electives (Any Course)

**Fall, Year 2 (8 Units):**
- FDAT 055, FDAT 057, FDAT 066

**Fashion Design Program Course Correspondence**

The Fashion Design Department has engaged in the development of new course numbers for some courses. Please see the chart below for the correspondence between old course numbering and new course numbering for the purpose of degree and certificate completion. Courses that are not listed have not been changed. For more information on the requirements for completion of certificates and degrees and educational planning, please see a counselor by calling 408-741-2009.

<table>
<thead>
<tr>
<th>Former Course #</th>
<th>Current Course #</th>
</tr>
</thead>
<tbody>
<tr>
<td>FD 18A and 18B</td>
<td>FDAT 19</td>
</tr>
<tr>
<td>FD 40A and 40B</td>
<td>FDAT 44</td>
</tr>
<tr>
<td>FD 50</td>
<td>FDAT 51</td>
</tr>
<tr>
<td>FD 54</td>
<td>FDAT 55</td>
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<tr>
<td>FD 60</td>
<td>FDAT 56</td>
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<tr>
<td>FD 62</td>
<td>FDAT 57</td>
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<tr>
<td>FD 64</td>
<td>FDAT 58</td>
</tr>
<tr>
<td>FD 80</td>
<td>FDAT 81</td>
</tr>
</tbody>
</table>
FDAT 019 COMPUTER PATTERNMAKING  
3 units  
Lecture 2 units; lab 1 unit  
Advisory: FDAT 056  
Acceptable for credit: California State University  
This course concentrates on computer techniques for patternmaking using Gerber Technology (GT) AccuMark software. This course provides students the opportunity to access Pattern Design System (PDS) software and also Marker Making and grading using Gerber AccuMark Software. Pass/No Pass Option  

FDAT 020 COUTURE EMBELLISHMENT  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course provides students the opportunity to learn embellishment techniques used in the couture fashion industry and explore their use for the enhancement of contemporary designs. Pass/No Pass Option  

FDAT 027 PROFESSIONAL IMAGE  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course consists of wardrobe coordination and business etiquette practices for professional and contemporary life styles. Theories of color harmony and individual coloring, proportion, line and design for individual figures and faces are presented in the context of projecting a professional image in a business environment. Information presented in this course is particularly applicable for those in all professional careers. Pass/No Pass Option  

FDAT 030 INTRODUCTION TO FASHION DESIGN  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course presents general information about the global fashion industry, fashion change, environmental issues and the process of apparel design and production. Career opportunities and requirements for employment within the fashion industry are explored. Pass/No Pass Option  

FDAT 032 HISTORY OF FASHION  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course focuses on the historical development of Western fashions/costumes with emphasis on the period from 1660 to the present. The effect of a historical period on the fashions of the times is explored with an emphasis on the relationship between past eras and today’s fashion. Students have the opportunity to study the careers of major twentieth century designers and their contribution to the field of fashion. Pass/No Pass Option  

FDAT 044 FASHION DRAWING  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course introduces the techniques for drawing apparel. These techniques include principles of fashion figure proportion, garment styling, and fabric rendering. Basic fashion figures called “croquis” forms are used to draw apparel in the flat and the three dimensional form. This course is essential for anyone entering any apparel design career and is helpful to those entering an apparel manufacturing or patternmaking career. Pass/No Pass Option  

FDAT 051 BASIC APPAREL CONSTRUCTION  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course provides students the opportunity to use basic industry standard construction techniques and sequences for mass production of apparel. Working in a mock-factory setting, students have the opportunity to operate and maintain sewing equipment while completing several basic garments. Pass/No Pass Option  

FDAT 052A FABRIC ANALYSIS 1  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
Fabric information applicable to apparel and other textile related products are presented with emphasis on the analysis of fibers, yarns, fabric construction, coloration and finishes as they relate to textile end products. The course provides students the opportunity to perform hands-on experiments to reinforce basic information and expand working knowledge of fabrics. Pass/No Pass Option  

FDAT 052B FABRIC ANALYSIS 2  
3 units  
Lecture 3 units; lab 0 units  
Prerequisite: FDAT 052A  
Acceptable for credit: California State University  
This course is a continuation of FDAT 052A. Woven, knit, and printed fabrics as well as textile innovations are studied in depth. Textile testing, labeling, regulations and environmental concerns are also covered. Emphasis is placed on understanding fabric’s behavior, durability, performance and the criteria for selecting appropriate fabrics for apparel. Pass/No Pass Option  

FDAT 055 APPAREL MANUFACTURING  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course is an introduction to the industrial process of apparel manufacturing including garment construction and assembly techniques, factory methods of mass production, operation of industrial power equipment, and the processes of work flow and production management. Pass/No Pass Option  

FDAT 056 PATTERNMAKING 1  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course covers the methods of creating flat patterns for workroom sample garments using fashion industry professional patternmaking techniques. Students have the opportunity to create style variations for sportswear and outerwear designs using basic pattern blocks. Designs are transferred from sketches into usable first sample patterns for apparel production. Pass/No Pass Option  

FDAT 057 PATTERNMAKING 2  
3 units  
Lecture 2 units; lab 1 unit  
Prerequisite: FDAT 056  
Acceptable for credit: California State University  
This course is a continuation of Patternmaking 1. Advanced flat patternmaking techniques are emphasized for both woven and knit fabrics. Students have the opportunity to create style variations for sportswear and outerwear designs using basic patterns drafted from measurements. Students also have the opportunity to develop, construct and test first patterns and sample garments to fit on industry dress forms. All projects are produced using industry dress forms and industry equipment in the Fashion Design lab. Pass/No Pass Option  

FDAT 058 FASHION DRAPING  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course covers the three-dimensional method of creating workroom sample patterns using fashion industry professional draping techniques. Students have the opportunity to drape designs in muslin and fashion fabric on standard industry dress forms then transfer them into first patterns for apparel production. Students also have the opportunity to construct sample garments. Pass/No Pass Option
FDAT 066 TECHNICAL DESIGN
2 units
Lecture 2 units; lab 0 units
Advisory: FDAT 087
Acceptable for credit: California State University
This course covers computer techniques for creating garment specification packages for apparel manufacturing. Students have the opportunity to learn to import images of technical drawings into spreadsheets and add accurate measurements to create professional spec packages. Pass/No Pass Option

FDAT 070 ELEMENTS AND PRINCIPLES OF DESIGN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course introduces students to the basic design elements and principles as they apply to fashion design. The effect of silhouette, proportion, line and color are explored with the emphasis on developing an aesthetic awareness of good design. Pass/No Pass Option

FDAT 076 CREATIVE APPAREL DESIGN
3 units
Lecture 3 units; lab 0 units
Prerequisites: FDAT 044, FDAT 052A, FDAT 070
Advisory: FDAT 070, FDAT 056 & FDAT 058
Acceptable for credit: California State University
This course explores the creative process of apparel design and the development of groups and collections. Students have the opportunity to learn the process of designing for specific markets, seasons, and price categories, and to develop designs within their chosen area of interest. Methods of organizing and presenting design concepts are stressed. Pass/No Pass Option

FDAT 081 LINE DEVELOPMENT
3 units
Lecture 2 units; lab 1 unit
Prerequisites: FDAT 052B & FDAT 057 & FDAT 076
Acceptable for credit: California State University
This course focuses on the process of developing a line of apparel and techniques for presenting it using a professional portfolio. Emphasis is on the process of organizing original design concepts into a complete apparel mini-collection including the designing, construction, and costing of pre-production samples. Students have the opportunity to create their own line of apparel in the chosen area of interest. Pass/No Pass Option

FDAT 082 SUSTAINABLE DESIGN
3 units
Lecture 3 units; lab 0 units
Prerequisite: FDAT 030
Acceptable for credit: California State University
This course introduces students to the philosophical and practical principles of sustainable design and its application to the global fashion apparel and textile industry. Environmental issues and sustainable design principles are emphasized in order to provide a foundation for evaluating materials, processes and methods related to environmentally responsible fashion and textile production. By following the global production of apparel, students discover the implications of design decisions on the environment. Pass/No Pass Option

FDAT 084 FASHION DESIGN INTERNSHIP
3 units
Lecture 1 unit
Work Experience Units: 2
Advisory: FDAT 030, FDAT 044, FDAT 052A, FDAT 056 and eligibility for ENGL 1A and READ 53
Acceptable for credit: California State University
This course provides students with the opportunity to apply knowledge/skills learned in the Fashion Design Program through an internship in an apparel firm or design department under the supervision of a fashion professional. The course provides the opportunity for direct industry experience as well as a forum to discuss various aspects of employment in the apparel industry. Each internship must focus on a different company or department to provide a unique learning opportunity. Pass/No Pass Option

FDAT 087 CAD: TECHNICAL DRAWINGS & SPECIFICATIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course covers the methods of creating flat sketches, technical drawings for apparel and basic textile designs using common computer aided design programs. Techniques for creating specification sheets, layouts, and presentations are also covered. This course is appropriate for students who want to create flat drawings, technical drawings, and background images in any of the following disciplines: apparel design, desktop publishing, graphic arts/design, digital arts, fine arts, and multimedia. Pass/No Pass Option

Foreign Languages
(See World Languages)
French
(See World Languages)
Gender Studies
(See Women’s Studies)
Geographic Information Systems Technology

THE FACULTY
Christopher Cruz

DIVISION  Che School of Professional Studies
DEAN  Renee Paquier
DEPARTMENT CONTACT  Chris Cruz
PHONE  408-741-2622
EMAIL  chris.cruz@westvalley.edu
COUNSELING  408-741-4068

Certificate:
Geospatial Technology

GEOSPATIAL TECHNOLOGY
Certificate of Achievement
The Geospatial Technology Certificate of Achievement requires the completion of 24 units of core coursework.

This course of study includes: geographic information science, global positioning systems, remote sensing, and web-based and mobile mapping services. Upon completion of the Geospatial Technology certificate, students will have a foundation in the field of geospatial technologies.

Upon completion of this certificate, students will be able to:
• Demonstrate skill in using the geospatial concepts in both a desktop and web-based environment that apply to GIS, GPS, and Remote Sensing disciplines.
• Demonstrate skills and knowledge to perform analysis both in a desktop and web-based environment that apply using GIS, GPS, and Remote Sensing.
• Apply GIS, GPS, and Remote Sensing technologies to demonstrate changes in the land and its relationship with people.

The certificate is designed for those students who have a desire to pursue a career as a GIS technician or Remote Sensing Technician.

### Course Requirements

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>GIST 016A</td>
<td>Introduction to Geospatial Technology</td>
<td>3</td>
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<tr>
<td>GIST 016B</td>
<td>Mobile GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIST 016C</td>
<td>Spatial Analysis for GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIST 016D</td>
<td>Cartographic Design for GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIST 016E</td>
<td>Database Design and Management for GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIST 016G</td>
<td>Introduction to Remote Sensing</td>
<td>3</td>
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<tr>
<td>GIST 016I</td>
<td>GIS Programming and the Web</td>
<td>3</td>
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<tr>
<td>PMGT 020A</td>
<td>Employment Preparation</td>
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<tr>
<td>PMGT 020B</td>
<td>Internship</td>
<td>2</td>
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**Total Certificate Units**: 24

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence**:

**Fall, Year 1 (12 Units)**:
- GIST 016A, GIST 016B, GIST 016G, GIST 016I

**Spring, Year 1 (9 Units)**:
- GIST 016C, GIST 016D, GIST 016E

**Fall, Year 2 (3 Units)**:
- PMGT 020A, PMGT 020B

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**GIST 016A INTRODUCTION TO GEOSPATIAL TECHNOLOGY**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID GEOG 155

This course examines the theory behind Geographic Information Systems (GIS), Global Positioning Systems (GPS) and Remote Sensing and their application to spatial data. This course is designed to take an interdisciplinary approach to GIS and demonstrate its capability for analysis and decision making in diverse industries and academic disciplines. Students have the opportunity to use the most current desktop software and on-line applications to find solutions and develop methods to solve problems using spatial data.

**GIST 016B MOBILE GIS**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This course provides students the opportunity to experience collecting field data with a location service application and incorporating that data in a mobile GIS. The use of (GPS) in conjunction with Mobile GIS software is emphasized.

**GIST 016C SPATIAL ANALYSIS FOR GIS**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This course provides a detailed examination of spatial information systems and a survey of quantitative techniques applicable to spatial data. This course focuses on the functionality of GIS as an effective tool for modeling and analyzing complex spatial relationships. Quantitative methods are studied to include measures of central tendency, dispersion, and density. These methods are presented using empirical data.

**GIST 016D CARTOGRAPHIC DESIGN FOR GIS**
3 units
Lecture 3 units; lab 0 units
Advisory: GIST 016A
Acceptable for credit: California State University

This course provides a comprehensive study of GIS applicable cartography including cartographic principles, data acquisition methods used in map production, and methods of base map development. This course covers the history, principles of cartography map projections, map scale, types of thematic maps and map accuracy. Techniques used in GIS base map development are introduced using hands-on exercises. This course includes the production of professional quality maps and hands-on work in computer assisted mapping projects.

**GIST 016E DATABASE DESIGN AND MANAGEMENT FOR GIS**
3 units
Lecture 3 units; lab 0 units
Advisory: GIST 016A
Acceptable for credit: California State University

This course examines the principles of database management and design including conversion fundamentals, modeling techniques and strategic planning. The needs, alternatives and pitfalls of database development and conversion are discussed. Various types of data applicable to GIS and their hardware and software requirements are explored along with appropriate methodology for developing a conversion plan and data quality assurance. This course includes hands-on practical exercises in database management skills.

**GIST 016G INTRODUCTION TO REMOTE SENSING**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

This course introduces the concepts of remote sensing. This includes the history and current techniques for remote sensing, the use of imagery to assess and classify land changes over time, and conduct analysis using current remote sensing software.
GIST 016I GIS PROGRAMMING AND THE WEB

3 units
Lecture 3 units; lab 0 units

Acceptable for credit: California State University

This course focuses on GIS programming for the web and the use of Python programming. Students have the opportunity to apply the principles of web-based programming for GIS applications. The course also explores how Python programming adds functionality to GIS mapping software.

GEOGRAPHY

THE FACULTY

Joe Hasty

DIVISION Social Science
DEAN Raymond Gamba
DEPARTMENT CHAIR Andrew Kindon
PHONE 408-741-2554
EMAIL andrew.kindon@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Geography
A.A., Geography

GEOGRAPHY: For transfer information see assist.org and/or consult with a counselor.

ASSOCIATE IN ARTS IN GEOGRAPHY FOR TRANSFER DEGREE (A.A.-T in Geography)

The Associate in Arts in Geography for Transfer degree (AA-T in Geography) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Geography. Students who complete the Associate in Arts in Geography for Transfer degree (AA-T in Geography) will be able to analyze the controls, distribution, and classification of world climates; compare and contrast different types of landforms; and analyze spatially related problems related to current/recent geopolitical events.

Students must complete the following requirements:

• 60 semester or 90 quarter CSU-transferable units;
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
• obtaionment of a minimum grade point average (GPA) of 2.0;
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

Course ID Title Units

Required Core Courses: 6 units
GEOG 001 Intro Physical Geography 3
GEOG 002 Intro Cultural Geography 3

List A: Select 2 (6 units)
GEOG 006 World Regional Geography 3
PSCI 020 Weather and Climate 3

List B: Select 2 (7-8 units)
MATH 010 Elementary Statistics 4
ANTHR 003 Introduction to Cultural Anthropology 3
GEOL 001A Physical Geology 4
GEOL 001AH Honors Physical Geology 4

Total Major Units 19-20
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (3 Units):**
GEOG 001

**Spring, Year 1 (3 Units):**
GEOG 002

**Fall, Year 2 (3 Units):**
PSCI 020

**Spring, Year 2 (3 Units):**
GEOG 006

**Fall or Spring, Year 1 or Year 2 (7-8 Units):**

Choose 2 courses from List B

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**GEOGRAPHY**

**A.A. Degree**

The Associate in Arts in Geography is a 60 unit program which provides lower division coursework for students to transfer to a four-year institution for a major in Geography.

Students who complete the Associate in Arts in Geography will be able to:

- analyze the controls, distribution, and classification of world climates.
- compare and contrast different types of landforms
- analyze spatially related problems related to current/recent geopolitical events.

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<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>GEOG 001</td>
<td>Intro Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Intro Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 006</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>3</td>
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<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
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**Required Core Courses: 13 units**

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<tbody>
<tr>
<td>HIST 012</td>
<td>African American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 014</td>
<td>History of the Native North Americans</td>
<td>3</td>
</tr>
<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017A</td>
<td>United States History</td>
<td>3</td>
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<tr>
<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017BH</td>
<td>Honors United States History</td>
<td>3</td>
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</tbody>
</table>

**Elective Courses: at least 9 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANTH 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002A</td>
<td>Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002AH</td>
<td>Honors Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
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<td>ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
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<tr>
<td>HIST 003</td>
<td>Asian American History</td>
<td>3</td>
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<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
<td>3</td>
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<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to present</td>
<td>3</td>
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<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
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</tbody>
</table>

**Total Major Units**

To be awarded an A.A. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

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**Recommended Course Sequence:**

**Fall, Year 1 (6 Units):**
GEOG 001, Electives (Any Course)

**Spring, Year 1 (6 Units):**
PSCI 020, Electives (Any Course)

**Fall, Year 2 (6 Units):**
GEOG 006, Electives (Any Course)

**Spring, Year 2 (4 Units):**
MATH 010 or MATH 010H
GEOG 001 INTRO PHYSICAL GEOGRAPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID GEOG 110
This course is a spatial study of the Earth’s dynamic physical systems and processes. Topics include: Earth-sun geometry, weather, climate, water, landforms, soil, and the biosphere. Emphasis is on the interrelationships among environmental and human systems and processes and their resulting patterns and distributions. Tools of geographic inquiry are also briefly covered; they may include: maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS), Pass/No Pass Option

GEOG 002 INTRO CULTURAL GEOGRAPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID GEOG 120
This course is a study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions. Topics include: demography, languages and religions, urbanization and landscape modification, political units and nationalism, and economic systems and development. Pass/No Pass Option

GEOG 006 WORLD REGIONAL GEOGRAPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID GEOG 125
This course is a survey of the world’s culture regions and nations as interpreted by geographers, including physical, cultural, and economic features. Emphasis is on spatial and historical influences on population growth, transportation networks, and natural environments. Identification and importance of the significant features of a region are also included.

Geospatial Technology
(See Park Management)
ASSOCIATE IN SCIENCE IN GEOLOGY FOR TRANSFER DEGREE (A.S.-T in Geology)

The Associate in Science in Geology for Transfer degree (A.S.-T in Geology) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Geology. Students who complete the Associate in Science in Geology for Transfer degree (AS-T in Geology) will be able to use geological concepts to explain the physical planet, its change through time, and its influence on life through time; apply observational skills and the scientific method to address problems in geology; and demonstrate oral and written communication skills. Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtaining a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

For crosswalk of new subject codes, see page 51

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 001A</td>
<td>Physical Geology</td>
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<tr>
<td>OR GEOL 001AH</td>
<td>Honors Physical Geology</td>
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<tr>
<td>GEOL 001B</td>
<td>Historical Geology</td>
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<tr>
<td>GEOL 002B</td>
<td>Historical Geology Laboratory</td>
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<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
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<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
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<td>Total Major Units</td>
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<td>GE Units (CSU GE or IGETC)</td>
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Recommended Course Sequence:

Fall, Year 1 (14 Units):
CHEM 001A, GEOL 001A, MATH 003A

Spring, Year 1 (10 Units):
CHEM 001B, MATH 003B

Fall, Year 2 (9 Units):
GEOL 001B, PHYS 004A

Spring, Year 2 (10 Units):
GEOL 015, GEOL 020, PHYS 004B

GEOL 001A PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

This course provides an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and the processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

GEOL 001AH HONORS PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

Honors Physical Geology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course offers an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and then processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

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<tr>
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<td>Historical Geology Laboratory</td>
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</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003B</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>Total Major Units</td>
<td>43</td>
<td></td>
</tr>
<tr>
<td>GE Units (CSU GE or IGETC)</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Total Degree Units</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>

To be awarded an A.S. Degree, a student must complete:
1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

The student should choose those general education requirements which may apply both toward the bachelor’s degree requirements at the four-year institution to which he/she plans to transfer.

For crosswalk of new subject codes, see page 51

GEOL 001A PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

This course provides an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and the processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

GEOL 001AH HONORS PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

Honors Physical Geology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course offers an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and then processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 002A</td>
<td>Historical Geology Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
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<tr>
<td>CHEM 001B</td>
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<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003B</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>Total Major Units</td>
<td>43</td>
<td></td>
</tr>
<tr>
<td>GE Units (CSU GE or IGETC)</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Total Degree Units</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>

To be awarded an A.S. Degree, a student must complete:
1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

The student should choose those general education requirements which may apply both toward the bachelor’s degree requirements at the four-year institution to which he/she plans to transfer.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (14 Units):
CHEM 001A, GEOL 001A, MATH 003A

Spring, Year 1 (10 Units):
CHEM 001B, MATH 003B

Fall, Year 2 (9 Units):
GEOL 001B, PHYS 004A

Spring, Year 2 (10 Units):
GEOL 015, GEOL 020, PHYS 004B

GEOL 001A PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

This course provides an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and the processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

GEOL 001AH HONORS PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 101

Honors Physical Geology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course offers an introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and then processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Pass/No Pass Option

Read and interpret geologic maps

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 001A</td>
<td>Physical Geology</td>
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</tr>
<tr>
<td>GEOL 001B</td>
<td>Historical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 015</td>
<td>Geology of California</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 020</td>
<td>Field Geology</td>
<td>2</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003B</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>Engineering Physics - Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004B</td>
<td>Engineering Physics - Electricity and Magnetism</td>
<td>5</td>
</tr>
<tr>
<td>Total Major Units</td>
<td>43</td>
<td></td>
</tr>
<tr>
<td>GE Units (CSU GE or IGETC)</td>
<td>39 or 37</td>
<td></td>
</tr>
<tr>
<td>Total Degree Units</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>
GEOL 001B HISTORICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Advisory: GEOL 001A or GEOL 001AH
Acceptable for credit: University of California, California State University
C-ID GEOL 111
Historical geology introduces theories on the origin of the earth, oceans, atmosphere, paleogeography, and life as determined in the fossil and stratigraphic rock record during the past 4.6 billion years. Subjects include the minerals and rocks, plate tectonics, geologic dating, fossils, stratigraphy, biological evolution, the origin of planet Earth, and environment of deposition of rock formations. With the background of geologic principles, the development of the North American continent is introduced in detail. Pass/No Pass Option

GEOL 012 EARTH SCIENCE WITH LAB
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 121
This course provides an introduction to the essentials of Earth Science. The course focuses on the interactions between physical and chemical systems of the Earth, including the geosphere, atmosphere, hydrosphere, and biosphere. Lecture topics include plate tectonics, rock cycle, hydrologic cycle, solar system astronomy, weather, and climate. Laboratory activities include: mineral and rock identification; plate tectonics, earthquakes, and volcanoes; groundwater, stream, and mass wasting processes; geologic time and fossils; solar system and lunar astronomy; weather and climate; and field trip studies. Pass/No Pass Option

GEOL 015 GEOLOGY OF CALIFORNIA
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID GEOL 200
Geology of California investigates the geologic development of California in space and time as shown by sedimentary, igneous, and metamorphic rocks and associated faults, folds and land forms. A background of earth science, although not required, is helpful. Pass/No Pass Option

GEOL 020 FIELD GEOLOGY
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: California State University
This course introduces basic tools and techniques used in geologic fieldwork including pocket transit compass, air photography interpretation, and the analysis, and interpretation of geologic maps. Nine to ten days of weekend field trips are required, including a four- to six-day camping trip to complete the geologic mapping exercise. Pass/No Pass Option

GEOL 030 REGIONAL GEOLOGY FIELD EXCURSION
1 unit
Lecture 1 unit; lab 0 units
Corequisite: ASTR 030
Acceptable for credit: California State University
This is a lecture course conducted partially in the field, whose location may change from semester to semester. This allows students to study, through direct observation, the geologic history and processes that have formed and shaped the Earth. The course includes pre-trip lecture meetings that cover the fundamentals of geology and the geologic history of the specific location chosen for the trip. Hiking and overnight stays are required.

German
(See World Languages)
MEDICAL ASSISTANT
A.S. Degree
The Medical Assistant Associate of Science Degree Program prepares students to work in the front and back office of a physician’s office, clinic or other out-patient facilities. Multiple skills and areas of theory are taught to prepare graduates to assume an important and valuable role as a team member in health care delivery. Upon completion of all required courses, students are assisted with the placement of an internship in a local health care facility. This is a valuable experience in applying the knowledge and skills acquired in class to the workplace.

To be awarded an A.S. Degree, a student must complete:
1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.
3. Math and/or Science
4. English/Language Arts

**18 diversified semester units in general education should include at least one course in each of the following areas:**
- Humanities and/or Fine Arts
- Social Sciences
- Math and/or Science
- English/Language Arts

Many facilities are requiring background checks and drug testing prior to entry. After completing a Medical Assistant A.S. degree, a student will be able to:
- Manage medical front office tasks and responsibilities;
- Access and input patient information using electronic medical records systems;
- Assist medical care providers in delivering patient care.

Recommended Course Sequence:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEDU 003</td>
<td>CPR / AED - Basic Life Support for Professionals and Providers</td>
<td>0.5</td>
</tr>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
<td>1</td>
</tr>
<tr>
<td>HTCH 002</td>
<td>Medical Information Processing</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 006</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 044</td>
<td>Electronic Medical Records using ECW</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 055</td>
<td>Vital Signs and Charting</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 057</td>
<td>Sterile Techniques</td>
<td>2.5</td>
</tr>
<tr>
<td>HTCH 058</td>
<td>Laboratory Techniques</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 063</td>
<td>Medication Administration</td>
<td>1.5</td>
</tr>
<tr>
<td>HTCH 064</td>
<td>ECG and Ortho Tech</td>
<td>2.5</td>
</tr>
</tbody>
</table>

Students must take the Internship course twice:
- 2
- 2

Total Major Units 42

For crosswalk of new subject codes, see page 51

CLINICAL ASSISTANT
Certificate of Achievement
The Clinical Assistant program is designed for those who are interested in working in a back office setting in a clinic or out-patient facility. Duties would include obtaining/recording patient’s height, weight, temperature, and blood pressure, obtaining health histories, performing basic lab test, preparing/assisting with patient examinations, recording EKG and sterilizing surgical instruments. The program also includes instruction in medical law and ethics, interpersonal communication, patient care, appointment scheduling, telephone technique, and electronic medical records management.

Upon completion of all the required courses (34.5 units), students are assisted with the placement of an internship in a local health care facility. Background checks and drug testing are now required prior to entry. After completing a Clinical Assistant certificate, a student will be able to:
- Access and input patient information using electronic medical records systems
- Assist medical care providers in delivering patient care

Recommended Course Sequence:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTECH 001</td>
<td>Introduction to Health Care</td>
<td>1</td>
</tr>
<tr>
<td>HTECH 002</td>
<td>Medical Information Processing</td>
<td>2</td>
</tr>
<tr>
<td>HTECH 004</td>
<td>Structure and Function of the Human Body</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 006</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 007</td>
<td>Medical Ethics &amp; Law</td>
<td>2</td>
</tr>
<tr>
<td>HTECH 008</td>
<td>Communication for Health Care Personnel</td>
<td>2</td>
</tr>
<tr>
<td>HTECH 041</td>
<td>Medical Office Business Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 044</td>
<td>Electronic Medical Records using ECW</td>
<td>2</td>
</tr>
<tr>
<td>HTECH 054A</td>
<td>Internship</td>
<td>2</td>
</tr>
<tr>
<td>HTECH 055</td>
<td>Vital Signs and Charting</td>
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<tr>
<td>HTECH 057</td>
<td>Sterile Techniques</td>
<td>2.5</td>
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<tr>
<td>HTECH 058</td>
<td>Laboratory Techniques</td>
<td>3</td>
</tr>
<tr>
<td>HTECH 063</td>
<td>Medication Administration</td>
<td>1.5</td>
</tr>
<tr>
<td>HTECH 064</td>
<td>ECG and Ortho Tech</td>
<td>2.5</td>
</tr>
</tbody>
</table>

Total Certificate Units 34.5

For crosswalk of new subject codes, see page 51
Health Care Technologies

**INSURANCE BILLING SPECIALIST Certificate of Achievement**

The Insurance Billing Specialist program is designed to train students to receive medical claim forms, abstract medical information such as diagnosis, prognosis, and dates of treatment from patient records, complete forms, and answer inquiries from doctors, patients, and insurance companies. Billing specialists must have knowledge of medical terminology, diagnostic and procedural coding, as well as the legal requirements for release of medical information.

Upon completion of all required courses, students are placed in an internship in a local health care facility. This is a valuable experience in applying the knowledge and skill acquired in class to the workplace.

A Statement of Eligibility for Internship, a health statement, and physical examination, a current CPR certificate, keyboarding proficiency, basic word processing skills, and completion of all required courses with a grade of "C" or better are required prior to entry into an internship (HTCH 054A).

Upon completion of this program a student should be able to:

- Describe and Identify the ways that medical insurance billers help ensure the financial success of physician practices and ambulatory settings.
- Demonstrate the skills and knowledge needed to work with diagnostic and procedural coding systems.
- Demonstrate the skills and knowledge needed to complete and submit a professional claim on behalf of medical providers.
- Demonstrate the knowledge to work as a liaison between the doctor and insurance companies.

Upon completion of the certificate, students are prepared to pursue the following career options: Insurance Biller, Medical File Clerk, Patient Account Representative, Medical Receptionist, Medical Administrative Assistant, and Medical Office Management.

**Recommended Course Sequence:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
<td>1</td>
</tr>
<tr>
<td>HTCH 002</td>
<td>Medical Information Processing</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 006</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship for Health Care Technologies</td>
<td>2</td>
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</table>

**Recommended Electives:**

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<tbody>
<tr>
<td>HTCH 044</td>
<td>Electronic Medical Records</td>
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</tbody>
</table>

Total Certificate Units: **23**

For crosswalk of new subject codes, see page 51

**MEDICAL ADMINISTRATIVE ASSISTANT Certificate of Achievement**

The Medical Administrative Assistant program focuses on the many varied administrative functions of the medical office including personnel supervision, credit and collection procedures, and the management of time and resources.

Upon completion of all required courses (25.5 units), students are assisted with placement in an internship in a local health care facility. This is a valuable experience in applying the knowledge and skills acquired in class to the workplace.

**Program Requirements**

The following are required prior to entry into the internship:

- Statement of Eligibility for internship
- Health Statement and physical examination
- Current CPR certificate
- Keyboarding proficiency of 35 wpm
- Basic word processing skills

Completion of all required courses with a grade of C or better prior to entry into internship HTCH 054A.

Upon completion of this program a student should be able to:

- Demonstrate ability to manage medical front office tasks and responsibilities.
- Demonstrate ability to access and input patient information using electronic medical records systems.
- Describe and identify the ways that medical administrative assistants help ensure the financial success of physician practices.

Upon completion of the certificate, students are prepared to pursue the following career options:

Medical Office Management, Medical Administrative Assistant, Medical File Clerk, and Medical Receptionist.

**Recommended Course Sequence:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
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<tr>
<td>HTCH 002</td>
<td>Medical Information Processing</td>
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<td>HTCH 005</td>
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<td>HTCH 006</td>
<td>Advanced Medical Terminology</td>
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<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
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<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
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<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedures</td>
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</tr>
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<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
<td>3</td>
</tr>
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<td>HTCH 044</td>
<td>Electronic Medical Records</td>
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<tr>
<td>HSCI 054A</td>
<td>Internship for Health Care Technologies</td>
<td>2</td>
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<tr>
<td>HSCI 003</td>
<td>CPR / AED - Basic Life Support for Professionals and Providers</td>
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Total Certificate Units: **25.5**

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

<table>
<thead>
<tr>
<th>Fall, Year 1 (10 Units):</th>
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<tbody>
<tr>
<td>HTCH 001, HTCH 002, HTCH 005, HTCH 008, HTCH 042</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Spring, Year 1 (11 Units):</th>
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<tbody>
<tr>
<td>HSCI 003, HTCH 006, HTCH 007, HTCH 008, HTCH 043, HTCH 044</td>
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</table>

<table>
<thead>
<tr>
<th>Summer, Year 1 (2 Units):</th>
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<tbody>
<tr>
<td>HTCH 054A</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Fall, Year 2 (2 Units):</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 054A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summer, Year 2 (2 Units):</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 054A</td>
</tr>
</tbody>
</table>

For crosswalk of new subject codes, see page 51
MEDICAL ASSISTANT Certificate of Achievement

The Medical Assistant Program prepares students to work in the front and back office of a physician's office, clinic or other out-patient facilities. Multiple skills and areas of theory are taught so that graduates are prepared to assume an important and valuable role as a team member in health care delivery. Upon completion of all required courses, students are assisted with the placement of an internship in a local health care facility. This is a valuable experience in applying the knowledge and skill acquired in class to the workplace.

Required prior to entry into an Internship:
- A Statement of Eligibility for internship
- Health statement and physical examination
- Current CPR certificate
- Keyboarding proficiency of at least 35 wpm
- Basic word processing skills
- Completion of all required courses with a grade of C or better

Many facilities are requiring background checks and drug testing prior to employment. (Students should check with the facility of their choice for specific requirements.)

Career Paths Include:
- ECG Technician
- Insurance billing and coding
- Insurance Account Representative Medical
- Administrative Assistant
- Medical Reception
- Medical Office Manager

After completing a Medical Assistant certificate, a student will be able to:
- Assist medical care providers in delivering patient care.
- Access and input patient information using electronic medical records systems;
- Manage medical front office tasks and responsibilities;
- Demonstrate strong written and oral communication skills
- Medical Office Manager

Upon completion of this program a student should be able to:
- Demonstrate the skills and knowledge needed to perform front desk procedures, including phone communication, scheduling and records management.
- Demonstrate strong written and oral communication skills

Upon completion of the certificate, students are prepared to pursue the following career options: Medical File Clerk and Medical Receptionist.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
<td>1</td>
</tr>
<tr>
<td>HTCH 002</td>
<td>Medical Information Processing</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
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<tr>
<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 006</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
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</tr>
<tr>
<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedure</td>
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</tr>
<tr>
<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship for Health Care Technologies</td>
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</tr>
<tr>
<td>HTCH 055</td>
<td>Vital Signs and Charting</td>
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</tr>
<tr>
<td>HTCH 056</td>
<td>Laboratory Techniques</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 063</td>
<td>Medication Administration</td>
<td>1.5</td>
</tr>
<tr>
<td>HTECH 064</td>
<td>ECG and Ortho Tech</td>
<td>2.5</td>
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<tr>
<td>HEDU 003</td>
<td>CPR / AED - Basic Life Support for Professio-</td>
<td>0.5</td>
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<tr>
<td></td>
<td>nals and Providers</td>
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<tr>
<td>HTCH 044</td>
<td>Electronic Medical Records using ECW</td>
<td>2</td>
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HTCH 054A is required to be taken two times to acquire 4 units of occupational work experience.

<table>
<thead>
<tr>
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<th>Units</th>
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<td>HTCH 002</td>
<td>Medical Information Processing</td>
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</tr>
<tr>
<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
<td>2</td>
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<tr>
<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
<td>2</td>
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<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedure</td>
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</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship for Health Care Technologies</td>
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ORTHOPEDIC TECHNICIAN Certificate of Achievement

Students earning the Orthopedic Technician Certificate may be qualified to assist orthopedic surgeons in the care of patients with injuries or diseases of the musculoskeletal system.

Total Certificate Units 42

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (9 Units):
HTCH 001, HTCH 004, HTCH 005, HTCH 055
Spring, Year 1 (10 Units):
HTCH 002, HTCH 006, HTCH 008, HTCH 041

Fall, Year 2 (8 Units):
HEDU 003, HTCH 007, HTCH 042, HTCH 044, HTCH 063

Spring, Year 2 (13 Units):
HTCH 043, HTCH 054A, HTCH 057, HTCH 058, HTCH 064

Summer, Year 2 (2 Units):
HTECH 054A

MEDICAL OFFICE RECEPTIONIST Certificate of Achievement

The Medical Office Reception program is designed to provide the student with the knowledge and skills needed to manage the front desk in a medical office or similar setting, including telephone technique, public relations, and medical records management.

Upon completion of all required courses, students are placed in an internship in a local health care facility. This is a valuable experience in applying the knowledge and skill acquired in class to the workplace.

A Statement of Eligibility for Internship must include a health statement and physical examination, and completion of all required courses with a grade of C or better.

Upon completion of this program a student should be able to:
- Demonstrate the skills and knowledge needed to perform front desk procedures, including phone communication, scheduling and records management.
- Demonstrate strong written and oral communication skills

Upon completion of the certificate, students are prepared to pursue the following career options: Medical File Clerk and Medical Receptionist.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
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<tr>
<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
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<tr>
<td>HTCH 006</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 007</td>
<td>Medical Ethics &amp; Law</td>
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</tr>
<tr>
<td>HTCH 008</td>
<td>Communication for Health Care Personnel</td>
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<tr>
<td>HTCH 041</td>
<td>Medical Office Business Procedure</td>
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<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
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<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship for Health Care Technologies</td>
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</table>

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
<td>1</td>
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<tr>
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<tr>
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<td>Internship for Health Care Technologies</td>
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</table>

Total Certificate Units 15

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (13 Units):
HTCH 001, HTCH 002, HTCH 005, HTCH 007, HTCH 008, HTCH 041
Spring, Year 1 (2 Units):
HTCH 054A

ORTHOPEDIC TECHNICIAN Certificate of Achievement

Students earning the Orthopedic Technician Certificate may be qualified to assist orthopedic surgeons in the care of patients with injuries or diseases of the musculoskeletal system.

Through the major required courses, students acquire the skills to apply and remove plaster and synthetic casts, assist others to safely use walking aids such as canes, walkers, and crutches, fit and adjust equipment as neces-
After completing the required courses, there is a 240 hour internship. Students must have CPR certification and undergo background checks and drug screening before completing their internship.

While certification isn’t required in order to work as an orthopedic technician, earning a professional credential can lead to additional career opportunities. The National Board for Certification of Orthopedic Technologists, Inc. offers the Orthopedic Technologist Certified (OTC) and Orthopedic Technologist-Surgery Certified (OT-SC) credentials. Prior to enrolling in this program, it is recommended that students have experience working as a medical assistant or have completed the Clinical Assistant program requirements as this program builds upon those skills and knowledge base. Possible employment settings for students earning the Orthopedic Technician Certificate of Achievement include:

- hospitals
- large medical clinics
- orthopedic practices
- skilled nursing facilities

After completing the Orthopedic Technician certificate, a student will be able to:

- Apply and remove plaster and fiberglass casts;
- Assist patients with the safe use of walking aids such as canes, crutches and walkers;
- Fit and adjust orthopedic traction equipment and braces under the guidance of a physician;
- Fabricate and apply splints as directed by the physician.

Recommended Course Sequence:

### Fall, Year 1 (8 Units):

- HTCH 004: Structure and Function of the Human Body (3 units)
- HTCH 006: Advanced Medical Terminology (3 units)
- HTCH 054A: Internship (2 units)
- HTCH 055: Vital Signs and Charting (2 units)
- HTCH 057: Sterile Techniques (2.5 units)
- HTCH 064: Ecg and Ortho Tech (2.5 units)

**Internship course must be taken twice:** 2 units

### Summer, Year 1 (2 Units)

- HTCH 054A: Internship (2 units)

**Total Certificate Units:** 17

NOTE: A grade of C or better must be earned for all certificate programs.

For crosswalk of new subject codes, see page 51

### H Tucker 002 MEDICAL INFORMATION PROCESSING

2 units

Lecture 1 unit; lab 1 unit

In this course, students have the opportunity to receive instruction in medical information processing. The areas covered are applications and use of medical terminology, abbreviations, symbols, numbers and appropriate formats in medical communications such as medical chart notes, history and physicals, consultations and operative reports.

### H Tucker 004 STRUCTURE AND FUNCTION OF THE HUMAN BODY

3 units

Lecture 2.5 units; lab 0.5 units

Acceptable for credit: California State University

This course is designed specifically for, but not limited to, students in the Health Care Technology programs. The students have the opportunity to learn the basic anatomical and physiological components associated with each body system.

### H Tucker 005 BASIC MEDICAL TERMINOLOGY

3 units

Lecture 3 units; lab 0 unit

Acceptable for credit: California State University

This course provides a basic understanding of word parts, including root words, prefixes and suffixes, and how they are combined to form medical terms. Emphasis is on how medical terms relate to the major organ systems in the body, and related medical specialties and pathologies with intensive practice in vocabulary building, pronunciation and usage. Pass/No Pass Option

### H Tucker 006 ADVANCED MEDICAL TERMINOLOGY

3 units

Lecture 3 units; lab 0 units

Prerequisite: HTCH 005

Acceptable for credit: California State University

This course provides an introduction to the nature of diseases and terms of the clinical procedures, laboratory tests, and abbreviations connected with them. Students have the opportunity to explore the terminology related to anatomy and physiology of the body systems. Pass/No Pass Option

### H Tucker 007 MEDICAL ETHICS AND LAW

2 units

Lecture 2 units; lab 0 units

Acceptable for credit: California State University

This course covers medical ethics and law in the Health Care Profession. The areas covered are: bio-ethical issues, medical practice acts, legal relationships and responsibilities, invasions of privacy, medical professional liability, the litigation process, avoiding unjustified malpractice/negligence claims, and the exploration of relevant current issues.

### H Tucker 008 COMMUNICATION FOR HEALTH CARE PERSONNEL

2 units

Lecture 2 units; lab 0 units

This course provides instruction for the health care provider in the area of team membership. Styles of communication, human needs, individual differences and cultural biases are examined. The behavior, needs, and method of communication required by different groups of patients (children, youths, elderly as well as those suffering from violence, homelessness, life altering illness or injury, chemical dependency, anger or depression, and those who are dying) are represented.

### H Tucker 041 MEDICAL OFFICE BUSINESS PROCEDURES

3 units

Lecture 2 units; lab 1 unit

Advisory: HTCH 005

Acceptable for credit: California State University

This course provides instruction and practical application of administrative procedures in a medical office. These procedures include management of appointment schedules, telephone communications, medical record management, credit and collections, accounts receivable, accounts payable, personnel selection, training and supervision, and payroll record keeping.
HTCH 042 INSURANCE BILLING AND CODING
2 units
Lecture 1 unit; lab 1 unit
Advisory: HTCH 005
This course covers the theory and practice of ICD-10-CM (diagnostic) and CPT (procedural) coding; billing of private and government health insurance programs for the medical office. Pass/No Pass Option

HTCH 043 BASIC MEDICAL ACCOUNTING AND RECORD KEEPING
3 units
Lecture 2.5 units; lab 0.5 units
Prerequisite: HTCH 042
Acceptable for credit: California State University
This course includes a review of basic mathematical principles of decimals, fractions and percentages as they apply to the business office (discounts, commission, markup, depreciation, simple and compound interest). Other topics include: instruction in medical office financial records control: cash control, office record keeping, payroll accounting, and the application of concepts and procedures of office record keeping through the use of a practice set or computer program. Pass/No Pass Option

HTCH 044 ELECTRONIC MEDICAL RECORDS
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: HTCH 005
Advisory: HTCH 041
Acceptable for credit: California State University
This course covers instruction on Electronic Medical Records (EMR). Students have the opportunity to work hands on with the front office aspects of an EMR, such as scheduling, communicating with patients, referrals, telephone encounters, web encounters, using alerts, and using the interface messaging. Students have the opportunity to develop progress notes, templates, flow sheets, smart forms and order sets using features in the EMR environment. Pass/No Pass Option

HTCH 045A INTERNSHIP FOR HEALTH CARE TECHNOLOGIES
2 units
Work Experience Units: 2
Prerequisites:
This internship course provides students with the opportunity to acquire practical experience, under supervision, in a physician's office or clinic with critique. Pass/No Pass Only

HTCH 057 STERILE TECHNIQUES
2.5 units
Lecture 2 units; lab 0.5 units
Advisory: HTCH 005
This course provides students with the opportunity to learn the theory and practice in sterilization, sterile technique, assisting with minor office surgery, and assisting with examinations and procedures in pediatrics, proctology, gynecology and obstetrics. Instruction in basic nutrition and diet therapy are taught.

HTCH 058 LABORATORY TECHNIQUES
3 units
Lecture 2 units; lab 1 unit
This course is designed to develop the students' knowledge and understanding of basic laboratory tests that may be done in a Medical Office, or sent to a reference laboratory. Other topics include specimen collection, analytical techniques, normal values and interpretation of abnormal values. Pass/No Pass Option

HTCH 063 MEDICATION ADMINISTRATION
1.5 units
Lecture 1 unit; lab 0.5 units
Advisory: HTCH 005
Acceptable for credit: California State University
This course covers the theory and practice of administration of parenteral medications including site selection, safety factors, and techniques, as well as medication dosage calculations (medication math). Pass/No Pass Option

HTCH 064 ECG & ORTHO TECHNICIAN
2.5 units
Lecture 1.5 units; lab 1 unit
Advisory: HTCH 005, MATH 902, MATH 902P
This course covers the didactic and practical skills necessary to perform 12-lead electrocardiograms (ECGs) and provide care for orthopedic patients in acute and clinical settings. In addition, this course introduces medical office first aid procedures and basic physical therapy modalities. Pass/No Pass Option

HTCH 055 VITAL SIGNS AND CHARTING
2 units
Lecture 1 unit; lab 1 unit
Advisory: HTCH 005, MATH 902, MATH 902P
This course covers the duties and responsibilities of the clinical area of a medical office. Topics include equipment and supplies control; medical aspects; assisting with physical examinations including positioning, height, weight, and vision screening; vital signs determination (temperature, pulse, respiration and blood pressure); and pharmacology. Pass/No Pass Option
## Health Science

### THE FACULTY

Patricia Louderback  
Paul Starks

#### DIVISION

Health and Human Development

#### DEAN

John Vlahos

#### DEPARTMENT CHAIR

Kris Gaiero

#### PHONE

408-741-4019

#### EMAIL

kris.gaiero@westvalley.edu

#### COUNSELING

408-741-2009

### Degree:

A.S.-T, Public Health Science

The Health Science classes are interdisciplinary in nature and students will gain an understanding of the biopsychosocial basis of health to develop the knowledge, skills, and modes of critical inquiry necessary to recognize the factors that impact health on an individual level, community level, and public level. The Health Science Department supports the mission of the college by preparing students along their pathways to reach degree, transfer, and career goals in an environment of academic excellence. For transfer information see assist.org and/or consult with a counselor.

### Learning Outcomes

After completing courses in Health Science, a student will be able to:

- Apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.
- Identify and compare risk factors for disease and disability as well as factors that contribute to health disparities.
- Critically evaluate popular and scientific literature and other media for its significance and impact on individual, community, and public health.

### ASSOCIATE IN SCIENCE IN PUBLIC HEALTH SCIENCE FOR TRANSFER DEGREE

(AS-T in Public Health Science)

The Public Health Science for Transfer degree (AS-T in Public Health Science) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Health Science, Health Science with Health Education option, Health Science with Public Health option, Health Science with Community Health option, Health Science with Health Promotion and Disease Prevention, Health Education, Public Health, Public Health Promotion, Kinesiology with Health Education, Kinesiology with Health Science option, Kinesiology with Health and Wellness Promotion, Kinesiology with Health Promotion and Disease Prevention, Collaborative Health and Human Services with Community Health option, and majors in related fields in pursuit of a baccalaureate degree.

Public Health Science is the science of protecting and improving the health of people and their communities. It bridges the gap between scientific discoveries and the application of that research in the community to improve the quality of life. The degree is interdisciplinary in nature and students will gain an understanding of the biopsychosocial basis for health and healthy populations. Public health professionals work to track disease outbreaks, reduce health disparities, advocate for healthcare equity and accessibility, and shed light on why some of us are more likely to suffer from poor health than others. Public health professionals also work to prevent problems from happening or recurring through implementing educational programs, recommending policies, administering services and conducting research—in contrast to clinical professionals like doctors and nurses, who might focus primarily on treating individuals after they become sick or injured.

After successful completion of this program students will be able to:

- Apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences.
- Identify, compare and contrast the factors that contribute to public health disparities.
- Identify for risk factors for disease and disability.
- Critically evaluate popular and scientific literature and other media for its significance and impact on individual and public health.

Students must complete the following requirements:

- A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- Obtain a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Course ID Title Units

<table>
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<th>Core Courses: 32 units</th>
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<tr>
<td>HSCI 008 Contemporary Health 3</td>
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<tr>
<td>HSCI 014 Concepts of Public Health and Society 3</td>
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<tr>
<td>BIOL 010 Introduction to Biology 3</td>
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<td>AND</td>
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<tr>
<td>BIOL 010L Introduction to Biology Lab 1</td>
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<tr>
<td>CHEM 001A General Chemistry 5</td>
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<tr>
<td>BIOL 047 Human Anatomy 5</td>
</tr>
<tr>
<td>BIOL 048 Human Physiology 5</td>
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<tr>
<td>PSYC 001 General Psychology 3</td>
</tr>
<tr>
<td>MATH 010 Elementary Statistics 4</td>
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<tr>
<td>OR</td>
</tr>
<tr>
<td>MATH 010H Honors Elementary Statistics</td>
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### List A (3 units)

| HSCI 010 Human Sexuality 3 |
| NUTR 015 Human Nutrition 3 |

### Total Major Units 35

### GE Units (CSU GE or IGETC) 39 or 37

### Total Degree Units 60

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (11 Units):**

BIOL 010, BIOL 010L, HSCI 008, MATH 010 or 010H

**Spring, Year 1 (11 Units):**

CHEM 001A, HSCI 014, PSYC 001
HSCI 003 CPR / AED - BASIC LIFE SUPPORT FOR PROFESSIONALS AND PROVIDERS
0.5 units
Lecture 0.5 unit; lab 0 units
Acceptable for credit: California State University
This course is designed for individuals with a professional duty to respond to emergencies, including healthcare professionals and other personnel in a wide variety of in-facility and prehospital settings. The course focuses on the cardiac chain of survival, and how to recognize and respond to cardiac and respiratory emergencies for the adult, child, and infant. Additional topics include the principles and application of one and two person CPR and the Automated External Defibrillator, the Bag-Value-Mask, victim and rescuer safety, the prevention of disease transmission, and team dynamics. Successful completion leads to certification in “Basic Life Support for Providers” of the American Heart Association. Pass/No Pass Only

HSCI 005 RESPONDING TO EMERGENCIES: COMPREHENSIVE FIRST AID/CPR/AED
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: University of California, California State University
This course covers the principles and applications of comprehensive First Aid and safety to correctly respond during an emergency. Comprehensive First Aid instruction includes techniques to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until advanced medical help arrives. In addition, this course includes instruction in advanced Cardiopulmonary Resuscitation (CPR) for the adult, child, and infant, along with use of the Automated External Defibrillation (AED). Successful completion leads to the American Red Cross certification in “Responding to Emergencies: Comprehensive First Aid / CPR / AED.” Pass/No Pass Option

HSCI 008 CONTEMPORARY HEALTH
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PHS 100
This course examines concepts of health from multiple perspectives and considers the biological, psychological, and sociological aspects of health in our contemporary world. Topics include, but are not limited to stress, nutrition, weight management, alcohol, tobacco, drugs, sexual health, exercise, psychological health, chronic disease, minority health, aging and dying. We also consider current world and public health events, cultural differences, and other significant contributions to the study of health. Pass/No Pass Option

HSCI 010 HUMAN SEXUALITY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 130
This course surveys Human Sexuality using a multifaceted approach that includes the biological, psychological, historical, and sociological perspectives. Topics may include sexual attitude and values, the physiology of human sexual response, structure and function of sexual structures, sexual dysfunction, sexual orientation, gender identity and roles, relationships, sexual variation, reproduction, contraception, and sexual decision-making. Legal issues are addressed as well as the major contributors of sexual research. Pass/No Pass Option

HSCI 012 UNDERSTANDING STRESS - A MULTIDISCIPLINARY PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines stress from multiple perspectives and considers the biological, psychological, and sociological aspects. A theoretical framework is developed to examine theories and strategies that address the cognitive, physiological, and behavioral components of stress across the lifespan in our contemporary world. Emphasis on the development of strategies to enhance academic, personal, and social development. Diversity and stress are examined, as well as the relation of the stress process to health, disease, lifestyle, and the sociocultural environment. Pass/No Pass Option
# History

## THE FACULTY
Stephen Juarez  
Tim Kelly  
Melvin Pritchard

**DIVISION** Social Science  
**DEAN** Raymond Gamba  
**DEPARTMENT CHAIR** Jose Bautista  
**PHONE** 408-741-2492  
**EMAIL** jose.bautista@westvalley.edu  
**COUNSELING** 408-741-2009

### Degrees:
- **A.A.-T.** History  
- **A.A.** History

The study of history provides students with a descriptive overview and critical consideration of the development of the several civilizations included among the course offerings.

### Career Options
- Archivist  
- Business Person  
- Government Service  
- Journalist  
- Lawyer  
- Librarian  
- Museum Curator  
- News Analyst, Reporter, Correspondent  
- Researcher  
- Social Scientist  
- Teacher  
- Writer

**HISTORY:** For transfer information see assist.org and/or consult with a counselor.

## A.A.-T. Degree
The Associate in Arts in History for Transfer degree (AA-T in History) is a 60 unit program designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in History. Students who complete the Associate in Arts in History for Transfer degree (AA-T in History) will be able to describe how the social, political, intellectual and economic systems of a particular society change over time and analyze how the interplay of multiple factors in a society including intellectual, economic, demographic, and cultural variables resulted in particular historical outcomes.

Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units  
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.  
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.  
- obtaining of a minimum grade point average (GPA) of 2.0.  
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in History, a student will be able to:
- Describe how the social, political, intellectual and economic systems of a particular society change over time and analyze how the interplay of multiple factors in a society including intellectual, economic, demographic, and cultural variables resulted in particular historical outcomes.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<td>HIST 017A</td>
<td>United States History</td>
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<tr>
<td>HIST 017B</td>
<td>United States History</td>
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<td>OR</td>
<td></td>
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<tr>
<td>HIST 017BH</td>
<td>Honors United States History</td>
<td>3</td>
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<td><strong>List A: Select two: 6 units</strong></td>
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<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
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<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
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<td>HIST 005B</td>
<td>World History From 1500</td>
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<tr>
<td>OR</td>
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<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to Present</td>
<td>3</td>
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<tr>
<td><strong>List B: Select one course from Group 1: 3 units</strong></td>
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<td></td>
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<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 012</td>
<td>History and Geography of California</td>
<td>3</td>
</tr>
<tr>
<td>HIST 014</td>
<td>History of the Native North Americans</td>
<td>3</td>
</tr>
<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
<td>3</td>
</tr>
<tr>
<td><strong>List B: Select one course from Group 2: 3-4 units</strong></td>
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<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
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<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
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<tr>
<td>POLI 001</td>
<td>American Government</td>
<td>3</td>
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<tr>
<td>POLI 001H</td>
<td>Honors American Government</td>
<td>3</td>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>WGQS 001</td>
<td>Introduction to Women's Studies</td>
<td>4</td>
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<tr>
<td>WGQS 003</td>
<td>Introduction to Gender Studies</td>
<td>3</td>
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</tbody>
</table>

**Total Units:** 18-19  
**GE Units (CSU GE or IGETC):** 39 or 37  
**Total Degree Units:** 60

CSU transferable electives are required when the major units plus transfer GE units total is less than 60.  
For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**
- **Fall, Year 1 (6 Units):**  
  HIST 017A, HIST 017B
- **Spring, Year 1 (6 Units):**  
  6 Units from List A
- **Fall, Year 2 (3-4 Units):**  
  Group 2 Course
- **Spring, Year 2 (3 Units):**  
  Group 1 Course
HISTORY
A.A. Degree

The Associate of Arts in History is designed to provide foundational knowledge of western civilization, United States History, and history of diverse groups and to prepare students to transfer to a baccalaureate program in History.

After completing A.A. degree in history a student should be able to:

- Describe how the social, political, intellectual, and economic systems of a particular society change overtime.
- Analyze the interplay of multiple factors in a society including intellectual, economic, demographic and cultural variables resulted in particular historical outcomes.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Core Courses: 12 units</strong></td>
<td></td>
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</tr>
<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
<td>3</td>
</tr>
<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to present</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017A</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td><strong>Elective Courses: 6 units</strong></td>
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<td></td>
</tr>
<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 012</td>
<td>African American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 014</td>
<td>History of the Native North Americans</td>
<td>3</td>
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<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**: 18

Requirements vary somewhat among four-year institutions. Consult the department advisor and counselor for transfer requirements of the institution of your choice.

To be awarded an A.A. Degree, a student must complete:

1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (6 Units):**
- HIST 004A, HIST 017A

**Spring, Year 1 (6 Units):**
- HIST 004B, HIST 017B

**Fall, Year 2 (3 Units):**
- Elective Course

**Spring, Year 2 (3 Units):**
- Elective Course

**HIST 004A WESTERN CIVILIZATION I: PREHISTORY TO 1500 CE**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 170

History 004A is a survey of the political, economic, social, cultural and religious development of western civilization from prehistoric times through the Protestant Reformation. Subject areas include Mesopotamia, Egypt, the Old Testament, Greece, Rome, and The Middle Ages, the rise of Christianity, the Renaissance and Protestant Reformation.

**HIST 004B WESTERN CIVILIZATION II: 1500 CE TO PRESENT**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 180

History 004B is a survey of the political, social, economic and cultural development of western civilization from 1600 to the present. The course starts with the English Revolution, the Scientific Revolution/Enlightenment and the French revolution. Next comes, the rise of nationalism, socialism, and imperialism in the 19th century, while World Wars I and II, the Russian Revolution, fascism/Nazism, the Cold War and the contemporary age are features for the 20th and 21st centuries.

**HIST 005A WORLD HISTORY: PREHISTORY TO 1500**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 150

This course provides a comparative, interactive investigation and analysis of World History as related to the development of the modern world. Five geographic regions surveyed include: Africa, Asia/Pacific Islands, Europe, North America and South America. Students are introduced to the major historical trends and developments in World History from Prehistory to 1500. The methods of historical analysis and interpretation are addressed through survey of cultural, economic, political, social and technological similarities and differences between civilizations. The course examines issues relevant to understanding race, culture, class, ethnicity, gender, religion, disabilities and sexualities in human societies through World History.

**HIST 005B WORLD HISTORY FROM 1500**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 160

This course provides a comparative and interactive investigation of World History as related to the development of the modern world. Five geographic areas surveyed include: Africa, Asia/Pacific Islands, Europe, North and South America, Students are introduced to the major historical events and trends in world history from 1500. Historical analysis and interpretations are surveyed through comparative examination of the economic, cultural, political, social and technological commonalities and differences between human societies. The course examines the implications of race, gender, class, ethnicity, religion, disability and sexualities in human societies over time.

**HIST 012 AFRICAN AMERICAN HISTORY**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 170

This course surveys the political, economic, and social developments of African-Americans from the 1619 to the present. Topics include Africans before European contact and slavery in the US, abolitionism, the Civil War, Reconstruction, the rise and resistance to Jim Crow, WWI, WWII, the Civil Rights movement, and the present state of African-Americans. Pass/No Pass Option

**HIST 014 HISTORY OF THE NATIVE NORTH AMERICANS**
3 units
- Lecture 3 units; lab 0 units
- Acceptable for credit: University of California, California State University C-ID HIST 170

This course is a history of Native Americans who lived in the area that is now the United States from pre-European settlement to the present day. It includes the primary political, economic and social factors of American historical development, emphasizing their effects on Native Americans. In conjunction with this historical perspective, the course stresses the ecological lifestyle of Native Americans, exclusive of the Indians of Mexico. Pass/No Pass Option
HIST 016 MEXICAN-AMERICAN HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course introduces students to the history of the United States and the Mexican-American experience from the Colonial Period to the present. The course emphasizes the role and life experiences of Mexican-Americans in the historical evolution of the political, economic and socio-cultural institutions of the United States. Pass/No Pass Option

HIST 017A UNITED STATES HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID HIST 130
This course is a survey of the political, economic, and social and cultural development of the United States from the pre-Colonial period through the Civil War. Topics covered include indigenous and European influence on the development of the colonies, the causes and consequences of the War of Independence, the ideological origins of republicanism and principles of the United States Constitution, early industrialization, westward expansion, foreign policy, sectional conflict, slavery and its impact on race relations, abolition and other reform movements, and the Civil War. Pass/No Pass Option

HIST 017B UNITED STATES HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID HIST 140
This course is a survey of the political, economic, and social and cultural development of the United States from Reconstruction to the present. Topics covered include Reconstruction, Native American culture and western settlement, Industrialization, the Progressive Era, World War I, the Twenties, the New Deal, and World War II. Also covered are domestic, social, and foreign policy issues of the post-World War II period from the 1950s through the 1990s, including reform movements, Vietnam, the Civil Rights and other ethnic movements, the Feminist Movement, popular culture, and post-Cold War foreign policy. Pass/No Pass Option

HIST 017BH HONORS UNITED STATES HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID HIST 140
Honors United States History uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. History 017BH is a survey of the political, economic, and social and cultural development of the United States from Reconstruction to the present. Topics covered include Reconstruction, Native American culture and western settlement, Industrialization, the Progressive Era, World War I, the Twenties, the New Deal, and World War II. Also covered are domestic, social, and foreign policy issues of the post-World War II period from the 1950s through the 1990s, including reform movements, Vietnam, the Civil Rights and other ethnic movements, the Feminist Movement, popular culture, and post-Cold War foreign policy.

HIST 020 HISTORY AND GEOGRAPHY OF CALIFORNIA
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines historical qualities that make California geographically and historically unique, including race and ethnicity, class and gender conflict, state and local politics, and economics from the pre-Spanish missionization period up to the present day.

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Honors University Transfer Program

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DEAN
Raymond Gamba, Ph.D.
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Sam Liu, Ph.D.
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EMAIL
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COUNSELING
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COUNSELOR:
Angelica Bangle, Ed.D.
email: angelica.bangle@westvalley.edu

The West Valley College Honors University Transfer Program is one of the institution’s primary instruments for advanced academic excellence and scholastic training within a critical-thinking mode. The program’s primary mission is to create and maintain an alternative curriculum model which, by virtue of its interdisciplinary structure, ensures course enrichment and accelerates the intellectual and creative development of high-ability students.

Program Description

Honors Program courses require a higher level of analysis in order to benefit from an innovative curriculum model called a transdisciplinary unit, which expands the concept of team-teaching and interdisciplinary instruction. An Honors Program team consists of three to four instructors who coordinate their course content and methods. The Honors Program concentrates on three instructional themes (two per semester): Civilizations of the World, Science: Inquiry and Applications, and Thought and Politics. Each transdisciplinary unit offers an integrated curriculum without sacrificing the integrity and rigor of the content of the specific disciplines. Students have the option of enrolling in one, two, or three courses depending on pre- and Corequisites, the number and type of general education courses already completed, and the requirements of their majors.

By design both our Honors Program instruction and counseling services challenge students to be involved, communicate better and meet academic standards and expectations. As a team both counseling faculty and program coordinator work effectively to support students and address any personal, academic, family-related concerns they may experience in pursuit of their academic and transfer goals.

Most students are aware of the Transfer Alliance Program (TAP) with UCLA. Honors students who wish to transfer under the terms of the transfer alliance with selected universities receive priority consideration.

To qualify for the TAP agreement, Honors students must complete five Honors courses or a minimum of 15 Honors units, with a 3.4 or higher GPA (specific to majors) as part of their 60 or more transferable units. Additional transfer opportunities provide students with a competitive edge when applying to other colleges and universities throughout the country.

Course enrollment is limited to approximately 20 students. Because students often register for more than one course within a transdisciplinary unit, the Honors program encourages peer support study groups, and esprit de corps.

Course Content and Methodology

The difference between the Honors curriculum and the traditional curriculum is qualitative. The Honors curriculum allows for more individualized, interdisciplinary, experiential, and collaborative learning experiences. Students will participate in advanced seminars as well as independent projects. Knowledge will be demonstrated primarily through written assignments and oral presentations.

Courses in the Honors Program have been selected to fulfill University of California and California State University general education requirements. Please refer to the following descriptions of each specific honors course listed in order to find course description, units and prerequisites.
**ARTS 001H HONORS SURVEY OF WESTERN ART I**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 110
Honors Survey of Western Art I uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is a general survey of painting, sculpture, and architecture in the Western world from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural, and historical values. Pass/No Pass Option

**ARTS 001BH HONORS SURVEY OF WESTERN ART II**
3 units
Lecture 3 units; lab 0 units
Prerequisite: Pre-approval into Honors Program.
Acceptable for credit: University of California, California State University
C-ID ARTH 120
This course is a general survey of painting, sculpture, and architecture in the Western world from the Renaissance to the present day, emphasizing the evolution of the changing attitudes toward form and content. Honors Survey of Art II uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is a survey of culture and social behavior throughout time. It focuses on the presentation of persuasive appeals, and learning to construct, deliver, critique, and analytically evaluate persuasive messages in a variety of contexts. This course includes preparing, outlining, and presenting at least two extemporaneous oral persuasive speeches that are given in the physical presence of other listeners. This course also includes a project that analyzes persuasive messages with a presentation of findings component. Honors Persuasive Speaking uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit.

**ARTS 001DH HONORS ART OF THE 20TH CENTURY**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ARTH 150
Honors Art of the 20th Century uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is a general survey of painting, sculpture, and architecture in the Western world from the Impressionists to the present day, emphasizing the evolution of changing attitudes toward form and content. This is an information competency infused course. Pass/No Pass Option

**ARTS 004H HONORS ART APPRECIATION**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Honors Art Appreciation uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This is an introductory overview to general trends and concepts of visual expression. Art objects under study are considered both as aesthetic entities in themselves and as crystallization of thoughts and beliefs during different periods of history. Students have the opportunity to gain greater awareness of processes and media required to create art. Pass/No Pass Option

**ECON 001H HONORS PRINCIPLES OF MACROECONOMICS**
3 units
Lecture 3 units; lab 0 units
Corequisite: ECON 002AH
Prerequisite: MATH 03 or MATH 03R or LRSV 45.
Acceptable for credit: University of California, California State University
C-ID ECON 202
Honors Principles of Macroeconomics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. The course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is an introduction to aggregate economic analysis of market systems; aggregate measures of the economy; macroeconomic growth. This class must be taken concurrently with online laboratory Econ 2AH.

**ECON 001BH HONORS PRINCIPLES OF MICROECONOMICS**
3 units
Lecture 3 units; lab 0 units
Corequisites: ECON 002BH
Prerequisite: MATH 103 or MATH 103R.
Acceptable for credit: University of California, California State University
C-ID ECON 201
Honors Principles of Microeconomics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course provides an introduction to microeconomic analysis which focuses on individual economic decision-makers and markets. Topics include scarcity and allocation of resources, distribution of income and wealth, market equilibrium, price ceilings/floors, elasticity, consumer theory, cost/profit analysis, market structures, factor markets, market failure, international trade and finance, and the role of public policy in the economy.
ECON 002AH HONORS PRINCIPLES OF MACROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001AH
Acceptable for credit: University of California, California State University
C-ID ECON 202
Honors Principles of Macroeconomics Lab uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This online laboratory introduces macroeconomic analysis and principle including analysis of: market systems; aggregate measures of the economy; macroeconomic equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. This lab must be taken concurrently with Econ 001AH.

ECON 002BH HONORS PRINCIPLES OF MICROECONOMICS LAB
1 unit
Lecture 0 units; lab 1 unit
Corequisite: ECON 001BH
Acceptable for credit: University of California, California State University
C-ID ECON 201
Honors Principles of Microeconomics Lab uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This laboratory introduces microeconomic analysis, analysis of the allocation of resources and the distribution of income through a price system, economic theory related to demand, production, competitive and non-competitive product markets. This lab must be taken concurrently with Econ 001BH.

ENGL 001CH HONORS CRITICAL THINKING AND WRITING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 105
Honors Critical Thinking and Writing uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, critical writing, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course offers instruction and practice in methods of critical thinking, critical writing, and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument and texts; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; analysis of language use and its implications in argument writing, research strategies, information literacy, and proper documentation. Students in this course practice critical thinking by writing substantive arguments, essays, and a documented research paper.

ENGL 006AH HONORS WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 140
Honors World Literature uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course surveys literature from around the world produced between the beginnings of oral history up to the year 1650. This course emphasizes literature outside the Anglo-American tradition. Students analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, and the Pacific Islands. Through this cross-cultural study of literature, students engage in thinking critically about cultural diversity and related issues such as global migrations, international power dynamics, and transnational patterns of inequality in a world context. Pass/No Pass Option

ENGL 006BH HONORS WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
Advisory: ENGL 001A or equivalent
Acceptable for credit: University of California, California State University
C-ID ENGL 145
Honors World Literature uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course surveys and compares literature from around the world produced between 1650 and the present. This course emphasizes literature outside the Anglo-American tradition. Students analyze and compare texts representing various genres from different cultural regions, including Africa, Asia, Europe, the Middle East, Latin America, Australia, and the Pacific Islands. Through this cross-cultural study of literature, students engage in thinking critically about cultural diversity and related issues such as global migrations, international power dynamics, and transnational patterns of inequality in a world context. Pass/No Pass Option

ENGL 043H HONORS CLASSICAL MYTHOLOGY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Classical Mythology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. Using translations of epic, poetic, and dramatic texts of classical writers and philosophers, this course examines the meaning and function of myth in the literature of Ancient Greece and Rome as well as its recurrence and significance in modern works.

ENGL 046H HONORS CONTEMPORARY AMERICAN MULTI-CULTURAL LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Contemporary American Multi-Cultural uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course examines contemporary American literature by writers from at least three of the following groups: African American/Black, American Indian, Asian American/Pacific Islander, Chicano/Latino, European American, and Middle Eastern-American. Students examine issues such as race, class, gender, and sexualities as explored in the literary works. This course satisfies the 3-unit Cultural Diversity requirement for the associate degree.
ENGL 048H HONORS INTRODUCTION TO SHAKESPEARE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Introduction of Shakespeare uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. In this course students read, view, and critically analyze a selection of Shakespeare's major plays and poetry. The course provides overviews of the historical and political events of Shakespeare's age, the religious and philosophical ideas of the Early Modern period, and modern critical approaches to Shakespeare's works. In addition, the course gives students opportunities to evaluate productions of Shakespeare's plays. Pass/No Pass Option

ENGL 049H HONORS MODERN FICTION
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
Honors Modern Fiction uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course focuses on reading and analyzing fiction from the Modern Period (1895-1945). It also covers Pre-modern literary movements and Postmodern texts. It fulfills general education requirement for literature.

GEOL 001AH HONORS PHYSICAL GEOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID GEOL 100, GEOL 101
Honors Physical Geology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course provides an introduction to the field of science as applied to theme with other courses offered within the specified transdisciplinary unit. This course covers the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications discussed use data from disciplines including business, social sciences, psychology, life science, health science, and education.

HIST 017BH HONORS UNITED STATES HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID HIST 140
Honors United States History uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course covers the ideological origins of nation-states from direct democracy to totalitarian forms of government. Emphasis is placed on the development of democratic institutions through historical and contemporary studies.

MATH 010H HONORS ELEMENTARY STATISTICS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R or MATH 106S
Acceptable for credit: University of California, California State University
C-ID MATH 110
Honors Elementary Statistics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This course covers the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications discussed use data from disciplines including business, social sciences, psychology, life science, health science, and education.

POLI 001H HONORS AMERICAN GOVERNMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID POLS 110
Honors American Government uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course covers the structure and functions of the American national government including consideration of state and local governments. Emphasis is placed on the development of democratic institutions through historical and contemporary studies.

POLI 003H HONORS INTRODUCTION TO POLITICAL SCIENCE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID POLS 150
Honors Introduction to Political Science uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is an introduction to political theory analyzing the ideological origins of nation-states from direct democracy to totalitarian forms of government. This course may be used to meet Social Science Area D requirements in the General Education pattern for transfer to the California State University System.

KINT 051H HONORS DANCE IN AMERICA: A CULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Honors Dance in America: A Cultural Perspective uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course examines dance as a cultural expression in the USA. The course explores and analyzes indigenous dance forms including the social, political, economic, and religious significance. Pass/No Pass Option
PSYC 001H HONORS GENERAL PSYCHOLOGY
3 units
Lecture 3 units; lab 0 units
Honors General Psychology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course introduces students to general psychology as a behavioral science with an emphasis on the scientific study of behavior and mental processes. The content focuses on the exploration of major psychological theories and concepts, methods, and research findings in psychology including the biological bases of behavior, perception, cognition and consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders and therapeutic approaches, and applied psychology.

PSYC 002H HONORS EXPERIMENTAL PSYCHOPHYSIOLOGY
4 units
Lecture 3 units; lab 1 unit
Prerequisites: PSYC 001 and MATH 010 or MATH 010H
Acceptable for credit: University of California, California State University
C-ID PSY 205B
The course introduces the student to the theory and application of the scientific method with particular emphasis in the area of physiology and behavior. A computerized psychophysiology laboratory will be used to introduce students to (1) experimental design and analysis, and (2) theoretical and methodological concepts in psychophysiological research, which investigates the relationship between physiological events and behavior. General areas covered include: philosophy of science, research design, experimental procedures, data analysis, synthesis, evaluation, and summary. Elementary statistics will be incorporated into the course using actual data collected from experiments conducted during laboratory sessions. Computer modeling will be compared and contrasted with empirical research as a problem solving method. Primary references used for experimental write-ups and the final research project will require data base searching on Dialog.

THEA 010H HONORS INTRODUCTION TO THEATER
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 111
Honors Introduction to Theater uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is an introduction to the world of theater. This introduction includes dramatic literature, technical theater, theater history, production techniques and the critical evaluation of productions.

Humanities

DIVISION Social Science
DEAN Raymond Gamba
DEPARTMENT CHAIR Nichola Gutierrez
PHONE 408-741-2557
EMAIL nichola.gutierrez@westvalley.edu
COUNSELING 408-741-2009

Learning Outcomes
After completing courses in Humanities, a student will be able to:
• Analyze major cultural attributes such as literary, musical, artistic and religious representing a variety of civilizations;
• Evaluate changes in humanistic traditions using cross-cultural and historical comparisons.

HUMANITIES: For transfer information see assist.org and/or consult with a counselor.

HUMN 001A HUMAN VALUES IN AND FROM THE ARTS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed to show integration of the visual, literary and musical arts within a historical context from the ancient world to the Early Renaissance. It is an interdisciplinary approach to cultural epochs through the use of thematic material, ideas and values.

HUMN 001B HUMAN VALUES IN AND FROM THE ARTS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed to show integration of the visual, literary and musical arts within a historical context from the Renaissance to the Modern Age. This course is an interdisciplinary approach to cultural epochs through the use of thematic materials, ideas, and values. This course is designed to illustrate the integration of visual, literary, and musical arts and cultural values from Western and Asian perspectives.
**Interior Design**

**DIVISION**  Cikler School of Art and Design  
**DEAN**  Andrew Chandler  
**DEPARTMENT CHAIR**  Diane Hurd  
**PHONE**  408-741-2110  
**EMAIL**  diane.hurd@westvalley.edu  
**COUNSELING**  408-741-4066

**FACULTY ADVISORS**
- Cigdem Bulut (A-F)  408-741-4638
- Diane Hurd (G-Q)  408-741-2406
- Christopher Wright (R-Z)  408-741-2049

**Degree:**  
A.S., Interior Design

**Certificates:**  
- Computer Aided Drafting & Design  
- Interior Design

**The Program**

The Interior Design Program has a comprehensive, professional curriculum that provides courses focusing on the vital and basic aspects of interior design. Throughout the program, emphasis is placed on the fundamental relationship of interior design and the visual and decorative arts. In addition to interior design certificates, the program offers specialty certificates that promote professional development in terms of successful course completion, alternative basic skills, and enhanced workforce development. These certificates provide alternative paths, and at the same time answer critical industry needs. When available and appropriate, students may be required to participate in design-related competitions to reinforce the classroom learning experience.

**Career Options**
- Commercial Design  
- Computer-Aided Design and Drafting  
- Education and Research  
- Facilities Management  
- Furniture Design  
- Health Care Design  
- Historic Preservation  
- Hospitality Design  
- Kitchen and Bath Design  
- Lighting Design  
- Residential Design  
- Restaurant Design  
- Retail Design  
- Space Planning  
- Textile Design  
- Green Design / Sustainable Design

**COURSE SUBSTITUTIONS AND WAIVERS**

Course substitutions and waivers are approved by the department upon review of transcripts, course descriptions and evidence of proficiency in the subject matter.

** Emblem Interior Design**

**A.S. Degree**

The Interior Design Associate of Science Degree goals and objectives are designed to give students the opportunity to practice in various facets of the interior design profession. The program provides a comprehensive, professionally-focused curriculum with courses focusing on the basic and vital aspects of interior design with emphasis on practical application in the field. When available and appropriate, students will have the opportunity to engage in internships and participate in design-related competitions to reinforce the classroom learning experience. The degree provides students the opportunity to combine knowledge and skills acquired from general education courses with their interior design studies and translate them into professional practice. After completing an A.S. Degree in Interior Design, a student will be able to:

- Use specialized knowledge of interior construction, building codes, equipment, finishes and furnishings.  
- Prepare drawings and documents relative to the design of interior spaces in order to enhance and protect the health, safety, and welfare of the public.  
- Identify, research, and creatively solve problems pertaining to the function and quality of the interior environment.  
- Perform services relative to interior spaces, including design analysis, programming, space planning and aesthetics.  

This program provides career and technical education to prepare students for career opportunities in:

1. interior design firms  
2. architectural firms  
3. kitchen and bath design firms  
4. retail finishes and furnishings stores  
5. commercial furniture dealerships  
6. furniture and finish manufacturers

The A.S. Degree in Interior Design is a professional-level degree that allows re-entry students with bachelor’s and advanced degrees, who are not able to pursue additional baccalaureate degrees in California, and those students who do not intend to pursue bachelor’s degrees, the opportunity to obtain professional training to effectively enter the workforce.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTD 005</td>
<td>Introduction to Interior Design</td>
<td>1</td>
</tr>
<tr>
<td>INTD 010</td>
<td>Elements and Principles of Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 015</td>
<td>Interior Architectural Drafting</td>
<td>3</td>
</tr>
<tr>
<td>INTD 020</td>
<td>Color Theory and Application</td>
<td>3</td>
</tr>
<tr>
<td>INTD 025</td>
<td>Interior Finish Materials</td>
<td>3</td>
</tr>
<tr>
<td>INTD 028</td>
<td>Interior Construction and Building Systems</td>
<td>3</td>
</tr>
<tr>
<td>INTD 029</td>
<td>Principles of Green Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 030</td>
<td>Graphic Techniques</td>
<td>3</td>
</tr>
<tr>
<td>INTD 040</td>
<td>Residential Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 050</td>
<td>Kitchen &amp; Bath Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 065</td>
<td>Introduction to Computer-Aided Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 075</td>
<td>Lighting Design</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units:** 34

To be awarded an A.S. Degree, a student must complete:

1. All major requirements.  
2. Additional units to meet the college graduation requirements.  

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (13 Units):**  
INTD 005, INTD 010, INTD 015, INTD 020, INTD 025

**Spring, Year 1 (12 Units):**  
INTD 028, INTD 030, INTD 065, INTD 075

**Fall, Year 2 (6 Units):**  
INTD 029, INTD 050

**Spring, Year 2 (3 Units):**  
INTD 040

** Emblem Computer Aided Drafting and Design**

**Certificate of Achievement**

The goals and objectives of the Computer Aided Drafting and Design Certificate are designed to prepare students to practice in the areas of the interior design profession that require computer aided drafting and computer graphics to prepare conceptual, design, and construction drawings. The program provides a professionally-focused curriculum focusing on practical application in the interior design field.
After completing the Computer Aided Drafting and Design Certificate, a student will be able to:

- Create, manipulate, and organize hand drafted and CAD drawings using industry standards.
- Plan and generate CAD drawing files using common and advanced CAD tools.
- Produce a CAD drawing to represent existing field conditions using the principles of drafting techniques.

Examples of interior design employers and career opportunities include:
1. interior design firms
2. architectural firms
3. kitchen and bath design firms
4. commercial furniture dealerships
5. corporate facilities departments

### Required Core Courses: 12 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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</tr>
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<tbody>
<tr>
<td>INTD 015</td>
<td>Interior Architectural Drafting</td>
<td>3</td>
</tr>
<tr>
<td>INTD 065</td>
<td>Introduction to Computer-Aided Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 066</td>
<td>Advanced Computer Aided Design</td>
<td>3</td>
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<tr>
<td>ARCH 058</td>
<td>Introduction to Revit Architecture</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**

INTD 015

**Spring, Year 1 (3 Units):**

INTD 065

**Fall, Year 2 (6 Units):**

ARCH 058, INTD 066

### INTERIOR DESIGN Certificate of Achievement

The goals and objectives of the Interior Design Certificate are to prepare students to practice in various facets of the interior design profession. The program provides a comprehensive, professionally-focused curriculum focused on the basic and vital aspects of interior design with emphasis on practical application in the field. When available and appropriate, students have the opportunity to engage in internships and participate in design-related competitions to reinforce the classroom learning experience.

After completing an Interior Design Certificate, a student will be able to:

1. Use specialized knowledge of interior construction, building codes, equipment, finishes and furnishings.
2. Prepare drawings and documents relative to the design of interior spaces in order to enhance and protect the health, safety, and welfare of the public.
3. Identify, research, and creatively solve problems pertaining to the function and quality of the interior environment.
4. Perform services relative to interior spaces, including design analysis, programming, space planning and aesthetics.

This program provides career and technical education to prepare students for career opportunities in:

1. interior design firms
2. architectural firms
3. kitchen and bath design firms
4. retail finishing and furnishings stores
5. commercial furniture dealerships
6. furniture and finish manufacturers

The Interior Design Certificate is a professional-level certificate that affords students the opportunity to obtain professional training needed to effectively enter the workforce.

### Required Core Courses: 34 units

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<td>INTD 075</td>
<td>Lighting Design</td>
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</table>

**Total Certificate Units**

34

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (13 Units):**

INTD 005, INTD 010, INTD 015, INTD 020, INTD 025

**Spring, Year 1 (12 Units):**

INTD 028, INTD 030, INTD 065, INTD 075

**Fall, Year 2 (6 Units):**

INTD 029, INTD 050

**Spring, Year 2 (3 Units)**

INTD 040

**INTD 005 INTRODUCTION TO INTERIOR DESIGN**

1 unit

Lecture 1 unit; lab 0 unit

Acceptable for credit: California State University

This survey course introduces the Interior Design profession, its history, and related specialties and disciplines. Topics are related to the multifaceted aspects of this discipline, including the many career paths and opportunities. Pass/No Pass Option

**INTD 010 ELEMENTS AND PRINCIPLES OF INTERIOR DESIGN**

3 units

Lecture 2 units; lab 1 unit

Acceptable for credit: California State University

The course is intended to provide students with the knowledge of conceptual design elements which are applied to designing interior spaces in subsequent interior design courses. Pass/No Pass Option

**INTD 015 INTERIOR ARCHITECTURAL DRAFTING**

3 units

Lecture 2 units; lab 1 unit

Acceptable for credit: California State University

The course introduces the tools and techniques necessary for interior architectural drafting. Emphasis is on lettering, measuring techniques, scale problems, use of architectural graphic standard manuals, dimensioning, plans, elevations, and sections. Pass/No Pass Option

**INTD 020 COLOR THEORY AND APPLICATION**

3 units

Lecture 2 units; lab 1 unit

Acceptable for credit: California State University

This course is an introduction to design fundamentals and basic principles of color related to interior design. Laboratory experiences include two and three dimensional color projects in different media.
INTD 025 INTERIOR FINISH MATERIALS  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course addresses the study and application of interior design materials and finishes including content, characteristics, production, standards, and codes. Pass/No Pass Option

INTD 028 INTERIOR CONSTRUCTION AND BUILDING SYSTEMS  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course is an overview of systems used in the construction of interior environments. The content includes such building systems as floors, ceilings, and doors as well as systems developed for providing safety and comfort (plumbing, HVAC, lighting, and acoustics). Students have the opportunity to practice research techniques regarding the subject matter. Pass/No Pass Option

INTD 029 PRINCIPLES OF GREEN DESIGN  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course introduces students to the history, philosophy, and principles of environmentally responsible design. Through the study of local, national, and international examples of green and sustainable design, the implications of design decisions on the environment are explored. Research and evaluation of green and sustainable products, components, processes, and construction methods are conducted. Pass/No Pass Option

INTD 029A INTRODUCTION TO SUSTAINABLE DESIGN  
1 unit  
Lecture 1 unit; lab 0 units  
Acceptable for credit: California State University  
This course is an overview of the concepts and strategies involved in sustainable building. Included are the discussion and study of the history of sustainable design, related organizations, local and federal agencies, certification opportunities, and the impact of green and sustainable design on interior design practice and the profession. Pass/No Pass Option

INTD 029B SUSTAINABLE DESIGN MATERIALS AND RESOURCES  
1 unit  
Lecture 1 unit; lab 0 units  
Prerequisites: INTD 029A  
Acceptable for credit: California State University  
This course provides an in-depth look at finish materials and specifications, waste management, reuse, recycling, renovation, historical preservation techniques, local product selection, and job site management related to green and sustainable design. Pass/No Pass Option

INTD 029C SUSTAINABLE DESIGN FOR RESIDENTIAL PROJECTS  
1 unit  
Lecture 1 unit; lab 0 units  
Prerequisites: INTD 029A  
Advisory: INTD 029 and INTD 040  
Acceptable for credit: California State University  
This course provides an in depth look at all aspects of sustainable residential design, remodeling, kitchen and bath, furnishings, window treatments, finishes, materials, and lighting, and covers holistic systemic sustainable categories such as, site, water and energy efficiency, materials and resources, waste management, and interior environmental quality. Pass/No Pass Option

INTD 029D SUSTAINABLE DESIGN FOR COMMERCIAL PROJECTS  
1 unit  
Lecture 1 unit; lab 0 units  
Prerequisite: INTD 029A  
Acceptable for credit: California State University  
This course covers all aspects of sustainable design for commercial buildings and interior spaces, as well as existing building operations and maintenance. Pass/No Pass Option

INTD 030 GRAPHIC TECHNIQUES  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course introduces sketching, drawing and rendering techniques for interior spaces. One and two point perspective, floor plans and elevations are drawn using detailed methodology. A variety of media are utilized grey scale rendering. There is a focus on use of appropriate drawing methods and media for phases of the interior design process including conceptualization. Techniques for drawing three dimensional views of interiors and furnishings are emphasized. Pass/No Pass Option

INTD 035A HISTORY OF FURNITURE AND INTERIORS  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course explores the history and principal styles of furniture, interiors, and related decorative arts from antiquity to 1800. Pass/No Pass Option

INTD 035B HISTORY OF FURNITURE AND INTERIORS  
3 units  
Lecture 3 units; lab 0 units  
Prerequisite: INTD 035A  
Acceptable for credit: California State University  
This course explores the principal styles of furniture, interiors, and related decorative arts from 1800 to the present and is a continuation of the design history taught in INTD 35A.

INTD 035C DESIGN OF HISTORIC INTERIORS  
3 units  
Lecture 2 units; lab 1 unit  
Prerequisites: INTD 015 and INTD 035B  
Advisory: INTD 010 and INTD 020 and INTD 025 and INTD 030 and INTD 075  
Acceptable for credit: California State University  
This course examines the process, categories, and qualification criteria for the interior design of historic buildings. Rehabilitation of a building is explored in detail. Pass/No Pass Option

INTD 040 RESIDENTIAL DESIGN  
3 units  
Lecture 2 units; lab 1 unit  
Prerequisite: INTD 050  
Acceptable for credit: California State University  
This course covers planning and design for interior spaces, with emphasis on the residential environment. Projects include design theory research, design concept development, and implementation in residential spaces. Students produce design documents including scaled drawings and renderings, specifications, and design models.

INTD 045 PROFESSIONAL PRACTICE  
3 units  
Lecture 3 units; lab 0 units  
Prerequisites: INTD 040 and INTD 055  
Acceptable for credit: California State University  
This course covers business principles and practices in the field of interior design for both residential and commercial interiors. Students are introduced to proper business practices with an emphasis on operating a design business. Pass/No Pass Only
INTD 050 KITCHEN & BATH DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisites: INTD 010, INTD 015, INTD 020, INTD 025, INTD 028, INTD 030, INTD 065, and INTD 075
Acceptable for credit: California State University
This course covers the design of kitchens and bathrooms, with emphasis on the selection and specifications of materials and finishes, and interior detailing related to commercial projects are examined. Students have the opportunity to learn about and execute production of design documents and presentation drawings.

INTD 060 COMMERCIAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 065
Acceptable for credit: California State University
This course emphasizes the methods of planning and design for commercial interior spaces, including offices and public buildings. Finishes, furnishings, and interior detailing related to commercial projects are examined. Students have the opportunity to learn about and execute production of design documents and presentation drawings.

INTD 065 INTRODUCTION TO COMPUTER-AIDED INTERIOR DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 015
Acceptable for credit: University of California, California State University
This course is an introduction to 2-dimensional and isometric computer-aided drafting and design.

INTD 066 ADVANCED COMPUTER AIDED DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 065
Acceptable for credit: University of California, California State University
This course focuses on the construction of two and three dimensional drawing and solid modeling.

INTD 070 ADVANCED GRAPHIC TECHNIQUES
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 030
Acceptable for credit: California State University
This course covers advanced rapid sketching and color rendering techniques for interior spaces. One and two-point perspective drawing and sketching techniques using different media and software presentation materials are explored.

INTD 075 LIGHTING DESIGN
3 units
Lecture 3 units; lab 0 units
Prerequisite: INTD 015
Advisory: INTD 020
Acceptable for credit: California State University
This course covers the theory and practice of lighting design and development of drawings with lighting specifications. Pass/No Pass Option

INTD 080 ADVANCED COMMERCIAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 060
Advisory: INTD 070, INTD 045
Acceptable for credit: California State University
This course involves the study of commercial interior design through analysis, evaluation, integration of the design process, implementation of the multifaceted aspects of the design phases, and design of projects involving multiple uses and issues related to the complexities of designing interior spaces.

INTD 080B ADVANCED RESIDENTIAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisites: INTD 040 and INTD 070
Advisory: INTD 045
Acceptable for credit: California State University
This course involves the study of residential interior design through analysis and evaluation of the design process and implementation of the multifaceted aspects of the design phases on projects involving diverse needs and both practical and complex decision-making.

INTD 080C ADVANCED KITCHEN AND BATHROOM DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisite: INTD 050
Acceptable for credit: California State University
This course covers the design of kitchens and bathrooms, with advanced study of the design process, design concept development, design phases, interior construction, building systems, materials and furnishings selections, and design documentation. Pass/No Pass Option

INTD 085 DESIGN DETAILING
3 units
Lecture 2 units; lab 1 unit
Prerequisites: INTD 015 and INTD 025 and INTD 028
Acceptable for credit: California State University
This course covers the development of the design detailing process and production of detail drawings related to interior design projects.

INTD 090A INTERIOR DESIGN INTERNSHIP
3 units
Work Experience Units: 3
*See p. 182
Prerequisites: INTD 005, INTD 010, INTD 015, INTD 020, INTD 025
Acceptable for credit: California State University
This course provides students with field experience and the opportunity to work under the direct supervision of an interior designer or interior design-related professional, while applying knowledge and skills acquired in the core interior design courses. Opportunities and encouragement to research career opportunities are provided. A minimum of 180 unpaid or 225 paid internship hours are required. Pass/No Pass Only

INTD 090B INTERIOR DESIGN INTERNSHIP
4 units
Work Experience Units: 4
*See p. 182
Prerequisites: INTD 040, INTD 045, INTD 050 and INTD 060
Acceptable for credit: California State University
This course provides students with practical experience working directly under the supervision of an interior designer or interior design-related professional. Students are able to apply knowledge and skills learned in the Interior Design Certificate courses, including the design studio and professional practice courses related to commercial and residential design, further enhancing the learning process. Opportunities and encouragement to continue to research career possibilities are provided. This 4-unit internship course is required for completion of the Interior Design Advanced Certificate. Pass/No Pass Only
Kinesiology

THE FACULTY
Heidi Davis
Scott Eitelgeorge
Jennifer Kerwin
Vicky Piatt
William Rodriguez
Diane Rudy
Gaspar Silveira
Paul Starks
Erika Vargas
Rick Wiens
Armen Zakarian

EMBEDDED COUNSELOR
Andrew Cardamone
(Also see Health Care Technologies, Health Education and Nutrition Studies)

DIVISION Health and Human Development
DEAN John Vlahos
DEPARTMENT CHAIR Heidi Davis
PHONE 408-741-2522
EMAIL heidi.davis@westvalley.edu
COUNSELING 408-741-2502

Degrees:
A.A.-T, Kinesiology
A.A., Kinesiology

Certificates:
Certified Personal Trainer
Pilates Instructor

The Kinesiology Department supports the mission of the college by preparing students along their pathways to reach degree, transfer and career goals in an environment of academic excellence. The Kinesiology Department courses meet the West Valley College associate's degree requirements. The courses also meet the transfer degree requirement for a bachelor's degree at CSU and most other four-year institutions. Kinesiology courses provide students the opportunity to prepare to transfer in degree programs in Physical Education and Kinesiology. Students can earn an associate's degree in Physical Education/Kinesiology preparing them for advanced degrees at four-year institutions. The Department provides pathways for student-athletes to participate in intercollegiate sports. The Department promotes student access with distance learning options.

Career Options
- Athletic Trainers
- Sports Medicine Aide
- Coaching
- Physical Education/Kinesiology teachers
- Marine Diving Leadership
- Marine Diving Science
- Sports Managers
- Physical Therapists
- Fitness Instructor
- Personal trainer

PHYSICAL EDUCATION: Transfer:
See assist.org and/or consult with a counselor.

🎓 ASSOCIATE IN ARTS IN KINESIOLOGY FOR TRANSFER DEGREE (AA-T in Kinesiology)
The Associate in Arts in Kinesiology for Transfer degree (AA-T in Kinesiology) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Kinesiology or Exercise Science. Students who complete the Associate in Arts in Kinesiology for Transfer degree (AA-T in Kinesiology) will be able to demonstrate proficiency in human movement as it applies to sports, dance and aquatics, combatives, fitness, health and nutrition and analyze the meaning of optimal health as it applies to our nation's population.
Students must complete the following requirements:
- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district
- obtaining of a minimum grade point average (GPA) of 2.0
- earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Course ID | Title | Units
---|---|---
#### Required Core Courses: 13 units
KIN.TH 030 | Introduction to Kinesiology | 3
BIO 047 | Human Anatomy | 5
BIO 048 | Human Physiology | 5

#### Required Core: Movement Based Courses: 3-5 units; (minimum 3). Select a maximum of one (1) course from any three (3) of the following areas for a minimum of three units.

**Aquatics**
- KIN 2.04 | Swimming – Beginning | 1
- KIN 2.05 | Swimming – Intermediate | 1
- KIN 2.06 | Swimming – Advanced | 1
- KIN 2.07 | Master’s Swimming | 1

**Combatives**
- KIN 6.02 | Karate – Beginning | 1
- KIN 6.06 | Karate – Intermediate | 1

**Dance**
- KIN 3.02 | Ballet – Beginning Level 2 | 1
- KIN 3.04 | Ballet – Intermediate | 1
- KIN 3.08 | The Flamenco Dance of Spain – Beginning | 1
- KIN 3.12 | Jazz Dance – Beginning Level 2 | 1
- KIN 3.14 | Jazz Dance – Intermediate | 1
- KIN 3.16 | Modern Dance – Beginning Level 2 | 1
- KIN 3.17 | Modern Dance – Intermediate | 1
- KIN 3.20 | Ballroom and Latin Dance Beginning | 1
- KIN 3.22 | Ballroom and Latin Dance – Intermediate | 1

**Fitness**
- KIN 4.03 | Fitness Aerobics | 1
- KIN 4.16 | Fitness Weight Training | 1
- KIN 4.24 | Total Fitness for Men | 1
- KIN 11.01 | Yoga for Health | 1
- KIN 11.08 | Pilates Mat Workout | 1

**Individual Sports**
- KIN 7.02 | Badminton – Beginning | 1
- KIN 7.03 | Badminton – Intermediate | 1
- KIN 7.10 | Golf – Beginning | 1

### Course ID | Title | Units
---|---|---
KIN 7.11 | Golf – Intermediate | 1
KIN 7.12 | Golf – Advanced | 1
KIN 7.18 | Beginning Tennis | 1
KIN 7.20 | Intermediate Tennis | 1
KIN 7.21 | Advanced Tennis | 1
KIN 7.23 | Scuba Diving | 2

**Team Sports**
- KIN 8.03 | Baseball – Advanced | 1
- KIN 8.08 | Soccer – Beginning, Men | 1
- KIN 8.09 | Soccer – Advanced, Men | 2
- KIN 8.10 | Soccer, Women | 1
- KIN 8.12 | Softball – Beginning | 1
- KIN 8.13 | Softball – Intermediate | 1
- KIN 8.15 | Volleyball – Beginning Skills | 1
- KIN 8.16 | Volleyball – Intermediate Skills | 1
- KIN 8.17 | Volleyball – Advanced Skills | 1

**List A (select two): 8-10 units**
- MATH 010 | Elementary Statistics | 4
- MATH 010H | Honors Elementary Statistics | 4
- CHEM 30A | Fundamentals of Chemistry | 5
- CHEM 001A | General Chemistry | 5
- PHYS 002A | General Physics – Mechanics | 5
- PHYS 004A | Engineering Physics – Mechanics | 5

**Total Units**
- 24-28

**GE Units (CSU GE or IGETC)**
- 39 or 37

**Total Degree Units**
- 60

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**
- **Fall or Winter, Year 1 (3 Units):**
  - KINT 030
- **Fall, Year 1 (5 Units):**
  - BIOL 047
- **Spring, Year 1 (5 Units):**
  - BIOL 048

**LIST A SELECT TWO COURSES**
- **Spring, Year 1 (5 Units):**
  - PHYS 002A or PHYS 004A
- **Fall, Year 2 (4 Units):**
  - MATH 010 or MATH 010H
- **Spring, Year 2 (4-5 Units):**
  - CHEM 030A or CHEM 001A
KINESIOLOGY

A.A. Degree

The Associate of Arts in Kinesiology is a 60 unit program serving students seeking a lower division education in Kinesiology. The program provides students the opportunity to demonstrate a proficiency in human movement as it applies to physical education, health, and nutrition. The objective is to provide students the knowledge and skills needed for entry-level employment. Students must complete the following program requirements: 37 Units of major core courses and the General Education/Breadth Requirements for an A.A. Degree.

Upon successful completion of this program students will be able to:

- Apply dietary guidelines and current nutritional recommendations for various populations including athletes, older adults, and pre-natal women.
- Identify major muscle groups, their functions, and adaptations to exercise.
- Demonstrate proficiency in human movement as it applies to sports, dance, aquatics, marine diving, combatives, fitness, health, and nutrition.
- Analyze the basic principles of physical education and sport in our society and the role of these disciplines in the school, recreation, sport, and industrial settings.
- Critically analyze and evaluate the social and community factors that influence controllable and uncontrollable risk factors for developing chronic disease.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tbody>
<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
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<tr>
<td>KINT 030</td>
<td>Introduction to Kinesiology</td>
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<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
<td>3</td>
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<tr>
<td>BIOL 048</td>
<td>Human Physiology</td>
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<tr>
<td>KINT 031</td>
<td>Psychological Foundations of Sport</td>
<td>3</td>
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<tr>
<td>KINT 032</td>
<td>Introduction to Coaching Sport</td>
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<tr>
<td>KINT 033</td>
<td>Women in Sports</td>
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<tr>
<td>HSCI 005</td>
<td>Responding to Emergencies: Comprehensive First Aid/CPR/AED</td>
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<tr>
<td>CHEM 030A</td>
<td>Fundamentals of Chemistry</td>
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<td>Swimming-Beginning</td>
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<td>Swimming-Intermediate</td>
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<td>Swimming-Advanced</td>
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<td>Master’s Swimming</td>
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<td>KINS 4.03</td>
<td>Fitness Aerobics</td>
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<td>KINS 4.05</td>
<td>Fitness - Aqua Aerobics</td>
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<td>KINS 4.07</td>
<td>Fitness Competitive Athlete</td>
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<td>Fitness-Stretch and Flex</td>
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<td>KINS 4.13</td>
<td>Fitness Walking</td>
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<td>KINS 4.16</td>
<td>Fitness Weight Training</td>
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<td>Step Fitness</td>
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<td>KINS 4.24</td>
<td>Total Fitness for Men</td>
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<td>KINS 4.25</td>
<td>Total Fitness for Women</td>
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<td>KINS 4.28</td>
<td>Fitness Jogging</td>
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<td>KINS 4.29</td>
<td>Body Sculpting</td>
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<td>KINA 9.11</td>
<td>Intercollegiate Swimming-Women</td>
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<td>Intercollegiate Beach Volleyball-Women</td>
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<td>Intercollegiate Water Polo-Men</td>
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<td>Women’s Intercollegiate Water Polo</td>
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<td>KINA 9.30</td>
<td>Intercollegiate Pre-Season Conditioning</td>
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<td>KINA 9.41</td>
<td>Athletic Baseball - Skills and Techniques</td>
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<td>KINA 9.42</td>
<td>Athletic Basketball - Skills and Techniques</td>
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<td>Athletic Men’s Soccer - Skills and Techniques</td>
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<td>Athletic Women’s Soccer - Skills and Techniques</td>
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<td>Athletic Softball - Skills and Techniques</td>
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<td>KINA 9.55</td>
<td>Athletic Men’s Water Polo - Skills and Techniques</td>
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<td>KINA 9.56</td>
<td>Athletic Women’s Water Polo - Skills and Techniques</td>
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<td>KINA 9.60</td>
<td>Post Season Conditioning</td>
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<td>Yoga For Health</td>
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<td>Intermediate Yoga</td>
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<td>KINS 11.03</td>
<td>Gentle Restorative Exercise</td>
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<td>KINS 11.04</td>
<td>Power Yoga</td>
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<td>KINS 11.05</td>
<td>Mindful Meditation</td>
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<td>KINS 11.08</td>
<td>Pilates Mat Workout</td>
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<td>KINS 11.09</td>
<td>Intermediate Pilates Mat Workout</td>
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<tr>
<td>DANC 041</td>
<td>Ballroom and Latin Dance: Beginning</td>
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<tr>
<td>DANC 042</td>
<td>Ballroom and Latin Dance: Intermediate</td>
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<tr>
<td>DANC 043</td>
<td>Ballroom and Latin Dance: Advanced</td>
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<tr>
<td>DANC 044</td>
<td>Lindy Hop &amp; Swing</td>
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<tr>
<td>DANC 051A</td>
<td>World Dance: Flamenco of Spain, Beginning</td>
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<td>KINS 12.22</td>
<td>Advanced Marine Diver</td>
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<td>KINS 2.02</td>
<td>Lifeguard Training</td>
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<td>KINS 12.20</td>
<td>Open Water Diver</td>
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<td>KINS 11.10</td>
<td>Advanced Pilates Mat Workout with Reformer,</td>
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<tr>
<td>KINS 9.04</td>
<td>Intercollegiate Tennis-Women</td>
<td>3</td>
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<td>KINS 9.17</td>
<td>Intercollegiate Volleyball-Women</td>
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<td>KINS 4.36</td>
<td>Everyday Food and Fitness</td>
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<td>KINS 4.37</td>
<td>Barre Fitness</td>
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<td>Speed, Plyometrics, Agility and Quickness</td>
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<tr>
<td>KINS 4.42</td>
<td>Speed, Plyometrics, Agility and Quickness</td>
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<td>Speed, Plyometrics, Agility and Quickness</td>
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<td>MMA - Mixed Martial Arts</td>
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<td>Karate - Advanced</td>
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<td>Introduction to Sport Fundamentals</td>
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<td>Fundamentals of Sport-Beginning</td>
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<tr>
<td>KINS 8.22</td>
<td>Fundamentals of Sport-Intermediate</td>
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### Required Core Courses: 9 units
- KIN.TH 042 Principles of Strength Training and Conditioning (3 units)
- KIN.TH 070 Principles of Exercise Prescription and Program Design (3 units)
- KIN 4.15 Practical Experience in Personal Training (1 unit)
- KIN 4.16 Fitness Weight Training (1 unit)
- KIN 4.19 Fitness Appraisal (1 unit)

### Kinesiology Activity courses: Complete 3 units from the following
- KIN 11.01 Yoga for Health (1 unit)

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**Total Major Units:** 37

To be awarded an A.A. degree, a student must complete:

1. All the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

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**Certified Personal Trainer Certificate of Achievement**

The Certified Personal Trainer Certificate program is designed to provide students with the theoretical knowledge and practical skills necessary to be successful in the field of personal training. In addition, this certificate will prepare students to sit for the National Association of Sport’s Medicine Personal Training examination. Sales and entrepreneurial opportunities are also available in the fitness, health and wellness industry. After completing this 12 unit certificate program, students will be prepared for employment in this growing field as a personal trainer.

The Certified Personal Trainer Certificate of Achievement requires the successful completion of a total of 12 units. This program provides Career Technical Education (CTE) opportunities in Personal Training. Students are presented the essentials to personal fitness training. Students are introduced to the human movement system, the Optimum Performance Training (OPT) model and other domains of exercise science, assessment, exercise technique and training instruction, program design, considerations in nutrition, client relations and behavioral coaching, professional development, practice, and responsibility.

Upon successful completion of this program, students are prepared to complete the National Academy of Sport’s Medicine Certified Personal Trainer Examination. Successful completion of the NASM CPT exam and the West Valley College Certificate of Achievement provides students the opportunity for employment in the fitness industry as a Certified Personal Trainer. Employment opportunities include working at commercial fitness clubs, personal training studios, and entrepreneurial business owner or manager.

After completing the Certified Personal Trainer Certificate, a student will be able to:

- Demonstrate knowledge of personal training as a profession and the skills, techniques, and industry standards required to become a personal trainer.

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>KIN.TH 042</td>
<td>Principles of Strength Training and Conditioning</td>
<td>3</td>
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<tr>
<td>KIN.TH 070</td>
<td>Principles of Exercise Prescription and Program Design</td>
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<tr>
<td>KIN 4.15</td>
<td>Practical Experience in Personal Training</td>
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<td>KIN 4.16</td>
<td>Fitness Weight Training</td>
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</tr>
<tr>
<td>KIN 4.19</td>
<td>Fitness Appraisal</td>
<td>1</td>
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</table>

### Recommended Electives

- HSCI 012 Understanding Stress - A Multidisciplinary Perspective (3 units)
- HSCI 008 Contemporary Health (3 units)
Upon successful completion of the Pilates Instructor Certificate of Achievement, students are prepared for employment in the fitness industry as a Pilates instructor. The Pilates Instructor Certificate of Achievement requires the successful completion of 13 units and an exploration into the field of kinesiology. This program provides Career Technical Education (CTE) opportunities in teaching the Pilates method of exercise. Students are presented the skills for teaching clients in a group setting or one-on-one. Students are introduced to the historical origins of Pilates, contemporary styles of Pilates, and Pilates for special populations. The comprehensive program includes instruction in the mat exercise series along with training on the reformer, cadillac, arcs, barrels, and chairs. Additional topics include fitness assessment, postural analysis, exercise technique, program design, nutrition, behavioral coaching, and client relations.

Upon completion of the program, students are prepared to teach Pilates classes, perform a postural analysis, assess fitness levels, determine readiness for physical exercise, design safe and effective Pilates exercise programs, monitor progress, and adjust training protocols to meet client goals. Employment opportunities include working at a commercial health club, a Pilates studio, or as an entrepreneurial business owner or manager. Students are prepared to take the Pilates Method national exam.

The course is designed for students with disabilities. Individualized exercise programs are created that focus on overall cardiovascular endurance, strength and flexibility training. The programs address the limitations of the individual’s disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

## Adapted Physical Education
Adapted Physical Education courses are designed for students with a temporary or permanent verifiable disability. The courses can be repeated and are free.

### NCPE 1.30 ADAPTED FITNESS

**0 units**

This adapted fitness course is designed for students with disabilities. Individualized exercise programs are created that focus on overall cardiovascular endurance, strength and flexibility training. The programs address the limitations of the student's disability. Emphasis is on encouraging independence through the teaching of lifelong cardiovascular endurance.

### NCPE 1.31 ADAPTED AEROBIC EXERCISE

**0 units**

This adapted fitness course is designed for students with disabilities. The course includes instruction in a variety of stretching exercises to enable a student to attain optimal range of motion. Guided gentle muscle stretching and core stabilizing exercises with an emphasis on proper body alignment, breathing techniques, and relaxation are addressed to encourage independence and develop lifelong fitness skills.

### NCPE 1.32 ADAPTED CORE STRETCHING

**0 units**

This adapted flexibility course is designed to meet the needs of students with disabilities. This course includes instruction in a variety of stretching exercises to enable a student to attain optimal range of motion. Guided gentle muscle stretching and core stabilizing exercises with an emphasis on proper body alignment, breathing techniques, and relaxation are addressed to encourage independence and develop lifelong fitness skills.

### NCPE 1.33 ADAPTED AQUATICS

**0 units**

This adapted non-credit physical education course is designed to meet the needs of students with disabilities. This class provides instruction in dynamic water exercises with a focus on the development of cardiovascular endurance, muscle strength, flexibility, and balance. Individualized swimming programs and water safety are included. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

### NCPE 1.34 ADAPTED WEIGHT TRAINING

**0 units**

This non-credit adapted weight training course is designed for students with disabilities. Individualized exercise programs are created that focus on basic weight training and strength development principles. The programs address the limitations of the individual's disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.
NCPE 1.35 ADAPTED FUNCTIONAL FITNESS
0 units
This non-credit adapted functional fitness course is designed for students with disabilities. Individualized exercise programs are created that focus on the development of core strength, flexibility, and balance. Information is given regarding alternative equipment used for functional training. The programs address the limitations of the individual’s disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.36 ADAPTED WATER MOVEMENT
0 units
This non-credit adapted water movement course is designed to meet the needs of students with disabilities. This course focuses on the effects of water resistance and buoyancy on movement patterns in water. Individualized swimming programs and water safety are included. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

Aquatic Sports

KINS 2.02 LIFEGUARD TRAINING
1 unit
Lecture 0 units; lab 1 unit
Advisory: Intermediate swimming proficiency is recommended.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to acquire skills necessary to save patrons in and around aquatic facilities and in general emergency situations. Successful completion qualifies one for the American Red Cross Lifeguard Training, Title 22 First Aid, and CPR/PRO/AED certifications. Pass/No Pass Option

KINS 2.04 SWIMMING-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain elementary swimming skills and knowledge in order to remain safe while in and around the water. Freestyle and side breathing are emphasized for beginning level swimmers. Pass/No Pass Option

KINS 2.05 SWIMMING-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to increase the watermanship of the individual by adding to the skills learned in Beginning Swimming. This course provides students the opportunity for additional freestyle stroke work. Techniques for backstroke and breaststroke are introduced. An emphasis is placed on improving stamina and coordination. Pass/No Pass Option

KINS 2.06 SWIMMING-ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain swimming skills for butterfly and continue to develop the stroke techniques introduced in the intermediate level. Emphasis is on the development of swimming speed, endurance, and strength. Pass/No Pass Option
KINS 2.07 MASTER’S SWIMMING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to participate in a workout structured for competitive swimmers with emphasis on improving individual-stroke mechanics and mental preparation for competition. Pass/No Pass Option

Fitness
All fitness classes are designed to help the student develop positive attitudes and skills in one or more of the following aspects of fitness: improved cardiovascular conditioning, increased muscular endurance, greater joint flexibility, and the ability to obtain total relaxation.

KINS 4.03 FITNESS AEROBICS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain cardiovascular endurance. Activities include movement patterns incorporating hi-low impact aerobics, intervals, running, and international dance routines. Pass/No Pass Option

KINS 4.05 FITNESS, AQUA AEROBICS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course will improve the student’s cardiovascular efficiency; increase muscular strength and endurance and further develop joint flexibility through the use of continuous, vigorous water activities and exercises. Pass/No Pass Option

KINS 4.07 FITNESS COMPETITIVE ATHLETE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to properly train and condition their body for increased strength, flexibility and endurance for athletic competition. Pass/No Pass Option

KINS 4.12 FITNESS-STRETCH AND FLEX
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course explores the technique, theory and benefits of acquiring flexibility through a variety of stretching exercises. Particular attention is devoted to back care, core strength, muscle relaxation techniques, and use of foam rollers for soft tissue relaxation and mobilization. Pass/No Pass Option

KINS 4.13 FITNESS WALKING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to explore the benefits of exercise through fitness walking and study the principles of exercise. Topics include how to increase cardiovascular conditioning, endurance, flexibility training, and methods of releasing body tension. Pass/No Pass Option

KINS 4.14 FITNESS, WATER EXERCISE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course presents exercises that use specific muscles while the body is submerged in water. The course helps the student become trimmer, stronger, and better conditioned.

KINS 4.15 PRACTICAL EXPERIENCE IN PERSONAL TRAINING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: California State University
This course provides students the opportunity for practical applications and responsibilities of personal training. Topics include injury prevention, exercise prescription, and fitness assessments for program design. Pass/No Pass Option

KINS 4.16 FITNESS WEIGHT TRAINING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with instruction in the various components of muscular strength and conditioning utilizing a variety of equipment and resistance training. Pass/No Pass Option

KINS 4.17 LIFETIME FITNESS LAB
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINT 044
Acceptable for credit: University of California, California State University
This course provides students the opportunity to design a specific program based on personal fitness goals and objectives with an emphasis on improving strength, flexibility, cardiovascular endurance, and body composition. Pass/No Pass Option

KINS 4.19 FITNESS APPRAISAL
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to provide an increased self awareness of personal fitness levels and fitness concepts. It includes theories of fitness, lifestyle change, nutrition, weight management, and the development of a personal exercise program. Pass/No Pass Option

KINS 4.20 FITNESS, WEIGHT TRAINING II
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is the second level of weight training for students that have completed Fitness, Weight Training 1. This intermediate course continues to build on what students have learned from Fitness, Weight Training 1. It also provides instruction in the various components of muscular strength using current trends in personal training. Topics include high intensity interval training, Cross-Fit protocols, and exercise prescription. Pass/No Pass Option

KINS 4.21 FITNESS WEIGHT TRAINING 3
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to provide students with instruction on various weight training methods to improve muscular strength and fitness through the programming of personal workout design. Weight training methods include Olympic lifts utilizing free weights, platforms, Pilates exercises on the reformer, TRX training, and circuit training. Additional topics include instruction in the different phases of exercise programming. Pass/No Pass Option

KINS 4.22 STEP FITNESS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course will provide students of all cardiovascular fitness levels the opportunity to participate in a movement experience using the Step Fitness movement method and equipment. The student will progress through the height levels and the step levels that will allow for his/her optimum fitness improvement. Pass/No Pass Option
KINS 4.24 TOTAL FITNESS FOR MEN
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to improve cardiovascular conditioning, muscular strength, endurance, flexibility and stress reduction. Emphasis is on training protocols for males. Pass/No Pass Option

KINS 4.25 TOTAL FITNESS FOR WOMEN
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to increase cardiovascular conditioning, muscular strength, endurance, flexibility and stress reduction. Exercise routines emphasize the needs of women. Pass/No Pass Option

KINS 4.28 FITNESS JOGGING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain the benefits of exercise through fitness jogging. The principles of exercise relating to cardiovascular conditioning, muscle endurance, and flexibility are introduced. Pass/No Pass Option

KINS 4.29 BODY SCULPTING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain muscular strength and endurance through the use of free weights, body bars, and resistive types of exercises. The workout is structured and the movements are set to music. Pass/No Pass Option

KINS 4.30 FUNCTIONAL FITNESS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain muscular strength and endurance through the use of free weights, body bars, and resistive types of exercises. The workout is structured and the movements are set to music. Pass/No Pass Option

KINS 4.31 CORE TRAINING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain muscular strength for trunk stabilization. Movement patterns that strengthen the abdominals, obliques, hips and lower back are emphasized. Pass/No Pass Option

KINS 4.32 FITNESS, BOOT CAMP
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course will provide students with the opportunity to gain improved fitness, muscle strength, and endurance. This course will utilize campus grounds and incorporate exercise stations such as obstacle courses, hurdles, and rope climbing. Other training activities will include running, calisthenics, and jumping rope. Pass/No Pass Option

KINS 4.33 CARDIO CROSS TRAINING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain improved cardiovascular fitness, flexibility, and muscle strength. This course utilizes exercise equipment to improve cardiovascular fitness. Equipment includes the stairmaster, stationary bike, treadmill, seated rowing machine, elliptical, and other apparatuses. Pass/No Pass Option

KINS 4.35 TRAIL RUNNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain the benefits of exercise through trail running. This course includes exercise protocols for agility, endurance, and flexibility as needed for outdoor sports. Pass/No Pass Option

KINS 4.36 EVERYDAY FOOD & FITNESS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to adopt a healthy, active lifestyle. The goals of the course are to educate students on the health risks associated with obesity, to promote an increase in students' overall activity, to help students develop healthy body composition, to offer tools for students to modify health related behavior, and to improve their overall health and well being. Pass/No Pass Option

KINS 4.37 BARRE FITNESS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain the benefits of exercise through trail running. This course includes exercise protocols for agility, endurance, and flexibility as needed for outdoor sports. Pass/No Pass Option

KINS 4.40 CARDIO TENNIS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain improved cardiovascular fitness, flexibility, and strength while performing tennis skills. This course blends tennis techniques, drills, and training with cardiovascular, flexibility, and strengthening exercises. The emphasis is on training for speed, agility, and endurance. Pass/No Pass Option

KINS 4.41 SPEED, PLYOMETRICS, AGILITY AND QUICKNESS LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain awareness of basic movement patterns and principles for sports involving running. These movement principles include proper technique, balance, and biomechanics. Movement patterns include agility, quickness, and endurance. Movement principles are applied to competitive sport activities such as cross-country running, track and field, soccer, baseball, softball, and football. Pass/No Pass Option

KINS 4.42 SPEED, PLYOMETRICS, AGILITY AND QUICKNESS LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to enhance their athletic movement patterns. The primary focus is speed, activation, and agility. These movement patterns enhance athletic performance in competitive sports such as soccer, swimming, basketball, lacrosse, and water polo. Pass/No Pass Option
KINS 4.43 SPEED, PLYOMETRICS, AGILITY AND QUICKNESS LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain awareness of movement patterns and principles for sports that require power and jumping. Training principles include plyometrics, high intensity interval training (HIIT), and sprint interval training (SIT). Sports that require speed and jumping ability include volleyball, basketball, soccer, lacrosse, gymnastics, baseball, softball, and water polo. Pass/No Pass Option

Combatives and Martial Arts

KINS 6.01 MMA – MIXED MARTIAL ARTS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces students to the sport skills of mixed martial arts that combines both stand-up and grappling techniques. Students are given the opportunity to develop skills in punching, kicking and knee strikes. Students train with pads, striking bags and partners. Students are given the opportunity to develop grappling skills including clinch work, takedowns, submission, sweeps, and escapes. Pass/No Pass Option

KINS 6.02 KARATE-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop beginning Karate skills and knowledge with a focus on kihon and kata. Beginning self-defense techniques and the Dojo Kun are presented. Pass/No Pass Option

KINS 6.03 SELF-DEFENSE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces the skills and philosophies of self-defense. Methods and techniques for recognizing and avoiding dangerous situations are presented. Karate techniques are also emphasized. Students have the opportunity to learn a sense of awareness and practical self-protection techniques in relations to gender, body type, and strength. Pass/No Pass Option

KINS 6.06 KARATE-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINS 6.02
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop greater proficiency in karate skills and kime. History, origins, and techniques of Shotokan and Gichin Funakoshi are explored. Pass/No Pass Option

KINS 6.07 KICKBOXING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces the skills used in competitive kickboxing. Training includes conditioning skills and drills for kicks, punches, blocks, and stances. Flexibility exercises are included. Sparring drills, bag work, timing, and focus training are emphasized. Pass/No Pass Option

KINS 6.08 BOXING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain cardio-respiratory fitness, strength, and flexibility through boxing techniques. Stances, punching, combinations, blocks, and sparring drills will be presented. The rules of sport boxing are introduced. Sport boxing training techniques are emphasized. Pass/No Pass Option

KINS 6.10 KARATE – ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Advisory: Intermediate Karate
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop advanced techniques of karate including punches, kicks, strikes, blocks, stances and combinations. Students are also given the opportunity to develop advanced self-defense and sparring skills. Pass/No Pass Option

Lifetime Sports

Lifetime sports classes are designed to teach skills in sports activities in which the student can experience lifelong participation.

KINS 7.02 BADMINTON-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces students to the fundamentals of badminton and the strategies of the game at a beginning level. Pass/No Pass Option

KINS 7.03 BADMINTON-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINS 7.02
Acceptable for credit: University of California, California State University
This course provides students the opportunity to master individual skills and strategies of badminton to include the clear stroke, doubles play, and additional serving techniques. Pass/No Pass Option

KINS 7.10 GOLF-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to learn beginning golf skills and knowledge needed to play golf. Pass/No Pass Option

KINS 7.11 GOLF-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to help intermediate golfers develop more advanced skills in the game of golf. A greater emphasis is placed on the technical aspects of the swing. Pass/No Pass Option

KINS 7.12 GOLF-ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINS 7.11
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop advanced golf techniques in a practical and realistic atmosphere. Lab sessions are presented at the golf course. Emphasis is on the social values of the game and an introduction to various scoring methods and types of tournament play. Pass/No Pass Option

KINS 7.18 BEGINNING TENNIS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course includes instruction on the basic fundamentals of tennis and provides students the opportunity to master ground strokes skills. Mastery of these skills will enable the student to progress to the next level of tennis. Pass/No Pass Option
KINS 7.20 INTERMEDIATE TENNIS
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINS 7.19
Acceptable for credit: University of California, California State University
Intermediate tennis is designed to provide students the opportunity for greater insight into the game with the addition of ball spin into ground stroke skills. Mastery of these skills will enable the student to progress to the next level of tennis.

KINS 7.21 ADVANCED TENNIS
1 unit
Lecture 0 units; lab 1 unit
Advisory: KINS 7.20
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop advanced tennis skills and strategies. The emphasis is on the use of power in serves and ground strokes. Pass/No Pass Option

KINS 7.23 SCUBA DIVING
2 units
Lecture 1.5 units; lab 0.5 units
Acceptable for credit: University of California, California State University
This course provides the opportunity for students to learn the knowledge and skills of SCUBA Diving. Satisfactory completion of this course can lead to international SCUBA certification. For the health and safety of the student this course may include a health survey and/or a swim test. Students successfully completing Open Water training may qualify for dive certification.

KINS 7.24 SCUBA DIVING-ADVANCED
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: Recommended internationally recognized certification as an open water SCUBA Diver.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to improve their knowledge and skills of SCUBA and Marine Diving Technology. Satisfactory completion of this course can lead to international SCUBA certification in Advanced, Rescue and Nitrox. It is recommended that students have an internationally recognized certification as an open water SCUBA Diver prior to taking this course. Pass/No Pass Option
KINS 7.26 STUDIO CYCLING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain muscular strength and cardiovascular endurance through stationary cycling. The workouts are performed on a studio-spinning bike designed to improve aerobic and anaerobic fitness through interval training and steady state training. Benefits include improved cycling mechanics and efficiency, body awareness, injury prevention, stress reduction, and increased self-confidence. Pass/No Pass Option

KINS 7.27 STUDIO CYCLING ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to learn the technical aspects of road racing. Content includes techniques for the competitive cyclist. The workouts are performed on a studio-spinning bike designed to improve speed, pedal efficiency, and balance. Techniques are applied to outdoor cycling and include injury treatment and prevention. Pass/No Pass Option

Team Sports
KINS 8.03 BASEBALL/SOFTBALL-ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop advanced baseball and softball skills and techniques for throwing, catching, batting, and bunting. Pass/No Pass Option

KINS 8.04 BEGINNING BASKETBALL
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to teach the basic skills, techniques, rules, and strategies of basketball. Pass/No Pass Option
KINS 8.05 INTERMEDIATE BASKETBALL
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces intermediate basketball skills. Content includes strategies for team play, screening, spacing, and offensive movement. This course enhances the basic skills introduced at the beginning level. Pass/No Pass Option

KINS 8.06 ADVANCED BASKETBALL
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces advanced techniques in basketball. Topics include defensive strategies for team and individual competition. Emphasis is on man to man and zone defense. Half court and full court techniques are also introduced. Pass/No Pass Option

KINS 8.08 SOCCER-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to learn basic skills, strategies, and techniques of soccer participation. This course emphasizes dribbling, kicking, and passing. Pass/No Pass Option

KINS 8.09 SOCCER-ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course introduces advanced skills in soccer and includes diving, heading, and free throw. This course is designed to develop individual skills which can be incorporated into a relatively high level of team participation. Pass/No Pass Option

KINS 8.10 SOCCER-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop the skills, strategies, and athletic ability necessary for participation in soccer. This intermediate level of participation includes sports psychology techniques for optimal performance and team cohesion. Pass/No Pass Option

KINS 8.12 BASEBALL/SOFTBALL-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop softball skills and participate on a softball team in a class setting. Softball skills for the beginning player include fielding the ball, throwing, running, and hitting. Pass/No Pass Option

KINS 8.13 BASEBALL/SOFTBALL-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to develop intermediate baseball and softball skills for pitching and bunting. This course includes competitive team play. Pass/No Pass Option

KINS 8.15 VOLLEYBALL-BEGINNING SKILLS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to learn volleyball skills for passing, setting, serving, and hitting at the beginning level. Pass/No Pass Option

KINS 8.16 VOLLEYBALL-INTERMEDIATE SKILLS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a continuation of the study of volleyball begun in PE 8.15 and provides students the opportunity to develop the volleyball skills for digging and blocking. Pass/No Pass Option

KINS 8.17 VOLLEYBALL-ADVANCED SKILLS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to further develop volleyball skills. An emphasis is placed on blocking fast hits, specialty serves, and offensive and defensive formations. Pass/No Pass Option

KINS 8.18 BEACH VOLLEYBALL
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to teach skills, strategies, and techniques of doubles sand volleyball. Topics include drills for passing, setting, serving, hitting, and blocking. All fitness levels are encouraged to enroll. Pass/No Pass Option

KINS 8.20 INTRODUCTION TO SPORT FUNDAMENTALS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides student athletes an opportunity to prepare for collegiate competition. Topics include pre-game meal planning, mental preparation, and offensive and defensive strategies. Students are exposed to concepts in sportsmanship, academic progress, and the rules and standards of the COA. Pass/No Pass Option

KINS 8.21 FUNDAMENTALS OF SPORT-BEGINNING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course emphasizes the basic development of general athleticism and total fitness associated with sport competition. The five components of fitness are explored and applied to each individual. Pass/No Pass Option

KINS 8.22 FUNDAMENTALS OF SPORT-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course emphasizes the development of the athletic skills and knowledge associated with sports. This course provides student athletes an opportunity to develop speed, agility, power, and strength as a means to prepare for future athletic competition. Pass/No Pass Option

KINS 8.23 FUNDAMENTALS OF SPORT-ADVANCED
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides student athletes an opportunity to prepare for collegiate competition. Topics include pre-game meal planning, mental preparation, and offensive and defensive strategies. Students are exposed to concepts in sportsmanship, academic progress, and the rules and standards of the COA. Pass/No Pass Option

Athletics
West Valley College is a member of the Coast Conference of the California Community and Junior College Association. The college competes in conference competition for both men and women. A materials fee is required in each sport.
KINA 9.01 INTERCOLLEGIATE BASEBALL-MEN
3 units
Lecture 0 units; lab 3 units
Advisory: KINS 8.03
Acceptable for credit: University of California, California State University
This course provides intercollegiate baseball competition. Students are given the opportunity to develop a high degree of baseball skills and demonstrate these skills in game situations. Students are also given the opportunity to develop an increased level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.02 INTERCOLLEGIATE BASKETBALL-MEN
1.5 units
Lecture 0 units; lab 1.5 units
Acceptable for credit: University of California, California State University
This course provides intercollegiate basketball competition. Students are given the opportunity to develop a high degree of basketball skills and demonstrate these skills in game situations. Students are also given the opportunity to develop an increased level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.03 INTERCOLLEGIATE MEN’S BASKETBALL-POST-SEASON FUNDAMENTALS
1.5 units
Lecture 0 units; lab 1.5 units
Acceptable for credit: University of California, California State University
This course provides student athletes the opportunity to compete in men’s basketball conference play and playoffs during spring semester. Topics include a focus on competitive skills needed for championship games and fitness components for a successful career in athletics. Pass/No Pass Option

KINA 9.04 INTERCOLLEGIATE TENNIS-WOMEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides intercollegiate women’s tennis competition. Students are given the opportunity to develop tennis skills and demonstrate these skills in a match situation. These skills include groundstrokes, volleys, and offensive and defensive techniques. Students are also given the opportunity to develop an increased level of cardiovascular fitness, speed, agility, and flexibility. Pass/No Pass Option

KINA 9.07 INTERCOLLEGIATE SOCCER-MEN
3 units
Lecture 0 units; lab 3 units
Advisory: KINS 8.09
Acceptable for credit: University of California, California State University
This course provides intercollegiate men’s soccer competition. Students are given the opportunity to develop a high degree of soccer skills and demonstrate these skills in a match situation. These skills include offensive and defensive techniques, and rules of the game. Students are also given the opportunity to develop an increased level of cardiovascular fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.08 INTERCOLLEGIATE SOCCER-WOMEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course is designed for intercollegiate women’s soccer competition. Students are given the opportunity to develop soccer skills and demonstrate these skills in a match situation. These skills include offensive and defensive techniques, kicking, dribbling. Students are also given the opportunity to develop an increased level of cardiovascular fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.09 INTERCOLLEGIATE SOFTBALL-WOMEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides intercollegiate softball competition. Students are given the opportunity to develop a high degree of softball skills and demonstrate these skills in game situations. Students are also given the opportunity to develop an increased level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.10 INTERCOLLEGIATE SWIMMING-MEN
3 units
Lecture 0 units; lab 3 units
Advisory: KINS 2.06 or interscholastic h.s. or club participation
Acceptable for credit: University of California, California State University
This course provides intercollegiate swimming competition. Students are given the opportunity to develop a high degree of competitive swimming skills and the opportunity to demonstrate these skills during intercollegiate competition. Students are also given the opportunity to develop a level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.11 INTERCOLLEGIATE SWIMMING-WOMEN
3 units
Lecture 0 units; lab 3 units
Advisory: KINS 2.06 or interscholastic h.s. or club participation
Acceptable for credit: University of California, California State University
This course provides intercollegiate swimming competition. Students are given the opportunity to develop a high degree of competitive swimming skills and the opportunity to demonstrate these skills during intercollegiate competition. Students are also given the opportunity to develop a level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.16 INTERCOLLEGIATE BEACH VOLLEYBALL-WOMEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides student athletes an opportunity to compete in beach volleyball. The skills and techniques needed for intercollegiate athletic performance are emphasized. Rules, etiquette, and COA standards are also discussed. Pass/No Pass Option

KINA 9.17 INTERCOLLEGIATE VOLLEYBALL-WOMEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides intercollegiate women’s volleyball competition. Students are given the opportunity to develop a high degree of volleyball skills and demonstrate these skills in match situations. Students are also given the opportunity to develop an increased level of fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.18 INTERCOLLEGIATE WATER POLO-MEN
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides intercollegiate competition for male student athletes in water polo. Students are given the opportunity to develop water polo skills and demonstrate these skills in a match situation. These skills include offensive and defensive techniques, passing, blocking, and strategy. An overview of the rules of the game are included. Students are also given the opportunity to develop an increased level of cardiovascular fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option
KINA 9.20 WOMEN’S INTERCOLLEGIATE WATER POLO
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This course provides interscholastic competition for women in Water Polo. Students are given the opportunity to develop a high degree of water polo skills and demonstrate these skills in match situations. These skills include offensive and defensive techniques, and rules of the game. Students are also given the opportunity to develop an increased level of cardiovascular fitness that will allow them to compete at the intercollegiate level. Pass/No Pass Option

KINA 9.30 INTERCOLLEGIATE PRE-SEASON CONDITIONING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is for students competing in Intercollegiate athletics. The course is designed to get the student athlete ready for the season of competition by improving fitness, strength, and flexibility to help minimize the potential of injury. Pass/No Pass Option

KINA 9.31 ATHLETIC TENNIS-SKILLS AND TECHNIQUES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
The course provides opportunity for students to develop advanced intercollegiate tennis skills and techniques. This course provides instruction in tennis specific rules, techniques, equipment, facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their tennis skills. Pass/No Pass Option

KINA 9.41 ATHLETIC BASEBALL - SKILLS AND TECHNIQUES
2 units
Lecture 0 units; lab 2 units
Acceptable for credit: University of California, California State University
This is an advanced development of athletic baseball skills and techniques course. The course provides instruction in baseball specific rules, techniques, equipment, facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skills. Pass/No Pass Option

KINA 9.42 ATHLETIC BASKETBALL - SKILLS AND TECHNIQUES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
The course provides the opportunity for students to develop advanced intercollegiate basketball skills and techniques. This course provides instruction in basketball specific rules, techniques, equipment and facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level. Pass/No Pass Option

KINA 9.47 ATHLETIC MEN’S SOCCER - SKILLS AND TECHNIQUES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
The course provides the opportunity for students to develop advanced intercollegiate men’s soccer skills and techniques. This course provides instruction in soccer specific rules, techniques, equipment and facilities management, etiquette and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level. Pass/No Pass Option

KINA 9.48 ATHLETIC WOMEN’S SOCCER - SKILLS AND TECHNIQUES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
The course provides the opportunity for students to develop advanced intercollegiate women’s soccer skills and techniques. This course provides instruction in soccer specific rules, techniques, equipment and facilities management, etiquette and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level. Pass/No Pass Option

KINA 9.49 ATHLETIC SOFTBALL - SKILLS AND TECHNIQUES
2 units
Lecture 0 units; lab 2 unit
Acceptable for credit: University of California, California State University
The course provides the opportunity for students to develop advanced intercollegiate women’s softball skills and techniques. This course provides instruction in softball specific rules, techniques, equipment and facilities management, etiquette and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level. Pass/No Pass Option

KINA 9.55 ATHLETIC MEN’S WATER POLO - SKILLS AND TECHNIQUES
1 unit
Lecture 0 hours; lab 1 unit
Acceptable for credit: University of California, California State University
This course offers student athletes the opportunity to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo specific rules, techniques, equipment, facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, strength training, flexibility, and proper swimming mechanics to improve their athletic performance. Pass/No Pass Option

KINA 9.56 ATHLETIC WOMEN’S WATER POLO - SKILLS AND TECHNIQUES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
The course provides the opportunity for students to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo specific rules, techniques, equipment, facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, strength training, flexibility, and proper swimming mechanics to improve their skill level. Pass/No Pass Option

KINA 9.60 POST SEASON CONDITIONING
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course offers student athletes the opportunity to train in their sport during the off-season. This course utilizes various training protocols for post-season athletes who need more training or need injury recovery. Concepts in nutrition, hydration, and environmental effects on athletic training are introduced. Pass/No Pass Option

Mind/Body/Wellness

KINS 11.01 YOGA FOR HEALTH
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course emphasizes the physical practice of yoga exercises. This course provides students the opportunity for gentle muscle stretching and increased range of motion around the joints. This course includes breathing and relaxation techniques. Pass/No Pass Option
KINS 11.02 INTERMEDIATE YOGA  
1 unit  
Lecture 0 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This course provides students the opportunity to practice intermediate yoga postures including neutral spine, standing poses, forward bends, twists, inversions and extensions. This class includes relaxation and breathing techniques. Intermediate yoga moves deeper into the spirit of Hatha yoga and explores how the virtues of yoga Philosophy can be integrated into the physical practice. Pass/No Pass Option

KINS 11.03 GENTLE RESTORATIVE EXERCISE  
1 unit  
Lecture 0 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This course introduces students to modified Yoga for healing and preventing injuries. The exercises provide gentle static muscle stretching for increased flexibility and range of motion. Yoga postures for strengthening weak muscles are included along with breathing and relaxation techniques for stress reduction. Pass/No Pass Option

KINS 11.04 ADVANCED YOGA  
1 unit  
Lecture 0 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
This course provides students with the opportunity to gain muscular strength, endurance, and balance. The exercises are designed to improve posture, body alignment, core strength and flexibility. Benefits include balance, body awareness, mental focus, and relaxation. The static series of Yoga postures are performed in a warm environment to relax the muscles, increase blood circulation, and strengthen the heart. Pass/No Pass Option

KINS 11.05 MINDFUL MEDITATION  
1 unit  
Lecture 0 units; lab 1 unit  
Acceptable for credit: University of California, California State University  
The course is an introduction to the theory, practice, techniques, and benefits of mindfulness meditation. This course includes science-based evidence supporting practice techniques and benefits, body scan, awareness, informal and formal mindfulness techniques, and personal practice. Pass/No Pass Option
KINS 11.06 PILATES REFORMER AND MAT INSTRUCTOR TRAINING
3 units
Lecture 1 unit; lab 2 units
Acceptable for credit: California State University
This course introduces students to a variety of Pilates exercise techniques on the reformer and mat. Topics include the history, methods, principles, and techniques involved in the original and contemporary exercise sequence on the mat and on the reformer. The techniques of teaching the exercises are emphasized. This course is a required course in the Pilates Instructor Certificate of Achievement. Successful completion of the certificate provides students the opportunity to work in the fitness industry as a Pilates instructor. Pass/No Pass Option

KINS 11.07 PILATES CADILLAC, CHAIR AND BARRELS INSTRUCTOR TRAINING
2 units
Lecture 1 unit; lab 1 unit
This course introduces students to a variety of Pilates exercise techniques on the Cadillac, Stability Chair, Arc Barrel, and Ladder Barrel. Topics include the history, methods, principles, and techniques involved in the original and contemporary exercise sequence on the Cadillac, Stability Chair, Arc Barrel, and Ladder Barrel. Pass/No Pass Option

KINS 11.08 PILATES MAT WORKOUT
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain muscular strength and endurance. The exercises are designed to improve posture, body alignment and flexibility. Injury prevention, stress reduction, and increased self-confidence are emphasized. Pilates mat work emphasizes core musculature as it applies to everyday movement. Pass/No Pass Option

KINS 11.09 INTERMEDIATE PILATES MAT WORKOUT
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to gain core strength and endurance. Flex bands, foam rollers, and fitness circles are added to the exercises to improve posture, body alignment, and flexibility. Benefits include strength, balance, body awareness, and relaxation. Pass/No Pass Option
KINS 11.10 ADVANCED PILATES MAT WORKOUT WITH REFORMER, CADILLAC, AND CHAIR
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain core strength, muscular endurance, and flexibility while performing advanced Pilates exercises on the mat. Large apparatuses are introduced to further explore corrective exercises for functional fitness and athletic performance. This course introduces the proper use of the Reformer, Cadillac, and Chair. Pass/No Pass Option

Marine Diving Education
KINS 12.03 DIVE MASTER
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: A certification with a nationally recognized dive agency with the Assistant Instructor rating is recommended.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to gain the skills, knowledge, and experience required to administer leadership for groups of certified divers during SCUBA diving activities. This course provides an overview of diving equipment, function and maintenance. This course includes skills for successful boat diving, boat handling, and seamanship. Pass/No Pass Option

KINS 12.04 ASSISTANT SCUBA INSTRUCTOR
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: NAUI certified Master Diver or equivalent rating.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to acquire the skills, knowledge, and experience needed to assist in all phases of SCUBA instruction. The course covers teaching standards, skills, and techniques for effective teaching of marine diving education. Pass/No Pass Option

KINS 12.20 OPEN WATER DIVER
1.5 units
Lecture 1 unit; lab 0.5 units
Corequisites: KINS 7.23 Concurrently enroll in KINS 7.23 or provide instructor documentation of equivalency.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to acquire knowledge and skills needed to SCUBA dive in open water. Upon successful completion of this course, students will have an opportunity to qualify for an Open Water Diver SCUBA certification. Pass/No Pass Option

KINS 12.21 SPECIALTY DIVER
1.5 units
Lecture 1 unit; lab 0.5 units
Prerequisite: Students need to document successful completion of Open Water Diver certification dives.
Advisory: KIN 7.24 and KIN 12.22
Acceptable for credit: University of California, California State University
This course provides students the opportunity to obtain skills of specialized diving in open water. This course emphasizes deep water diving, limited visibility diving, search and recovery, and underwater navigation systems. Upon successful completion of this course, students are awarded the NAUI Specialty Diver certification. Pass/No Pass Option

KINS 12.22 ADVANCED MARINE DIVER
1.5 units
Lecture 1 unit; lab 0.5 units
Corequisites: KINS 7.24 Concurrent enrollment in 7.24 or provide instructor documentation of equivalency.
Acceptable for credit: University of California, California State University
This course provides students the opportunity to acquire advanced knowledge and skills needed to SCUBA dive in open water. Topics include Dive Rescue, First Aid, CPR, and the use of Nitrox. Upon successful completion of this course, students qualify for an Advanced Open Water Diver SCUBA certification. Pass/No Pass Option

Kinesiology Theory
See Kinesiology for list of Faculty
Learning Outcomes
After completing courses in Physical Education Theory, a student will be able to:
- Identify one or more physical education theory-related factors which influence individual and community health behaviors;
- Identify immediate and long range effects of physical education and health related behaviors;
- Select valid, reliable, and credible sources of information about physical education theory, health needs, interests and concerns.

KINT 030 INTRODUCTION TO KINESIOLOGY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an introduction to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions. Pass/No Pass Option

KINT 031 PSYCHOLOGICAL FOUNDATIONS OF SPORT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides an introduction to psychological concepts, strategies, and skills designed to help individuals overcome the barriers to optimal athletic performance. Skills such as imagery, goal setting, cognitive restructuring, attentional focusing, arousal regulation, and coping are presented. This course provides students an opportunity to establish a goal and work toward it by implementing concepts in sport psychology. Pass/No Pass Option

KINT 032 INTRODUCTION TO COACHING SPORT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Coaching Sports focuses on the components and characteristics of coaches and sport programs. Students have an opportunity to examine and develop coaching techniques, styles and philosophies pertaining to the planning, management and competition in sports. Pass/No Pass Option

KINT 033 WOMEN IN SPORTS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course provides students with the chronological history, analysis, and interpretation, of people, events, and issues that affect women in sport, in past and present day society. Physiological, sociological, and psychological aspects of the female athlete as related to sports, history, and education are introduced. Students gain an understanding of significant events of women in athletics and the impact on their future participation. Pass/No Pass Option

KINT 035 LEADERSHIP DEVELOPMENT OF THE STUDENT ATHLETE
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
This course is designed to assist first year student-athletes toward academic and athletic success. This course emphasizes necessary requirements for degree completion, transfer, or professional employment while competing in intercollegiate sports. Topics include CCCAA, NAIA, and NCAA rules and eligibility requirements, how to transfer, getting recruited, scholarship and financial aid applications, leadership training, career choices, and social responsibilities. Sports nutrition and injury prevention are also explored. Pass/No Pass Option
KINT 038A INTRODUCTION TO SPORTS MEDICINE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course introduces students to the concepts of athletic training. Topics include prevention, management, treatment, and rehabilitation of sports injuries. Techniques for adhesive strapping and protective padding are included. Pass/No Pass Option

KINT 039A SPORTS INJURY MANAGEMENT
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: California State University
This course focuses on basic sports medicine techniques, athletic training room operation, immediate recognition and treatment and rehabilitation of injuries unique to fall sports which consist of soccer, basketball, volleyball and water polo. Pass/No Pass Option

KINT 042 PRINCIPLES OF STRENGTH TRAINING AND CONDITIONING
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course covers the principles of strength training and conditioning. Emphasis is on the Optimal Performance Training (OPT) Model which includes basic exercise science, functional human movement, core and flexibility training, and resistance training. Pass/No Pass Option

KINT 044 LIFETIME FITNESS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course provides the student with an opportunity to understand and apply the development, maintenance, and assessment of cardiovascular endurance, strength, and flexibility. Course content includes: theories of fitness, lifestyle changes, nutrition, weight management, and the development of an exercise program that may lead to a healthier lifestyle. Students are given the opportunity to participate in lab activities consisting of a variety of fitness tests and measurements. Pass/No Pass Option

KINT 070 PRINCIPLES OF EXERCISE PRESCRIPTION AND PROGRAM DESIGN
3 units
Lecture 3 unit; lab 0 unit
Advisory: KINT 042
Acceptable for credit: University of California, California State University
This course provides students the opportunity to understand the essentials of personal training as a profession. Topics include human anatomy and physiology, exercise science, program design, fitness assessments, and health screenings. Personal training as a career and business ownership are also discussed. Pass/No Pass Option

Kitchen and Bathroom Design
(See Interior Design)

Landscape Architecture
(See Architecture)

Languages
(See World Languages)

Latin
(See World Languages)
- Demonstrate an understanding of human behavior in relation to human, social, political, and economic institutions.
- Evaluate and critique past, present, and future issues from a historical, cultural, psychological, and social perspective.

IV. SCIENCE AND MATH:
The Associate in Arts in Liberal Arts with an emphasis in Science and Math provides students an opportunity to develop knowledge of scientific theories, concepts and data about both living and nonliving systems. The courses in this area also emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. In addition, these courses emphasize experimental methodology, testing hypotheses, and the power of systematic questioning. Courses in math emphasize the development of mathematical and quantitative reasoning skills beyond the level of elementary algebra.

Program Learning Outcomes
- Demonstrate an ability to think logically and critically in solving problems.
- Demonstrate an understanding of experimental methodology, testing of hypothesis, the power of systematic questioning, and influence of the scientific method in society.

V. CULTURAL AND GLOBAL STUDIES:
The Associate in Arts in Liberal Arts with an emphasis in Cultural and Global Studies provide students an opportunity to learn how we function effectively and live harmoniously in a pluralistic society in an increasingly global environment. The focus of this area is to foster a sense of inquiry about cultural differences and similarities. With this as a focus, the courses further acknowledge the experience, scholarship, and accomplishments of the many cultures in our society and in the world.

Program Learning Outcomes
- Analyze how we function effectively and live harmoniously in a pluralistic society.
- Critically analyze diverse and conflicting points of view and understand the interconnectedness of individuals in society.
- Analyze the experience, scholarship, and accomplishments of the many cultures in our society and in the world.

Can earn only one AA in Liberal Arts with a single area of emphasis. Must complete at least 18 units with a “C” grade or better in one of the five areas of emphasis.

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**IV. Science and Math**

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<td>COMM 012</td>
<td>Intercultural Communication</td>
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<td>ENGL 012</td>
<td>African American Literature</td>
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<td>Latino/Chicano Literature</td>
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<td>FRNC 003B</td>
<td>Advanced French Oral and Written Composition</td>
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<td>World Regional Geography</td>
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<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
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<td>HIST 005B</td>
<td>World History from 1500</td>
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<td>HIST 012</td>
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<td>HIST 014</td>
<td>History of the Native North American</td>
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<td>HIST 016</td>
<td>Mexican-American History</td>
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<td>ITAL 050A</td>
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<td>Intermediate Japanese</td>
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<td>JPNS 050A</td>
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<td>KINT 033</td>
<td>Women in Sports</td>
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<td>KINT 051H</td>
<td>Honors Dance in America: A Cultural Perspec-tive</td>
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<td>NUTR 020</td>
<td>World Food Customs and Nutrition</td>
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<td>PHIL 021</td>
<td>World Philosophers on Death and the Good Life</td>
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<td>POLI 004</td>
<td>International Relations</td>
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<td>PRTG 001B</td>
<td>Beginning Brazilian Portuguese</td>
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<td>RUSL 001A</td>
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<td>Introduction to Sociology</td>
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<td>Social Psychology: A Sociological</td>
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<td>SOCI 028</td>
<td>Sociology of Gender</td>
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<td>SOCI 045</td>
<td>Sociology of Human Sexuality</td>
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<td>Advanced Spanish Oral and Written</td>
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<td>Basic Spanish Conversation and Culture II</td>
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<td>Intermediate Spanish Conversation and Culture II</td>
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<td>Women in the Arts: Multicultural Perspectives</td>
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<td>WGQS 004A</td>
<td>Women in World Cultures</td>
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</tbody>
</table>

To be awarded an A.A. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.
For crosswalk of new subject codes, see page 51

Library and Information Studies

THE FACULTY
Jasmine Colón
Yanghee Kim
Maryanne Mills
Betsy Sandford
Rachel Sandoval

DIVISION Library
DEAN Chris Dyer
DEPARTMENT CHAIR Yanghee Kim
PHONE 408-741-2484
EMAIL yanghee.kim@westvalley.edu
COUNSELING 408-741-2009

Learning Outcomes
After completing courses, orientations, and/or workshops, a student will be able to:
• Gather, evaluate, organize and use information in order to successfully complete research projects;
• Properly cite sources according to established formats such as MLA and APA;
• Explain the legal and ethical aspects of research, including copyright and plagiarism.

LIBR 004 INFORMATION COMPETENCY
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: University of California, California State University
This course provides students with the opportunity to develop and strengthen research skills and to learn the core concepts of information retrieval. Students are introduced to the essential techniques for finding, evaluating, analyzing and presenting information – key skills for a successful college career. The class covers in-depth use of electronic resources, how to create research strategies to retrieve relevant information, how to critically evaluate information, and how and when to use the Internet as a research tool. The class also reviews the legal and ethical issues surrounding information and its use. This course may also be offered in a distance learning format. This course is West Valley College Degree applicable. Pass/No Pass Option

Literature
(See English)

Management and Supervision
(See Business)
Marketing and Sales
(Also see BUSINESS ADMINISTRATION/REAL ESTATE)

THE FACULTY
Jim Henderson
Lance Shoemaker

DIVISION Che School of Professional Studies
DEAN Renee Paquier
COUNSELING 408-741-4068

BUSN 040 SALES STRATEGIES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course includes the nature and concept of sales principles and strategies; careers in selling including manufacturer’s representatives, wholesale salespersons, retail salespersons, specialty salespersons and sales engineers; each category is explored in depth; issues on how to approach a prospect, how to prospect, qualify, make an effective sales presentation by using the stimulus-response method, the formula method, and the needs-satisfaction method are explored. Students taking this class will learn how to succeed in sales regardless of their chosen field. Motivation of the customer, handling customer objections and complaints, closing the sale, and follow up procedures are explored in depth. Pass/No Pass Option

BUSN 056 MARKETING PRINCIPLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
The student enrolling in this course will study the areas and various activities involved in the transfer of goods from producer to the customer. Retail, wholesale and industrial marketing channels and institutions are investigated. Discussion of marketing concepts, promotional strategies, pricing policies, and international marketing are incorporated. Pass/No Pass Option

BUSN 081 ADVERTISING PRINCIPLES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is an introduction to the basic principles and techniques of advertising as applied to business and to media. Advertising campaigns and their effectiveness will be studied. Pass/No Pass Option

Mathematics

THE FACULTY
Greg Allen
William Breder
Alyson Butcher
SerKuang Chen
Brad Chin
Chris Dyer
Gretchen Ehlers
Jesus Gonzalez
Rebecca Hillier
Kristen Jackanich
Shannon Ko
Faun Maddux
Neeti Mittal
Kim Pham
Laura Plunkett
Mel Vaughn
Amy Vu
Betty Weiss
Rebecca Wong

DIVISION Science & Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Shannon Wong
PHONE 408-741-4040
EMAIL shannon.wong@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.S.-T. Mathematics
A.S., Mathematics

Mathematics is a multifaceted subject of great beauty and application. The study of math explores some of the deepest questions and puzzles that have ever been encountered and equips the student with a universal language used to study quantities and relationships in all fields. Through the study of mathematics, the student develops both the ability to think logically and abstractly as well as the problem-solving and computational skills necessary for success in any field of study.

Highlights
• A professional and innovative staff committed to providing the best possible mathematics education, including the use of computers and multimedia presentations in the teaching of mathematics.
• A comprehensive mathematics curriculum addressing the needs of both the transfer student and the non-transfer student.
• A math resource center providing free tutoring and alternative modes of instruction and support for students
• A technology-mediated alternative for students in arithmetic and algebra.

Career Options
• Actuary
• Appraiser
• Assessor
• Auditor
• Biometrician
• Budget Analyst
• Casualty Rater
• Computer Programmer
• Controller
• Demographer
• Doctor
• Econometrician
• Engineering Analyst
• Epidemiologist
• Financial Analyst
• Investment Analyst
• Lawyer
• Management Scientist
Mathematician
Operations Researcher
Public Opinion Analyst
Statistician
Surveyor
Systems Analyst
Teacher
Urban Planner

**Degree**
A.S., Mathematics
A.S.-T, Mathematics

**MATHEMATICS:** For transfer information see assist.org and/or consult with a counselor.

### ASSOCIATE IN SCIENCE IN MATHEMATICS FOR TRANSFER DEGREE (A.S.-T in Mathematics)

The Associate in Science in Mathematics for Transfer degree (AS-T in Mathematics) is a 60 unit program designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Mathematics. Students completing the program will be able to solve problems using mathematical symbols, operations, and techniques; apply appropriate technology including calculators and computers to the solution of mathematical problems; demonstrate computational, estimation, and problem-solving skills; construct mathematical models of physical problems, draw conclusions from these models, and communicate those conclusions; formulate and test mathematical conjectures; and adapt general mathematical techniques to course-specific problems. Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

#### Required Core Courses: 15 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
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<tr>
<td>MATH 003B</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 004A</td>
<td>Intermediate Calculus</td>
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</table>

**List A:** Select one to two: 4-8 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tr>
<td>MATH 004B</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>MATH 004C</td>
<td>Linear Algebra</td>
<td>4</td>
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</table>

**List B:** One course if only one course was chosen from List A: 4-5 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MATH 019</td>
<td>Discrete Mathematics</td>
<td>4</td>
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<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
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<tr>
<td>PHYS 004A</td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
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</tbody>
</table>

**Total Major Units** 23-24

**GE Units (CSU GE or IGETC)** 39 or 37

**Total Degree Units** 60

For crosswalk of new subject codes, see page 51

---

**Recommended Course Sequence:**

**Fall, Year 1 (5 Units):**

**Spring, Year 1 (5 Units):**

**Fall, Year 2 (5 Units):**

**Electives**

**Fall or Spring, Year 2 (4-8 Units):**

List A - MATH 004B, MATH 004C. Choose one to two courses.

**Fall or Spring, Year 1 or 2 (4-5 Units):**

List B - Choose one course if only one was chosen in List A

### MATHEMATICS A.S. Degree

Mathematics is a multifaceted subject of great beauty and application. The study of math explores some of the deepest questions and puzzles that have ever been encountered and equips the student with a universal language used to study quantities and relationships in all fields. Through the study of mathematics, the student develops both the ability to think logically and abstractly as well as the problem-solving and computational skills necessary for success in any field of study. A major in mathematics transfers to a four-year university where students have the opportunity to complete a Bachelor’s Degree in Biology, Chemistry, Computer Science, Economics, Engineering, Mathematics, Physics, disciplines in Physical Sciences, and Statistics.

#### Career Options

- Actuary
- Appraiser
- Assessor
- Auditor
- Biometrician
- Budget Analyst
- Casualty Rater
- Computer Programmer
- Controller
- Demographer
- Doctor
- Econometrician
- Engineering Analyst
- Epidemiologist
- Financial Analyst
- Investment Analyst
- Lawyer
- Management Scientist
- Mathematician
- Operations Researcher
- Public Opinion Analyst
- Statistician
- Surveyor
- Systems Analyst
- Teacher
- Urban Planner

After completing this degree in Mathematics, a student will be able to:

- Solve problems using mathematical symbols, operations, and techniques appropriate to the course content and level of study.
- Apply appropriate technology including calculators and computers to the solution of mathematical problems.
- Demonstrate computational, estimation, and problem-solving skills.
- Construct mathematical models of physical problems, draw conclusions from these models, and communicate their conclusions.
- Formulate and test mathematical conjectures.
- Adapt general mathematical techniques to course-specific problems.

#### Required Core Courses: 23 units

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<th>Course ID</th>
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<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
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<td>Calculus and Analytical Geometry</td>
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<td>MATH 004A</td>
<td>Intermediate Calculus</td>
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<tr>
<td>MATH 004B</td>
<td>Differential Equations</td>
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<td>MATH 004C</td>
<td>Linear Algebra</td>
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**Required Electives: Select two courses from the list below. 6-10 units**

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<td>BIO 041</td>
<td>Principles of Animal Biology</td>
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<tr>
<td>BIO 042</td>
<td>Principles of Plant Biology</td>
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<tr>
<td>BIO 043</td>
<td>Principles of Cell Biology</td>
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</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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<td>CHEM 001B</td>
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<tr>
<td>Course ID</td>
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<tr>
<td>CHEM 012A</td>
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<td>CHEM 012B</td>
<td>Organic Chemistry</td>
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<td>CIS 004A</td>
<td>Computer Programming I (C++ Programming)</td>
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<td>CIS 004A1</td>
<td>Computer Programming I (Java)</td>
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<td>CIS 004B</td>
<td>Computer Programming II (C++ Language)</td>
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<td>CIS 004B1</td>
<td>Computer Programming II (Java)</td>
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<td>CIS 037</td>
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<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
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<td>ENGR 021</td>
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<td>GEOL 001A</td>
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<td>GEOL 001AH</td>
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<td>GEOL 001B</td>
<td>Historical Geology</td>
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<td>MATH 004C</td>
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<td>MATH 019</td>
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<td>PHYS 002A</td>
<td>General Physics -- Mechanics</td>
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<td>PHYS 002B</td>
<td>General Physics -- Electricity and Magnetism</td>
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<td>Engineering Physics--Mechanics</td>
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<tr>
<td>PHYS 004B</td>
<td>Engineering Physics - Electricity and Magnetism</td>
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<tr>
<td>PHYS 004C</td>
<td>Engineering Physics-Light, Heat and Waves</td>
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<tr>
<td>PHYS 004D</td>
<td>Advanced Topics in Modern Physics</td>
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Total Major Units 29-33

To be awarded an A.S. degree, a student must complete
1. Core major requirements and required electives (29-33) units.
2. Additional units to meet the college graduation requirements.
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (5 Units):
MATH 003A

Spring, Year 1 (5 Units):
MATH 003B

Fall, Year 2 (5 Units):
MATH 004A

Spring, Year 2 (4 Units):
MATH 004B

Fall or Spring, Year 2 (6-10 Units):
MATH 004C or MATH 019

Electives

Fall or Spring, Year 1 or 2 (6-10 Units):
Select 2 courses in Required Elective List.

MATH TMP1 TRANSFER MATH PREPARATION 1 - PREPARATION FOR TRANSFER LEVEL
0.5 units
Lecture 0 units; lab 0.5 units
This course serves as a preparation for students entering Math 000D, 001, 002, 008, and/or 012. In this course, students have the opportunity to develop mathematical skills necessary in succeeding in a transfer level math course as well as study skills needed to succeed in Trigonometry, Pre-calculus Algebra and/or Applied Calculus through classroom instruction and by using a web-based algebra system. Pass/No Pass Only

MATH TMP2 TRANSFER MATH PREPARATION 2 - PREPARATION FOR FIRST SEMESTER CALCULUS
0.5 units
Lecture 0 units; lab 0.5 units
This course serves as a preparation for students entering Math 003A, Calculus I and Analytic Geometry. In this course, students have the opportunity to develop mathematical skills necessary in succeeding in a first-semester calculus course through classroom instruction and/or by using a web-based mathematics learning system. Pass/No Pass Only

MATH 000D TRIGONOMETRY
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 104 or MATH 104R and MATH 106 or MATH 106R
Acceptable for credit: California State University
C-ID MATH 851
This course covers the study of trigonometric functions. Topics include graphs, inverses, identities and proofs related to trigonometric expressions, trigonometric equations, solving right and oblique triangles, and the introduction to vectors.

MATH 000G MATHEMATICS FOR THE LIBERAL ARTS STUDENT
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This course introduces students to creative mathematical thinking and problem solving. Topics include logic, geometry, applications of exponential and logarithmic functions, and the mathematics of probability and statistics. It is intended to provide a survey of current mathematical techniques for the non-specialist.

MATH 001 PRE-CALCULUS ALGEBRA
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
This is a college level course in algebra for majors in science, technology, engineering, and mathematics. Topics include polynomial, rational, radical, exponential, absolute value, logarithmic, composite and inverse functions, systems of equations, theory of polynomial equations, and analytic geometry.
MATH 001C JUST-IN-TIME SUPPORT FOR PRE-CALCULUS ALGEBRA
2 units
Lecture 2 units; lab 0 units
Co-Requisite: MATH 001
This course is intended for students who desire additional support in Math 1, Pre-Calculus Algebra. The course provides students with “just in time” support of algebra topics needed to be successful in Pre-Calculus algebra. It is only for students who are concurrently enrolled in Pre-Calculus Algebra, Math 1, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions and their properties, and problem solving strategies. Recommended for students with little or no recent knowledge in algebra. Pass/No Pass Only

MATH 002 PRE-CALCULUS ALGEBRA AND TRIGONOMETRY
6 units
Lecture 6 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R and MATH 104 or MATH 104R
Acceptable for credit: University of California, California State University
C-ID MATH 955
This is an intensive course whose topics are traditionally found in the separate courses of pre-calculus algebra and trigonometry. This course is a preparation for calculus covering polynomial, absolute value, radical, rational, exponential, logarithmic, and trigonometric functions and their graphs as well as additional topics in analytic geometry. This course is designed for the student in mathematics who desires to fulfill the requirements of Math D and Math 1 in one semester.

MATH 003A CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 001 and MATH 000D or MATH 002
Acceptable for credit: University of California, California State University
C-ID MATH 210
This is a first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. It is designed primarily for Science, Technology, Engineering & Math Majors.

MATH 003B CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 003A
Acceptable for credit: University of California, California State University
C-ID MATH 220
This is a second course in differential and integral calculus of a single variable: integration, techniques of integration, infinite sequences and series, polar and parametric equations, and applications of integration. This course is primarily for science, technology, engineering & math majors.
MATH 004A INTERMEDIATE CALCULUS
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 003B
Acceptable for credit: University of California, California State University
C-ID MATH 230
This course covers vector-valued functions, calculus of functions of more than one variable, partial derivatives, differentials, gradients, Lagrange Multipliers, multiple integration, line integrals, surface integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem.

MATH 004B DIFFERENTIAL EQUATIONS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 003B
Advisory: MATH 004A and MATH 004C
Acceptable for credit: University of California, California State University
C-ID MATH 240
The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. It introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, singular points, Laplace transforms and linear systems.

MATH 004C LINEAR ALGEBRA
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 003B
Advisory: MATH 004A
Acceptable for credit: University of California, California State University
C-ID MATH 250
This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. It investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included.

MATH 008 FINITE MATHEMATICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID MATH 130
This course covers linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability as well as applications from business, economics and social sciences.

MATH 010 ELEMENTARY STATISTICS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 105 or MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID MATH 110
This course covers the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications discussed use data from disciplines including business, social sciences, psychology, life science, health science, and education.

MATH 010C JUST-IN-TIME SUPPORT FOR STATISTICS
1.5 units
Lecture 1.5 units; lab 0 units
Co-Requisite: MATH 010
This course is intended for students who desire additional support in Math 10, Elementary Statistics. The course provides students with “just-in-time” support of mathematical topics needed to be successful in statistics. It is only for students who are concurrently enrolled in Elementary Statistics at West Valley College. Topics include concepts from arithmetic, algebra, and basic statistics that are needed to understand the content of a college-level statistics course. Topics are taught through the context of data analysis. Pass/No Pass Only

MATH 010H HONORS ELEMENTARY STATISTICS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 105 or MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID MATH 110
Honors Elementary Statistics uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This course covers the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications discussed use data from disciplines including business, social sciences, psychology, life science, health science, and education.

MATH 012 APPLIED CALCULUS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID MATH 140
This course presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems as well as applications for social and life science majors. The applications of derivatives and integrals of functions including polynomial, rational, exponential and logarithmic functions are studied. This course is not equivalent to Math 3A.

MATH 012C JUST-IN-TIME SUPPORT FOR APPLIED CALCULUS
2 units
Lecture 2 units; lab 0 units
Prerequisite: MATH 012
This course is intended for students who desire additional support in Math 12, Applied Calculus. The course provides students with “just in time” support of Applied Calculus topics needed to be successful in Applied Calculus. It is only for students who are concurrently enrolled in Applied Calculus, Math 12, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions and their properties, and problem-solving strategies. Recommended for students with little or no recent knowledge in advanced algebra topics. Pass/No Pass Only

Recommended Preparations in Basic Skills:
Before you enroll in degree applicable courses, it is recommended that you demonstrate writing competency by completing English 905 AND reading competency by completing Reading 961. Some courses may also recommend a math course prior to enrollment. See individual course descriptions for math recommendations.
MATH 014 MATH FOR ELEMENTARY SCHOOL TEACHERS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 106 or MATH 106R
Acceptable for credit: University of California, California State University
C-ID MATH 120
This course covers the real number system, numeration system, elementary number theory, and problem solving. Technology and hands-on experiences are integrated throughout this course. It is designed to fulfill the lower division mathematics requirement for students planning to enter a multiple subject teaching credential program.

MATH 019 DISCRETE MATHEMATICS
4 units
Lecture 4 units; lab 0 units
Prerequisite: MATH 001 or MATH 002
Advisory: MATH 003A
Acceptable for credit: University of California, California State University
C-ID MATH 160
This course covers fundamental topics for Computer Science, such as logic, proof techniques, sets, introduction to computer programming, basic counting rules, relations, functions and recursion, graphs and probability trees.
MATH 104 PLANE GEOMETRY  
4 units  
Lecture 4 units; lab 0 units  
Prerequisite: MATH 903 or MATH 903R or LRSV 945  
This course covers the basic concepts of plane geometry with an emphasis on deductive reasoning. The topics include lines, angles, polygons, circles, congruence, similarity, parallelism, perpendicularity, lengths, areas and volumes.

MATH 104R GEOMETRY REVIEW FOR TRIGONOMETRY  
1 unit  
Lecture 0 units; lab 1 unit  
Prerequisite: MATH 903 or MATH 903R or LRSV 945  
This course serves as a geometry preparation course for Math D or 2. In this course, students have the opportunity to review geometry topics needed to succeed in Trigonometry.

MATH 105 PRE-STATISTICS  
5 units  
Lecture 5 units; lab 0 units  
Advisory: MATH 903 or MATH 903R or LRSV 945  
This course presents introductory statistical concepts with an emphasis on data analysis and modeling. Topics include mathematical modeling using real-world data and graphs, as well as algebraic concepts as needed. This class is NOT intended for math, science, computer science, engineering, business, nursing, pre-physical therapy, kinesiology or elementary school education majors. It is intended for students who will take Math 10 or 10H, Elementary Statistics, and who do NOT need any other math course for their major.

MATH 106 INTERMEDIATE ALGEBRA  
5 units  
Lecture 5 units; lab 0 units  
Prerequisite: MATH 903 or MATH 903R or LRSV 945  
This course expands on the topics and mathematical skills from elementary algebra. The characteristics and properties of linear, quadratic, rational, radical, exponential, composite, inverse, and logarithmic functions are developed. Additional topics include systems of equations and inequalities, complex numbers, and conic sections.

MATH 106C JUST-IN-TIME SUPPORT FOR INTERMEDIATE ALGEBRA  
3 units  
Lecture 3 units; lab 0 units  
Co-Requisite: MATH 106  
This course is intended for students who desire additional support in Math 106, Intermediate Algebra. The course provides students with “just in time” support of elementary and intermediate algebra topics needed to be successful in Intermediate Algebra. It is only for students who are concurrently enrolled in Intermediate Algebra, Math 106, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions, and problem-solving strategies. This course is recommended for students with little or no recent knowledge in algebra or who desire additional support. Pass/No Pass Only

MATH 106P PREPARATION FOR INTERMEDIATE ALGEBRA  
0.5 units  
Lecture 0 units; lab 0.5 units  
This course serves as a preparation for Math 106. In this course, students have the opportunity to develop entry-level math and study skills needed to succeed in Intermediate Algebra through classroom instruction and by using a web-based algebra system. Pass/No Pass Only

MATH 106R INTERMEDIATE ALGEBRA – REVIEW  
3 units  
Lecture 3 units; lab 0 units  
Prerequisite: MATH 903 or MATH 903R or LRSV 945  
This accelerated course expands on the topics and mathematical skills from elementary algebra. The characteristics and properties of linear, quadratic, rational, radical, exponential, composite, inverse, and logarithmic functions are developed. Additional topics include systems of equations and inequalities, complex numbers, and conic sections. This course is designed for students who have had previous instruction in intermediate algebra.

MATH 901 ARITHMETIC FUNCTIONS  
5 units  
Lecture 5 units; lab 0 units  
This course covers the mathematical operations of whole numbers, fractions, and decimals. Additional topics include rounding, the order of operations, ratios, proportions, percents, and practical applications. This course does not apply to the associate degree. Pass/No Pass Option

MATH 902P PRE-ALGEBRA  
3 units  
Lecture 3 units; lab 0 units  
This course is designed for students who have a solid foundation in arithmetic skills, but who need to develop further skills before taking elementary algebra. Topics include operations with signed numbers, evaluating algebraic expressions, operations with polynomials, solving and graphing linear equations, and developing problem-solving skills with an emphasis on concrete representations for abstract algebraic concepts. This course does not apply to the associate degree. Pass/No Pass Option

MATH 903 ELEMENTARY ALGEBRA  
5 units  
Lecture 5 units; lab 0 units  
Prerequisite: MATH 903 or MATH 903R or LRSV 945  
The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations and inequalities, systems of linear equations, graphing, and quadratic, rational and radical equations. Pass/No Pass Option

MATH 903P PREPARATION FOR ELEMENTARY ALGEBRA  
0.5 units  
Lecture 0 units; lab .5 units  
This course is a preparation for Math 903/903R. In this course, students have the opportunity to develop the appropriate entry-level math and study skills needed in Elementary Algebra by using a web-based computer algebra system. Pass/No Pass Only

MATH 903R ELEMENTARY ALGEBRA REVIEW  
3 units  
Lecture 3 units; lab 0 units  
This course is an accelerated version of Math 903. The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations and inequalities, systems of linear equations, graphing, and quadratic, rational and radical equations. This course should be taken by students who have previously completed elementary algebra, but who need a review before taking intermediate algebra. Pass/No Pass Option

Medical Assisting  
(See Health Care Technologies)

Microbiology  
(See Biology)
Music

THE FACULTY
Robert Cornejo
Troy Davis
Lou De La Rosa
Jeff Forehan

DIVISION Cilker School of Art and Design
DEAN Andrew Chandler
DEPARTMENT CHAIR Lou De La Rosa
PHONE (408) 741-4663
EMAIL lou.delarosa@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Music
A.A., Music

Certificates:
Commercial Music Production
Creating Music for Film, TV and Gaming

Music Department Mission Statement
The West Valley College Music Department provides an exceptional education through coursework and opportunities for artistic pursuit at the highest level, embracing diversity, creativity, literacy, performance, technology, and engagement with the community. We strive to create consummate professionals by nurturing determination and discipline while supporting artistry and intellect. Our faculty create conservatory and commercial music experiences that foster lifelong learning, university transfer, and direct entry into the music industry workforce.

Highlights
• All Steinway School
• Digital Music Center
• Musical Theater Collaborative - MTC
• Performance opportunities in choral, and instrumental ensembles
• Integrated learning opportunities in Fine Arts – Music, Art, Theater Arts, Film.
• Professional teaching faculty
• A variety of music courses available online
• Focused workshops with music professionals

MUSIC: Transfer:
See assist.org and/or consult with a counselor.

اته MUSIC
A.A. Degree

The Department of Music and Dance offers a comprehensive program designed to provide a wide variety of musical experience for the student seeking to transfer to a baccalaureate program in performance or music education for a career as a musician or music teacher. The goal of the Associate of Arts in Music is to prepare students to transfer to a School of Music or conservatory to pursue a BA or BM in Music. Courses required in Associate of Arts in Music lay a foundation for success in upper division music coursework.

Students who complete the Associate of Arts in Music will be able to:
• Demonstrate proficiency on voice or instrument in final jury, incorporating accurate performance practice based on historical eras and diverse musical styles;
• Perform standard solo and ensemble repertoire appropriate to the performance area;
• Demonstrate the ability to hear, identify and work conceptually with the elements of music, through sight-reading and musical analysis in placement exams;
• Critique musical performances with an awareness of vocabulary, musical style, performance practice, and interpretation suitable for transfer to a school of music;
• Create derivative or original music in extemporaneous and/or written form;
• Develop and demonstrate informed artistic choices in performance.

Careers in music include:
• Music Teacher (Vocal, Instrumental, General Music)
• Community School
• Parks & Rec Program
• Public/Private K-12 School
• College or University
• Private Music Teacher
• Band, Orchestral, Choral Music Director
• K-12 school ensemble director
• College, Conservatory & University ensemble director
• Community ensemble director
• Church or Synagogue Music Director
• Cantor (Church, Synagogue)
• Church Organist
• Conductor (Vocal or Instrumental)
• Educational Settings (K-12, College, University)
• Church & Community Settings
• Community Choirs
• Music Director (Musical Theater)
• K-12 school musical theater director
• College, Conservatory & University musical theater director
• Community musical theater director
• Collaborative Pianist (Accompanist)
• Composer or Arranger
• Film, TV, Gaming, Commercial jingles
• Songwriter
• Lyricist
• Symphony Orchestra musician
• Ballet: orchestra musician, conductor
• Concertmaster (Orchestra)
• Section Leader (Orchestra)
• Section Member (Orchestra)
• Orchestra Manager
• Musical Theater Singer
• Broadway, Off-Broadway, Touring Shows
• National, Regional, Local
• Concerts and Recitals: performer, producer
• Floor Shows (Hotels, casinos, clubs)
• Band Member (Vocalist)
• Opera Singer
• Productions, Concerts and Recitals
• National, Regional, Local
• Music Librarian
• Music Therapist
• Sound Designer
• Sound Technician
• Recording Artist
• Studio Musician
• Music Publisher
• Music Copyist
• Music Licensing Consultant
• Music Producer
• Radio Music Director
• Music Store Manager
• Music Instrument Sales Representative
• Music Instrument Repair and Restoration Specialist
• Music Instrument Builder/Designer
• Piano Tuner/Technician

Music majors should meet with a full-time faculty member for advising and planning for timely completion of the AA degree in Music.

NOTES:
1. Music majors with prior piano experience may meet the Piano Proficiency requirement (MUSC 031A/B) via credit by examination. Music majors with no prior piano experience should enroll in Beginning Piano (MUSC 030A/B) using elective units, to remediate prior to enrolling in Intermediate Piano (MUSC 31A/B).
Music

2. Music majors deficient in knowledge of scales, key signatures, intervals and chords are advised to take Fundamentals of Music (MUSC 005) to remediate prior to enrolling in Theory Level 1 (MUSC 003A).

3. Audition is required for admission to large ensembles (MUSC 42, 48, 49), and the Applied Music program (MUSC 039A-G). Admission is based on the skill level and likelihood the student will be able to meet transfer audition requirements two years hence. 4. This is a high-unit program due to multiple, sequential subject matter courses beginning in the first semester in accordance with NASM standards. It will require the student to take classes during Winter and/or Summer intersessions in order to complete the program including all transfer GE requirements in two years.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MUSC 003A</td>
<td>Music Theory Level 1</td>
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<td>MUSC 003B</td>
<td>Music Theory Level 2</td>
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<td>MUSC 004A</td>
<td>Music Theory Level 3</td>
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<td>MUSC 004B</td>
<td>Music Theory Level 4</td>
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<tr>
<td>MUSC 020A</td>
<td>Musicianship Level 1</td>
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<td>MUSC 020B</td>
<td>Musicianship Level 2</td>
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<tr>
<td>MUSC 031A</td>
<td>Intermediate Piano Level 3</td>
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<td>Intermediate Piano Level 4</td>
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<tr>
<td>MUSC 066</td>
<td>Digital Audio and Notation</td>
<td>1</td>
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<tr>
<td>MUSC 001</td>
<td>Music History: Medieval, Renaissance and Baroque Periods</td>
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<tr>
<td>MUSC 042</td>
<td>Concert Choir</td>
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<tr>
<td>MUSC 049</td>
<td>Symphonic Band</td>
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<tr>
<td>MUSC 048</td>
<td>Symphony Orchestra</td>
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<tr>
<td>MUSC 039A</td>
<td>Applied Music: Brass</td>
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<tr>
<td>MUSC 039B</td>
<td>Applied Music: Woodwind</td>
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<tr>
<td>MUSC 039C</td>
<td>Applied Music: Strings</td>
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<tr>
<td>MUSC 039D</td>
<td>Applied Music: Percussion</td>
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<tr>
<td>MUSC 039E</td>
<td>Applied Music: Piano</td>
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<tr>
<td>MUSC 039F</td>
<td>Applied Music: Guitar</td>
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<tr>
<td>MUSC 039G</td>
<td>Applied Music: Voice</td>
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<tr>
<td>MUSC 002</td>
<td>Music History: Classical, Romantic and Contemporary Periods</td>
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<tr>
<td>MUSC 005</td>
<td>Fundamentals of Music</td>
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<tr>
<td>MUSC 006</td>
<td>Introduction to Music Education</td>
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<tr>
<td>MUSC 007</td>
<td>Film Music Appreciation</td>
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<tr>
<td>MUSC 009</td>
<td>Jazz Music History</td>
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<tr>
<td>MUSC 026</td>
<td>Techniques of Jazz-Rock Guitar</td>
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</table>

Core Requirements: Theory, Musicianship, History, Piano, Digital Notation. Credit by examination available for MUSC 031A and/or MUSC 031B to those students possessing prior piano experience. 22 units

Core Requirements: Large Ensemble. Complete four semesters of the same course appropriate to major instrument of study, as determined by music faculty. 4 units

Core Requirements: Applied Music. Complete four semesters in the appropriate course based on major instrument of study. Changing instrument and/or course will delay completion of this requirement. 4 units

Electives: Complete seven units from the following courses 7 units

Course ID | Title | Units |
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<tbody>
<tr>
<td>MUSC 027</td>
<td>Introduction to Jazz Piano</td>
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<tr>
<td>MUSC 030A</td>
<td>Beginning Piano, Level 1</td>
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<td>MUSC 030B</td>
<td>Beginning Piano, Level 2</td>
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<tr>
<td>MUSC 032A</td>
<td>Beginning Voice, Level 1</td>
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<td>MUSC 032B</td>
<td>Beginning Voice, Level 2</td>
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<td>MUSC 033A</td>
<td>Intermediate Voice, Level 3</td>
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<td>MUSC 033B</td>
<td>Intermediate Voice, Level 4</td>
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<tr>
<td>MUSC 035A</td>
<td>Diction for Singers: Italian, English &amp; Latin</td>
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<tr>
<td>MUSC 035B</td>
<td>Diction for Singers: German, French &amp; Spanish</td>
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<td>MUSC 036A</td>
<td>Beginning Guitar-Level 1</td>
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<td>MUSC 036B</td>
<td>Beginning/Intermediate Guitar-Level 2</td>
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<tr>
<td>MUSC 036C</td>
<td>Intermediate Guitar-Level 3</td>
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<tr>
<td>MUSC 036D</td>
<td>Intermediate/Advanced Guitar-Level 4</td>
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<tr>
<td>MUSC 039H</td>
<td>Applied Music: Composition</td>
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<tr>
<td>MUSC 040</td>
<td>Chamber Singers</td>
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<tr>
<td>MUSC 042</td>
<td>Concert Choir</td>
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<tr>
<td>MUSC 043A</td>
<td>Techniques of Jazz Improvisation</td>
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<tr>
<td>MUSC 043B</td>
<td>Techniques of Jazz Improvisation 2</td>
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<tr>
<td>MUSC 044A</td>
<td>Musical Theater &amp; Opera Scenes: Comic Opera</td>
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<tr>
<td>MUSC 044B</td>
<td>Musical Theater &amp; Opera Scenes: Verismo Opera</td>
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<td>MUSC 044C</td>
<td>Musical Theater &amp; Opera Scenes: Mid-20th Century Musicals</td>
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<td>MUSC 044D</td>
<td>Musical Theater &amp; Opera Scenes: Modern Musicals</td>
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<td>MUSC 049</td>
<td>Symphonic Band</td>
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<tr>
<td>MUSC 051</td>
<td>Jazz Band</td>
<td>2</td>
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<tr>
<td>MUSC 052A</td>
<td>Ensemble Performance in Jazz and Popular Music</td>
<td>2</td>
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<tr>
<td>MUSC 054</td>
<td>History of Rock and Roll Music</td>
<td>3</td>
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<tr>
<td>MUSC 055</td>
<td>World Music</td>
<td>3</td>
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<td>MUSC 056</td>
<td>Percussion Ensemble</td>
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<tr>
<td>MUSC 057</td>
<td>History and Culture of Hip-Hop</td>
<td>3</td>
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<td>MUSC 061</td>
<td>Jazz Singers</td>
<td>2</td>
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<tr>
<td>MUSC 062A</td>
<td>Solo Performance in Jazz and Popular Music</td>
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<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
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<td>MUSC 063B</td>
<td>Commercial Music Production</td>
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<td>MUSC 064</td>
<td>Sound Design</td>
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<tr>
<td>MUSC 065A</td>
<td>Recording Arts I</td>
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<tr>
<td>MUSC 065B</td>
<td>Recording Arts II</td>
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<tr>
<td>MUSC 065C</td>
<td>Recording Arts III</td>
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<tr>
<td>MUSC 067A</td>
<td>Creating Music for Film, TV, and Gaming: Foundations</td>
<td>3</td>
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<tr>
<td>MUSC 067B</td>
<td>Creating Music for Film, TV and Gaming: Techniques</td>
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</table>
### Required Core Courses: 22 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MUSC 003A</td>
<td>Music Theory Level 1</td>
<td>3</td>
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<tr>
<td>MUSC 003B</td>
<td>Music Theory Level 2</td>
<td>4</td>
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<tr>
<td>MUSC 004A</td>
<td>Music Theory Level 3</td>
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<tr>
<td>MUSC 004B</td>
<td>Music Theory Level 4</td>
<td>4</td>
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### List A: Complete a total of 2 units taken over a minimum of 4 semesters of Music 39 (Music 39 is a 0.5 unit course that must be repeated 4 times to meet the requirement):

- MUSIC 039 Applied Music 2

### List B: Complete a total of 4 units over a minimum of 4 semesters from the following list (4 semesters, 1 unit each - Music 42, 48A and 49 are 1 unit courses that must be repeated 4 times to meet the requirement):

- MUSIC 042 College Chorale 4
- MUSIC 048A Symphony Orchestra 4
- MUSIC 049 Symphonic Band 4

### Total Major Units 37

To be awarded an A.A. Degree, a student must complete:

1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence:

**Fall, Year 1 (7 Units):**

- MUSC 003A, MUSC 004A, Applied Music (Any Course), Large Ensemble (Any Course), Music Electives (Any Course)

**Spring, Year 1 (8 Units):**

- MUSC 003B, MUSC 004B, MUSC 006B, Applied Music (Any Course), Large Ensemble (Any Course), Music Electives (Any Course)

**Summer, Year 1 (3 Units):**

- MUSC 001

**Fall, Year 2 (10 Units):**

- MUSC 004B, MUSC 008A, MUSC 003A, Applied Music (Any Course), Large Ensemble (Any Course), Music Electives (Any Course)

**Spring, Year 2 (9 Units):**

- MUSC 008B, MUSC 001B, Applied Music (Any Course), Large Ensemble (Any Course), Music Electives (Any Course)

### ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE (A.A.-T in Music)

The Associate in Arts in Music for Transfer degree (AA-T in Music) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Music. Music 42, 48A and 49 are 1 unit courses that must be repeated 4 times to meet the requirement. Music 39 is a 0.5 unit course that must be repeated 4 times to meet the requirement. Students who complete the Associate in Arts in Music for Transfer degree (AA-T in Music) will be able to demonstrate the ability to hear, identify and work conceptually with the elements of music, through sight-reading and musical analysis; perform standard solo and ensemble repertoire appropriate to their performance area at a collegiate level; create derivative or original music in extemporaneous and/or written form; demonstrate a working knowledge of music history and performance practices within their area of specialization.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth), OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### COMMERCIAL MUSIC PRODUCTION Certificate of Achievement

The Commercial Music Production Certificate at West Valley College is a comprehensive curriculum covering electronic music/sound design, recording arts, songwriting, MIDI/Digital audio, and audio for visual media. Featuring state-of-the-art facilities and 'cutting-edge' hardware and software, the courses are designed for students of all levels, providing hands-on experience and thorough training in the creative and technical challenges specific to commercial music production. Upon successful completion of the requirements of this program the student will be able to demonstrate the knowledge and skills necessary to arrange, record, produce in a commercial music format and style. Potential careers specific to these skills include but are not limited to: Recording Engineer Assistant Engineer Pro Tools Certified Programmer/Technician Logic PRO Certified Programmer/Technician Composer Performer Producer Game Audio/Film and TV Sound Design Sound Editor Session Musician Audio Technician Songwriter Music Supervisor Backup Musician Director Live Sound/FOH/Monitors Music Technician Design and Repair DJ Music Director.

After completing the Commercial Music Production Certificate, a student will be able to:

- Demonstrate digital audio workstation skills specific to multi-track recording, mixing, sound design, sequencing, and composition.

### Required Courses: 18 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Technology</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 063B</td>
<td>Advanced Music Production and Multi-</td>
<td>3</td>
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<td>MUSC 064</td>
<td>Sound Design</td>
<td>3</td>
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<tr>
<td>MUSC 065A</td>
<td>Recording Arts I</td>
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<tr>
<td>MUSC 065B</td>
<td>Recording Arts II</td>
<td>3</td>
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<tr>
<td>MUSC 069</td>
<td>Commercial Music Theory/Songwriting</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Certificate Units 18

For crosswalk of new subject codes, see page 43
CREATING MUSIC FOR FILM, TV AND GAMING
Certificate of Achievement

The Creating Music for Film, TV and Gaming Certificate of Achievement requires the successful completion of 2 semesters, 18 units. This program provides Career Technical Education (CTE) opportunities in creating music for film, TV and gaming. This curriculum covers areas in, but not limited to, electronic and acoustic music production, songwriting and arranging, cinematic orchestration, music theory, software music notation, MIDI sequencing, and digital audio sequencing and editing. Featuring state-of-the-art facilities, industry-standard hardware and software, the courses are designed for students of all levels, providing hands-on experience and thorough training in the creative and technical challenges specific to music for film, TV and gaming.

Upon completion, students will be able to compose a music cue for film, TV or gaming in a selected genre. Students will have acquired skills in media music production, media songwriting, cinematic orchestration, digital audio sequencing and editing, MIDI programming, and digital music notation.

These skills are specific to careers in, but not limited to media songwriter, TV composer, commercial composer, film composer, video game composer, app composer, web composer, music editor, music supervisor, digital audio workstation operator, copyist, and music licensor.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MUSC 005</td>
<td>Fundamentals of Music</td>
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<tr>
<td>MUSC 007</td>
<td>Film Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 030A</td>
<td>Beginning Piano, Level 1</td>
<td>1</td>
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<tr>
<td>MUSC 039H</td>
<td>Applied Music: Composition</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 066</td>
<td>Digital Audio and Notation</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 067A</td>
<td>Creating Music for Film, TV, and Gaming: Foundations</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 067B</td>
<td>Creating Music for Film, TV and Gaming: Techniques</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 18

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (10 Units):
MUSC 005, MUSC 030A, MUSC 063A, MUSC 067A

Spring, Year 1 (8 Units):
MUSC 007, MUSC 030H, MUSC 066, MUSC 067B

MUSC 001 MUSIC HISTORY: MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID MUS 105

This course is a survey of music history and literature from antiquity to 1750, including cultural, intellectual and social influences, and provides an in-depth examination of the development of Western European music through analysis and synthesizing of historical details and stylistic elements of the musical trends of the era. Pass/No Pass Option

MUSC 002 MUSIC HISTORY: CLASSICAL, ROMANTIC AND CONTEMPORARY PERIODS

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID MUS 106

This course is a survey of music history and literature from 1750 to the present, including cultural, intellectual and social influences. This course provides an in-depth examination of the development of Western European music through analysis and synthesizing of historical details and stylistic elements of the musical trends of the era. Pass/No Pass Option

MUSC 003A MUSIC THEORY LEVEL 1

3 units
Lecture 3 units; lab 0 unit
Advisory: MUSC 005: Fundamentals of Music. Music majors are required to take MUSC 020A concurrent with this course. Non-majors are encouraged but not required to take MUSC 020A concurrent with this course.

Concurrent enrollment in MUSC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly encouraged for all students.

Acceptable for credit: University of California, California State University C-ID MUS 120

This course incorporates and develops the following concepts, through guided composition and analysis: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chord function; basic cadential formulas and phrase structure; dominant sevenths; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation is expected. Pass/No Pass Option

MUSC 003B MUSIC THEORY LEVEL 2

3 units
Lecture 3 units; lab 0 units
Advisory: MUSC 003A. Music majors are required to take MUSC 020B concurrent with this course. Non-majors are encouraged but not required to take MUSC 020B concurrent with this course.

Concurrent enrollment in MUSC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly encouraged for all students.

Acceptable for credit: University of California, California State University C-ID MUS 130, C-ID MUS 135

This course continues the concepts presented in MUS 3A Music Theory Level 1. Through guided composition and analysis, the course includes: an introduction to two-part counterpoint; voice leading involving four-part chorale writing; diatonic harmony; and an introduction to secondary/applied chords and modulation. Music majors are required to take MUS 020B concurrent with this course. Non-majors are encouraged but not required to take MUS 020B concurrent with this course. Concurrent enrollment in MUS 30A/B Beginning Piano is strongly encouraged for all students. Pass/No Pass Option

MUSC 004A MUSIC THEORY LEVEL 3

4 units
Lecture 3.5 units; lab 0.5 units
Prerequisites: MUSC 020B & MUSC 003B

Concurrent enrollment in MUSC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly recommended.

Acceptable for credit: University of California, California State University C-ID MUS 140, C-ID MUS 145

This course incorporates the concepts from Music Theory Level 2 and Musicanship Level 2. In addition, through writing and analysis, the course includes introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; introduction to Neapolitan and augmented-sixth chords. This course incorporates the study of advanced harmonic, rhythmic and melodic materials, with emphasis on chromatic harmony, survey and analysis of musical styles and period techniques, with four-part writing of diatonic and chromatic chords. The lab focuses on performance skills in advanced sight singing and rhythmic exercises in one and two parts, and dictation of advanced melodic and harmonic elements. Pass/No Pass Option
MUSC 004B MUSIC THEORY LEVEL 4
4 units
Lecture 3.5 units; lab 0.5 units
Prerequisite: MUSC 004A
Concurrent enrollment in MUSC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly recommended.
Acceptable for credit: University of California, California State University
C-ID MUS 150, C-ID MUS 155
This course incorporates further study of advanced harmonic, rhythmic and melodic materials, with emphasis on chromatic harmony, modulation, survey and analysis of musical styles and period techniques, including the 20th century, and four-part writing using secondary dominants, the Neapolitan, French, German and Italian sixths. The lab focuses on advanced sight singing in one and two parts, and melodic and harmonic dictation using advanced chromatic materials. Concurrent enrollment in MUSIC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly recommended. This course incorporates the concepts from Music Theory III. In addition, through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th century techniques such as: Impressionism, tone rows, set theory, pantonism and polytonalism, meter and rhythm. Pass/No Pass Option

MUSC 005 FUNDAMENTALS OF MUSIC
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed for the student who seeks to acquire beginning basic skills in music theory. No knowledge of music or music theory is required. The course covers: basic music notation, rhythm and meter, scales, key signatures, intervals and inversions, triads, seventh chords, inversions of chords, and basic music analysis. This is not a course required for music majors. Pass/No Pass Option
MUSC 010 MUSIC APPRECIATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID MUS 100
This is a basic introductory course for the student without previous training in music listening or performance. The students are given an opportunity for development of enjoyment and appreciation through active and guided listening to such musical forms as symphony, opera, tone poem, ballet, and concerto from early times to the present. The periods of Pre-Baroque (to 1600); Baroque (1600-1750); Classic (1750-1825); Romantic age (1825-1900); Nationalism; Modern (Jazz, Rock, Electronic Music) are covered.

MUSC 020A MUSICIANSHIP LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 005
Acceptable for credit: University of California, California State University
C-ID MUS 125
Music majors are required to take MUSIC 003A concurrent with this course. Non-majors are encouraged but not required to take MUSIC 003A concurrent with this course. Concurrent enrollment in MUSIC 30A/B Beginning Piano or 31A/B Intermediate Piano is strongly encouraged for all students. Required for music majors, this course is a laboratory in ear training and sight-singing correlated with MUSIC 003A. This class provides a systematic training in the ability to hear music elements of melody, harmony and rhythm, and to perform melodic, harmonic and rhythmic elements, dictation and analysis. Pass/No Pass Option

MUSC 020B MUSICIANSHIP LEVEL 2
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 020A
Acceptable for credit: University of California, California State University
C-ID MUS 135
Highly recommended for music majors, this course focuses on ear training and sight-singing correlated with MUSIC 003B. This class provides supplementary systematic training in the ability to hear music elements of melody, harmony and rhythm, and to perform melodic, harmonic and rhythmic elements. Pass/No Pass Option

MUSC 026 TECHNIQUES OF JAZZ-ROCK GUITAR
2 units
Lecture 2 unit; lab 0 units
Advisory: Prior experience playing the Guitar is strongly suggested. Acceptable for credit: University of California, California State University
Students have the opportunity to study, analyze, and perform chord progressions, chord substitutions, scales and modes, guitar picking, improvising, position playing, and chord-solo playing in this intermediate to advanced study of guitar technique. A reasonable proficiency at playing the guitar (basic understanding of the fingerboard) is recommended.

MUSC 027 INTRODUCTION TO JAZZ PIANO
2 units
Lecture 2 unit; lab 0 units
Advisory: Previous piano experience is strongly suggested. Acceptable for credit: University of California, California State University
This course is a study of basic harmonies and voicings at the keyboard as applied to jazz and “popular music”. Included is in-depth analysis of chord progressions, substitutions, “comping” techniques and solo improvisational playing. Previous piano experience is strongly suggested.

MUSC 030A BEGINNING PIANO, LEVEL 1
1 unit
Lecture 0.5 unit; lab 0.5 units
Acceptable for credit: University of California, California State University
C-ID MUS 170
This course is a beginning keyboard study for students with no previous training in piano. Study of note reading, scales, arpeggios and simple piano works and exercises are included. Pass/No Pass Option

MUSC 030B BEGINNING PIANO, LEVEL 2
1 unit
Lecture 0.5 unit; lab 0.5 unit
Advisory: MUSC 030A
Acceptable for credit: University of California, California State University
This is the second course in the beginning piano series. Study includes: note reading more complex rhythms; one-octave patterns and parallel minor scales; arpeggios and dexterity exercises; and sight reading simple examples. Simple piano pieces equal to the second half of Bartok’s Mikrokosmos Book 1 are assigned. Pass/No Pass Option

MUSC 031A INTERMEDIATE PIANO, LEVEL 3
1 unit
Lecture 0.5 unit; lab 0.5 units
Advisory: MUSC 030B or One year of private piano lessons or equivalent
Acceptable for credit: University of California, California State University
C-ID MUS 172
This course is a continuation of 030A and 030B. It is designed for Music majors and those who wish to continue to improve their keyboard skills through the study of scales, arpeggios, exercises, and keyboard works of different periods and styles. Pass/No Pass Option

MUSC 031B INTERMEDIATE PIANO, LEVEL 4
1 unit
Lecture 0.5 unit; lab 0.5 units
Advisory: MUSC 031A or One year of private piano lessons or equivalent
Acceptable for credit: University of California, California State University
This course is a continuation of MUS 31A. It is designed for Music majors and those who wish to continue to improve their keyboard skills. Study includes: one and two-octave scales of all 24 keys; arpeggios and dexterity exercises to build technique; melodic improvisation over a given chord progression; harmonization at sight of a given melody; transposition of a short passage at sight; keyboard works of different periods and styles equal to the second half of Bartok’s Mikrokosmos Book 2. Pass/No Pass Option

MUSC 032A BEGINNING VOICE, LEVEL 1
1 unit
Lecture 0.5 units; lab 0.5 units
Acceptable for credit: University of California, California State University
This course is the first in a series of courses designed to give all students, including music and musical theater majors, the opportunity to improve the singing voice and develop the ability to sing confidently in front of others. Topics include the fundamentals of confident singing: proper posture; breath control; tone production; diction; expression; and music notation reading skills. Healthy habits of good vocal health are explored and exercises are given to help strengthen and improve the voice. Students sing together and individually for class. Pass/No Pass Option

MUSC 032B BEGINNING VOICE, LEVEL 2
1 unit
Lecture 0.5 unit; lab 0.5 units
Advisory: MUSC 032A OR private voice lessons for 6 months OR participation in choir for more than 1 year
Acceptable for credit: University of California, California State University
This course is the second in a series of courses designed to give all students, including music and musical theater majors, the opportunity to improve the singing voice and develop the ability to sing confidently in front of others. The fundamentals of healthy vocal production are reviewed and reinforced in warm-ups, group singing, and solo performance. Individual vocal problems are diagnosed and exercises are given to help strengthen and improve the voice. Students have the opportunity to interpret and perform literature from classical art song and the Golden Age of musical theater. Pass/No Pass Option
MUSC 033A INTERMEDIATE VOICE, LEVEL 3
1 unit
Lecture 0.5 unit; lab 0.5 units
Prerequisite: MUSC 032B OR private voice lessons for 1 year OR participation in choir for more than 2 years
Acceptable for credit: University of California, California State University
This third in a series of courses is designed for all students, including music and musical theater majors, to improve the singing voice and develop the ability to sing confidently in front of others. Students are assessed on the fundamentals of healthy vocal production: proper posture and breath to sing; tone production; diction; expression; and music notation reading skills. Individual vocal problems are diagnosed and exercises are given to help strengthen and improve the voice. Students have the opportunity to sing together and individually in class. Students also have the opportunity to interpret and perform literature from many vocal genres including contemporary musical theater repertoire. Pass/No Pass Option

MUSC 033B INTERMEDIATE VOICE, LEVEL 4
1 unit
Lecture 0.5 unit; lab 0.5 units
Prerequisite: MUSC 032B OR private voice lessons for 2 years OR participation in choir for more than 3 years
Acceptable for credit: University of California, California State University
This fourth in a series of courses is designed for all students, including music and musical theater majors, to improve the singing voice and develop the ability to sing confidently in front of others. Topics include the fundamentals of healthy vocal production: proper posture and breath to sing; tone production; diction; expression; and music notation reading skills. Individual vocal problems are assessed and exercises are given to help strengthen and improve the voice. Students have the opportunity to sing together and individually for class. Students also have the opportunity to interpret and perform literature from many vocal genres including jazz. Pass/No Pass Option

MUSC 035A DICTION FOR SINGERS: ITALIAN, ENGLISH & LATIN
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course explores the study of singing diction in Italian, English and Latin using the International Phonetic Alphabet (IPA) in spoken, sung, and written drills. A combination of theoretical and applied techniques consisting of sung, aural, spoken, and written exercises, are used to assist and assess students. Pass/No Pass Option

MUSC 035B DICTION FOR SINGERS: GERMAN, FRENCH & SPANISH
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course explores the study of singing diction in German, French and Spanish using the International Phonetic Alphabet (IPA) in spoken, sung, and written drills. A combination of theoretical and applied techniques consisting of sung, aural, spoken, and written exercises, are used to assist and assess students. Pass/No Pass Option

MUSC 036A BEGINNING GUITAR-LEVEL 1
1 unit
Lecture 0.5 unit; lab 0.5 units
Acceptable for credit: University of California, California State University
This course is a beginning course in guitar. Emphasis is placed on music reading, playing in first position, scales, chords and major and minor keys. Pass/No Pass Option

MUSC 036B BEGINNING/INTERMEDIATE GUITAR-LEVEL 2
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 036A or basic guitar skills beyond one year of study.
Acceptable for credit: University of California, California State University
This beginning-intermediate level course emphasizes reading music and playing in first through third position. The course also offers an introduction to and study of 7th chords, inversions and harmonic and melodic minor keys. Pass/No Pass Option

MUSC 036C INTERMEDIATE GUITAR-LEVEL 3
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 036B or Prior guitar experience of more than one year.
Acceptable for credit: University of California, California State University
This intermediate level course emphasizes further study in reading music and playing in first through seventh position. The course provides opportunities for public performances both on campus and in the community. Pass/No Pass Option

MUSC 036D INTERMEDIATE/ADVANCED GUITAR-LEVEL 4
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 036C and/or Prior guitar experience of a year or more
Acceptable for credit: University of California, California State University
This advanced-intermediate level course, the final in a series of four, emphasizes reading music and playing in first through seventh position. The course introduces studies in modes beyond Ionian and Aeolian and addresses various techniques including arpeggios, inversions, tremolo, and velocity. The course requires public performances on campus and/or in the community. Pass/No Pass Option

MUSC 039A APPLIED MUSIC: BRASS
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 048 or MUSC 049
Audition to demonstrate collegiate level achievement on a brass instrument.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of techniques and repertoire for brass performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC 039B APPLIED MUSIC: WOODWIND
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 048 or MUSC 049
Audition to demonstrate collegiate level achievement on a woodwind instrument.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of technique and repertoire for woodwind performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC 039C APPLIED MUSIC: STRINGS
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 048 or MUSC 042 or MUSC 049
Audition to demonstrate college-level achievement on a string instrument.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of technique and repertoire for string performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.
MUSC 039D APPLIED MUSIC: PERCUSSION
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 048 or MUSC 049 or MUSC 042
Audition to demonstrate collegiate level achievement on a percussion instrument.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of techniques and repertoire for percussion. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC 039E APPLIED MUSIC: PIANO
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 042 or MUSC 048 or MUSC 049
Audition to demonstrate collegiate level achievement on piano.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of techniques and repertoire for piano. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC 039F APPLIED MUSIC: GUITAR
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 042 or MUSC 049
Audition to demonstrate collegiate level achievement on guitar.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of techniques and repertoire for guitar performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC 039G APPLIED MUSIC: VOICE
1 unit
Lecture 0 units; lab 1 unit
Co-Requisite: MUSC 042
Audition to demonstrate collegiate level achievement in vocal performance.
Acceptable for credit: University of California, California State University
This course, intended for music majors, focuses on the individualized study of techniques and repertoire for vocal performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.
MUSC 039H APPLIED MUSIC: COMPOSITION
1 unit
Lecture 0 units; lab 1 unit
Prerequisites: MUSC 005 and MUSC 030A and MUSC 063A and MUSC 067A
Audition to demonstrate collegiate level achievement in composition.
Acceptable for credit: University of California, California State University
This course, intended for the Scoring for Film, TV and Gaming Certificate, focuses on the individualized study of technique for composition. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for music composition. Achievement is evaluated through a performance of new composition(s) before a jury of music faculty.

MUSC 040 CHAMBER SINGERS
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 042
Audition Required
Acceptable for credit: University of California, California State University
This course focuses on the study, rehearsal, and public performance of chamber choir literature, with an emphasis on the development of independence in ensemble singing. Different literature is studied each semester. Non-majors are welcome. Audition is required. Pass/No Pass Option

MUSC 040B CHAMBER SINGERS-CLASSICAL MUSIC
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 030A and/or MUSC 042A
Prerequisite: Audition required
Acceptable for credit: University of California, California State University
Chamber Singers is a choral ensemble open to all students by audition. The Chamber Singers perform a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class is primarily from the classical eras of music history (Classical, Romantic). Pass/No Pass Option

MUSC 040C CHAMBER SINGERS-MODERN MUSIC
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 030A and/or MUSC 042A
Prerequisite: Audition required
Acceptable for credit: University of California, California State University
Chamber Singers is a choral ensemble open to all students by audition. This ensemble performs a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class is primarily from the modern eras of music history (Impressionist, 20th Century, 21st Century) from Eurasian and American cultures. Pass/No Pass Option

MUSC 040D CHAMBER SINGERS-WORLD MUSIC
2 unit
Lecture 1 unit; lab 1 unit
Advisory: MUSC 030A and/or MUSC 042
Prerequisite: Audition required
Acceptable for credit: University of California, California State University
Chamber Singers is a choral ensemble open to all students by audition. The Chamber Singers perform a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class is primarily from non-Western cultures, though other literature may also be programmed. Pass/No Pass Option

MUSC 040 CHAMBER SINGERS
1 unit
Lecture 0 units; lab 1 unit
Audition required
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course focuses on the study, rehearsal, and public performance of choral music literature, with an emphasis on the development of skills necessary to sing in a large ensemble. Study includes development of music reading skills, the building of technical skills, the creation of a beautiful tone, aesthetic awareness, and responsible rehearsal habits in a large ensemble. Audition is required. Pass/No Pass Option

MUSC 042B CONCERT CHOIR-CLASSICAL MUSIC
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: Audition is required
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course focuses on the study, rehearsal, and public performance of classical choir music literature, with an emphasis on the development of skills necessary to sing in a large ensemble. Study includes music reading skills, the building of technical skills, the creation of a beautiful tone, aesthetic awareness, and responsible rehearsal habits in a large ensemble. The literature performed in this class is primarily from the classical eras of music history (Classical, Romantic), though other literature may also be programmed. Audition is required. This course is required for vocal music majors. Pass/No Pass Option

MUSC 042C CONCERT CHOIR-MODERN MUSIC
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: Audition is required
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course focuses on the study, rehearsal, and public performance of modern choral music literature, with an emphasis on the development of skills necessary to sing in a large ensemble. Study includes music reading skills, the building of technical skills, the creation of a beautiful tone, aesthetic awareness, and responsible rehearsal habits in a large ensemble. The literature performed in this class is primarily from the modern eras of music history (Impressionist, 20th Century, 21st Century), though other literature may also be programmed. Audition is required. This course is required for vocal music majors. Pass/No Pass Option

MUSC 042D CONCERT CHOIR-WORLD MUSIC
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: Audition is required
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course focuses on the study, rehearsal, and public performance of choral music literature from around the world, with an emphasis on the development of skills necessary to sing in a large ensemble. Study includes music reading skills, the building of technical skills, the creation of a beautiful tone, aesthetic awareness, and responsible rehearsal habits in a large ensemble. The literature performed in this class is primarily from non-Western cultures, though other literature may also be programmed. Audition is required. This course is required for vocal music majors. Pass/No Pass Option

MUSC 043A TECHNIQUES OF JAZZ IMPROVISATION
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: Prior experience in Jazz performance is strongly suggested.
Acceptable for credit: University of California, California State University
This course is a study of jazz harmony, melody, and rhythm found in contemporary jazz music, designed to provide knowledge of basic materials and practices necessary for improvising in the jazz idiom. Prior experience in Jazz performance is strongly suggested.
MUSC 043B TECHNIQUES OF JAZZ IMPROVISATION 2
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: MUSC 043A
Acceptable for credit: University of California, California State University
This course is the second in a two-part sequence, addressing jazz improvisation through guided performance practices. Students have the opportunity to achieve the skills necessary to create music with self-expression in advanced jazz styles. The course includes continued practical application of scales and modes, arpeggios, and melodic lines to the student’s instrument. Transcribing and analyzing solos from recording by famous jazz artists and independent study with tutorial computer programs are required. Listening and performing in class are major components of the course.

MUSC 044A MUSICAL THEATER & OPERA SCENES: COMIC OPERA
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 032A or MUSC 032B or MUSC 032C or MUSC 033A or MUSC 033B and THEA 040A
Acceptable for credit: University of California, California State University
This course provides students the opportunity to apply vocal and theatrical skills necessary for a staged performance in the opera and musical theater genres. Literature focuses primarily on comic opera. Audition required. Pass/No Pass Option

MUSC 044B MUSICAL THEATER & OPERA SCENES: VERISMO OPERA
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 032A or MUSC 032B or MUSC 032C or MUSC 033A or MUSC 033B and THEA 040A
Acceptable for credit: University of California, California State University
This course provides students the opportunity to apply vocal and theatrical skills necessary for a staged performance in the opera and musical theater genres. Literature focuses primarily on verismo opera. Audition required. Pass/No Pass Option

MUSC 044C MUSICAL THEATER & OPERA SCENES: MID-20TH CENTURY MUSICALS
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 032A and/or MUSC 032B and/or MUSC 032C and/or MUSC 033A and/or MUSC 033B and/or THEA 040A
Acceptable for credit: University of California, California State University
This course provides students the opportunity to apply vocal and theatrical skills necessary for a staged performance in the opera and musical theater genres. Literature focuses primarily on musicals of the mid-20th Century. Audition required. Pass/No Pass Option

MUSC 044D MUSICAL THEATER & OPERA SCENES: MODERN MUSICALS
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 032A or MUSC 032B or MUSC 032C or MUSC 033A or MUSC 033B and THEA 040A
Acceptable for credit: University of California, California State University
This course provides students the opportunity to apply vocal and theatrical skills necessary for a staged performance in the opera and musical theater genres. Literature focuses primarily on modern musical theater. Audition required. Pass/No Pass Option

MUSC 048 SYMPHONY ORCHESTRA
1 unit
Lecture 0 units; lab 1 unit
Audition required.
Acceptable for credit: California State University
C-ID MUS 180
This course focuses upon the study, rehearsal, and public performance of orchestral literature, with an emphasis on the development of skills needed to perform within a large ensemble. Different literature is studied each semester. Audition is required. Pass/No Pass Option

MUSC 049 SYMPHONIC BAND
1 unit
Lecture 0 units; lab 1 unit
Audition Required
C-ID MUS 180
This course is for the study, rehearsal, and public performance of the standard wind band literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature is studied each semester. Audition is required. Pass/No Pass Option

MUSC 049A SYMPHONIC BAND - MARCHES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is a study in the great marches written for symphonic and military bands throughout the ages. Attendance at all scheduled performances is required. Audition is required. Pass/No Pass Option

MUSC 049B SYMPHONIC BAND - CHORALES
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course covers one of the most beautiful aspects of wind band playing - the chorale. Study, rehearsal and performance of these works is essential to the comprehension of the Symphonic Band literature. Attendance at all scheduled performances is required. Audition is required. Pass/No Pass Option

MUSC 049C SYMPHONIC BAND - FILM AND POPULAR MUSIC
1 unit
Lecture 0 units; lab 1 unit
Prerequisites: Audition required.
Acceptable for credit: University of California, California State University
C-ID MUS 180
This course focuses on the study and performance of popular stage and film music for the concert band at varying levels of difficulty. Attendance at all scheduled performances is required. Audition is required. Pass/No Pass Option

MUSC 049D SYMPHONIC BAND - MODERN LITERATURE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID MUS 180
The modern concert band has evolved rapidly and this course focuses on the changes in the 21st century, by performing modern music by composers such as Ticheli, Balmages Hazo and others. Attendance at all scheduled performances is required. Audition is required. Pass/No Pass Option
MUSC 051 JAZZ BAND
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: Audition required
Acceptable for credit: University of California, California State University
This course focuses on the study, rehearsal, and public performance of standard jazz band literature, with an emphasis on the development of improvisation skills and ensemble playing. Different literature is studied each semester. Non-majors are welcome. Audition is required. Pass/No Pass Option

MUSC 051B JAZZ ENSEMBLE - THE SWING ERA
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: University of California, California State University
This course focuses on the 40's, when big band jazz was almost an exclusively dance oriented art, featuring the music of Benny Goodman, Chick Webb, Louis Armstrong, and others. There is emphasis on group participation/rehearsals and public performances. Attendance at performances is required. Pass/No Pass Option

MUSC 051C JAZZ ENSEMBLE - EVOLUTION OF THE "STAGE BAND"
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: University of California, California State University
This course exposes students to the music of Woody Herman, Count Basie, Stan Kenton and other luminaries of the 1960's and 70's when the dance band genre was transformed into a more of a concert like a setting. There is emphasis on group participation/rehearsals and public performances. Attendance at performances is required. Pass/No Pass Option

MUSC 051D JAZZ ENSEMBLE - MODERN COMPOSERS
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: University of California, California State University
This course covers the musical changes in the modern Jazz band with performances and analysis of 21st century composers such as as Gordon Goodwin, Maria Schneider. Participation in rehearsals and public performances is required. Pass/No Pass Option

MUSC 052A ENSEMBLE PERFORMANCE IN JAZZ AND POPULAR MUSIC
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 051A
Acceptable for credit: University of California, California State University
This course focuses on small group playing. Ensembles may perform many styles including include Jazz, Rock, Hip - Hop, Funk, Ska, Classical, or Vocal. Each group is expected to perform in public.

MUSC 054 HISTORY OF ROCK AND ROLL MUSIC
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course covers the history of Rock and Roll music from its inception in the mid 40's through the punk movement of the late 70's and beyond. This course examines the relationship between music, musicians, and society during this period. Pass/No Pass Option

MUSC 055 WORLD MUSIC
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
World Music covers the developments in music from a non-western perspective and the influence of various cultures including African, South American, and Caribbean on the music of today. Course materials are selected from specific styles of folk, popular and art music, which are examined on the basis of the convergence of African, Native, and European elements, the effects of the 20th century developments such as technology and mass media, and the outgrowth of contemporary artistic thought and aesthetics.

MUSC 056 PERCUSSION ENSEMBLE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
Percussion Ensemble is a select group of musicians who engage in the performance of percussion performance literature. The repertoire ranges from classical transcriptions to contemporary jazz and world music. Rehearsals focus on individual preparation of assigned repertoire, group cohesiveness and interpretation. Membership is open to all qualified students of the college. Pass/No Pass Option

MUSC 057 HISTORY AND CULTURE OF HIP-HOP
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: California State University
This course presents the development of hip-hop as a musical style and cultural movement. Students have the opportunity to examine key figures in hip-hop, institutions, and social settings through readings, electronic media, videos, and hands-on projects. Students also have the opportunity to investigate how hip-hop culture is not only a source of entertainment, but also a medium that provides commentary regarding social, economic, political and cultural issues dealing with identity, cultural genocide, misogyny, racism, classism, materialism, freedom of speech and sexuality. Pass/No Pass Option

MUSC 061 JAZZ SINGERS
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: Audition required.
Advisory: MUSC 009
Acceptable for credit: University of California, California State University
This course focuses on the study, rehearsal, and public performance of jazz choir literature, with an emphasis on the development of independence in solo and ensemble singing. Different literature is studied each semester. Non-majors are welcome. Audition is required. Pass/No Pass Option

MUSC 061B VOCAL JAZZ ENSEMBLE: SWING
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: Audition required prior to placement in class
Acceptable for credit: University of California, California State University
Vocal Jazz Singers is a choral ensemble open to all students by audition. The ensemble performs a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class focuses on the study and performance of vocal jazz literature from the Swing Era. Pass/No Pass Option

MUSC 061C VOCAL ENSEMBLE: LATIN JAZZ
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: Audition required prior to placement in class
Acceptable for credit: University of California, California State University
Vocal Jazz Singers is a choral ensemble open to all students by audition. The ensemble performs a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class focuses on the study and performance of Latin vocal jazz literature. Pass/No Pass Option

MUSC 061D VOCAL JAZZ ENSEMBLE: POP & A CAPELLA
2 units
Lecture 1 unit; lab 1 unit
Prerequisite: Audition required prior to placement in class
Acceptable for credit: University of California, California State University
Vocal Jazz Singers is a choral ensemble open to all students by audition. The ensemble performs a wide range of music in concerts and choral festivals throughout the region. The literature performed in this class focuses on the study and performance of vocal jazz literature in the Pop and a cappella styles. Pass/No Pass Option
MUSC 062A SOLO PERFORMANCE IN JAZZ AND POPULAR MUSIC
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
Students have the opportunity to study and perform songs in the popular and jazz idioms. Proper vocal or instrumental technique, stage presence, phrasing and styling, and the use of microphone are explored. Pass/No Pass Option

MUSC 063A INTRODUCTION TO MUSIC PRODUCTION
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This is a project based course providing specific training in Digital Audio Workstation audio and music production. The course covers MIDI, digital audio, computer based sequencing, signal processing, recording and score editing with computer-related instruments in an industry standard Digital Audio Workstation environment of either Logic Pro or Pro Tools. Pass/No Pass Option

MUSC 063B COMMERCIAL MUSIC PRODUCTION
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This is a project based course providing advanced training in MIDI programming and editing techniques. The course covers advanced DAW sequencing, signal processing, and recording in an industry-specific DAW environment of either Logic Pro or Pro Tools. Pass/No Pass Option

MUSC 064 SOUND DESIGN
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This course is an introductory survey of sound types, techniques and the methods of their application for appropriate accompaniment to computer animation and multi-media presentations. Pass/No Pass Option

MUSC 065A RECORDING ARTS I
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This is the first of a 3-part series of recording arts classes. It is an introductory class to the audio recording arts, covering basic recording studio skills including analog audio theory, signal flow, gain staging, microphones, mic placement and tracking. Pass/No Pass Option

MUSC 065B RECORDING ARTS II
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This is the second of a 3-part series of recording arts classes. MUSC 065B is an intermediate class in the audio recording arts, covering multi-track recording & overdubbing, outboard and on-board signal processing, use of patch bays, mixing, automation and commercial music production. Pass/No Pass Option

MUSC 065C RECORDING ARTS III
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This is the last of a 3-part series of recording arts classes. It is an advanced course in the audio recording arts, covering mixing, signal processing, comp tracks and mastering. Pass/No Pass Option

MUSC 066 DIGITAL AUDIO AND NOTATION
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 065
Acceptable for credit: California State University
This course focuses on the basics of MIDI, music notation, the digital audio workstation and digital audio terminology using industry standard technology. Pass/No Pass Option

MUSC 067A CREATING MUSIC FOR FILM, TV, AND GAMING: FOUNDATIONS
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
For music creators and songwriters, using tools of the modern MIDI studio, this course provides an introductory level of creating music for TV, film, and games. Topics include designing a cue, media songwriting, linear and layering scoring techniques, and the business relationship with clients. Pass/No Pass Option

MUSC 067B CREATING MUSIC FOR FILM, TV AND GAMING: TECHNIQUES
3 units
Lecture 2 units; lab 1 unit
Advisory: MUSC 067A
Acceptable for credit: University of California, California State University
For music creators and songwriters, using tools of the modern MIDI studio, this course covers the spotting session, cue sheets and stem deliveries. Creating music for TV, film, and gaming topics include designing long cues, media songwriting, layering scoring techniques, and developing systems for organizing studio production. Pass/No Pass Option

MUSC 068 CINEMATIC ORCHESTRATION FOR FILM, TV AND GAMING
3 units
Lecture 2 units; lab 1 unit
Advisory: MUSC 005
Acceptable for credit: University of California, California State University
This course offers the basics of orchestration, as well as an introduction to the world of computers, samples, and MIDI to create effective virtual orchestrations for media and composition. This course also covers studio requirements and considerations, such as computer choices, sequencing software, sample libraries, electronic orchestration techniques, and mixing techniques, all with the primary objective of producing facsimiles of electronic and acoustic instrument performances.

MUSC 069A SONGWRITING, LEVEL 1
3 units
Lecture 3 units; lab 0 units
This course offers the commercial music student the opportunity to acquire basic skills in commercial music theory, specifically in preparation for MUSC 069B Songwriting, Level 2. No prior knowledge of music or music theory is required. This course explores basic music notation, rhythm and meter, scales, key signatures, intervals and inversions, triads, inversions of chords, and simple harmonic analysis. Pass/No Pass Option

MUSC 069B SONGWRITING, LEVEL 2
3 units
Lecture 2 units; lab 1 unit
Prerequisite: MUSC 069A
Acceptable for credit: California State University
This course explores the process of songwriting. Songs are analyzed for chord structure, form, rhythm, melody, harmony, and lyrics. Original compositions and performances are expected from all students. Pass/No Pass Option.
Nutrition Studies

THE FACULTY
Wendy Bowers-Gachesa

DIVISION  Health and Human Development
DEAN  John Vlahos
DEPARTMENT CHAIR  Kris Gaiero
PHONE  408-741-4019
EMAIL  kris.gaiero@westvalley.edu
COUNSELING  408-741-2009

Degree:
A.S.-T, Nutrition & Dietetics

Learning Outcomes
After completing courses in Nutrition Studies, a student will be able to:
• Explain the scientific basis for nutrition;
• Apply nutrition concepts to regular and therapeutic diets.

NUTRITION STUDIES: For transfer information see assist.org and/or consult with a counselor.

Associate in Science in Nutrition and Dietetics for Transfer Degree (A.S.-T in Nutrition and Dietetics)
The Associate in Science in Nutrition and Dietetics for Transfer degree (AS-T in Nutrition and Science) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Nutrition And Dietetics. Students who complete the Associate in Science in Nutrition and Dietetics for Transfer degree (AS-T in Nutrition and Dietetics) will be able to demonstrate knowledge in the relationship of the human diet to health and lifestyle-related diseases. The purpose of the Nutrition and Dietetics major is to provide students with education and training in the area of nutritional sciences or dietetics, and to prepare for transfer. This major provides the opportunity for students to begin their career path in the field of Nutrition and Dietetics.

Students must complete the following requirements:
• 60 semester or 90 quarter CSU-transferable units;
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district
• attainment of a minimum grade point average (GPA) of 2.0;
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.S.-T in Nutrition and Dietetics, a student will be able to:
• Identify the role of nutrients and healthy food preparations for optimal health and well-being.
• Select appropriate foods for a healthy diet and disease risk reduction.
• Clearly communicate nutrition concepts in oral and written formats.
• Use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions.

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<td>NS 015</td>
<td>Human Nutrition</td>
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<td>PSYCH 001</td>
<td>General Psychology</td>
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List A: Select a Minimum of One Course

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<td>Elementary Statistics</td>
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List B: Select One Course

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<td>BIO 011H</td>
<td>Honors Human Biology</td>
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<td>BIO 041</td>
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Total Major Units: 28-32
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (11 Units):
NUTR 015, CHEM 001A, PSYC 001

Spring, Year 1 (10 Units):
BIOL 045, CHEM 001B

List A – Suggested courses

Fall, Year 2 (5 Units):
CHEM 012A

Spring, Year 2 (9 Units):
MATH 010, BIOL 048

List B – Suggested course

Fall, Year 2 (4 Units):
BIOL 011

NUTR 015 HUMAN NUTRITION

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID NUTR 110
Basic scientific principles as they apply to human nutrition in maintaining health and preventing disease are discussed. Concentration is on the nutrient requirements of the human body throughout life. Biochemical functions and interrelationships of nutrients are examined. Current nutritional controversies are evaluated. Students have the opportunity to gain practical experience in evaluating nutritional data by completing a self-study project. This course is designed for the student who has no science background. Pass/No Pass Option

NUTR 020 WORLD FOOD CUSTOMS AND NUTRITION

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines food intake patterns, food customs and nutritional status of people from various racial, regional and religious backgrounds of the world from an evolutionary and ecological perspective. In addition, this course looks at food as a source of nutrients as well as an integral part of people's cultures. This course explores contemporary health problems related to food and nutrition, and discusses different approaches to dealing with these challenges through community development and other intervention strategies. Pass/No Pass Option

NUTR 022 SPORTS NUTRITION

3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed specifically for the fitness specialist or enthusiast who wants a basic understanding of nutritional principles as they relate to exercise and sports. Emphasis is placed on understanding the role of nutrients in physical performance. Body composition, precompetition meals and the efficiency of ergogenic aids are also discussed. Pass/No Pass Option
Oceanography

THE FACULTY
Robert Lopez

DEAN
Laura Hyatt

DEPARTMENT CHAIR
Mel Vaughn

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EMAIL
melvin.vaughn@westvalley.edu

COUNSELING
408-741-2009

Oceanography is for explorers, for people interested in the ocean environment and in the physical processes that affect the coasts, seafloor, and water column. Oceanographers study volcanoes and sediment, water chemistry and atmospheric gasses, glacial ice and global warming, marine ecology and habitat, earth and life through time, and the origins of the universe. At West Valley College, students can take the multidisciplinary course Oceanography 001, offered through the Department of Oceanography, and can choose from a variety of earth science and biological sciences courses offered through the Department of Geology and the Department of Biology.

Oceanography is a multidisciplinary science that applies the concepts of biology, chemistry, physics, mathematics, and engineering to the ocean world. Fields of study include physical oceanography, meteorology, geophysics, geochemistry, glaciology, volcanology, marine biology, environmental geology, and more. The multidisciplinary approach is what makes oceanography exciting and challenging for students with broad scientific interests and curiosity of how the ocean system works. The exploration of oceanography is a hands-on discipline that is best realized by seeing the ocean environment through field experience.

Learning Outcomes
After completing courses in Oceanography, a student will be able to:
• Describe and explain some of the fundamental insights to the world oceans;
• Solve oceanographic problems quantitatively;
• Describe and explain a number of marine-related environmental issues.

Career Options
Most job opportunities available to oceanography graduates are in physical oceanography: marine geology, ocean engineering, marine chemistry, and marine physics. Most marine geologists work for oil and mineral companies. Marine engineers are needed to design, construct, and maintain offshore oil rigs, ships, and harbor structures. Marine chemists work to figure out ways to stop marine corrosion and to extract chemicals from seawater. Marine biologists have fewer job opportunities. They can be employed at museums, aquariums, and marine theme parks. Some marine biologists work for sanitation districts to monitor waste discharge into the ocean. A degree in oceanography is an excellent background for teaching science at the secondary school level.

Highlights:
The Oceanography/Geology Department offers:
• Transferable courses (all Oceanography courses are transferable to UC or CSU)
• Marine Coastal Geology and San Francisco Bay Estuary Field trips
• Course Web Pages with Online Study Questions

OCEA 010 INTRODUCTION TO OCEANOGRAPHY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course presents some of the more important phenomena of oceanography with emphasis on seafloor plate tectonics, marine geology, ocean chemistry, ocean physics, and marine ecology. The laboratory section complements the lecture with hands-on experience through lab exercises, demonstrations, and field trips. Pass/No Pass Option

Orthopedic Technician
(See Health Care Technologies)

Paralegal

THE FACULTY
Stacy Hopkins

DEAN
Renee Paquier

DEPARTMENT CHAIR
Stacy Hopkins

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EMAIL
stacy.hopkins@westvalley.edu

COUNSELING
408-741-4068

Paralegal

The primary goal of the Paralegal Studies Program is to prepare students for positions as paralegals as a means of improving the accessibility, quality, and affordability of legal services. West Valley’s Paralegal Studies Program is responsive to the needs of the State of California and contributes to the advancement of legal professionals. “A Paralegal is a trained specialist who, under the supervision of an attorney, performs a wide variety of legal tasks. These include legal research, law office management and preparation of legal documents. Only an attorney may provide legal services directly to the public.”

WVC PARALEGAL PROGRAM LIST OF ABA APPROVED GENERAL EDUCATION – Revised May 2019

Area A - Language and Rationale
ENGL 001A, 001B, 001C
MATH 000D, 000G, 001, 002, 003A/B, 004A/B/C, 008, 010, 012, 019, 106, 106R
PHIL 001, 002, 003, 017
READ 053
COMM 001, 010, 020

Area B - Natural Sciences
ANTH 001
ASTR 002, 010, 011, 014, 020, 021
BIOL 002, 010, 011, 013, 014, 018, 022, 023, 024, 036, 037, 041, 042, 045, 046, 048
CHEM 001A/B, 002, 012A/B, 030A/B
GEOG 001
GEOG 001A/B, 002B, 015, 020
OCEA 010
PSCI 010, 020, 040
PHYS 002A/B, 004A/B/C, 010
PSYC 002, 007

Area C – Humanities
ASLA 060A/B
ARTS 001A/B/D, 004, 007, 010, 012A/B, 013, 014
ENGL 005A/B, 006A/B, 007A/B, 012, 013, 018, 043, 044, 046, 047, 048, 049
FRNC 001A/B, 002A/B, 050A/B, 051A/B
GERM 001A/B, 002A/B
HUMN 001A/B, 002, 003
ITAL 001A/B, 002A/B, 050A/B, 051A/B
JPN 001A/B, 002A/B, 050A/B, 051A/B
LATN 050A
MUSIC 001, 002, 009, 010
PHIL 001, 003, 004, 005, 006, 008, 012
RUSS 001A/B, 005A/B
SPAN 001A/B, 002A/B, 003A/B, 050A/B, 051A/B
THEA 002, 010, 014A/B, 015

Area D – Social Science
Series 1
ADMJ 001
ANTH 002, 003, 004
ECON 001A/B, 010
GEOG 002, 006
HIST 004B, 012, 014, 016, 020
POLI 002, 003, 004
PSYC 001, 017, 025  
SOCI 001, 045  
Series 2  
HIST 017B  
PULI 001  

**Area E – Lifelong Learning and Development**  
COMM 004, 008  
LIBR 004  
PSYC 012, 025  

**Area F – Cultural Diversity**  
COMM 012  
CHST 005  
COUN 050  
ENGL 012, 013, 018, 046  
PHIL 021  
PSYC 009  
SOCI 020  
WGQS 001  

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**PARALEGAL**  
**A.S. Degree**  
The Paralegal Associate of Science degree goals and objectives were designed to prepare the student to enter into the paralegal profession. To enhance a graduate's ability to obtain employment, the Program requires an internship in a law office environment doing paralegal level tasks. This aids the graduate by demonstrating to potential employers that the candidate has had practical paralegal work experience in the legal field.  

After completing this degree in Paralegal, a student will be able to:  

1. Describe the practice of law and the paralegal's role in the legal profession.  
2. Demonstrate the skills and knowledge needed to work in civil litigation.  
3. Conduct legal research.  
4. Apply the ethical rules and regulations applicable to paralegals and other legal professionals to given situations.  
5. Demonstrate strong written and oral communication skills.  

Examples of Paralegal employers include:  
- Law Firms  
- Government Agencies  
- Corporate Legal Departments  
- Non-Profit Organizations  
- Financial Institutions  
- Insurance Companies  
- Real Estate Companies  

 Additionally, there are a number of alternative careers for paralegal-trained individuals, including:  
- Investigator or Hearing Officers for Federal, State, and Local Administrative Agencies  
- Insurance Claims Adjuster  
- Debt Collector  
- Financial Services Representative  
- Legal Writer  
- Alternative Dispute Resolution (Mediator, Arbitrator)  
- Legal Publishing or Database Company Representative  
- Project Manager/Sales for legal support software vendors  
- Contracts Administrator  
- Compliance Officer in a Corporate environment  
- Clerk or Administrator in the court system  

Special note: Coursework may include no more than 12 units for transfer of legal specialty courses from another ABA approved paralegal program. No more than 3 units of the Administration of Justice courses may be selected as electives. This degree consists of all of the requirements for the Paralegal Certificate of Achievement plus a minimum of 25 units of General Education from the approved list of general education courses.  

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**Electives from Recommended List: 6 units**  
PARA 022B Post Trial Procedures  
PARA 027 Corporate Law  
PARA 030 Business Contract Law  
PARA 032 Family Law  
PARA 033 Paralegal Procedures in Real Estate Law  
PARA 034 Bankruptcy Law and Procedures  
PARA 035A Practical Procedures for Probate  
PARA 036 Will Drafting and Basic Estate Planning  
PARA 037 Intellectual Property Law  
PARA 038 Constitutional Law  
PARA 070 Employment Law  
PARA 075 Business Compliance Law  
PARA 076 Immigration and Naturalization Law for Paralegals  
PARA 077 Elder Law for Paralegals  
PARA 083B Electronic Evidence Discovery  
PARA 083C Patent Administration for Paralegals  
ADMJ 004 Legal Aspects of Evidence  
ADMJ 005 Criminal Investigation  
ADMJ 041 Introduction to Forensics  

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**Total Major Units**  
35  

To be awarded an A.S. Degree, a student must complete:  
1. All major requirements.  
2. Additional units to meet the college graduation requirements.  

For crosswalk of new subject codes, see page 51  

**Recommended Course Sequence:**  
**Fall, Year 1 (12.5 Units):**  
PARA 018, PARA 019, PARA 021, Elective (Any Course), PARA 068  
**Spring, Year 1 (11.5 Units):**  
PARA 022, PARA 023, PARA 025, PARA 29A, PARA 05B  
**Fall, Year 2 (11 Units):**  
PARA 22A, PARA 024A, PARA 029B, Elective (Any Course), PARA 043
**Paralegal Certificate of Achievement**

The Paralegal Certificate of Achievement goals and objectives were designed to prepare the student to enter into the paralegal profession. To enhance a graduate’s ability to obtain employment, the Program requires an internship in a law office environment doing paralegal level tasks. This aids the graduate by demonstrating to potential employers that the candidate has had practical paralegal work experience in the legal field.

After completing this Certificate a student will be able to:

1. Describe the practice of law and the paralegal’s role in the legal profession.
2. Demonstrate the skills and knowledge needed to work in civil litigation.
3. Conduct legal research.
4. Apply the ethical rules and regulations applicable to paralegals and other legal professionals to given situations.
5. Demonstrate strong written and oral communication skills

Examples of Paralegal employers include:

- Law Firms
- Government Agencies
- Corporate Legal Departments
- Non-Profit Organizations
- Financial Institutions
- Insurance Companies
- Real Estate Companies

Additionally, there are a number of alternative careers for paralegal-trained individuals, including:

- Investigator or Hearing Officers for Federal, State, and Local Administrative Agencies
- Insurance Claims Adjuster
- Debt Collector
- Financial Services Representative
- Legal Writer
- Alternative Dispute Resolution (Mediator, Arbitrator)
- Legal Publishing or Database Company Representative Project Manager/Manager of software vendors
- Contracts Administrator
- Compliance Officer in a Corporate environment
- Clerk or Administrator in the court system.

Special note: Coursework may include no more than 12 units for transfer of legal specialty courses from another ABA approved paralegal program. No more than 3 units of the Administration of Justice courses may be selected as electives.

### Course Requirements

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARA 018</td>
<td>Legal Analysis</td>
<td>2</td>
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<tr>
<td>PARA 019</td>
<td>Introduction to Paralegal Studies</td>
<td>3</td>
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<tr>
<td>PARA 021</td>
<td>Introduction to American Law</td>
<td>3</td>
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<tr>
<td>PARA 022</td>
<td>Civil Litigation Procedures</td>
<td>3</td>
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<tr>
<td>PARA 022A</td>
<td>Pre-trial Procedures</td>
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</tr>
<tr>
<td>PARA 023</td>
<td>Legal Research and Writing</td>
<td>3</td>
</tr>
<tr>
<td>PARA 024A</td>
<td>Writing for Law Practice</td>
<td>1.5</td>
</tr>
<tr>
<td>PARA 025</td>
<td>Legal Ethics and Professional Responsibility</td>
<td>1.5</td>
</tr>
<tr>
<td>PARA 029A</td>
<td>Paralegal Employment Preparation</td>
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<tr>
<td>PARA 029B</td>
<td>Paralegal Internship</td>
<td>2</td>
</tr>
<tr>
<td>PARA 043</td>
<td>Law Office Management and Technology</td>
<td>3</td>
</tr>
<tr>
<td>PARA 065B</td>
<td>Microsoft Word for the Law Office</td>
<td>3</td>
</tr>
<tr>
<td>PARA 068</td>
<td>Computer Assisted Legal Research</td>
<td>1.5</td>
</tr>
</tbody>
</table>

**Course Substitution and Waivers**

Course substitutions are approved pursuant to Program policy only. No waiver of courses is permitted by the Program.

Recommended Course Sequence:

**Fall, Year 1 (12.5 Units):**
PARA 018, PARA 019, PARA 021, Elective (Any Course), PARA 068

**Spring, Year 1 (12 Units):**
PARA 022, PARA 023, Elective (Any Course), PARA 65B

**Fall, Year 2 (10.5 Units):**
PARA 22A, PARA 024A, PARA 025, PARA 029A, PARA 029B, PARA 043

**PARA 018 Legal Analysis**

- **Units:** 2
  - Lecture: 2 units; lab: 0 units
  - Acceptable for credit: California State University
  - This course covers how to analyze primary sources of law, including enacted law and court opinions. It focuses on understanding the requirements of the law and applying these requirements to a client’s facts.

**PARA 019 Introduction to Paralegal Studies**

- **Units:** 3
  - Lecture: 3 units; lab: 0 units
  - Acceptable for credit: California State University
  - This course covers how to analyze primary sources of law, including enacted law and court opinions. It focuses on the requirements of the law and applying these requirements to a client’s facts.
PARA 021 INTRODUCTION TO AMERICAN LAW  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course provides an overview of major substantive areas of American Law including contracts, constitutional law, corporations, criminal law, family law, property, wills and estates, and personal injury law.  

PARA 022 CIVIL LITIGATION PROCEDURES  
3 units  
Lecture 3 units; lab 0 units  
Prerequisite: PARA 019  
Advisory: PARA 065B  
Acceptable for credit: California State University  
This course teaches advanced law office procedures for handling a civil lawsuit, including interviewing and investigative procedures and the procedural steps taken to prepare a civil litigation case. This course provides students with the opportunity to engage in practical exercises consisting of the drafting of pleadings and accompanying documents.  

PARA 022A PRE-TRIAL PROCEDURES  
1.5 units  
Lecture 1.5 units; lab 0 units  
Prerequisite: PARA 022  
Acceptable for credit: California State University  
This course provides an in-depth and hands-on study of the pre-trial process. The course covers the discovery process, settlement, pre-trial motions, trial preparation, and case management.  

PARA 022B POST TRIAL PROCEDURES  
1 unit  
Lecture 1 unit; lab 0 units  
Acceptable for credit: California State University  
This course covers post trial procedures including lien filings, attachment and collection.  

PARA 023 LEGAL RESEARCH AND WRITING  
3 units  
Lecture 3 units; lab 0 units  
Prerequisites: PARA 018 and PARA 019 and PARA 068  
Acceptable for credit: California State University  
This course provides an in-depth study of the skills needed by the paralegal to do legal research. The primary emphasis of the course is on how to find statutes and case law applicable to a legal issue. The course also covers analytical skills needed to create a research plan and to communicate research results.  

PARA 024A WRITING FOR LAW PRACTICE  
1.5 units  
Lecture 1.5 units; lab 0 units  
Prerequisites: PARA 018 and PARA 019  
Acceptable for credit: California State University  
This course covers the drafting of law office communications, both hard-copy and email. Topics covered include legal memoranda, persuasive writing, in-house documents, and correspondence. The emphasis is on improving writing, editing, formatting, and communication skills.  

PARA 025 LEGAL ETHICS AND PROFESSIONAL RESPONSIBILITY  
1.5 units  
Lecture 1.5 units; lab 0 units  
Acceptable for credit: California State University  
This course provides an in-depth study of the ethical rules and regulations that govern all personnel in the legal profession.  

PARA 027 CORPORATE LAW  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course offers an overview of the substantive law regarding corporations and other business entities. The course also provides an introduction to the requirements for compliance with regulations of the SEC and various state agencies as well as tax issues as they relate to different business entities.  

PARA 029A PARALEGAL EMPLOYMENT PREPARATION  
1 unit  
Lecture 1 unit; lab 0 units  
Prerequisite: PARA 019  
Acceptable for credit: California State University  
This course focuses on job hunting techniques for obtaining paralegal employment and the skills needed to survive and thrive as a paralegal. Pass/No Pass Only.  

PARA 029B PARALEGAL INTERNSHIP  
2 units  
Work Experience Units: 2  
Prerequisites: PARA 022 and PARA 023 and PARA 025 and PARA 029A and PARA 065B  
Acceptable for credit: California State University  
The internship provides students with the opportunity to apply knowledge and skills learned in the program in a private or corporate office or a government agency while working under the supervision of a member of the California State Bar or a Patent Agent. This course requires 120 unpaid or 150 paid internship hours. Pass/No Pass Only.  

PARA 030 BUSINESS CONTRACT LAW  
1.5 units  
Lecture 1.5 units; lab 0 units  
Acceptable for credit: California State University  
This course introduces the student to the fundamentals of contract law. The student is introduced to issues of contract formation, breach of contract, and contractual remedies. The course also provides the opportunity to gain experience in the drafting of agreements.  

PARA 032 FAMILY LAW  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course covers the laws and procedure for marital dissolution, annulment, legal separation as well as custody and support disputes. Students have the opportunity to prepare various family law documents including petitions, applications and declarations.  

PARA 033 PARALEGAL PROCEDURES IN REAL ESTATE LAW  
1.5 units  
Lecture 1.5 units; lab 0 units  
Acceptable for credit: California State University  
This course introduces the procedures commonly performed by the paralegal in real property practice. The course covers the substantive law of real property and leasehold interest and the rights and duties of landlords and tenants. The curriculum includes instructions in contracts and agency as applicable to real property transactions and related matters including recordation.  

PARA 034 BANKRUPTCY LAW AND PROCEDURES  
1.5 units  
Lecture 1.5 units; lab 0 units  
Acceptable for credit: California State University  
This course provides an introduction to bankruptcy law and procedure as well as office procedures and interviewing skills. The course curriculum also covers the preparation of bankruptcy forms for court and trustee filing.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
<th>Acceptable for</th>
<th>Credit</th>
<th>Lecture</th>
<th>Lab</th>
<th>Advisory</th>
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<tbody>
<tr>
<td>PARA 035A</td>
<td>PRACTICAL PROCEDURES FOR PROBATE</td>
<td>1.5</td>
<td>This course covers the procedures and forms required to process a will through probate.</td>
<td>California State University</td>
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<td>1.5</td>
<td>0</td>
<td>PARA 019</td>
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<td>PARA 036</td>
<td>WILL DRAFTING AND BASIC ESTATE PLANNING</td>
<td>3</td>
<td>This course introduces basic will drafting and estate planning procedures. Other topics include the terminology, statutes, and case law applicable to this area of law as well as will drafting and other documents related to dispositions of property.</td>
<td>California State University</td>
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<tr>
<td>PARA 037</td>
<td>INTELLECTUAL PROPERTY LAW</td>
<td>1.5</td>
<td>This course introduces the student to the law of copyright, patent, trademark and trade secrets. It provides an overview study of procedural and substantive laws involved in intellectual property with extended review of copyright and trade secret law.</td>
<td>California State University</td>
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<tr>
<td>PARA 038</td>
<td>CONSTITUTIONAL LAW</td>
<td>3</td>
<td>This course examines the United States’ Constitution and Supreme Court cases involving free speech, civil rights, freedom of religion and rights to privacy.</td>
<td>California State University</td>
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<td>PARA 042</td>
<td>CRIMINAL TRIAL TECHNIQUES FOR THE PARALEGAL</td>
<td>1.5</td>
<td>This course provides an in-depth study of the various techniques used in the prosecution and defense of a client during a criminal procedure in the court system. This course also covers the role of the paralegal at various stages of these proceedings.</td>
<td>California State University</td>
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<tr>
<td>PARA 043</td>
<td>LAW OFFICE MANAGEMENT AND TECHNOLOGY</td>
<td>3</td>
<td>This course is designed to introduce the student to the composition of, and the functions performed in, a law office on a day-to-day basis. It includes an in-depth review of various time keeping, accounting and records management systems. In addition, it explores the use of various types of computers and other business machines found in a law office and the different types of software that are utilized.</td>
<td>California State University</td>
<td></td>
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<td>PARA 065B</td>
<td>MICROSOFT WORD FOR THE LAW OFFICE</td>
<td>3</td>
<td>This course covers the preparation of legal documents, such as contracts, wills, and pleadings, using Microsoft Word features that apply to the law office.</td>
<td>California State University</td>
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<tr>
<td>PARA 068</td>
<td>COMPUTER ASSISTED LEGAL RESEARCH</td>
<td>1.5</td>
<td>This course covers the basic skills needed to do effective legal research online using either the Internet or a fee-based legal research service, such as Westlaw or LEXIS. Pass/No Pass Only</td>
<td>California State University</td>
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<tr>
<td>PARA 070</td>
<td>EMPLOYMENT LAW</td>
<td>3</td>
<td>This course introduces the student to the major substantive areas of employment law, including employment discrimination, wage and hour regulations, wrongful discharge, family and medical leave, employee privacy rights, and safety regulations.</td>
<td>California State University</td>
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<tr>
<td>PARA 075</td>
<td>BUSINESS COMPLIANCE LAW</td>
<td>1.5</td>
<td>This course provides an overview of the principles related to corporate and healthcare compliance laws.</td>
<td>California State University</td>
<td></td>
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<tr>
<td>PARA 076</td>
<td>IMMIGRATION AND NATURALIZATION LAW FOR PARALEGALS</td>
<td>3</td>
<td>This course provides an overview of Immigration and Naturalization laws, with emphases on the history of immigration in the United States. Curriculum also covers the evolution of laws and policies towards aliens, and the interfacing of the administrative agencies responsible for enforcing the law.</td>
<td>California State University</td>
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<tr>
<td>PARA 077</td>
<td>ELDER LAW FOR PARALEGALS</td>
<td>1.5</td>
<td>This course introduces students to the elder law issues of estate planning, Medicare, Social Security, and guardianship.</td>
<td>California State University</td>
<td></td>
<td>1.5</td>
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<td>PARA 083B</td>
<td>ELECTRONIC EVIDENCE DISCOVERY</td>
<td>1</td>
<td>This course introduces the fundamental skills necessary to the collection, preservation, and production of discoverable evidence in electronic form. Emphasis is on the critical differences between discovery of paper documents and discovery of electronic evidence and metadata. The course is designed for students who want to learn how to comply with discovery rules and document requests while avoiding the common errors that may lead to court sanctions.</td>
<td>California State University</td>
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<tr>
<td>PARA 083C</td>
<td>PATENT ADMINISTRATION FOR PARALEGALS</td>
<td>3</td>
<td>The course introduces the patent administration process. It provides a step-by-step approach to the role paralegals play in the administration of patents.</td>
<td>California State University</td>
<td></td>
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<td>PARA 037</td>
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</table>
Park Management

THE FACULTY
Christopher Cruz
Heidi McFarland

DIVISION  Che School of Professional Studies
DEAN  Renee Paquier
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Degree:  A.S., Park Management
Certificate:  Park Management

PARK MANAGEMENT  A.S. Degree
The Park Management AS degree is designed for students who have a desire to pursue a career with city, county, state, and federal parks, open space and public land management agencies. These positions include open space technicians, park rangers, park interpreters, park maintenance, game officers, park managers, park planners, natural resource managers, cultural resource managers, wildland fire fighters, and search and rescue technicians.

Students learn to apply skills working directly with parks, open space, public land agencies and non-governmental environmental organizations. Upon completion of the Park Management AS Degree, students will be able to:

• Plan and implement backcountry overnight experiences.
• Develop plans and designs for park facilities.
• Design, develop, and complete projects in the following four areas: resources management, visitor services, maintenance, and interpretation.
• Develop GIS mapping projects and demonstrate the use of GPS.
• Use wildland fire and emergency medical response techniques.
• Plan, design, and complete a maintenance project.

Course ID  Title  Units
Required Core Courses: 38-39 units
PMGT 013  Wildland Fire Suppression  2
PMGT 014  Conservation of Our Natural Resources  3
PMGT 015A  Duties of the Park Professional  3
PMGT 015B  Natural and Cultural Resource Interpretation  3
PMGT 015C  Introduction to Park Maintenance  3
PMGT 017  Basic Horticulture for Parks  3
PMGT 018  Park Planning & Design  3
PMGT 019  Wilderness First Responder  5
PMGT 020A  Employment Preparation  1
PMGT 020B  Internship  2
PMGT 021  Park Operations Laboratory  1
PMGT 010  Introduction to Park Management  3
PMGT 011  Park Communications  2
GIST 016A  Introduction to Geospatial Technology  3
PMGT 012A  Basic Outdoor Skills  2
OR  PMGT 012B  Backcountry Technical Rescue  3

Total Major Units  38-39
To be awarded an A.S. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (11-12 Units):
GIST 016A, PMGT 010, PMGT 014, PMGT 012A or 12B

Spring, Year 1 (10 Units):
PMGT 011, PMGT 015C, PMGT 019

Winter, Year 1 (2 Units):
PMGT 013

Fall, Year 2 (7 Units):
PMGT 015A, PMGT 015B, PMGT 021

Spring, Year 2 (8 Units):
PMGT 017, PMGT 018, PMGT 020A, PMGT 020B

PARK MANAGEMENT  Certificate of Achievement
The Park Management department meets the needs of three different groups of students: the typical career-oriented college student, the professional wishing a career change and the park professional whose goal is to enhance their skills, obtain in-service training and comply with changing professional standards.

Upon completion of the Park Management Certificate of Achievement students will be able to:

• Develop and use backcountry rescue, survival and overnight travel skills.
• Develop web based geospatial mapping projects with the use of remote sensing and GPS technologies.
• Design, develop, and complete projects in the following four areas: resources management, visitor services, maintenance, and interpretation.
• Use wildland fire and emergency medical response techniques.
• Plan, design, and complete a maintenance project.
• Develop and use backcountry rescue, survival and overnight travel skills.

Course ID  Title  Units
Recommended Electives:
PMGT 012C  Advanced Outdoor Skills and Survival  3
PMGT 019B  Wilderness First Responder Refresher  2
PMGT 023  Powersaws  1
PMGT 024  Wilderness Navigation  1

Course ID  Title  Units
Required Core Courses: 38-39 units
PMGT 010  Introduction to Park Management  3
PMGT 011  Park Communications  2
GIST 016A  Introduction to Geospatial Technology  3
PMGT 013  Wildland Fire Suppression  2
PMGT 014  Conservation of Our Natural Resources  3
PMGT 015A  Duties of the Park Professional  3
PMGT 015B  Natural and Cultural Resource Interpretation  3
PMGT 015C  Introduction to Park Maintenance  3
PMGT 017  Basic Horticulture for Parks  3
Course ID | Title | Units
--- | --- | ---
PMGT 018 | Park Planning & Design | 2
PMGT 019 | Wilderness First Responder | 5
PMGT 020A | Employment Preparation | 1
PMGT 020B | Internship | 2
PMGT 021 | Park Operations Laboratory | 1
PMGT 012A | Basic Outdoor Skills | 2
PMGT 012B | Backcountry Technical Rescue | 3

Recommended Electives

PMGT 012C | Advanced Outdoor Skills | 3
PMGT 019B | Wilderness First Responder Refresher | 2
PMGT 023 | Powersaws | 1
PMGT 024 | Wilderness Navigation | 1

Total Certificate Units 38-39

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (11-12 Units):
GIST 016A, PMGT 010, PMGT 014, PMGT 012A or 12B

Spring, Year 1 (10 Units):
PMGT 011, PMGT 015C, PMGT 019

Spring/Winter, Year 1 (2 Units):
PMGT 013

Fall, Year 2 (7 Units):
PMGT 015A, PMGT 015B, PMGT 021

Spring, Year 2 (8 Units):
PMGT 017, PMGT 018, PMGT 020A, PMGT 020B

PMGT 010 INTRODUCTION TO PARK MANAGEMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides an introduction to public land management and the history of environmental thought from prehistoric time to the creation of the world’s first protected public parks and forests. Throughout the course the student has the opportunity to explore how the social, economic, political, cultural, and religious influences led to the creation of our national parks. Also the student has the opportunity to learn about the variety of city, county, state, regional, open space, and federal land management agencies, their missions and employment opportunities.

PMGT 011 PARK COMMUNICATIONS
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
This specialized course explores techniques for improving communication skills with the public, colleagues, and other agencies and organizations. Emphasis is placed on developing strong interpersonal, oral, and written communication skills within the context of natural and cultural resource agencies.

PMGT 012A BASIC OUTDOOR SKILLS
2 units
Lecture 1 unit; lab 1 unit
Acceptable for credit: California State University
This course introduces the student to those skills necessary to camp and backpack using environmentally sensitive methods. Other topics include equipment evaluation and use, back-country first aid and those skills necessary for the back-country traveler. Two-day and three-day backpacking trips required.
PMGT 015C INTRODUCTION TO PARK MAINTENANCE
3 units
Lecture 1 unit; lab 2 units
Acceptable for credit: California State University
This course is an introduction to park maintenance skills and management. Students have opportunities to learn basic skills in the following subjects: carpentry, plumbing, electrical, concrete, painting, and drywall construction. Other topics include selecting materials, tool use and application, project planning, and interpreting plans. Students also have opportunities to learn how to integrate safety into park maintenance operations and learn the basic principles and methods of managing a park maintenance operation.

PMGT 017 BASIC HORTICULTURE FOR PARKS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is designed for students in both park management and other similar disciplines, emphasizing studies in horticulture. This course provides an overview with various aspects of the use of plants and trees in public land management. Additional topics include native plants, invasive plants, plant biology and disease, restoration and sustainable use of plants in the environment.

PMGT 018 PARK PLANNING AND DESIGN
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
This course provides an introduction to park planning and design. Students have opportunities to learn about how to design facilities within a park environment. Other topics include the materials and techniques used for constructing ecologically sound facilities that fit into a specific park environment. Students also have opportunities to learn how to integrate the needs of park visitors with the natural and cultural resources of the park, and learn about environmental assessments needed to plan and design facilities in parks.

PMGT 019 WILDERNESS FIRST RESPONDER
5 units
Lecture 4.5 units; lab 0.5 units
Acceptable for credit: California State University
This course provides public land agency personnel, outdoor leaders, guides, and wilderness travelers with the opportunity to gain a thorough understanding of the basic principles of emergency medical care for both urban and wilderness environments. This certification course consists of the Federal DOT First Responder curriculum with modifications and additional protocols to meet the specific needs of emergency medical care in remote environments. Certification upon successful course completion includes WVC-PM's "First Responder" and "Wilderness First Responder" and American Heart Association's "CPR for the Healthcare Provider" or American Red Cross’ “CPR for the Professional Rescuer.” Pass/No Pass Option
PMGT 019B WILDERNESS FIRST RESPONDER REFRESHER
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
This refresher course is intended to give students an update on changes and improvements on techniques and methodologies for the Wilderness First Responder. This course with updated standards and protocols offers students an opportunity to work and practice the most current diagnostic and treatment skills. The student must possess a valid Professional Rescue CPR with AED certificate prior to the start of class.

PMGT 020A EMPLOYMENT PREPARATION
1 unit
Lecture 1 unit; lab 0 units
Prerequisites: PMGT 015A and PMGT 015B and PMGT 015C; OR GIST 016A and GIST 016C and GIST 016E; OR AVIA 030A and 030B and 30C and 30D.
Prerequisites PMGT 015A, 015B, 015C are required for PMGT students.
Prerequisites GIST 016A, 016C, 016E are required for Geospatial Technology students. Prerequisites AVIA 030A, 030B, 030C, 030D are required for UAS Technology students.
Acceptable for credit: California State University
This course is designed to provide students with the requisite experience in the development of resumes, background investigations, digital portfolio and interviewing skills and grant writing.

PMGT 020B INTERNSHIP
2 units
Work Experience: 2 units
Corequisites: PMGT 020A
Acceptable for credit: California State University
In this course, students apply the knowledge and skills acquired in either the Park Management or Geospatial Technology Programs. The students, supervisor, and faculty agree upon and establish objectives that students are to achieve during this practical experience in park management and geospatial technology. Students focus on the benchmarks specific to their discipline of choice. A minimum of 120 unpaid or 150 paid internship hours are required.

PMGT 021 PARK OPERATIONS LABORATORY
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: California State University
This course in park operations takes place in variety of parks, such as Sanborn/Skyline and Stevens Creek. Students have the opportunity to experience ranger, maintenance, and interpretive specialized instruction from various park and open space personnel while performing projects and Tasks.

PMGT 023 POWERSAWS
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: California State University
This course is designed to meet training requirements to work as a powersaw operator. The cutting techniques and procedures are applicable to most geographic areas of the country. Students have the opportunity to learn powersaw mechanics and basic field maintenance, powersaw operation including brush clearing, limbing, bucking, and basic felling of small trees. Successful students may receive the S-212 Wildfire Powersaws certificate. Pass/No Pass Option

PMGT 024 WILDERNESS NAVIGATION
1 unit
Lecture 0.5 units; lab 0.5 units
Acceptable for credit: California State University
This land navigation course is intended to give the student a thorough knowledge and skills in reading and using topographic maps, using the compass, reading and interpreting terrain, and combining the information and skills to navigate in the wilderness. This course also covers the use of Global Positioning System (GPS) receivers and basic desktop computer mapping programs.

For related courses
(See Aviation)

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**Philosophy**

**THE FACULTY**

Barbara Upton  
DIVISION: Social Science  
DEAN: Raymond Gamba  
PHONE: 408-741-2554

**Degrees:**

A.A.-T, Philosophy  
A.A., Philosophy

The West Valley College Philosophy Department offers courses in philosophy and introductory religious studies. The Philosophy program challenges the students to think and write well, ponder their most basic assumptions, and see themselves as participants in the vital world of the history of ideas. All philosophy classes meet transfer requirements, and philosophy skills – clear thinking, careful reasoning, and excellent argumentative writing – apply across all disciplines.

**Career Options**

Philosophy courses meet general education and transfer requirements in critical thinking, humanities, and cultural diversity. See the course listings below for specific transfer information about each philosophy class. Philosophy graduates regularly score above students in all other disciplines on admission tests for professional and graduate schools. Because of their training in logic and clear writing, philosophy graduates are often found in the computer industry; they work as technical writers, programmers, quality assurance engineers, marketing communications specialists, and hardware designers. Because philosophers are trained to make effective arguments, philosophy is a very desirable undergraduate major for law school. Professional academic philosophers usually teach at the college level. Such positions require at least a master’s degree in philosophy; most require a doctorate (Ph.D.).

**PHILOSOPHY:** For transfer information see assist.org and/or consult with a counselor.

**ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE (A.A.-T in Philosophy)**

The Associate in Arts in Philosophy for Transfer degree (AA-T in Philosophy) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Philosophy. Students who complete the Associate in Arts in Philosophy for Transfer degree (AA-T in Philosophy) will be able to demonstrate clarity and rigor of thought and expression; evaluate reasoning in order to develop precise and persuasive arguments and resistance to incorrect arguments; apply philosophy’s analytical approach to people’s most basic assumptions about the world and human experience; analyze the vitality and relevance of classical philosophical debates to contemporary life; and identify and describe characteristics of diverse multicultural traditions. Students must complete the following requirements:

- **60 semester or 90 quarter CSU-transferable units**
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- an obtaining of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHIL 002</td>
<td>Introduction to Logic</td>
<td>3</td>
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List A: Select one:
Any course from Required Core not already used
- PHIL 017 Logic & Critical Reasoning 3
- PHIL 022 Philosophy of Religion 3

List B: Select two:
Any course from List A not already used
- HIST 004A Western Civilization I: Prehistory to 1500 CE 3
- HIST 004B Western Civilization II: 1500 CE to Present 3

List C: Select one:
Any course from List A or B not already used
- PHIL 005 Introduction to Social and Political Philosophy 3

Total Major Units 18
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.
For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (9 Units):
- ENGL 001A, PHIL 001, PHIL 002
Spring, Year 1 (6 Units):
- PHIL 003 or 017, PHIL 005
Fall, Year 2 (6 Units):
- PHIL 004 or 021, PHIL 022

PHILOSOPHY
A.A. Degree

The Associate of Arts degree in Philosophy provides students with the opportunity to develop skills to think logically, critically, and philosophically and apply these skills to everyday life. In developing these abilities, students will be introduced to a wide range of philosophical topics found in the history of ideas. After earning this degree, students will have the abilities necessary to perform in-depth critical analysis and theorizing, which are desired skills in the workforce and in academia.

Upon completion of the Associate of Arts degree in Philosophy, a student will be able to do the following:
- Demonstrate clarity and rigor of thought and expression.
- Evaluate reasoning in order to develop precise and persuasive arguments and to resist faulty arguments.
- Apply philosophy's analytical approach to people's most basic assumptions about the world and human condition.
- Analyze the vitality and relevance of classical philosophical debates to contemporary life.
- Identify and describe characteristics of diverse multicultural traditions.

Recommended Course Sequence:
Fall, Year 1 (9 Units):
- PHIL 002
Spring, Year 1 (3 Units):
- List A: PHIL 001 or PHIL 003
Fall, Year 2 (3 Units):
- List B: PHIL 017 or PHIL 022
Fall, Year 2 (3 Units):
- HIST 004A

Spring, Year 2 (6 Units):
- PHIL 005, HIST 004B

PHIL 001 INTRODUCTION TO PHILOSOPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PHIL 100
This course introduces philosophical ideas and methods concerning knowledge, reality and values. Expected topics include the sources and limits of knowledge, and the nature of reality. Other topics that may be examined from a philosophical perspective include the nature of the self, truth, ethics, religion, science, language, beauty and art, political theory, or mind.

PHIL 002 INTRODUCTION TO LOGIC
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PHIL 110
This course introduces some principles of valid reasoning with emphasis on deductive logic. The course includes a study of formal techniques of sentential logic. The course may also include a treatment of inductive reasoning, language, or fallacies.

PHIL 003 INTRODUCTION TO ETHICS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Prerequisite: ENGL 001A
C-ID PHIL 120
This course critically analyzes questions of value (what’s good and bad) and obligation (what’s right and wrong). It explores the ethical systems of Plato, Aristotle, Christianity, Kant, the utilitarians, and the intuitionalists. These ethical systems are applied to contemporary ethical problems and social issues, such as abortion, capital punishment, feminism, euthanasia, animal rights, and racism. Much of the course is devoted to critical thinking and writing skills. The course requires the student to write a sequence of ethical “position papers”, which are evaluated for both qualities of analysis and English composition skills.
PHIL 004 COMPARATIVE RELIGIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an introduction to the critical, comparative study of religion. The student is introduced to the responses offered by the major Western and non-Western religions to perennial problems of human existence. Major topics include: characterization of the religious vs the secular point of view; arguments in favor of the religious stance; arguments in opposition to the religious stance; the relationship of religion to science, ethics, and philosophy; the nature and validity of religious knowledge; the beliefs of major world religions and how these beliefs are expressed; how different religious beliefs affect the culture and history of European, Arabic, and Asian peoples. The religions covered include Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam. Pass/No Pass Option

PHIL 005 INTRODUCTION TO SOCIAL AND POLITICAL PHILOSOPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed to introduce the student to the major theories in political and social philosophy and their practical application to relevant issues. How for instance, do we adjudicate the rights of the individual against the rights of the state and its authority? What constitutes the just state? And what effects do certain political ideologies (liberalism, Fascism and Communism) have on social relations? This course traces the history of these ideas from Plato to what is currently being called the Postmodern condition.

PHIL 017 LOGIC AND CRITICAL REASONING
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
This course is an introduction to critical thinking and critical writing. The students have the opportunity to learn techniques of practical reasoning and argumentation, with emphasis on application of these techniques in the writing of a sequence of argumentative essays. Topics include: critical reading, argument analysis, recognizing propaganda and stereotypes, clarifying ambiguity, meaning and definition, evaluating evidence, logical correctness vs factual correctness, and common mistakes in reasoning (formal and informal fallacies). The class emphasizes critical writing strategies. Sample arguments from philosophy and from culturally diverse sources in other disciplines are analyzed.

PHIL 021 WORLD PHILOSOPHERS ON DEATH AND THE GOOD LIFE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course explores the major philosophical questions about death and what is a meaningful life from a multi-cultural perspective. The effects of class, gender, and ethnicity on conceptions of death and death rituals are analyzed. The following issues are also explored: the possibility of disembodied existence, the nature of consciousness, the nature and significance of individuality and personal identity, concepts of reincarnation or transmigration of souls as these appear in major religious traditions, the nature and significance of so-called “paranormal” experiences, and the meaning of salvation or liberation or transcendence in major religious traditions (concepts of heaven, nirvana, moksa, satori, etc.). This course also examines what is a meaningful way to go towards one’s death, and what is the “good life” and therefore a good death. Required readings are taken from classic texts of Western and non-Western philosophy and religion, as well as contemporary American feminist philosophy, and African, aborigine, and native American sources. Pass/No Pass Option

PHIL 022 PHILOSOPHY OF RELIGION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
In PHIL 022, we conduct a systematic inquiry into the philosophical foundations of the religious viewpoint. The course examines questions such as: What is the relation between faith and reason? Does God exist, and if so, what (if anything) can be said about God? Can we reconcile the goodness of God with human and animal suffering? What human experiences (if any) are religious experiences? Religions provide answer to these and many other fundamental questions.

Photography
(See Art)

Physical Education
(See Kinesiology)
Physical Science

THE FACULTY
Doug Epperson
Lungyee Lin
Robert Lopez
Benjamin Mendelsohn
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DIVISION Science and Math
DEAN Laura Hyatt
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COUNSELING 408-741-2009

Learning Outcomes
After completing courses in Physical Science, a student will be able to:
• Apply scientific concepts and methods of inquiry to problems of the physical environment;
• Describe the influence of weather and climate on local and world-wide issues;
• Analyze environmental issues.

PHYSICAL SCIENCE: Transfer:
See assist.org and/or consult with a counselor.

PSCI 010 PHYSICAL SCIENCE SURVEY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course takes the student on a tour of physics, chemistry, geology and astronomy. It introduces major theories and concepts in these four fields and shows the interconnectedness of the many branches of science. Pass/No Pass Option

PSCI 020 WEATHER AND CLIMATE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID GEOG 130
This course is an introduction to Earth’s atmosphere. The topics covered include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, thunderstorms and tornadoes, tropical cyclones, California, climate and weather, global climate and weather and climate change. Pass/No Pass Option

Physics

THE FACULTY
Doug Epperson
Lungyee Lin
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DIVISION Science and Math
DEAN Laura Hyatt
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Degrees:
A.S.-T, Physics
A.S., Physics, Applied Physics, Geophysics

PHYSICS, APPLIED PHYSICS, GEOPHYSICS: Transfer:
See assist.org and/or consult with a counselor.

ASSOCIATE IN SCIENCE IN PHYSICS FOR TRANSFER DEGREE (A.S.-T IN PHYSICS)
The Associate in Science in Physics for Transfer degree (AS-T in Physics) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Physics. Students who complete the Associate in Science in Physics for Transfer degree (AS-T in Physics) will be able to communicate orally and in writing core physical principles, the results of experiments, and their analysis of physical problems; set up an experiment, collect and analyze data, identify sources of errors, and interpret results; use basic software, such as word processing, spreadsheet, and graphing programs; identify the essential aspects of a problem and formulate a strategy for solving the problem; and estimate the solution to a problem, apply appropriate techniques to arrive at a solution, test the correctness of their solution, interpret their result and connect it to related areas of physics. Students must complete the following requirements:
• 60 semester or 90 quarter CSU-transferable units
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
• obtainment of a minimum grade point average (GPA) of 2.0.
• earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

Course ID Title Units
Required Core Courses: 30 units
PHYS 004A Engineering Physics-Mechanics 5
PHYS 004B Engineering Physics - Electricity and Magnetism 5
PHYS 004C Engineering Physics-Light, Heat and Waves 5
MATH 003A Calculus and Analytic Geometry 5
MATH 003B Calculus and Analytic Geometry 5
MATH 004A Intermediate Calculus 5

Total Major Units 30
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (5 Units):
MATH 003A
PHYSICS, APPLIED PHYSICS, GEOPHYSICS

A.S. Degree

The Associate of Science in Physics, Applied Physics, Geophysics program supports students wishing to transfer whose academic pathways include a variety of physics related degrees or students who wish to grow in their critical thinking and analytical abilities that are present in Physics or other disciplines.

After completing an A.S. degree in Physics, Applied Physics, Geophysics, a student should be able to:

- Communicate orally and in writing core physical principles, the results of experiments, and their analysis of physical problems;
- Set up an experiment, collect and analyze data, identify sources of error, and interpret results;
- Use basic software, such as word processing, spreadsheet, and graphing programs;
- Identify the essential aspects of a problem and formulate a strategy for solving the problem;
- Estimate the solution to a problem, apply appropriate techniques to arrive at a solution, test the correctness of their solution, interpret their result and connect it to related areas of physics.

Course ID | Title | Units
--- | --- | ---
PHYS 004A | Engineering Physics-Mechanics | 5
PHYS 004B | Engineering Physics-Electricity and Magnetism | 5
PHYS 004C | Engineering Physics-Light, Heat and Waves | 5
MATH 003A | Calculus and Analytic Geometry | 5
MATH 003B | Calculus and Analytic Geometry | 5
MATH 004A | Intermediate Calculus | 5
MATH 004B | Differential Equations | 4
ENGR 021 | Intro to Computing for Scientists and Engineers | 3

Total Major Units: 37

To be awarded an A.S. Degree, a student must complete:

1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

The student should choose those general education requirements which may apply both toward graduation requirements of the college and toward the bachelor's degree requirements at the four-year institution to which he/she plans to transfer.

Geophysics majors should take GEOL 001A (Physical Geology) and GEOL 001B (Historical Geology).

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

**Fall, Year 1 (8 Units):**
ENGR 021, MATH 003A

**Spring, Year 1 (10 Units):**
MATH 003B, PHYS 004A

**Fall, Year 2 (10 Units):**
MATH 004A, PHYS 004B

**Spring, Year 2 (9 Units):**
PHYS 004C

**PHYS 001 INTRODUCTION TO PHYSICS PROBLEM SOLVING**
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 000D or MATH 002
Acceptable for credit: University of California, California State University
This course is designed specifically to prepare students for Physics 002A or 004A. It covers basic principles/concepts in classical mechanics and introduces problem-solving skills that may be applied to a wide variety of problems.

**PHYS 002A GENERAL PHYSICS – MECHANICS**
5 units
Lecture 4 units; lab 1 unit
Prerequisite: MATH 000D or MATH 002
Acceptable for credit: University of California, California State University
C-ID PHYS 105
This is a trigonometry-based first course in Physics for majors in subjects other than engineering or the physical sciences. The course covers mechanics (motion, forces, torque, energy, momentum, and rotation), thermodynamics, fluid mechanics and simple harmonic motion. Concepts and problem solving are emphasized.

**PHYS 002B GENERAL PHYSICS – ELECTRICITY AND MAGNETISM**
5 units
Lecture 4 units; lab 1 unit
Prerequisite: PHYS 002A
Acceptable for credit: University of California, California State University
C-ID PHYS 110
This is a trigonometry-based course in Physics for majors in subjects other than engineering or the physical sciences. The course covers electricity, magnetism, optics, atomic physics, nuclear physics and special relativity. Concepts and problem solving are emphasized.

**PHYS 004A ENGINEERING PHYSICS – MECHANICS**
5 units
Lecture 4 units; lab 1 unit
Prerequisite: MATH 003A
Advisory: PHYS 001
Acceptable for credit: University of California, California State University
C-ID PHYS 205
Mechanics is the first course in the engineering physics series. It covers vectors, kinematics, dynamics, energy, momentum, universal gravity, rotational physics, fluid dynamics, elasticity and harmonic motion.

**PHYS 004B ENGINEERING PHYSICS – ELECTRICITY & MAGNETISM**
5 units
Lecture 4 units; lab 1 unit
Prerequisites: PHYS 004A and PHYS 003B
Acceptable for credit: University of California, California State University
C-ID PHYS 210
This is the second semester of a three-semester physics sequence, intended for students majoring in physical sciences and engineering. Core topics include electrostatics (electric fields, Gauss's Law, electric potential, capacitors and dielectric), magnetism (applications of Ampere's Law, induction and Faraday's Law of Induction, magnetic properties of matter), DC and AC circuits (direct current, resistance, electromotive force, alternating currents), and Maxwell's equations.
PHYS 004C ENGINEERING PHYSICS – LIGHT, HEAT AND WAVES
5 units
Lecture 4 units; lab 1 unit
Prerequisites: PHYS 004A and MATH 003B
Acceptable for credit: University of California, California State University
C-ID PHYS 215
This is the third semester of a three-semester physics course, intended for students majoring in physical sciences and engineering. PHYS 004C is composed of topics that, together with PHYS 004A and PHYS 004B, constitute all of the topics included in the calculus based physics sequence. Topics to be studied include wave motion, heat, the first and second laws of thermodynamics, the concept of entropy, the nature and propagation of light, the laws of reflection and refraction for plane and spherical waves, interference, diffraction, and modern physics including wave-particle duality, matter waves, and special relativity. Problem solutions using calculus is emphasized.

PHYS 004D ADVANCED TOPICS IN MODERN PHYSICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: PHYS 004B or PHYS 004C
Advisory: MATH 004B
Acceptable for credit: University of California, California State University
This course explores advanced topics in Modern Physics, emphasizing the fundamental principles of relativity and quantum mechanics. Topics to be covered include: Special and General Relativity, the Bohr Atom, Quantum Mechanics, Schrodinger’s Equation, the Hydrogen Atom, Nuclear Physics, Particle Physics, and Solid-State Physics and other selected topics in Modern Physics.

PHYS 010 CONCEPTUAL INTRODUCTION TO PHYSICS
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course takes a conceptual approach to physics. Topics include mechanics, heat, fluids, solids, waves, electricity, magnetism, light, atomic physics, nuclear physics. A lab is included with the course to experience the phenomena discussed in lecture.

Political Science

THE FACULTY
Nichola Gutierrez
Tim Kelly
Adriano Wise

DIVISION
Social Science
DEAN
Raymond Gamba
DEPARTMENT CHAIR
Nichola Gutierrez
PHONE
408-741-2557
EMAIL
nichola.gutierrez@westvalley.edu
COUNSELING
408-741-2009

Degrees:
A.A.-T, Political Science
A.A., Political Science

The study of political theory and practice in the United States and the rest of the world. This includes international relations, comparative governments, political philosophy and theory, with emphasis on the institutions requirement of American Government.

Career Options:
• Researcher/Analyst
• Political Economist
• Foreign Service Officer
• Attorney
• Lobbyist
• City Planner
• Teacher
• Administrator
• Elected Official
• Journalist
• Legislative Aide
• Political Scientist
• City Manager
• Business person
• Campaigner
• Advocate
• Community Relations Director
• Congressional Aide
• Consumer Advocate

POLITICAL SCIENCE: For transfer information see assist.org and/or consult with a counselor.

🚨 ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE (A.A.-T in Political Science)
The Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) is a 60 unit program which is designed to provide lower division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Political Science, International Relations, Social and Behavioral Sciences, or Government. Students completing the Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) will be able to describe the structure and functions of American government; explain the ideas of the great political thinkers and how those ideas apply to our democracy and to our world today; identify the institutions, players and processes in American national and state governments; analyze the exercise of power in governmental institutions; analyze how public policy is formulated, legislated, implemented and evaluated within our democratic framework; compare the U.S. political system to others in the world; and describe the political relations among nations and the transnational relations practiced by people, organizations, and institutions across national boundaries.

Students must complete the following ADT requirements:
• 60 semester or 90 quarter CSU-transferable units
• the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
• a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
obtainment of a minimum grade point average (GPA) of 2.0.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>POLIT 001</td>
<td>American Government</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors American Government</td>
<td>3</td>
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List A (Select three): 9-10 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>POLIT 002</td>
<td>Comparative Governments</td>
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<tr>
<td>POLIT 004</td>
<td>International Relations</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR</td>
<td>Honors Elementary Statistics</td>
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List B (Select two): 6-7 units

Any List A course not already used

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<tbody>
<tr>
<td>AJ 001</td>
<td>Introduction to Administration of Justice</td>
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<tr>
<td>ANTHR 002</td>
<td>Introduction to Archaeology</td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
</tr>
<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
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<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
</tr>
<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
</tr>
<tr>
<td>GEGG 002</td>
<td>Intro Cultural Geography</td>
</tr>
<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
</tr>
<tr>
<td>SOC 001</td>
<td>Introduction to Sociology</td>
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<tr>
<td>WGS 001</td>
<td>Introduction to Women’s Studies</td>
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Total Major Units 18-20

GE Units (CSU GE or IGETC) 39 or 37

Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.

For crosswalk of new subject codes, see page 51

Recommended Course Sequence:

Fall, Year 1 (3 Units):

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>POLI 001 or POLI 001H</td>
<td>American Government</td>
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List A Courses (select 3)

Spring, Year 1 (3 Units):

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<td>American Government</td>
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Fall, Year 2 (3 Units):

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<td>POLI 002</td>
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Fall, Year 2 (4 Units):

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<td>MATH 10 or MATH 10H</td>
<td>American Government</td>
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Spring, Year 2 (3 Units):

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<th>Title</th>
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<tbody>
<tr>
<td>POLI 004</td>
<td>American Government</td>
</tr>
</tbody>
</table>

List B Courses

Spring, Year 2 (6-7 Units):

Select 2 courses from list

**POLITICAL SCIENCE**

A.A. Degree

The Associate of Arts in Political Science requires 21 core units, which will provide students with a solid foundation in Political Science. This program requires a student to complete 21 units, including 12 core course units and 9 elective course units.

After completing an A.A. degree in Political Science, a student will be able to:

- Describe the structure and functions of American government
- Explain the ideas of the great political thinkers and how those ideas apply to our democracy and to our world today
- Identify the institutions, players, and processes in American national and state governments
- Analyze the exercise of power in governmental institutions; analyze how public policy is formulated, legislated, implemented and evaluated within our democratic framework
- Compare the U.S. political system to others in the world
- Describe the political relations among nations and the transnational relations practiced by people, organizations, and institutions across national boundaries

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<td>OR</td>
<td>Honors American Government</td>
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<tr>
<td>POLIT 002</td>
<td>Comparative Governments</td>
</tr>
<tr>
<td>POLIT 004</td>
<td>International Relations</td>
</tr>
<tr>
<td>ENGL 001C</td>
<td>International Relations</td>
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<tr>
<td>OR</td>
<td>Honors Critical Thinking and Writing</td>
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Elective Courses: A minimum of 9 units

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<th>Course ID</th>
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<tr>
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<td>Introduction to Physical Anthropology</td>
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<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Introduction to Cultural Anthropology</td>
</tr>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
</tr>
<tr>
<td>OR</td>
<td>Principles of Macroeconomics Lab</td>
</tr>
<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Principles of Macroeconomics Lab</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
</tr>
<tr>
<td>OR</td>
<td>Principles of Microeconomics Lab</td>
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<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
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<td>OR</td>
<td>Honors Principles of Microeconomics Lab</td>
</tr>
<tr>
<td>ECON 002A</td>
<td>Principles of Macroeconomics Lab</td>
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<tr>
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<tr>
<td>ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
</tr>
<tr>
<td>GEGG 001</td>
<td>Intro Physical Geography</td>
</tr>
<tr>
<td>GEGG 002</td>
<td>Intro Cultural Geography</td>
</tr>
<tr>
<td>HIST 003</td>
<td>Asian American History</td>
</tr>
<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
</tr>
<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to present</td>
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**HIST 005A** World History: Prehistory to 1500 3
**HIST 005B** World History From 1500 3
**HIST 012** African American History 3
**HIST 014** History of the Native North Americans 3
**HIST 016** Mexican-American History 3
**HIST 017A** United States History 3
**HIST 017B** United States History 3
**HIST 017BH** Honors United States History 3
**HIST 020** History and Geography of California 3
**PSYC 001** General Psychology 3
**PSYC 001H** Honors General Psychology 3
**PSYC 002** Experimental Psychophysiology 4
**PSYC 002H** Honors Experimental Psychophysiology 4
**PSYC 007** Physiological Psychology 3
**PSYC 009** Psychology of Women: A Multicultural Perspective 3
**PSYC 012** Human Growth and Development 3
**PSYC 025** Introduction to Abnormal Psychology 3
**SOCI 001** Introduction to Sociology 3
**SOCI 002** Social Problems 3
**SOCI 020** Sociology of Race and Ethnicity 3
**SOCI 040** Marriage and Family Sociology 3
**SOCI 045** Sociology of Human Sexuality 3
**POLI 003** Introduction to Political Science 3
**POLI 003H** Honors Introduction to Political Science 3

**Total Major Units** 21

For crosswalk of new subject codes, see page 51

To be awarded an A.A. Degree, a student must complete:
1. All major requirements.
2. Additional units to meet the college graduation requirements.

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**
Poli 001 or 001H

**Spring, Year 1 (3 Units):**
Engl 001C or 001CH

**Fall, Year 2 (9 Units):**
Poli 002, Elective Courses (Any 2)

**Spring, Year 2 (6 Units):**
Poli 004, Elective Course (Any course)

**POLI 001 AMERICAN GOVERNMENT**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID POLS 110
This course covers the structure and functions of the American national, state and local governments. Emphasis is placed on the development of democratic institutions through historical and contemporary studies. Students have the opportunity to learn what has shaped the United States Constitution, its amendments, and the operation of one’s role in a democratic government.

**POLI 001H HONORS AMERICAN GOVERNMENT**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID POLS 110
Honors American Government uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course covers the structure and functions of the American national government including consideration of state and local governments. Emphasis is placed on the development of democratic institutions through historical and contemporary studies.

**POLI 002 COMPARATIVE GOVERNMENTS**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID POLS 130
Political Science 002 explores the government and politics of some of the major world powers as well as developing nations. Structures, functions and policies are compared with each other and with the U.S. government with particular consideration of contemporary world problems. Political Science 2 may be used to meet Social Science Series I or II requirements in the General Education pattern for transfer to the California State University system.

**POLI 003 INTRODUCTION TO POLITICAL SCIENCE**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID POLS 150
Political Science 003 is an introduction to political theory. The course analyzes the ideological origins of nation-states from direct democracy to totalitarian forms of government. Political Science 3 may be used to meet Social Science Series I or II requirements in the General Education pattern for transfer to the California State University system.

**POLI 003H HONORS INTRODUCTION TO POLITICAL SCIENCE**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University C-ID POLS 150
Honors Introduction to Political Science uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course is an introduction to political theory analyzing the ideological origins of nation-states from direct democracy to totalitarian forms of government. This course may be used to meet Social Science Area D requirements in the General Education pattern for transfer to the California State University System.
POLI 004 INTERNATIONAL RELATIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID POLS 140
Political Science 004 is a survey of the ways and means by which the
temporary international scene has developed. Topics such as national-
ism, imperialism, war, the world economy, the environment and develop-
ing nations are covered as students have the opportunity to gain a fuller
understanding of the political, social and economic relationships among
nation-states. Particular emphasis is given to the foreign policies of the U.S.
and its relationship to foreign powers.

Psychology

THE FACULTY
Jose Bautista
Brian Oliveira
Michelle D. Reed

DIVISION Social Sciences
DEAN Raymond Gamba
DEPARTMENT CHAIR Jose Bautista
PHONE 408-741-2492
EMAIL jose.bautista@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Psychology
A.A., Psychology
Psychology is the scientific study of human and non-human behavior as well
as the neurophysiological mechanisms that underlie sensations, perceptions,
emotions, motivation, memory, cognitive, and motor functions constituting our
mental processes and higher states of consciousness. Psychologists are con-
cerned with the human experience relative to culture, ethnicity, work, health,
development, and psychopathology. The field involves both pure science and
practical application to matters of everyday life. Those who pursue one of
psychology’s 55 sub-fields, as identified by the American Psychological Asso-
ciation, will find a wonderful variety of career options with the common goal of
improving human life and understanding as well as the world in which we live.

Highlights
• Exemplary instructional staff, with many years of experience, representing
different specializations and areas of interest
• A wide range of course offerings: Psychology of Addiction and Substance
Abuse, Life-Span Developmental Psychology, Physiological Psychology,
Psychology of Women, Experimental Psychophysiology, Social Psychology,
and Abnormal Psychology
• Transferable courses to the CSU and UC systems, as well as numerous
private universities

Career Options
• Research Psychologist
• Forensic Psychologist
• Neuropsychologist
• Child Psychologist
• School Psychology
• Clinical Psychologist (Ph. D.; Psy. Doc.)
• College Professor
• Counseling Psychologist
• Developmental Psychologist
• Educational Psychologist
• Health Psychologist
• Industrial-Organizational Psychologist
• Psychometrist
• Research Psychologist
• Sports Psychologist

Related Fields
• Behavior Analyst
• Child Development Specialist
• Educational Therapist
• Human Services Specialist
• Marketing Specialist
• Marriage & Family Counselor
• Nurse Practitioner (L VN; RN)
• Personnel Analyst
• Probation Officer
• Psychiatric Technician/Aide
• Public Survey
• Social Service Counselor
• Sociologist
• Ward Attendant
• Youth Supervisor

Note: Some career options often require more than two years of study
PSYCHOLOGY: For transfer information see assist.org and/or consult with a counselor.

For information on Associate in Arts for Transfer or Associate in Science for Transfer degrees, please go to westvalley.edu/catalog.

**ASSOCIATE IN ARTS IN PSYCHOLOGY FOR TRANSFER DEGREE (A.A.-T in Psychology)**

The Associate in Arts in Psychology for Transfer is a 60 unit program which provides lower division education to students planning to transfer to a local CSU with a similar major and major in Psychology. Students completing the program will be able to describe the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology; apply the scientific method and critical thinking skills to formulate valid hypotheses, operationally define constructs, and evaluate claims; analyze data by selecting the appropriate methods, accurately evaluate and interpret the results, and communicate the results including the proper use of tables and graphs; describe the anatomy and function of the major components of the nervous system, and the physiological basis of neuronal communication, including how drugs, stress, nutrition, interpersonal attraction and other exogenous factors affect the function of the nervous system, specify how psychological principles are applied to real-life situations in business, industry, child rearing, and social interactions; and explain how psychosocial factors influence behavior and attitudes, and recognize the complexity of sociocultural and international diversity.

Students must complete 60 units including 20-22 units in the major, 37-39 units of Intersegmental General Education Transfer Curriculum or California State University General Education-Breadth Requirements, and additional CSU transferable units to total 60 units. Students must obtain a minimum overall grade point average of 2.0 and earn a C or better in all courses required for the major. Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 010</td>
<td>Introduction to Biology</td>
<td>3</td>
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<tr>
<td>BIO 010L</td>
<td>Introduction to Biology Lab</td>
<td>1</td>
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<tr>
<td>BIO 011</td>
<td>Human Biology</td>
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<td>PSYC 007</td>
<td>Physiological Psychology</td>
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<tr>
<td>PSYC 012</td>
<td>Human Growth and Development</td>
<td>3</td>
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<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 017</td>
<td>Introduction to Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 025</td>
<td>Introduction to Abnormal Psychology</td>
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<tr>
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**Total Major Units**: 20-22

**GE Units (CSU GE or IGETC)**: 39 or 37

**Total Degree Units**: 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (3 Units):**
- PSYC 001

**Fall, Year 2 (4 Units):**
- MATH 010 or 010H

**Spring, Year 2 (4 Units):**
- PSYC 002

**List A Courses – Choose**

**Fall, Year 2 (3-4 Units):**
- BIOL 010 & 010L, BIOL 011, PSYC 007

**List B Courses**

**Spring, Year 1 (3 Units):**
- PSYC 012

**List C Courses – Choose**

**Spring, Year 1 (3 Units):**
- PSYC 009, PSYC 017, PSYC 025, PSYC 030

**PSYCHOLOGY A.A. Degree**

The Associate in Arts in Psychology program provides lower division education to students planning to transfer to four-year institutions and major in Psychology or for those students desiring foundational knowledge in Psychology. Students may also be prepared for entry level positions in related occupations. Students completing the program should be able to:

- Describe the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology; apply the scientific method and critical thinking skills to formulate valid hypotheses, operationally define constructs, and evaluate claims; analyze data by selecting the appropriate methods, accurately evaluate and interpret the results, and communicate the results including the proper use of tables and graphs; describe the anatomy and function of the major components of the nervous system, and the physiological basis of neuronal communication, including how drugs, stress, nutrition, interpersonal attraction and other exogenous factors affect the function of the nervous system, specify how psychological principles are applied to real-life situations in business, industry, child rearing, and social interactions; and explain how psychosocial factors influence behavior and attitudes, and recognize the complexity of sociocultural and international diversity.

After completing an A.A. degree in Psychology, a student will be able to:

- Describe the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology;
- Specify how psychological principles are applied to real-life situations in business, industry, child rearing, and social interactions;
- Describe the anatomy and function of the major components of the nervous system, and the physiological basis of neuronal communication, including how drugs, stress, nutrition, interpersonal attraction and other exogenous factors affect the function of the nervous system;
- Explain how psychosocial factors influence behavior and attitudes, and recognize the complexity of sociocultural and international diversity;
- Analyze data by selecting the appropriate methods, accurately evaluate and interpret the results, and communicate the results including the proper use of tables and graphs;
- Apply the scientific method and critical thinking skills to formulate valid hypotheses, operationally define constructs, and evaluate claims.

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<td>3</td>
</tr>
<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural</td>
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</table>

**List A: Select two: 6 units**
### PSYC 001 GENERAL PSYCHOLOGY
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
C-ID PSY 110  

This course introduces students to general psychology as a behavioral science with an emphasis on the scientific study of behavior and mental processes. The content focuses on the exploration of major psychological theories and concepts, methods, and research findings in psychology including the biological bases of behavior, perception, cognition and consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders and therapeutic approaches, and applied psychology.

### PSYC 002 EXPERIMENTAL PSYCHOPHYSIOLOGY
4 units  
Lecture 3 units; lab 1 unit  
Prerequisites: PSYC 001 and MATH 010  
Acceptable for credit: University of California, California State University  
C-ID PSY 205B  

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology are examined through a review of research from a variety of the subdisciplines in psychology. In the laboratory students have the opportunity to conduct experimental and non-experimental research in a variety of areas. Data collected from research conducted during laboratory sessions are analyzed with statistical software. In addition, a computerized psychophysiology laboratory is used to introduce students to experiments in which one variable is physiological and the primary focus and theoretical context is behavioral.

### PSYC 002H HONORS EXPERIMENTAL PSYCHOPHYSIOLOGY
4 units  
Lecture 3 units; lab 1 unit  
Prerequisites: PSYC 001 and MATH 010 or MATH 010H  
Acceptable for credit: University of California, California State University  
C-ID PSY 205B  

Honors Experimental Psychophysiology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. The course introduces the student to the theory and application of the scientific method in psychology. Content includes: philosophy of science, research design, experimental procedures, data analysis and presentation. A computerized psychophysiology laboratory is used to introduce students to experiments in which one variable is physiological and the primary focus and theoretical context are behavioral.

### PSYC 007 PHYSIOLOGICAL PSYCHOLOGY
3 units  
Lecture 3 units; lab 0 units  
Prerequisite: PSYC 001  
Acceptable for credit: University of California, California State University  
C-ID PSY 150  

This course provides an introduction to the scientific study of the physiological substrates of behavior and its fundamental role in the neurosciences. Among the areas covered are physiological, hormonal, and neuro-chemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human animal research are discussed in the context of both invasive and noninvasive experimental research. This course has value for behavioral science, paramedical, and premedical majors.

### PSYC 008 SPECIAL TOPICS IN PSYCHOLOGY
0.5-1 unit  
Lecture 0.5-1 unit; lab 0 units  

This is a seminar style course emphasizing student discussion as well as lecture that explores selected topics in psychology in depth. It is designed for both psychology majors and the community at large. This course helps students understand many of the various options/possibilities in the field of psychology. Topics may include gender, history of psychology, aging, and positive psychology. Pass/No Pass Option
PSYC 009 PSYCHOLOGY OF WOMEN: A MULTICULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Advisory: PSYC 001
Acceptable for credit: University of California, California State University
The course introduces the student to the sex-role development of women in terms of the biosocial and cultural factors involved in intellectual and personal-emotional functions. Examinations of psychological research and theory focus on multicultural factors, that is gender as it relates to race, class, culture and ethnicity in United States society. (Satisfies the Cultural Diversity requirement for the Associate Degree). Pass/No Pass Option

PSYC 012 HUMAN GROWTH & DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Advisory: PSYC 001
Acceptable for credit: University of California, California State University
C-ID PSY 180
This course is an introduction to the psychological, physiological, cultural and other environmental forces affecting human growth and development. Emphasis is placed on normal psychological development as a basis for understanding deviant behavior both within and across cultures. Theoretical models and research into the development of cognitive, perceptual, physical, personality and emotional abilities and disabilities will be presented and discussed.

PSYC 017 INTRODUCTION TO SOCIAL PSYCHOLOGY
3 units
Lecture 3 units; lab 0 units
Advisory: PSYC 001
Acceptable for credit: University of California, California State University
C-ID PSY 170
This course considers individual human behavior in relation to the social environment. The power of the situation, other individuals, and the social group will be examined. Emphasized topics include: aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender roles, cultural norms, person perception, social cognition, persuasion, understanding others, thinking about the social world, genes, culture, and gender, and helping and prosocial behavior. These topics have high applicability in the legal system, and clinical settings.

PSYC 025 INTRODUCTION TO ABNORMAL PSYCHOLOGY
3 units
Lecture 3 units; lab 0 units
Prerequisite: PSYC 001
Acceptable for credit: University of California, California State University
C-ID PSY 120
This course introduces the scientific study of psychopathology and atypical behaviors, broadly defined. Students investigate abnormal behavior from a variety of perspectives including biological, psychological, and socio-cultural approaches. An integrative survey of theory and research in abnormal behavior, and intervention and prevention strategies for psychological disorders are also introduced. Course content deals with mildly maladaptive behavioral syndromes to grossly psychotic reactions, both functional and organic. The course is of value to students majoring in any area of behavioral science and to paraprofessional trainees in such areas as law enforcement, community health and social services. Pass/No Pass Option

PSYC 030 PSYCHOLOGY OF ADDICTION AND SUBSTANCE ABUSE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is an introduction to the physiological, psychological, and social processes of addiction and how they relate to the abuse of legal and illegal substances. Pass/No Pass Option

Reading

THE FACULTY
Whitney Clay
Michelle Francis

DIVISION Language Arts
DEAN Jennifer Johnson
DEPARTMENT CHAIR Sylvia Ortega
PHONE 408-741-2465
EMAIL sylvia.ortega@westvalley.edu
COUNSELING 408-741-2009

Learning Outcomes
After completing courses in Reading, a student will be able to:

- Demonstrate literal comprehension of readings at the appropriate course level;
- Analyze and evaluate readings at the appropriate course level;
- Monitor positive and negative comprehension signals and apply appropriate strategies to correct incomplete comprehension.

READ 053 CRITICAL AND EFFICIENT READING
3 units
Lecture 3 units; lab 0 units
Prerequisite: READ 961 or LRSV 942
Acceptable for credit: California State University
This course offers the opportunity to develop and apply critical reading and thinking necessary for college-level text and to increase reading efficiency and enjoyment of recreational reading. Primary emphasis is on critical reading, logical reasoning, reflective judgment, and problem-solving skills that contribute to the ability to analyze, evaluate, and interpret college-level text and to advocate ideas. Satisfactory completion of this course can meet the West Valley College Reading Proficiency graduation requirement.

READ 960 READING FUNDAMENTALS
3 units
Lecture 3 units; lab 0 units
This course is designed to improve vocabulary and reading comprehension to prepare students to function at the college preparatory level. Pass/No Pass Option

READ 961 EFFECTIVE READING
3 units
Lecture 3 units; lab 0 units
Prerequisite: READ 960
This course is designed to prepare students for college-level reading and offers opportunities to improve comprehension, vocabulary, and study skills. Pass/No Pass Option

Real Estate
(See Business Administration/Real Estate)

Russian
(See World Languages)

Sales
(See Marketing and Sales)

Sign Language
(See World Languages)
The Social Justice Studies transfer degree offers students the opportunity to prepare for rewarding work, such as with government agencies, colleges and universities, consulting firms, research institutes, corporations, domestic and international non-governmental or community or environmental organizations, human rights organizations, the United Nations, and international development organizations, or in journalism, writing, or social work. Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

### Course ID | Title | Units
---|---|---
**Required Core Courses: 9 units**
SOC 020 | Sociology of Race and Ethnicity | 3

**Select one course from the following:**
WGS 001 | Introduction to Women’s Studies | 4
WGS 003 | Introduction to Gender Studies | 3
SOC 028 | Sociology of Gender | 3

**Any required core course from above not already used or one of the following:**
ART 007 | The Art of Asia | 3
ART 001J | Survey of Non-Western Art: Africa, Oceania, and Indigenous North America | 3
WGS 001 | Introduction to Women’s Studies | 4
ENGL 012 | African-American Literature | 3
ENGL 018 | Asian American Literature | 3
HIST 005B | World History from 1500 | 3
HUMAN 001B | Human Values in and from the Arts | 3
PHIL 001 | Introduction to Philosophy | 3
PSYCH 001 | General Psychology | 3
SOC 001 | Introduction to Sociology | 3
FRNCH 001A | Beginning French | 5
JPN 001A | Beginning Japanese | 5
RUSS 001A | Beginning Russian | 5
SPAN 001A | Beginning Spanish | 5

**LIST A: Select three courses from at least two of the following areas. 9 units**

**Area 1: History or Government**
HIST 012 | African American History | 3
HIST 014 | History of the Native North American | 3
HIST 016 | Mexican-American History | 3

**Area 2: Arts and Humanities**
ART 007 | The Art of Asia | 3
ART 010 | American Art: A Multicultural Approach | 3
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 013</td>
<td>African-American Art History</td>
<td>3</td>
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<tr>
<td>ART 014</td>
<td>Women in Art History</td>
<td>3</td>
</tr>
<tr>
<td>WGS 002</td>
<td>Women in the Arts: Multicultural Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>WGS 003</td>
<td>Introduction to Gender Studies</td>
<td>3</td>
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<tr>
<td>WGS 004A</td>
<td>Women in World Cultures from Prehistory to 1500 CE</td>
<td>3</td>
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**Area 3: Social Science**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tbody>
<tr>
<td>ANTHR 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Intro Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
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**Area 4: Quantitative Reasoning and Research Methods**

<table>
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<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 002</td>
<td>Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 002H</td>
<td>Honors Experimental Psychophysiology</td>
<td>4</td>
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</table>

**Area 5: Major Preparation**

<table>
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<tr>
<th>Course ID</th>
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<tbody>
<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
<td>3</td>
</tr>
<tr>
<td>ART 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas</td>
<td>3</td>
</tr>
<tr>
<td>WGS 001</td>
<td>Introduction to Women’s Studies</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 012</td>
<td>African-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 018</td>
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</tr>
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<tr>
<td>HUMAN 001B</td>
<td>Human Values in and from the Arts</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 001</td>
<td>Introduction to Philosophy</td>
<td>3</td>
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<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>FRNCH 001A</td>
<td>Beginning French</td>
<td>5</td>
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<tr>
<td>JPNS 001A</td>
<td>Beginning Japanese</td>
<td>5</td>
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<td>RUSS 001A</td>
<td>Beginning Russian</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
<td>5</td>
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</tbody>
</table>

**Elective Courses**

Any term (9 Units):
Choose from list of courses

**SJST 001 INTRODUCTION TO SOCIAL JUSTICE STUDIES**

3 units
Lecture 3 units; lab 0 units
This course is an interdisciplinary study of race, class, gender, and ethnicity, in the United States. In this course, students have the opportunity to examine social justice movements, particularly in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socio-economic, cultural, and political conditions among key social groups. Additional course themes include labor movement, environmental justice, colonialism/imperialism, social activism, and feminist ideology.

**For Related Courses**
(See Women and Gender Studies)
Sociology

THE FACULTY
Jennifer Ho
Tom DeDen

DIVISION
Social Science

DEAN
Raymond Gamba

DEPARTMENT CHAIR
Nichola Gutierrez

PHONE
408-741-2557

EMAIL
nichola.gutierrez@westvalley.edu

COUNSELING
408-741-2009

Degrees:
A.A.-T, Sociology
A.A., Sociology

SOCIOLOGY: Transfer:
See assist.org and/or consult with a counselor.

ASSOCIATE IN ARTS IN SOCIOLOGY FOR TRANSFER
DEGREE (A.A.-T in Sociology)
The Associate in Arts in Sociology for Transfer is a 60 unit program which provides lower division education to students planning to transfer to a CSU and major in Sociology. Students completing the program will be able to recognize major dimensions of the diversity of human social experiences, distinguish scientific from non-scientific discourse on human social behavior, distinguish the sociological perspective from other perspectives within the social sciences, and contrast the merits and limitations of various social science research methodologies with emphasis on the role of sampling and surveys in sociological research.

Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- attainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

<table>
<thead>
<tr>
<th>Course ID</th>
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<tbody>
<tr>
<td>SOC 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 002</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>SOC 040</td>
<td>Marriage and Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
<tr>
<td>SOC 003</td>
<td>Social Psychology: A Sociological</td>
<td>3</td>
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<tr>
<td>List A Required: 7 units</td>
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<td>3</td>
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<tr>
<td>SOC 003</td>
<td>Social Psychology: A Sociological</td>
<td>3</td>
</tr>
<tr>
<td>SOC 020</td>
<td>American Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 040</td>
<td>Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 045</td>
<td>Sociology of Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>List B Any two of the following courses: 6 units</td>
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<tr>
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<tr>
<td>ANTHER 003</td>
<td>Introduction to Cultural Anthropology</td>
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<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 19
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60

Special transfer pathway to University of Hawaii at Manoa, see page 8.

For crosswalk of subject codes, see page 51

Recommended Course Sequence:
Fall, Year 1 (3 Units):
SOCI 001

List A Required Courses
Spring, Year 1 (7 Units):
SOCI 002 , MATH 010

List B Any two of the following
Fall, Year 1 (3 Units):
SOCI 020

Fall, Year 2 (3 Units):
SOCI 040

Spring, Year 2 (3 Units):
SOCI 003

List C (3 Units)
Any term (3 Units):
SOCI 045

SOCILOGY
A.A. Degree
After completing an A.A. degree for transfer in Sociology, a student will be able to:

- Recognize major dimensions of the diversity of human social experiences.
- Distinguish scientific from non-scientific discourse on human social behavior.
- Distinguish the sociological perspective from the perspectives of other social sciences.
- Specify and contrast the major theoretical perspectives within sociology.
- Contrast the merits and limitations of various social science research methodologies with emphasis on the role of sampling and surveys in sociological research.
- Identify social factors that influence family structure and function.

<table>
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<tr>
<td>SOC 020</td>
<td>American Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 040</td>
<td>Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 045</td>
<td>Sociology of Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>List C Any 1 of the following courses or any course not used above: 3 units</td>
<td></td>
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</table>
Sociology

SOCI 001 INTRODUCTION TO SOCIOLOGY 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID SOCI 110
This course is an introduction to the field of sociology as a scientific discipline; emphasizes global studies, cross-cultural analysis, and American cultural diversity in terms of cultural heritage & national origin, race/color/ethnicity, social class, gender/sexuality/women's studies, family structure, age, ability, religion, language, and sensitivity to all other forms of social and cultural diversity (and related "isms"); examination of human societies from various sociological perspectives; analysis of the relationship between personality development and the sociocultural environment; the comparative presentation of social institutions and possible influences on behavior. Pass/No Pass Option

SOCI 002 SOCIAL PROBLEMS 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID SOCI 115
This sociology course empirically identifies and analyzes contemporary social problems, with emphases on global dynamics, cross-cultural comparisons, and the U.S. context. Foci include the role of power and ideology in the definition of social problems, specific problem causes and consequences, evaluations of proposed solutions and methods of intervention. A fairly comprehensive overview is attempted with topical emphases varying with the salience of specific current events, policy debates, and emerging social trends. Pass/No Pass Option

SOCI 003 SOCIAL PSYCHOLOGY: A SOCIOLOGICAL PERSPECTIVE 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 170
This course considers how human interactions, social situations and other social environment factors impact individual human behavior, thoughts, feelings and the dynamics of groups. The power of the situation, other individuals, and the social group are examined. Students are encouraged to practice applying insights to social problems and day-to-day issues in their own lives. Emphasized topics include impression formation and management, self as socially constructed product of society, aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender roles, cultural norms, person perception, and social cognition.

SOCI 020 SOCIOLOGY OF RACE AND ETHNICITY 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID SOCI 150
This sociology course analyzes race, ethnicity, and racism empirically -- addressing global dynamics, cross-cultural comparisons, and U.S. minorities. The course focuses on social interaction patterns and social structures -- including economic, political, educational, religious and other cultural institutions -- that support or challenge racism, stratification, and inequality across the U.S. and the globe. It assesses efforts to promote racial harmony. Satisfies 3-unit Intercultural Studies requirement. Pass/No Pass Option

SOCI 028 SOCIOLOGY OF GENDER 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID SOCI 140
The course pursues sociological analyses of the social construction of masculinity and femininity historically and cross-culturally. It examines the debates on sex and gender. It analyzes the impact of economic and political change on gender expectations and practices. It focuses macro-analyses of how institutions shape gender and micro-analyses of how individuals are socialized and how they "do" and practice gender. Pass/No Pass Option

SOCI 040 MARRIAGE AND FAMILY SOCIOLOGY 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID SOCI 130
Empirical sociological analysis of family, marriage, dating, and mate selection. Historical changes will be compared with the more recent trends in family form, problems, size, and sociological functions. Emphases will include interrelationships of family and other social institutions, gender roles, gays and lesbians, members of multiply disadvantaged minorities, other forms of inequality and discrimination, global/cross-cultural perspectives, and science literacy.

SOCI 045 SOCIOLOGY OF HUMAN SEXUALITY 3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 130
Introduction to Human Sexuality This course is an introductory overview of the field of human sexuality. The course will examine the interplay of the sociological/socio-cultural perspective with psychological, biological, historical, technological, and other factors in human sexuality. Students will be encouraged to become aware of their own sexual attitudes, values, and behaviors and to evaluate the consistency of their behaviors within their own moral frameworks, and in the context of larger groups, society, and the world. Current sex norms, trends and various aspects of interpersonal and individual sexual adjustment will be explored as they relate to larger social structures, institutions and processes. Empirical investigation and evidence will be emphasized and evaluated. Particular focus will be placed on global/cross-cultural/comparative analyses.

Spanish
(See World Languages)

Speech Communication
(See Communication Studies)
Student Success

SUCCESS CENTER
COORDINATOR: Jennifer Wagner
PHONE: 408-741-2615
EMAIL: jennifer.wagner@westvalley.edu

ISTU 040 TUTOR TRAINING
0.5 units
Lecture 0.5 units; lab 0 units
This course is designed to train students to be peer tutors and to develop skills that are useful in other professional, personal, and academic settings as well. Topics include communication styles and skills, facilitative tutoring techniques, effective study skills, differentiated learning strategies, multiple intelligences, test-taking and problem-solving skills, FERPA guidelines, tutoring ethics, conflict-resolution strategies, emotional intelligence, and student support services. Students who successfully complete the course can apply to be hired as peer tutors; however, course completion does not guarantee employment. Pass/No Pass Only

ISTU 040E TUTOR TRAINING-ENGLISH
0.5 units
Lecture 0.5 units; lab 0 units
Prerequisite: ISTU 040, or Co-requisites: ISTU 040
Advisory: ENGL 905, ENGL 905X
This course is designed to train students to be peer writing tutors and to develop skills that are useful in other professional, personal, and academic settings as well. Topics include communication skills, tutoring at all stages of the writing process, study skills, addressing the needs of specific student populations and various learner types, essay exam strategies, problem-solving skills, high and low order revision priorities, identifying and addressing grammar patterns, research strategies, proper documentation, and respecting a writer’s authentic voice. Students who successfully complete the course can apply to be hired as peer writing tutors; however, course completion does not guarantee employment. Pass/No Pass Only

LRSV 110 SUPERVISED TUTORING
0 units
Corequisite: Student must be enrolled in the class in which tutoring is sought.
Students are assigned to tutoring by a counselor or instructor based on an identified learning need and register in the tutoring course. Under direction of a certificated supervisor in a tutorial Lab, students receive training in issues relating to peer tutoring. Students are supported by a variety of resources including a certificated supervisor, a counselor, or an instructor. Students have the opportunity to develop their ability to learn independently and to become a more successful student.

LRSV 110M SUPERVISED TUTORING - MATH
0 units
Corequisite: Student must be enrolled in the class in which tutoring is sought.
Students are assigned to tutoring by a counselor or instructor based on an identified learning need and register in the tutoring course. Under direction of a certificated supervisor in a tutorial Lab, students receive training in issues relating to peer tutoring. Students are supported by a variety of resources including a certificated supervisor, a counselor, or an instructor. Students have the opportunity to develop their ability to learn independently and to become a more successful student.

STSC 100 INTRODUCTION TO LEADERSHIP
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course explores concepts of leadership theory with direct applications for leading organizations and creating positive social change. The intent of the course is to provide students with a foundational understanding of the knowledge and skills needed to be an effective leader. This course utilizes experiential activities and group projects as a primary method for applying theories and concepts to the everyday practice of leadership. In this course, leadership is understood primarily as a function of personal development with the intention to create transformational change in one’s community. Pass/No Pass Option

Theatre Arts

THE FACULTY
William Clay
Laura Lowry

DEANS
Cillier School of Art and Design
Andrew Chandler

DEPARTMENT CHAIR
Laura Lowry

PHONE
408-741-4016
EMAIL
laura.lowry@westvalley.edu

COUNSELING
408-741-2009

DEGREES:
A.A.-T, Theatre Arts
A.A., Theatre Arts: Acting
A.A., Theatre Arts: Film Studies
A.A., Theatre Arts: Stage Technology

THE THEATRE ARTS DEPARTMENT PROVIDES A COMPREHENSIVE PROGRAM OF THEATRE/FILM ANALYSIS AND THEORY, ACTING, DESIGN AND THEATRE TECHNOLOGY, AND FILM/VIDEO PRODUCTION. ITS PRIMARY GOAL IS TO DEVELOP STUDENT CREATIVITY AND SKILLS, SUPPORTED BY A SOLID BACKGROUND IN ANALYSIS, LITERATURE, AND AESTHETICS. IN AN ENVIRONMENT THAT ENCOURAGES SELF-EXPRESS, EACH STUDENT HAS OPPORTUNITIES TO PARTICIPATE IN VARIOUS THEATRE ARTS SPECIALTIES: FILM/THEATRE ANALYSIS, FILM/VIDEO PRODUCTION, ACTING, COSTUME/MAKEUP, AND THEATRE TECHNOLOGY. STUDENTS HAVE THE OPPORTUNITY TO PERFORM REGULARLY IN THE COLLEGE’S TWO PERFORMANCE FACILITIES. STUDENTS ARE PREPARED TO TRANSFER TO FOUR-YEAR INSTITUTIONS AND CONSERVATORIES OR TO PURSUE CAREER OPTIONS, DESCRIBED BELOW.

HIGHLIGHTS
• Renovated 400 seat proscenium theatre
• Renovated 100 seat chamber theatre
• Television Studio
• Fine Arts computer lab
• Courses offered in online format
• Hands-on performance experience with state-of-the-art equipment
• Learning opportunities with professional artists

CAREER OPTIONS
• Actor
• Corporate Officer
• Costume Designer
• Costume Technician
• Director
• Drama Teacher/Professor
• Filmmaker
• Lawyer
• Non-Profit Manager
• Performing Arts Fundraiser
• Sales Manager
• Set/Lighting Designer
• Special Events Planner
• Stage Manager
• Theatre Manager
• Theatre Technician
• Theme Park Technician
• Video/Media Technician

NOTE: SOME CAREER OPTIONS MAY REQUIRE MORE THAN TWO YEARS OF COLLEGE STUDY

THEATRE ARTS: TRANSFER
See assist.org and/or consult with a counselor.
ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER DEGREE (A.A.-T in Theatre Arts)

The Associate in Arts in Theatre Arts for Transfer is a 60 unit program which provides students the lower division coursework required for transfer to a four year institution for the major in Theatre Arts or Drama. Students who complete this program will be able to apply film and theatre terminology and language; analyze literature; identify production components; distinguish film and theatre styles and historical periods; demonstrate collaboration and team-building skills; creatively solve problems; demonstrate communication skills; create and demonstrate informed and personal artistic choices in coursework and productions.

Students must complete the following requirements:
1. Completion of the units for the major with a grade of C or better
2. Completion of either the Intersegmental General Education Transfer Curriculum or California State University General Education-Breadth Requirement
3. Completion of a maximum of 60 units with a grade point average of 2.0 or better

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College.

After completing an A.A.-T in Theatre Arts, a student will be able to:
- Distinguish theatre styles and historical periods.
- Demonstrate collaboration and team-building skills; creatively solve problems; demonstrate communication skills; create and demonstrate informed and personal artistic choices.
- Apply theatre terminology and language, analyze literature, and identify production components.

### Course Selection

#### Required Core: 6 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THEA 010H</td>
<td>Honors Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 040A</td>
<td>Acting One</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Select (3 units maximum)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Modern &amp; Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Classical Greek and European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020A</td>
<td>Studio Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020B</td>
<td>Studio Theater Production Workshop: Modern/Contemporary</td>
<td>3</td>
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<tr>
<td>THEA 020C</td>
<td>Studio Theater Production Workshop: ClassicalGreek &amp; European</td>
<td>3</td>
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<tr>
<td>THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 021A AND THEA 021B</td>
<td>Practical Theater (Scene &amp; Stage) I and II</td>
<td>1 and 2</td>
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</table>

#### List A: Select three (9 units)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>THEA 040B</td>
<td>Acting Two</td>
<td>3</td>
</tr>
<tr>
<td>THEA 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
<tr>
<td>THEA 018A</td>
<td>Introduction to Stage Lighting</td>
<td>3</td>
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</table>

### Course Selection

Select from the following REQUIRED CORE courses not already used (3 units maximum)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Modern &amp; Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Classical Greek and European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020A</td>
<td>Studio Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020B</td>
<td>Studio Theater Production Workshop: Modern/Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020C</td>
<td>Studio Theater Production Workshop: Classical Greek &amp; European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 021A AND THEA 021B</td>
<td>Practical Theater (Scene &amp; Stage) I and II</td>
<td>1 and 2</td>
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</table>

#### Total Degree Units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THEA 045B</td>
<td>Stagecraft</td>
<td>3</td>
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</table>

### Total Major Units

<table>
<thead>
<tr>
<th>GE Units (CSU GE or IGETC)</th>
<th>18 or 19</th>
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<tr>
<td>Total Major Units</td>
<td>39 or 37</td>
</tr>
<tr>
<td>Total Degree Units</td>
<td>60</td>
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</table>

CSU transferable elective courses are required when the major units plus transfer GE units total is less than 60.

For crosswalk of new subject codes, see page 51

#### Recommended Course Sequence:

**Fall, Year 1 (6 Units):**
- THEA 010, THEA 040A

**Spring, Year 1 (6 Units):**
- THEA 011A, THEA 020A

**Fall, Year 2 (6 Units):**
- THEA 002A, THEA 040B

THEATRE ARTS: ACTING

A.A. Degree

The Associate of Arts in Theatre Arts Acting Emphasis is a comprehensive program designed to prepare students to transfer to a baccalaureate program in acting or theatre arts or work as professional actors. It covers theatrical, television, and improvisational styles in both the classroom and on the live stage.

After completing an A.A. degree in Theatre Arts Acting Emphasis, a student should be able to:
- Apply film and theatre terminology and language;
- Analyze literature;
- Identify production components;
- Distinguish film and theatre styles and historical periods;
- Demonstrate collaboration and team-building skills;
- Creatively solve problems;
- Demonstrate communication skills.
- Create and demonstrate informed and personal artistic choices in coursework and productions.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THEA 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
<tr>
<td>THEA 007A</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEA 035A</td>
<td>Voice Production and Articulation</td>
<td>3</td>
</tr>
<tr>
<td>THEA 040A</td>
<td>Acting One</td>
<td>3</td>
</tr>
<tr>
<td>THEA 040B</td>
<td>Acting Two</td>
<td>3</td>
</tr>
<tr>
<td>THEA 040C</td>
<td>Acting Three</td>
<td>3</td>
</tr>
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</table>

**Elective Courses: List A: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 020A</td>
<td>Studio Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020B</td>
<td>Studio Theater Production Workshop: Modern/Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020C</td>
<td>Studio Theater Production Workshop: Classical Greek &amp; European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children's Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Modern &amp; Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Classical Greek and European</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children's Theater</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses: List B: 1 unit**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 021A</td>
<td>Practical Theater (Scene &amp; Stage) I</td>
<td>1</td>
</tr>
<tr>
<td>THEA 022A</td>
<td>Practical Theater (Costume &amp; Makeup) I</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses: List C: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>KINS 11.01</td>
<td>Yoga for Health</td>
<td>1</td>
</tr>
<tr>
<td>KINS 3.01</td>
<td>Ballet - Beginning Level 1</td>
<td>1</td>
</tr>
<tr>
<td>KINS 3.02</td>
<td>Ballet - Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>KINS 3.12</td>
<td>Jazz Dance - Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 032A</td>
<td>Beginning Voice Classical Music</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 032B</td>
<td>Beginning Voice Folk Music</td>
<td>1</td>
</tr>
<tr>
<td>THEA 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 007B</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 012</td>
<td>Survey of Musical Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEA 015</td>
<td>Introduction to Film Studies</td>
<td>3</td>
</tr>
<tr>
<td>THEA 021B</td>
<td>Practical Theater (Scene &amp; Stage) II</td>
<td>2</td>
</tr>
<tr>
<td>THEA 022B</td>
<td>Practical Theater (Costume &amp; Makeup) II</td>
<td>2</td>
</tr>
<tr>
<td>THEA 026A</td>
<td>Improvisational Theatre Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THEA 033A</td>
<td>Stage Movement</td>
<td>3</td>
</tr>
<tr>
<td>THEA 033B</td>
<td>Stage Combat</td>
<td>3</td>
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</table>

**Course ID**

<table>
<thead>
<tr>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 044A</td>
<td>Makeup for Stage &amp; Screen</td>
</tr>
<tr>
<td>THEA 047A</td>
<td>Fundamentals of Costume Design</td>
</tr>
</tbody>
</table>

**Total Major Units**

28

Additional units to meet the college graduation requirements.

To be awarded an A.A. Degree, a student must complete:

1. Achieve a grade of “C” or better in the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (9 Units):**
THEA 002A, THEA 010, THEA 040A

**Spring, Year 1 (9 Units):**
THEA 026A, THEA 040B, THEA 070A

**Fall, Year 2 (7 Units):**
THEA 007A, THEA 021A, THEA 035A

**Spring, Year 2 (3 Units):**
THEA 040C

---

**THEATRE ARTS: FILM STUDIES**

**A.A. Degree**

The Associate of Arts in Film Studies is designed to prepare students to transfer to a baccalaureate program in film studies or film/video production. It covers a broad base of film and theatre fundamentals in both lecture and production-style learning environments.

After completing an A.A. degree in Film Studies, a student should be able to:

- Apply film and theatre terminology and language;
- Identify production components;
- Distinguish film and theatre styles and historical periods;
- Demonstrate mechanical production skills;
- Demonstrate communication skills.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THEA 005A</td>
<td>Introduction to Filmmaking</td>
<td>3</td>
</tr>
<tr>
<td>THEA 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 007A</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014A</td>
<td>Survey of Film: Horror and Science Fiction</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014B</td>
<td>Survey of Film: Western and Musicals</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014C</td>
<td>Survey of Film: Gangster and Detective Films</td>
<td>3</td>
</tr>
<tr>
<td>THEA 015</td>
<td>Introduction to Film Studies</td>
<td>3</td>
</tr>
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</table>

**Elective Courses: List A: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEA 011A</td>
<td>Script Analysis: Classical</td>
<td>3</td>
</tr>
<tr>
<td>THEA 011B</td>
<td>Script Analysis: Modern Realism</td>
<td>3</td>
</tr>
<tr>
<td>THEA 011C</td>
<td>Script Analysis: Contemporary/Abstruist</td>
<td>3</td>
</tr>
<tr>
<td>THEA 012</td>
<td>Survey of Musical Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEA 019A</td>
<td>Movie Magic: Contemporary Special Effects</td>
<td>3</td>
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**Elective Courses: List B: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tbody>
<tr>
<td>ARTS 004</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 041</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>THEA 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
</tbody>
</table>
**Theatre Arts: Stage Technology**

**A.A. Degree**

After completing an A.A. degree in Stage Technology, a student will be able to:

- Demonstrate communication skills;
- Create and demonstrate informed and personal artistic choices in coursework and productions.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEAR 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 018A</td>
<td>Introduction to Stage Lighting</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 040A</td>
<td>Beginning Acting</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 045B</td>
<td>Stagecraft</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 047A</td>
<td>Fundamentals of Costume Design</td>
<td>3</td>
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**Required Core Courses: 18 units**

<table>
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<tr>
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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THEAR 002A</td>
<td>Introduction to Theatrical Design</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 010</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 018A</td>
<td>Introduction to Stage Lighting</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 040A</td>
<td>Beginning Acting</td>
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</tr>
<tr>
<td>THEAR 045B</td>
<td>Stagecraft</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 047A</td>
<td>Fundamentals of Costume Design</td>
<td>3</td>
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</table>

**Elective Courses: List A: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>THEAR 021A</td>
<td>Rehearsal and Performance (Technical)</td>
<td>1</td>
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<tr>
<td>THEAR 021B</td>
<td>Rehearsal and Performance (Technical)</td>
<td>2</td>
</tr>
<tr>
<td>THEAR 021C</td>
<td>Rehearsal and Performance (Technical)</td>
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</tr>
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**Electives Courses: List B: 6 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEAR 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 007A</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEAR 008A</td>
<td>Studio Performance</td>
<td>3</td>
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<tr>
<td>THEAR 020</td>
<td>Studio Theatre Workshop</td>
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<tr>
<td>THEAR 022A</td>
<td>Rehearsal and Performance</td>
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</tr>
<tr>
<td>THEAR 022B</td>
<td>Rehearsal and Performance</td>
<td>2</td>
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<td>THEAR 022C</td>
<td>Rehearsal and Performance</td>
<td>3</td>
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<tr>
<td>THEAR 030</td>
<td>Playwriting</td>
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<tr>
<td>THEAR 040B</td>
<td>Beginning Acting</td>
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<tr>
<td>THEAR 047B</td>
<td>Costumes: Stage/Screen</td>
<td>3</td>
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<tr>
<td>THEAR 070</td>
<td>Mainstage Production Workshop</td>
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</tbody>
</table>

**Recommended Course Sequence:**

- **Fall, Year 1 (9 Units):**
  - THEA 010, THEA 002A, THEA 015

- **Spring, Year 1 (6 Units):**
  - THEA 006A, THEA 007A, THEA 014A

- **Fall, Year 2 (6 Units):**
  - THEA 014B, THEA 044A

- **Spring, Year 2 (3 Units):**
  - THEA 014C

**Total Major Units**

27

Additional units to meet the college graduation requirements.

To be awarded an A.A. Degree, a student must complete:

1. Achieve a grade of "C" or better in the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

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**Theatre Arts: Filmmaking**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tr>
<td>THEA 005B</td>
<td>Introduction to Filmmaking</td>
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<tr>
<td>Thea 006B</td>
<td>Writing for Film and Television</td>
<td>3</td>
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<tr>
<td>Thea 007B</td>
<td>Acting for Film and Television</td>
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<tr>
<td>THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children's Theater</td>
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<tr>
<td>THEA 022A</td>
<td>Practical Theater (Costume &amp; Makeup) I</td>
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<td>THEA 022B</td>
<td>Practical Theater (Costume &amp; Makeup) II</td>
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<td>THEA 040B</td>
<td>Acting Two</td>
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<tr>
<td>THEA 044A</td>
<td>Makeup for Stage &amp; Screen</td>
<td>3</td>
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<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: American Representational</td>
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<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Modern &amp; Contemporary</td>
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<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Classical Greek and European</td>
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<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children's Theater</td>
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**Other Recommended Courses**

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<tbody>
<tr>
<td>ARTS 004</td>
<td>Art Appreciation</td>
<td>3</td>
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<tr>
<td>INTD 015</td>
<td>Interior Architectural Drafting</td>
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<td>INTD 020</td>
<td>Color Theory and Application</td>
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<tr>
<td>INTD 035A</td>
<td>History of Furniture and Interiors</td>
<td>3</td>
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<td>THEA 014A</td>
<td>Survey of Film: Horror and Science Fiction</td>
<td>3</td>
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<tr>
<td>THEA 014B</td>
<td>Survey of Film: Westerns and Musicals</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014C</td>
<td>Survey of Film: Gangster and Detective Films</td>
<td>3</td>
</tr>
<tr>
<td>THEA 015</td>
<td>Introduction to Film Studies</td>
<td>3</td>
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</table>

**Total Major Units**

27

Additional units to meet the college graduation requirements.

To be awarded an A.A. Degree, a student must complete:

1. Achieve a grade of "C" or better in the major requirements.
2. Additional units to meet the college graduation requirements.

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

- **Fall, Year 1 (9 Units):**
  - THEA 002A, THEA 010, THEA 015

- **Spring, Year 1 (9 Units):**
  - THEA 006A, THEA 007A, THEA 014A

- **Fall, Year 2 (6 Units):**
  - THEA 014B, THEA 044A

- **Spring, Year 2 (3 Units):**
  - THEA 014C
THERE 001A INTRODUCTION TO THE WORLD OF THEATER
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 111
This course is an introduction to the world of theater. This introduction includes dramatic literature, technical theater, theater history, production techniques and the critical evaluation of productions.

THERE 001H HONORS INTRODUCTION TO THEATER
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 111
Honors Introduction to Theater uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified trans-disciplinary unit. This course is an introduction to the world of theater. This introduction includes dramatic literature, technical theater, theater history, production techniques and the critical evaluation of productions.

THERE 001B SCRIPT ANALYSIS: MODERN REALISM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 114
This course is a survey of dramatic literature from ancient Greece and Rome through the Italian Renaissance and the French Neo-Classical period with an emphasis on preparation for production. Through reading and analysis of representative plays selected from each of the major dramatic periods within this frame, and through consideration of theatrical conventions and aesthetic influences, the course fully explores an in-depth methodology of reading, analyzing and understanding the play scripts intended for production. Pass/No Pass Option

THERE 001C SCRIPT ANALYSIS: CONTEMPORARY/ABSTRACT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 114
This course is a survey of dramatic literature from the early 20th century to the present. Emphasis placed on absurdist and modern theatre styles and the preparation of such plays for production. Through reading and analysis of representative plays selected and through consideration of theatrical conventions and aesthetic influences, the course fully explores an in-depth methodology of reading, analyzing and understanding the play scripts intended for production. Pass/No Pass Option

THERE 002A INTRODUCTION TO THEATRICAL DESIGN
3 units
Lecture 3 units; lab 0 unit
Acceptable for credit: University of California, California State University
C-ID THTR 172
This course is a survey of design in scenery, lighting, costumes, makeup and properties. Additional topics in theatrical equipment and construction techniques are explored through demonstration. Information is applicable to all formal theatrical applications.

THERE 002B INTRODUCTION TO FILM/VIDEO PRODUCTION (2 units):
THEA 021B
This course is an introduction to the basic elements and terminology of film production. Cinematic technique, production best practices, and the duties of the filmmaking team are discussed and demonstrated.

THERE 005A INTRODUCTION TO FILM/VIDEO PRODUCTION (3 units):
THEA 005A
This course provides an introduction to the basic elements and terminology of film production. Cinematic technique, production best practices, and the duties of the filmmaking team are discussed and demonstrated.

THERE 005B FILM/VIDEO PRODUCTION II (3 units):
THEA 005B
Lecture 3 units; lab 0 units
Prerequisite: THEA 005A
Acceptable for credit: University of California, California State University
This course is for the student who has completed Theatre 005A. Students have the opportunity to continue developing skills and techniques used in filmmaking, Lecture, discussion and individual/group projects are combined to help the student acquire a more advanced knowledge of producing, directing and editing.

THERE 006A WRITING FOR FILM & TELEVISION (3 units):
THEA 006A
Lecture 3 units; lab 0 units
Advisory: Eligible for ENGL 001A
Acceptable for credit: California State University
This is an introductory course in script writing for film and television designed to provide students with the skills needed to write various length TV/Film scripts, commercials, and narrative and educational screenplays.

THERE 006B WRITING FOR FILM AND TELEVISION II (3 units):
THEA 006B
Lecture 3 units; lab 0 units
Advisory: Eligible for ENGL 001A
Prerequisite: THEA 006A
Acceptable for credit: California State University
A continuation of Theater 006A, this course concentrates on screen writing techniques, forms and concepts. Development of screenplays and teleplays for various media markets is examined.

THERE 007A ACTING FOR FILM AND TELEVISION (3 units):
THEA 007A
Lecture 3 units; lab 0 units
Advisory: THEA 040A
Acceptable for credit: University of California, California State University
This course is an introduction to the technique of acting in front of a camera. It includes participation in film acting projects and television production. Students also have the opportunity to learn the terminology of the TV/Film Studio. Pass/No Pass Option

THERE 007B ACTING FOR FILM AND TELEVISION II (3 units):
THEA 007B
Lecture 3 units; lab 0 units
Advisory: THEA 040A
Prerequisite: THEA 007A
Acceptable for credit: University of California, California State University
This is a follow-up course to Theater 007A. Students will have the opportunity to work on in-depth character studies and longer form video projects as well as to learn professional behavior and production best practices. Pass/No Pass Option

THERE 010 INTRODUCTION TO THEATER (3 units):
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 111
This course is an introduction to the world of theater. This introduction includes dramatic literature, technical theater, theater history, production techniques and the critical evaluation of productions.

THERE 011A SCRIPT ANALYSIS: CLASSICAL (3 units):
THEA 011A
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 114
This course is a survey of dramatic literature from ancient Greece and Rome through the Italian Renaissance and the French Neo-Classical period with an emphasis on preparation for production. Through reading and analysis of representative plays selected from each of the major dramatic periods within this frame, and through consideration of theatrical conventions and aesthetic influences, the course fully explores an in-depth methodology of reading, analyzing and understanding the play scripts intended for production. Pass/No Pass Option

THERE 011B SCRIPT ANALYSIS: MODERN REALISM (3 units):
THEA 011B
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 114
This course is a survey of dramatic literature from 1860 to the present with an emphasis on realism and naturalism and an examination of these plays for production. Through consideration of theatrical conventions and aesthetic influences, the course fully explores an in-depth methodology of reading, analyzing and understanding the play scripts intended for production. Pass/No Pass Option

THERE 011C SCRIPT ANALYSIS: CONTEMPORARY/ABSTRACT (3 units):
THEA 011C
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 114
This course is a survey of dramatic literature from the early 20th century to the present. Emphasis placed on absurdist and modern theatre styles and the preparation of such plays for production. Through reading and analysis of representative plays selected and through consideration of theatrical conventions and aesthetic influences, the course fully explores an in-depth methodology of reading, analyzing and understanding the play scripts intended for production. Pass/No Pass Option
THEA 012 SURVEY OF MUSICAL THEATER  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
This course is a survey of musical theater from the mid 19th century to present day. Emphasis is placed on the stylistic distinctions of the musical and the contribution of individual composers, librettists, lyricists, choreographers, directors and designers to the genre of musical theater. Students have the opportunity to study the genre's social and cultural significance as a separate and distinctive art form. Pass/No Pass Option

THEA 014A SURVEY OF FILM: HORROR AND SCIENCE FICTION  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
Survey of Film is an introductory film course in which primary focus is placed on the cinematic development of genre classics in Horror and Science Fiction. Critical analysis from an audience perspective includes readings, lectures and discussions covering conventions, history, evolution, terminology, and technique. Pass/No Pass Option

THEA 014B SURVEY OF FILM: WESTERNS AND MUSICALS  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
Survey of Film is an introductory film course in which primary focus is placed on the cinematic development of genre classics in Westerns and Musicals. Critical analysis from an audience perspective includes readings, lectures and discussions covering conventions, history, evolution, terminology, and technique. Pass/No Pass Option

THEA 014C SURVEY OF FILM: GANGSTER AND DETECTIVE  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
Survey of Film is an introductory film course in which primary focus is placed on the cinematic development of genre classics in gangster and detective films. Critical analysis from an audience perspective includes readings, lectures, and discussions covering genre conventions, history, evolution, terminology, and technique. Pass/No Pass Option

THEA 015 INTRODUCTION TO FILM STUDIES  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
This course introduces the close analysis of film and television texts. Also it examines the broad questions of form and content, aesthetics and meaning, and history and culture. The course explores the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. Topics covered include modes of production, narrative forms, visual design, editing, sound, genre, ideology and critical analysis.

THEA 016A INTRODUCTION TO STAGE LIGHTING  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
C-ID THTR 173  
This is an introductory course in the theory, methods and application of stage lighting. The course involves the study of different approaches to light design, the study of the physics of stage lighting and color in light. The course also serves as an introduction to the lighting instruments themselves and the practical work involved in lighting a staged production.

THEA 019A VISUAL SPECTACLE: PRACTICAL EFFECTS AND MOTION GRAPHICS FOR CINEMA  
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: University of California, California State University  
The students in this course have the opportunity to study practical and digital film effects, such as creative lighting and cinematography, animation and motion control, blood effects, fight choreography, and green screen composting. Pass/No Pass Option

THEA 020A STUDIO THEATER PRODUCTION WORKSHOP: AMERICAN REPRESENTATIONAL  
3 units  
Lecture 0 units; lab 3 units  
Prerequisite: Audition/Interview Required  
Acceptable for credit: University of California, California State University  
This course provides the analysis and dramatization of acting techniques necessary for performance of the Representational American Theater (1800-1959). Students have the opportunity to participate in rehearsals and regularly scheduled performances of plays and musical performances. This course also provides the student an opportunity to perform in a small, studio-style theater. Blocking choices and vocal projection are key elements for study in the course. Admission to the course requires an audition.

THEA 020B STUDIO THEATER PRODUCTION WORKSHOP: MODERN/CONTEMPORARY  
3 units  
Lecture 0 units; lab 3 units  
Prerequisite: Audition/Interview Required  
Acceptable for credit: University of California, California State University  
This course provides the analysis and dramatization of acting techniques necessary for performance of Modern and Contemporary Theater (1960-Present). This course provides the student an opportunity to perform in a small studio-style theater. Blocking choices and vocal projection are key elements for study in the course. Students have the opportunity to participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.

THEA 020C STUDIO THEATER PRODUCTION WORKSHOP: CLASSICAL GREEK & EUROPEAN  
3 units  
Lecture 0 units; lab 3 units  
Prerequisite: Audition/Interview Required  
Acceptable for credit: University of California, California State University  
This course provides the analysis and dramatization of acting techniques necessary for performance of Classical Greek & European Theater. This course provides the student an opportunity to perform in a small, studio-style theater. Blocking choices and vocal projection are key elements for study in the course. Students have the opportunity to participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.

THEA 020D STUDIO THEATER WORKSHOP: MUSICAL AND CHILDREN’S THEATER  
3 units  
Lecture 0 units; lab 3 units  
Prerequisite: Audition/Interview Required  
Acceptable for credit: University of California, California State University  
This course provides the analysis and dramatization of acting techniques necessary for performance of Musical and Children’s Theater. This course provides the student an opportunity to perform in a small, studio style theater. Blocking choices and vocal projection are key elements for study in the course. Students have the opportunity to participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.
THEA 021A PRACTICAL THEATER (SCENE & STAGE) I
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This entry-level course gives students the opportunity to gain practical experience in the application of production responsibilities in any of the following: stage management, house management, construction, scenery, properties, lighting, sound, and running crews.

THEA 021B PRACTICAL THEATER (SCENE & STAGE) II
2 units
Lecture 0 units; lab 2 units
Acceptable for credit: University of California, California State University
This intermediate course gives students expanded opportunity to gain practical experience in the application of production responsibilities in any of the following areas: stage management, house management, construction, scenery, properties, lighting, sound, and running crews.

THEA 021C REHEARSAL & PERFORMANCE (TECHNICAL)
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
This intermediate course gives students expanded opportunity to gain practical experience in the application of production responsibilities in costume construction, costume maintenance and make-up application.

THEA 022A PRACTICAL THEATER (COSTUME & MAKEUP) I
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This entry-level course gives students the opportunity to gain practical experience in the application of production responsibilities in costume construction, costume maintenance and make-up application.

THEA 022B PRACTICAL THEATER (COSTUME & MAKEUP) II
2 units
Lecture 0 units; lab 2 units
Acceptable for credit: University of California, California State University
This intermediate-level course gives students expanded opportunity to gain practical experience in the application of production responsibilities in costume construction, costume maintenance and make-up application.

THEA 026A IMPROVISATIONAL THEATRE WORKSHOP
3 units
Lecture 3 units; lab 0 units
This course explores methods and techniques used to develop spontaneous performance skills in the actor. The types of improvisation covered are the following: partner games, team building, short and long form improv and theater-sports. This course culminates in a final class performance open to the public. Pass/No Pass Option

THEA 028A STAGE MOVEMENT
3 units
Lecture 3 units; lab 0 units
This movement course is like an acting course in motion, a playground for rediscovering uninhibited, child-like freedom that stimulates students’ imaginations, and opens them up to a pervasive sense of playfulness in their work. Through group exercises and devised assignments, students become more adept at playing in the environment of a scene, creating fully realized characters, and developing their vocabulary in the language of the body.

THEA 028B STAGE MOVEMENT
3 units
Lecture 0 units; lab 1 unit
This advanced course gives students expanded opportunity to gain practical experience in the application of production responsibilities in any of the following areas: stage management, house management, construction, scenery, properties, lighting, sound, and running crews.

THEA 029A STAGE MOVEMENT II
3 units
Lecture 0 units; lab 2 units
This advanced course gives students expanded opportunity to gain practical experience in the application of production responsibilities in costume construction, costume maintenance and make-up application.

THEA 033A STAGE MOVEMENT
3 units
Lecture 3 units; lab 0 units
This course offers analysis and practice of basic stage combat. Fundamental techniques of hand to hand combat, swordplay and safety techniques are major components of the course. Students develop a personal command and understanding of their body in relation to theatrical physical movement. Students learn written permission for designing a fight. Styles of stage combat to be covered include Unarmed/Hand to Hand, Rapier and Dagger, Single Sword, Broadsword, and Quarterstaff.

THEA 033B STAGE COMBAT
3 units
Lecture 3 units; lab 0 units
This course explores methods and techniques used to develop spontaneous performance skills in the actor. The types of improvisation covered are the following: partner games, team building, short and long form improv and theater-sports. This course culminates in a final class performance open to the public. Pass/No Pass Option

THEA 040A ACTING ONE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course introduces students to techniques on how to become comfortable in front of an audience. Also, movement and vocal exercises that prepare students for performance are introduced. Other topics that are explored include techniques of stage movement and improvisation. Pass/No Pass Option

THEA 040B ACTING TWO
3 units
Lecture 3 units; lab 0 units
Prerequisite: THEA 040A
Acceptable for credit: University of California, California State University
This course focuses on the externals an actor uses to create a role. There is continued training in acting skills introduced in THEA 040A with detailed script and character analysis. The course also introduces auditioning and improvisational skills. Pass/No Pass Option

THEA 040C ACTING THREE
3 units
Lecture 3 units; lab 0 units
Prerequisite: THEA 040B
Acceptable for credit: University of California, California State University
This course provides advanced stage study through detailed work on character and scene analysis, acting theory and technique. Students are introduced to classical dramatic literature and have the opportunity to learn how to prepare a formal audition and an actor’s resume. Pass/No Pass Option

THEA 044A MAKEUP FOR STAGE AND SCREEN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed to introduce the student to the basic techniques and materials of stage and cinematic makeup. The student has the opportunity to gain an understanding of the process through actual makeup application in the classroom environment. Pass/No Pass Option
THEA 045B STAGECRAFT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 171
This course serves as an introduction to the theory and practical application of theatrical scenery. Students are exposed to safe operation and handling of tools used in the construction, painting, assembly, and deconstruction of sets used in departmental productions. The course also serves as an introduction to set design including the generation of working drawings and scale models.

THEA 047A FUNDAMENTALS OF COSTUME DESIGN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID THTR 174
This course is an introduction to the function of theatrical costume and the contribution to the total aesthetic effect of a dramatic production. Design research and principles, costume organization, pattern and construction techniques, sewing equipment use and maintenance, and the function of costume personnel in production work are introduced as a means of developing the individual student’s design capabilities, skills and discipline in costuming.

THEA 070A MAINSTAGE THEATER PRODUCTION WORKSHOP: AMERICAN REPRESENTATIONAL
3 units
Lecture 0 units; lab 3 units
Acceptable for Credit: University of California, California State University
C-ID THTR 191
This course provides the analysis and dramatization of acting techniques necessary for performance of the Representational American Theatre (1800-1959). This course provides the student an opportunity to perform in a large proscenium style theatre. Blocking choices and vocal projection are key elements for study in the course. Students participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.

THEA 070B MAINSTAGE THEATER PRODUCTION WORKSHOP: MODERN & CONTEMPORARY
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
C-ID THTR 191
This course provides the analysis and dramatization of acting techniques necessary for performance of Modern and Contemporary Theater (1960-Present). This course provides the student an opportunity to perform in a large proscenium style theatre. Blocking choices and vocal projection are key elements for study in the course. Students participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.

THEA 070C MAINSTAGE THEATER PRODUCTION WORKSHOP: CLASSICAL GREEK AND EUROPEAN THEATER
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
C-ID THTR 191
This course provides the analysis and dramatization of acting techniques necessary for performance of Classical Greek and European Theater. This course provides the student an opportunity to perform in a large proscenium style theater. Blocking choices and vocal projection are key elements for study in the course. Students participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.

THEA 070D MAINSTAGE THEATER PRODUCTION WORKSHOP: MUSICAL AND CHILDREN’S THEATER
3 units
Lecture 0 units; lab 3 units
Acceptable for credit: University of California, California State University
C-ID THTR 191
This course provides the analysis and dramatization of acting techniques necessary for performance of Musical and Children’s Theater. This course provides the student an opportunity to perform in a large proscenium style theater. Blocking choices and vocal projection are key elements for study in the course. Students have the opportunity to participate in rehearsals and regularly scheduled performances of plays and musicals. Admission to the course requires an audition.
Transfer Studies

Certificates:
Transfer Studies CSU GE-B
Transfer Studies IGETC

TRANSFER STUDIES – CSU GE-B
Certificate of Achievement
This certificate is designed for students planning to transfer to the California State University (CSU) System. Students have the opportunity to learn the basic principles of natural sciences, social and behavioral sciences, the humanities, and fine arts. Students completing this certificate should demonstrate knowledge of the basic principles of these academic disciplines, their methods of inquiry, their history and impact on society, and their relationships to each other.

It offers students a program of study which meets the CSU General Education requirements. Although the certificate recognizes the completion of lower division CSU general education requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate. Students who intend to transfer must meet all current CSU transfer requirements including minimum GPA and eligibility for certification.

Students completing this certificate should demonstrate knowledge of the basic principles of these academic disciplines, their methods of inquiry, their history and impact on society, and their relationships to each other.

After completing the Transfer Studies – CSU GE-B certificate, a student will be able to:

• Explain and demonstrate ideas and concepts through verbal and nonverbal expression through written and oral communication.

• Critically examine the function, media, subject matter, organization, aesthetic, style, and relative excellence of representative examples of the arts, literature, philosophy, and foreign languages including approaches from various historical, cultural, and gender-based origins.

• Analyze the interaction between social, political, and economic systems from a global perspective to effectively live and work in diverse communities.

• Critically analyze and solve problems using quantitative and qualitative techniques including appropriate use of logic, mathematics, multi-disciplinary, and cultural considerations where applicable.

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<th>Units</th>
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<td>Area A1 - Oral Communication</td>
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<td>Select One Course From Area A2</td>
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<td>Area A2 - Written Communication</td>
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<td>Select One Course From Area A3</td>
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<td>Area A3 - Critical Thinking</td>
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<td>Select One Course of at Least 3 units from Area B1</td>
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<tr>
<td>Area B1 - Physical Sciences</td>
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<td>Select One Course of at Least 3 Units from Area B2</td>
<td>3</td>
</tr>
<tr>
<td>Area B2 - Life Sciences</td>
<td></td>
</tr>
<tr>
<td>Select One Laboratory Course From B1 or B2</td>
<td></td>
</tr>
<tr>
<td>Area B3 - Laboratory Activity</td>
<td></td>
</tr>
<tr>
<td>Select One Course of at Least 3 Units from Area B4</td>
<td>3</td>
</tr>
<tr>
<td>Area B4 - Mathematics/Quantitative Reasoning</td>
<td></td>
</tr>
<tr>
<td>Select 3 Units from Area C1</td>
<td>3</td>
</tr>
<tr>
<td>Area C1 - Arts</td>
<td></td>
</tr>
<tr>
<td>Select 3 Units from Area C2</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 39

TRANSFER STUDIES – IGETC
Certificate of Achievement
This certificate is designed for students planning to transfer to either the University of California (UC) or the California State University (CSU) System. Students have the opportunity to learn the basic principles of natural sciences, social and behavioral sciences, the humanities, and fine arts. Students completing this certificate should understand the basic principles of these academic disciplines, their methods of inquiry, their history and impact on society, and their relationships to each other.

The certificate offers students a program of study which meets IGETC requirements. Although the certificate recognizes the completion of lower division IGETC requirements, it does not guarantee admission to a specific campus or school within the UC or CSU systems, nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate. Students who intend to transfer must meet all current IGETC transfer requirements including minimum GPA and eligibility for certification.

After completing the Transfer Studies – IGETC certificate, a student will be able to:

• Explain and demonstrate ideas and concepts through verbal and nonverbal expression through written and oral communication.

• Critically examine the function, media, subject matter, organization, aesthetic, style, and relative excellence of representative examples of the arts, literature, philosophy, and foreign languages including approaches from various historical, cultural, and gender-based origins.

• Analyze the interaction between social, political, and economic systems from a global perspective to effectively live and work in diverse communities.

• Critically analyze and solve problems using quantitative and qualitative techniques including appropriate use of logic, mathematics, multi-disciplinary, and cultural considerations where applicable.

<table>
<thead>
<tr>
<th>Area</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select 3 units from Area 1A - English Composition</td>
<td>3</td>
</tr>
<tr>
<td>Area 1A: English Composition</td>
<td></td>
</tr>
<tr>
<td>Select 3 units from Area 1B - Critical Thinking/English Composition</td>
<td>3</td>
</tr>
<tr>
<td>Area 1B: Critical Thinking/English Composition</td>
<td></td>
</tr>
<tr>
<td>Select 3 units from Area 1C - Oral Communication (CSU requirement only)</td>
<td>3</td>
</tr>
<tr>
<td>Area 1C: Oral Communication (CSU requirement only)</td>
<td></td>
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<tr>
<td>Select one course of at least 3 units from Area 2 - Mathematical Concepts and Quantitative Reasoning</td>
<td>3</td>
</tr>
<tr>
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<tr>
<td>Select one course of at least 3 units from Area 3A - Arts</td>
<td>3</td>
</tr>
<tr>
<td>Area 3A: Arts</td>
<td></td>
</tr>
<tr>
<td>Select one course of at least 3 units from Area 3B - Humanities</td>
<td>3</td>
</tr>
</tbody>
</table>
Women, Gender and Queer Studies

THE FACULTY
Leigh Burrill, English
Rebecca Cisneros-Diaz, English
Mae Conroy, Child Studies
Dulce Gray, English
Melvin Pritchard, History
Michelle Reed, Psychology
Cynthia Reiss, Art History
Danielle Shaw, English

DIVISION
Language Arts
PROGRAM CHAIR
Leigh Burrill
PHONES
408-741-4054
EMAIL
leigh.burrill@westvalley.edu
COUNSELING
408-741-2009

Degree:
A.A., Women, Gender & Queer Studies

WOMEN, GENDER AND QUEER STUDIES: For transfer information see assist.org and/or consult with a counselor.

Women, Gender and Queer Studies

A.A. Degree
The Women, Gender and Queer Studies Associate in Arts degree, which requires 22 units in the major, offers students an interdisciplinary, social justice approach to examining the complex ways that gender informs identity, with an emphasis on the intersection of gender with other identity markers such as race, class, sexuality, ability, ethnicity, nation, and religion, in cultures around the world. A field at the forefront of multicultural and transnational scholarship, Women, Gender and Queer Studies is dynamic and constantly evolving.

In WGQS core courses, students have the opportunity to study the history of women in various world cultures through the millennia, as well as historical changes in Western culture forged by the suffrage, civil rights, gay liberation, and labor movements of the 19th and 20th centuries. Students also have the opportunity to examine contemporary social justice movements and activism in their local communities and around the globe on topics ranging from voting rights to representation in government, from sex work to human trafficking, and from the wage and education gaps to the division of labor. Drawing on concepts from Global Feminist Studies and Queer Theory, WGQS courses prepare students to analyze gender and sexuality as social constructs both performative and fluid; to think critically about power dynamics based on race, gender, sexuality, social class, ability, and nation; and to develop global perspectives on inequality, development, and human rights issues. The A.A. degree in Women, Gender and Queer Studies also prepares students to contribute to dialogue on issues of fairness and justice locally, nationally, and globally.

The WGQS AA program of study offers lower division courses that help students prepare for transfer to four-year institutions where students have opportunities to engage in advanced scholarship in the vibrant, expanding fields of Social Justice, Gender, Ethnic, and Global Studies leading to careers in professional fields such as humanities, law, education, psychology, administration of justice, and social work; for positions in government agencies and non-governmental organizations focused on human rights and social justice. After completing the Women, Gender and Queer Studies AA, students will be able to:

• Examine women’s access to political, social, and economic power throughout history and across cultures.
• Analyze gender roles using intersectional analysis, via lenses of race, ethnicity, sex identity, gender, sexuality, social class, and ability, in various cultural and historical contexts.
• Compare the social construction of gender, race, class, sexuality, and disabilities in different cultures and historical periods; analyze the intersection of these social constructs in the lives of women, men, and gender variant individuals in different global societies.
• Describe gender and sexuality as existing on a continuum rather than as static identities, using historical, psychological, sociological, and semiotic language analysis as evidence.
- Analyze cultural attitudes about sexuality using intersectional, feminist, and historical perspectives.
- Analyze and critique the social construction of sexuality and gender categories such as woman, man, non-binary, lesbian, gay, straight, bisexuality, trans, and queer.
- Analyze and critique gender images in literature, visual and performing arts, media, and popular culture.
- Participate in dialogue about fairness and justice in matters related to sex identity, gender, race, ethnicity, class, sexuality, ability, culture and religion.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WQGS 001</td>
<td>Introduction to Women's Studies</td>
<td>4</td>
</tr>
<tr>
<td>WQGS 002</td>
<td>Women in the Arts: Multicultural Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>WQGS 003</td>
<td>Introduction to Gender and Queer Studies</td>
<td>3</td>
</tr>
<tr>
<td>WQGS 004A</td>
<td>Women in World Cultures</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete at least 9 units from the following:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 014</td>
<td>Women in Art History</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 055</td>
<td>Biology of Sex</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 009</td>
<td>Psychology of Women: a Multicultural Perspective</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 002</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 041</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>CHST 005</td>
<td>Diversity - Childhood &amp; Culture</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
<td>3</td>
</tr>
<tr>
<td>SJST 001</td>
<td>Introduction to Social Justice Studies</td>
<td>3</td>
</tr>
<tr>
<td>HIST 012</td>
<td>African American History</td>
<td>3</td>
</tr>
<tr>
<td>KINT 033</td>
<td>Women in Sports</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 012</td>
<td>African American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 013</td>
<td>Latino/Chicano Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 018</td>
<td>Asian American Literature</td>
<td>3</td>
</tr>
<tr>
<td>HSCI 010</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 046</td>
<td>Contemporary American Multi-Cultural Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR ENGL 046H</td>
<td>Honors Contemporary American Multi-Cultural Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
<td>3</td>
</tr>
<tr>
<td>OR ENGL 049H</td>
<td>Honors Modern Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR ANTH 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
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<tr>
<td>OR ENGL 001CH</td>
<td>Honors Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 043</td>
<td>Classical Mythology</td>
<td>3</td>
</tr>
<tr>
<td>OR ENGL 043H</td>
<td>Honors Classical Mythology</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete other English courses identified in the Schedule of Classes as having a Women's Studies, Gender Studies, or Queer Studies emphasis. Students should consult with the Chair of WQGS to determine which courses qualify in a given semester.

**To be awarded an A.A. Degree, a student must complete:**
1. All major requirements
2. Additional units to meet the college graduation requirements

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence:**

**Fall, Year 1 (4 Units):**
- WQGS 001

**Spring, Year 1 (6 Units):**
- WQGS 003, Electives (Any Course)

**Fall, Year 2 (6 Units):**
- WQGS 002, Electives (Any Course)

**Fall or Spring, Year 2 (6 Units):**
- WQGS 004A, Electives (Any Course)

**WQGS 001 INTRODUCTION TO WOMEN'S STUDIES**

4 units

Lecture 4 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID SJ 120

This course introduces students to the study of women and gender, from an intersectional perspective. The course provides an overview of the “waves” of women’s rights movements in U.S. history and debates about women’s roles in society. With this grounding in a variety of feminist discourses, students have the opportunity to explore contemporary women’s rights issues in both local and global contexts. Topics include: the social construction of gender, race, class, sexualities, and disabilities in different cultures; women’s sexualities and gender identities; health and reproductive issues; family structures; violence against women; the economics of women’s labor, paid and unpaid; education, political activism and social justice. All genders are equally welcome in this course. Pass/No Pass Option

**WQGS 002 WOMEN IN THE ARTS: MULTICULTURAL PERSPECTIVES**

3 units

Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

This course introduces students to the study of women’s creative work in literature, the visual arts, and the performing arts, and feminist art. The course presents an overview of new theories and methods of scholarship, including the use of gender, race, culture, and class as lenses of analysis. Students have opportunities to examine how this new scholarship is changing appraisals of women’s contributions to the arts. Pass/No Pass Option

**WQGS 003 INTRODUCTION TO GENDER AND QUEER STUDIES**

3 units

Lecture 3 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID SJ 130

This course introduces concepts and research in the fields of Gender and Queer Studies. Students have the opportunity to conceptualize gender and sexuality as fluid and using an intersectional, social justice-focused approach to identity, study gender and queer theory, and examine cultural norms and social expectations about behavior associated with various sex and gender categories from a variety of societies and historical periods. The course presents cross-cultural and historical perspectives on a continuum of sex and gender identities and sexualities, with a focus on LGBTQ+ identities and their social construction over time. Students analyze legal and social issues in contexts of sex, gender, sexuality, and other intersectional identity categories such as race, ethnicity, class, ability, age, nation of origin, and documentation, language, and housing status. Pass/No Pass Option
WGQS 004A • WOMEN IN WORLD CULTURES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course introduces women's contributions to cultures around the world from prehistory to 1500 CE. Drawing on primary sources, the course illuminates the lives and work of women writers, artists, philosophers, and political leaders from Africa, Asia, Europe, Oceania, and the Americas. Focusing on women's work in the humanities—literature, philosophy, visual arts and performing arts—the course highlights societie s and eras in which women's agency, autonomy, and creative accomplishments were particularly strong. Students have the opportunity to analyze cultural factors that supported or inhibited this creativity, including ideas about gender embedded in religions, mythologies, social philosophies, and political institutions. Pass/No Pass Option

ARTS 014 • WOMEN IN ART HISTORY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is a survey of women in Western art. Specifically, it traces the representation of Woman in art history, the emergence of the female artist, and the examination of feminist theory in art history. It includes an examination of the major art periods, theories, criticism, and feminist criticism. This course focuses on women both as the subjects and the creators of art. It is organized chronologically and thematically. This involves a historical survey of women artists and their artistic contributions, as well as an examination of the religious, mythological and secular images of women in art. Extensive attention is given to the creation, modification and persistence of these images throughout history, due to various social, economical, psychological and intellectual conditions. Pass/No Pass Option

CHST 005 • DIVERSITY: CHILDHOOD AND CULTURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course examines the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children and families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society are covered. This course also involves self-reflection of one's own understanding of educational principles in integrating anti-goals in order to better inform teaching practices and/or program development. Pass/No Pass Option

PSYC 009 • PSYCHOLOGY OF WOMEN: A MULTICULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units
Advisory: PSYC 001
Acceptable for credit: University of California, California State University
This course introduces the student to the gender-role development of women in terms of the biosocial and cultural factors involved in intellectual and personal-emotional functions. Examination of psychological research and theory will focus on multicultural factors; that is, gender as it relates to race, class, culture and ethnicity in United States society. This course will satisfy the 3-unit Cultural Diversity requirement for an Associate degree. Pass/No Pass Option

Work Experience

DIVISION Career Programs
DEAN Brad Weisberg
FACULTY ADVISOR Heide Hughes
PHONE 408-741-2114
EMAIL heide.hughes@westvalley.edu
CAREER PROGRAM CENTER 408-741-4068

Learning Outcomes
After completing units in Work Experience, a student will be able to:

• Demonstrate personal and professional standards for responsibility, honesty, and decision-making;
• Demonstrate verbal and written communication skills;
• Set and manage priorities;
• Employ technology to enhance educational and career opportunities;
• Demonstrate interpersonal skills in various settings;
• Demonstrate flexibility and be adaptive to changing demands;
• Apply academic skills and concepts to the workplace.

Occupational work experience general work experience are types of cooperative work experience.

OCCUPATIONAL WORK EXPERIENCE EDUCATION:
No more than sixteen (16) units that are directly related to occupational work experience. Whether from one department or from multiple departments, may be counted toward the associate degree. Each student participating in Work Experience education is assigned to a faculty-advisor who meets with the student and his/her employer to discuss, define, develop and write measurable learning objectives in developing short- and long-range career goals.

• Occupational work experience is supervised employment extending classroom occupational learning at an on-the-job learning station relating to the students’ educational or occupational goal.

The college offers the following Occupational Work Experience Education courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 043</td>
<td></td>
</tr>
<tr>
<td>CTRP 044</td>
<td></td>
</tr>
<tr>
<td>ELED 020A</td>
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</tr>
<tr>
<td>FDAT 084</td>
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<tr>
<td>HTCH 054A</td>
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<tr>
<td>INTD 090A</td>
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</tr>
<tr>
<td>INTD 090B</td>
<td></td>
</tr>
<tr>
<td>INTD 090C</td>
<td></td>
</tr>
<tr>
<td>INTD 090D</td>
<td></td>
</tr>
<tr>
<td>PARA 029B</td>
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<tr>
<td>PMGT 020B</td>
<td></td>
</tr>
<tr>
<td>WRRX 303</td>
<td></td>
</tr>
</tbody>
</table>

COOPERATIVE WORK EXPERIENCE:
Cooperative work experience courses are not designated as repeatable. However, students may petition to repeat occupational work experience courses to the Office of Admissions and Records. The Office of Admissions and Records may grant the request if the following conditions are met:

• the student has not exceeded the limit of 16 semester units of general and occupational work experience combined;
• the district only offers one course in a given occupational work experience field;
• the one course offered is not offered as a variable unit open-entry/open-exit course;
• the student does not exceed the maximum of eight units earned in one enrollment period in occupational work experience education.

Determination of the units is based on the following schedule of hours:

<table>
<thead>
<tr>
<th>Units</th>
<th>Total Hours of Credit</th>
<th>Average Hours Work Per Week Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>150</td>
<td>10 - 14</td>
</tr>
<tr>
<td>3</td>
<td>225</td>
<td>15 - 19</td>
</tr>
</tbody>
</table>
GENERAL WORK EXPERIENCE EDUCATION:

General Work Experience can only be taken one time. General work experience may be counted toward the associate degree.

Work Experience Education offers qualified students working and learning in jobs relating to their career and educational goals, the opportunity to earn college credit. One of the benefits of this program is the community and college interaction which involves employers, students, and faculty in a positive educational effort. Each student participating in Work Experience Education is assigned to a faculty-advisor who meets with the student and his/her employer to discuss, define, develop and write measurable learning objectives in developing short- and long-range career goals. Work Experience Education units satisfy a portion of the requirements for a 2-year degree and are transferable to most of the state colleges.

Determination of the units is based on the following schedule of hours.

<table>
<thead>
<tr>
<th>UNITS</th>
<th>TOTAL HOURS OF CREDIT</th>
<th>AVERAGE HOURS WORK PER WEEK REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>150</td>
<td>10 - 14</td>
</tr>
<tr>
<td>3</td>
<td>225</td>
<td>15 - 19</td>
</tr>
<tr>
<td>4</td>
<td>300</td>
<td>20+</td>
</tr>
</tbody>
</table>

If a student is working in a nonpaid position the student needs to only work 80% of the required hours.

- General work experience, on the other hand, does not have to be related to the students’ education goals but is supervised employment that helps the student acquire “desirable work habits, attitudes and career awareness.”
- The college offers the following General Work Experience Education courses:
  - WRKX 302G

Work Experience Course repetition

- General Work Experience courses are not repeatable
- The following Occupational Work Experience Education courses are repeatable:
  - WRKX 302
  - WRKX 303
  - WRKX 304
  - CTRP 044
  - FDAT 084
  - PARA 029B

Course Enrollment Limits

- Students may not enroll in more than a total of 16 units of work experience which includes both general and occupational work experience courses combined.

In addition to not exceeding the limit of 16 semester units of general and occupational work experience combined, a maximum of six units may be earned during one enrollment period in general work experience education. Students are not allowed to repeat general work experience courses. However, if the student received a substandard grade in a general work experience course, the student may be permitted to enroll again in the same course to alleviate that grade.

WRKX 302G GENERAL WORK EXPERIENCE

1 - 4 units
Work Experience Units: 1 - 4
Acceptable for credit: California State University

This course involves the supervised employment of students in positions which are related to their selected field of study, thereby extending the learning experiences of the classroom to the field. The program provides students with the opportunity to increase their understanding of the world of work and explore their chosen field of work. Units of credit are awarded on the basis of number of hours of employment per week and the successful completion of learning objectives. A General Work Experience course may only be taken one time. Pass/No Pass Option.
World Languages

THE FACULTY
Anna Brichko - French
Sylvia Castellini-Patel - Italian, Spanish

DIVISION
Language Arts

DEPARTMENT CHAIR
Anna Brichko

PHONE
408-741-2489

EMAIL
anna.brichko@westvalley.edu

COUNSELING
408-741-2009

Degrees:
A.A.-T, Spanish
A.A., Spanish
A.A., French

See Specific courses: American Sign Language, Arabic, Chinese, French, German, Italian, Japanese, Latin, Portuguese, Russian and Spanish

WORLD LANGUAGE: For transfer information see assist.org and/or consult with a counselor.

American Sign Language

ASLA 060A AMERICAN SIGN LANGUAGE I
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed for the development of and practice in elementary American Sign Language (ASL). It offers preparation for acquiring a visual gestural language; finger spelling; vocabulary; modeling and use of basic grammatical structure. It has a focus on beginning communication skills with emphasis on comprehension. Basic cultural aspects of deafness; historical and linguistic elements of sign language are covered also. The course is taught solely in American Sign Language. Pass/No Pass Option

ASLA 060B AMERICAN SIGN LANGUAGE II
5 units
Lecture 5 units; lab 0 units
Prerequisite: ASLA 060A
Acceptable for credit: University of California, California State University
This course is designed to give students the opportunity to expand expressive and receptive skills in American Sign Language by providing vocabulary and grammar knowledge to achieve intermediate proficiency in the language and by offering materials to deepen their knowledge and understanding of Deaf culture and history. Pass/No Pass Option

French

FRENCH
A.A. Degree

The Associate of Arts in French (AA in French) requires 20 units of major core courses, which provides students with a solid foundation of the French language and of the cultures of the French-speaking world. The Associate of Arts in French provides students with the necessary coursework to transfer to a four-year university where students will have the opportunity to complete a bachelor’s or graduate degree in French.

After completing an A.A degree in French, students will be able to communicate on common daily topics, respond with written and spoken expressions in French, speak and convey information with accuracy and pronunciation acceptable to native speakers of the language, explain aspects of diverse cultural and global awareness relevant to French-speaking countries, and customize the mode of communication appropriate to specific francophone audiences, according to their level of study.

Depending on their entry level of French, the students seeking an A.A. in French can choose among the following courses: FRNC 1A, FRNC 1B, FRNC 2A, FRNC 2B, FRNC 3A, FRNC 3B. Each course is 5 units.

To be awarded an A.A. degree, a student must also complete additional units to meet the college graduation requirements.

### Course ID | Title | Units
--- | --- | ---
FRNC 001A | Beginning French | 5
FRNC 001B | Beginning French | 5
FRNC 002A | Intermediate French | 5
FRNC 002B | Intermediate French | 5

**OR**

FRNC 001B | Beginning French | 5
FRNC 002A | Intermediate French | 5
FRNC 002B | Intermediate French | 5
FRNC 003A | Adv French Oral and Written Composition | 5

**OR**

FRNC 002A | Intermediate French | 5
FRNC 002B | Intermediate French | 5
FRNC 003A | Adv French Oral and Written Composition | 5
FRNC 003B | Advanced French Oral and Written Composition | 5

Total Major Units: 20

To be awarded an A.A. Degree, a student must complete:
1. All major requirements
2. Additional units to meet the college graduation requirements

For crosswalk of new subject codes, see page 51

**Recommended Course Sequence – Sample Student Selection:**

**Fall, Year 1 (5 Units):**
FRNC 001A

**Spring, Year 1 (5 Units):**
FRNC 001B

**Fall, Year 2 (5 Units):**
FRNC 002A

**Spring, Year 2 (5 Units):**
FRNC 002B

Required Core: 20 units

Exception: If completed French 001A /001B at other institutions, can complete both 002A/002B and 003A/003B for the required 20 units.

FRNC 001A BEGINNING FRENCH
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed to teach the fundamentals of French grammar and pronunciation, basic skills in speaking, writing and understanding the spoken and written word, and to introduce Francophone cultures. Pass/No Pass Option

FRNC 001B BEGINNING FRENCH
5 units
Lecture 5 units; lab 0 units
Prerequisite: FRNC 001A
Acceptable for credit: University of California, California State University
This course continues development of the language skills in speaking, writing and understanding the spoken and written French, and further explores cultures of the Francophone world begun in French 001A. Pass/No Pass Option
FRNC 002A INTERMEDIATE FRENCH
5 units
Lecture 5 units; lab 0 units
Prerequisite: FRNC 001B or its equivalent
Acceptable for credit: University of California, California State University
This course centers on the intensive use of the French language for enrichment of oral and written proficiency. Students have the opportunity to enhance their knowledge of French grammar and develop idiomatic expression while emphasizing written and oral composition. The course includes an analysis of short works of Francophone literature and selected contemporary publications. Pass/No Pass Option

FRNC 002B INTERMEDIATE FRENCH
5 units
Lecture 5 units; lab 0 units
Prerequisite: FRNC 002A or its equivalent
Acceptable for credit: University of California, California State University
French 002B is a continuation of French 002A. Students have the opportunity to continue to develop proficiency in French language skills through a review of grammar, vocabulary-building exercises, culturally relevant dialogues and readings regarding Francophone civilization. The emphasis of the course is on oral and written communication. Pass/No Pass Option

FRNC 003A ADVANCED FRENCH ORAL AND WRITTEN COMPOSITION
5 units
Lecture 5 units; lab 0 units
Prerequisite: FRNC 002B or its equivalent
Acceptable for credit: University of California, California State University
This course centers on the intensive use of the French language for enrichment of oral and written proficiency. Students have the opportunity to enhance their knowledge of French grammar and develop idiomatic expression while emphasizing written and oral composition. The course includes an analysis of short works of French literature and selected contemporary publications. Pass/No Pass Option

FRNC 003B ADVANCED FRENCH ORAL & WRITTEN COMPOSITION
5 units
Lecture 5 units; lab 0 units
Prerequisite: FRNC 003A or its equivalent
Acceptable for credit: University of California, California State University
This course centers on the intensive use of the French language for enrichment of oral and written proficiency. Students have the opportunity to enhance their knowledge of French grammar and develop idiomatic expression while emphasizing written and oral composition. The course includes an analysis of short works of Francophone literature and selected contemporary publications. Pass/No Pass Option

FRNC 011A FRENCH LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: FRNC 001A
Acceptable for credit: California State University
This course is a continuation of FRNC 011A. It offers new vocabulary, and a variety of activities which allow students the opportunity to use their French while furthering their knowledge of the customs and cultures of French-speaking countries. Pass/No Pass Option

FRNC 011B FRENCH LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: FRNC 001B
Acceptable for credit: California State University
This is an online laboratory course designed as a continuation of French 011A. It allows students the opportunity to learn and perform complex language skills, such as: giving formal and informal polite commands, making suggestions, formulating hypotheses, and narrating events in the past. Students have the opportunity to implement their knowledge of the French culture through the study of movies, short stories, poems, and newspaper articles, using a variety of technologies, media, Internet resources, and films. This course is recommended for students enrolled in French 1B to further enhance 1B course material, but it may be taken independently. Pass/No Pass Option

FRNC 050A BASIC FRENCH CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: FRNC 050A or demonstrated subject proficiency
Acceptable for credit: California State University
This course is designed for those who already have a basic knowledge of the French language and would like to expand it. The course emphasizes conversation, vocabulary-building, and problem solving tasks. A variety of classroom activities permit students the opportunity to actively use the language while studying it. Cultural topics center on everyday life in francophone countries today such as food, customs and traditions, and family. This course benefits people conducting business with French-speaking countries. Pass/No Pass Option

FRNC 050B BASIC FRENCH CONVERSATION & CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: FRNC 050B
Acceptable for credit: California State University
This course is designed for those desiring a basic, practical conversational approach to learning a language. The course emphasizes conversation and vocabulary building with basic grammar. A variety of activities permit the student to actively use the language while studying it. Cultural topics center on everyday life in francophone countries today such as food, customs and traditions, and family. Pass/No Pass Option

FRNC 051A INTERMEDIATE FRENCH CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: FRNC 050B
Acceptable for credit: California State University
In this course students have the opportunity to enhance their ability to express themselves orally in French. The course reviews basic grammar, offers new vocabulary, and a variety of activities which allow students the opportunity to use their French while furthering their knowledge of the customs and cultures of French-speaking countries. Pass/No Pass Option

FRNC 051B INTERMEDIATE FRENCH CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: FRNC 051A
Acceptable for credit: California State University
This course is a continuation of FRNC 051A. Conversation is emphasized, along with vocabulary acquisition and idiomatic expression. The course includes cultural topics and a review of basic grammar structures. Pass/No Pass Option
FRNC 062 AN INTRODUCTION TO THE CULTURE OF FRANCE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This is a multi-disciplinary introduction to the culture of France. Topics include the regions of France, French food and wines, an introduction to the French language, Paris, French art, the French character, and business customs. This course will be of interest for those who travel, do business with French companies, work in the food and restaurant industry, and for those wishing to expand their general knowledge of culture. Pass/No Pass Option

German

GERM 001A BEGINNING GERMAN
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
This course develops the fundamentals of the German language within a cultural context. This is a proficiency-based course that emphasizes the acquisition and development of communicative skills (comprehension, speaking, reading, and writing) and the understanding of German-speaking cultures. Pass/No Pass Option

GERM 001B BEGINNING GERMAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: GERM 001A
Acceptable for credit: University of California, California State University
This course continues the development of basic skills for communication in German 001A: listening, speaking, reading, writing, and offers further exploration of the German culture begun in German 001A. It covers more complex grammar and communicative functions such as: narrating an event in the past, expressing one’s opinions using subjunctive, and giving formal and informal commands, among others. Pass/No Pass Option

GERM 002A INTERMEDIATE GERMAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: GERM 001B
Acceptable for credit: University of California, California State University
This course offers a review of grammar and discussion of grammatical features beyond the elementary level. Also, it offers intensive oral and written study in idiomatic construction. The study of composition, conversation, and readings from prose and poetry are emphasized as well. Pass/No Pass Option

GERM 002B INTERMEDIATE GERMAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: GERM 002A
Acceptable for credit: University of California, California State University
This course is a continuation of GERM 002A. It covers review of grammar and discussion of grammatical features beyond the elementary level. In this course there are intensive oral and written drills in idiomatic construction. Composition and conversation based on text material are also emphasized. Excerpts from German prose and poetry are studied also. Pass/No Pass Option

GERM 001A GERMAN LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: GERM 001A
Acceptable for credit: California State University
This is an online laboratory course designed to give students the opportunity to improve and reinforce their German language skills. The focus is on speaking and listening. The course reviews basic language skills, such as introducing one’s self, describing daily life activities, and exchanging information about pastimes. It explores German culture using language computer programs, and a variety of other technologies, media, Internet resources, and films. This course is recommended for students enrolled in German 1A to further enhance 1A course material, but it may be taken independently by students who are not enrolled in a foreign language lecture course. Pass/No Pass Option

GERM 001B GERMAN LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: GERM 001B
Acceptable for credit: California State University
This is a laboratory course designed as a continuation of German 11A. The focus is on speaking and listening. It allows students the opportunity to improve and reinforce their language skills and increase their knowledge of the culture of German speaking countries throughout study of movies, using a variety of technologies, media, Internet resources. The course is recommended for students enrolled in German 001B, and is designed to further enhance 1B course material. German 011B may also be taken independently by students who are not enrolled in a foreign language lecture course. Pass/No Pass Option

Italian

ITAL 001A BEGINNING ITALIAN
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
This course develops the fundamentals of the Italian language within a communicative and cultural context. This is a proficiency-based course that emphasizes the acquisition and development of communicative skills (comprehension, speaking, reading, and writing) and the understanding of Italian culture. Pass/No Pass Option

ITAL 001B BEGINNING ITALIAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: ITAL 001A
Acceptable for credit: University of California, California State University
This course improves and reinforces their German language skills. The focus is on speaking and listening. The course reviews basic language skills, such as introducing one’s self, describing daily life activities, and exchanging information about pastimes. It explores German culture using language computer programs, and a variety of other technologies, media, Internet resources, and films. This course is recommended for students enrolled in German 1A to further enhance 1A course material, but it may be taken independently by students who are not enrolled in a foreign language lecture course. Pass/No Pass Option

ITAL 002A INTERMEDIATE ITALIAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: ITAL 001B or its equivalent
Acceptable for credit: University of California, California State University
ITAL 002A is a continuation of ITAL 001B. Students have the opportunity to continue to develop proficiency in Italian language skills to communicate at a low intermediate level in a number of practical situations. Selected readings from representative works of contemporary Italian authors introduce Italian culture, history and traditions. Pass/No Pass Option
ITAL 002B INTERMEDIATE ITALIAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: ITAL 002A or its equivalent
Acceptable for credit: University of California, California State University
This course is a continuation of Italian 002A and is designed to continue to develop and improve the four basic language skills - speaking, understanding, reading and writing with an emphasis on oral communication. The course reviews the fundamentals of grammar and introduces new grammatical structures, expands vocabulary acquisition and furthers the knowledge and understanding of Italian culture. Pass/No Pass Option

ITAL 011A ITALIAN LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: ITAL 001A
Acceptable for credit: California State University
This is a laboratory course designed to give students the opportunity to improve and reinforce their Italian language skills. The focus is on speaking and listening. The course reviews basic language skills, such as introducing one's self, describing daily life activities, and exchanging information about pastimes. It explores Italian culture using language computer programs, and a variety of other technologies, media, Internet resources, and films. This course is recommended for students enrolled in Italian 1A to further enhance 1A course material, but it may be taken independently. Pass/No Pass Option

ITAL 011B ITALIAN LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: ITAL 001B
Acceptable for credit: California State University
This is a laboratory course designed as a continuation of Italian 011A. It allows students the opportunity to learn and perform complex language skills, such as: give formal and informal polite commands, make suggestions, formulate hypotheses, and narrate events in the past. Students have the opportunity to implement their knowledge of the Italian culture through study of movies, short stories, poems, and newspaper articles, using a variety of technologies, media, Internet resources, and films. This course is recommended for students enrolled in Italian 1B to further enhance 1B course material, but it may be taken independently. Pass/No Pass Option

ITAL 050A BASIC ITALIAN CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Designed for those desiring a less structured, more practical conversational approach, this course emphasizes conversation and vocabulary building. A variety of classroom activities permits the students to use the language while studying it. Cultural topics center on everyday life in Italy, such as food, customs and traditions, and the family. Pass/No Pass Option

ITAL 050B BASIC ITALIAN CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Advisory: ITAL 001A
Prerequisite: ITAL 050A
Acceptable for credit: University of California, California State University
This course is a continuation of Italian 50A. Students have the opportunity to increase their vocabulary and knowledge of basic grammatical structures while emphasizing conversation. The culture of Italy is also presented through newspaper and magazine articles and audio-visual materials. Pass/No Pass Option

ITAL 051A INTERMEDIATE ITALIAN CONVERSATION & CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: ITAL 050A or its equivalent
Acceptable for credit: University of California, California State University
This course offers review and continuation of basic grammar studied in Italian 50A-B, with increased conversation and discussion of the customs and culture of Italy. Pass/No Pass Option

ITAL 051B INTERMEDIATE ITALIAN CONVERSATION AND CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: ITAL 050B
Acceptable for credit: University of California, California State University
This course is a continuation of Italian 51A. The emphasis is on conversational, higher level vocabulary acquisition and more complex idiomatic expressions. This course also offers a review of basic grammar principles and discussion based on topics chosen from current newspaper and magazine articles. Topics include: art environment, work environment, health, theater and literature. Pass/No Pass Option

Japanese

JPNS 001A BEGINNING JAPANESE
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
Students in this course have the opportunity to learn the fundamentals of Japanese grammar and pronunciation, to converse on a limited scale about topics of everyday importance, and to record this information in writing. Also, the course covers written and spoken Japanese based on the grammatical structures and vocabulary introduced in the course. Emphasis is placed on communication and relevancy. The student has the opportunity to be involved in a variety of activities which encourage the creative use of the language in meaningful situations. In addition, students have the opportunity to study various aspects of the culture of the Japanese speaking world. Pass/No Pass Option

JPNS 001B BEGINNING JAPANESE
5 units
Lecture 5 units; lab 0 units
Prerequisite: JPNS 001A
Acceptable for credit: University of California, California State University
This course continues the development of speaking, reading and writing skills, vocabulary, and knowledge of basic Japanese grammar began in Japanese 001A. Emphasis is placed on communication and relevancy. Students in this course have the opportunity to learn about and experience various aspects of the culture of the Japanese speaking world. Pass/No Pass Option

JPNS 011A JAPANESE LABORATORY I
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: JPNS 001A
Acceptable for credit: California State University
This is a laboratory course designed to give students the opportunity to improve and reinforce their Japanese language skills. The focus is on speaking and listening. The course reviews basic language skills, such as introducing one's self, describing daily life activities, and exchanging information about pastimes. It explores Japanese culture using language computer programs, and a variety of other technologies, media, Internet resources, and films. This course is recommended for students enrolled in Japanese 1A to further enhance 1A course material, but it may be taken independently. Pass/No Pass Option
World Languages

JPN 011B JAPANESE LABORATORY II
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: JPN 001B
Acceptable for credit: California State University
Japanese 011B is designed to give students an opportunity to improve and reinforce their language skills. It reviews Japanese culture using language computer programs, and through a variety of technology, media, Internet resources and films. This course is recommended for students enrolled in Japanese 001B to further enhance 1B course material, but it may be taken independently by students not enrolled in a foreign course. Pass/No Pass Option

JPN 050A BASIC JAPANESE CONVERSATION & CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: JPN 050A
Acceptable for credit: University of California, California State University
This course is designed for those desiring a basic, practical conversational approach to learning a language. The course emphasizes conversation and vocabulary-building with a minimum of grammar. A variety of classroom activities permit the student the opportunity to actively use the language while studying it. Cultural topics center on everyday life in Japan today (food, customs and traditions, the family, etc.). This course may be beneficial for people who conduct business with foreign countries and it may enhance the employment skills of students. Pass/No Pass Option

JPN 050B BASIC JAPANESE CONVERSATION & CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: JPN 050A
Acceptable for credit: University of California, California State University
This course is designed for those desiring a basic, practical conversational approach to learning a language. The course emphasizes conversation and vocabulary-building with a minimum focus on grammar. A variety of classroom activities permit students the opportunity to actively use the language while studying it. Cultural topics center on everyday life in Japan today such as food, customs and traditions, and the family. A variety of audio-visual aids are used in the course related to business with foreign countries, and are intended to enhance the employment skills of the students. Pass/No Pass Option

Latin
LATN 050A LATIN-GRAMMAR, STRUCTURE AND ROMAN CULTURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course is designed for students who wish to improve their understanding of foreign language, English, and the literature of ancient writers of Latin. The classroom activities consist of grammar, vocabulary, reading, and translating original passages in Latin classical literature.

Russian
RUSS 001A BEGINNING RUSSIAN
5 units
Lecture 5 units; lab 0 units
Corequisite: RUSS 011B
Prerequisite: RUSS 001A or its equivalent
Acceptable for credit: University of California, California State University
This course is designed for those desiring a basic, practical conversational approach to learning a language. The course emphasizes conversation and vocabulary-building with a minimum focus on grammar. A variety of classroom activities permit students the opportunity to actively use the language while studying it. Cultural topics center on everyday life in Russia today such as food, customs and traditions, and the family. A variety of audio-visual aids are used in the course related to business with foreign countries, and are intended to enhance the employment skills of the students. Pass/No Pass Option

RUSS 001B BEGINNING RUSSIAN
5 units
Lecture 5 units; lab 0 units
Corequisite: RUSS 011B
Prerequisite: RUSS 001A or its equivalent
Acceptable for credit: University of California, California State University
This course is a continuation of oral and written practice in the essentials of pronunciation, grammar and syntax as presented in Russian 1A. Readings from prose is required. Pass/No Pass Option

Spanish
SPANISH
A.A.-T Degree
The Associate in Arts in Spanish for Transfer degree (AA-T in Spanish) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Spanish. Students who complete the Associate in Arts in Spanish for Transfer degree (AA-T in Spanish) will be able to communicate at the respective level on common daily topics; respond with written and spoken expressions of the target language according to the level of study; speak and convey information with accuracy and pronunciation acceptable to native speakers of the language; explain aspects of diverse cultural and global awareness; and customize the mode of communication appropriate to the specific audience. Students must complete the following requirements:

- 60 semester or 90 quarter CSU-transferable units;
- The California State University-General Education-Breadth pattern (CSU GE-Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern;
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district;
- obtainment of a minimum grade point average (GPA) of 2.0;
- earn a grade of C or better in all courses required for the major or area of emphasis.

Students are not required to complete the information competency requirements, PE requirements or cultural diversity requirements found in other degrees at the College. After completing the A.A.-T in Spanish, a student will be able to:

- Communicate at the respective level on common daily topics;
- Speak and convey information with accuracy and pronunciation acceptable to native-speakers of the language;
- Respond with written and spoken expressions of the target language according to the level of study;
- Explain aspects of diverse cultural and global awareness;
- Customize the mode of communication appropriate to the specific audience.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 001B</td>
<td>Beginning Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 002B</td>
<td>Intermediate Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 003A</td>
<td>Adv Spanish Oral and Written Composition</td>
<td>5</td>
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<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written</td>
<td>5</td>
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<tr>
<td>ENGL 013</td>
<td>Latino/Chicano Literature</td>
<td>3</td>
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<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
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</tbody>
</table>

Total Major Units
23-25

For crosswalk of new subject codes, see page 51

Recommended Course Sequence – Example student selection:
Fall, Year 1 (5 Units):
SPAN 001A
The Associate of Arts in Spanish (AA in Spanish) requires 20 units of major core courses, which provides students with a solid foundation in the Spanish language and of the cultures of the Spanish-speaking world. The Associate of Arts in Spanish provides students with the necessary coursework to transfer to a four-year university where students will have the opportunity to complete a bachelor’s or graduate degree in Spanish.

After completing an A.A degree in Spanish, students will be able to communicate on common daily topics, respond with written and spoken expressions in Spanish, speak and convey information with accuracy and pronunciation acceptable to native speakers of the language, explain aspects of diverse cultural and global awareness relevant to Spanish speaking countries, and customize the mode of communication appropriate to specific Spanish speaking audiences, according to the level of study.

Depending on their entry level of Spanish, students can choose among the following courses: SPAN 1A, SPAN 1B, SPAN 2A, SPAN 2B, SPAN 3A, SPAN 3B. Each course is 5 units.

To be awarded an A.A. degree, a student must also complete additional units to meet the college graduation requirements.

### Required Core Courses - Select 4 of the following: 20 units

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
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<td>SPAN 001B</td>
<td>Beginning Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
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<td>SPAN 002B</td>
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<tr>
<td>SPAN 001B</td>
<td>Beginning Spanish</td>
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<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 002B</td>
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<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written</td>
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</tbody>
</table>

### Total Major Units

20

To be awarded an A.A. Degree, a student must complete:

1. All major requirements
2. Additional units to meet the college graduation requirements

For crosswalk of new subject codes, see page 51

### Recommended Course Sequence – Example student selection:

**Fall, Year 1 (5 Units):**

- SPAN 001A

**Spring, Year 1 (5 Units):**

- SPAN 001B

**Fall, Year 2 (5 Units):**

- SPAN 002A

**Spring, Year 2 (5 Units):**

- SPAN 002B

Exception: If completed Spanish 001A / 001B at other institutions, could obtain AA degree by completing both 002A/002B and 003A/003B which satisfies the required 20 units.

**SPAN 001A BEGINNING SPANISH**

5 units

Lecture 5 units; lab 0 units

Acceptable for credit: University of California, California State University

C-ID SPAN 100

This course introduces the fundamentals of Spanish grammar, vocabulary and pronunciation to communicate about topics of everyday life. Emphasis is placed on communication and cultural relevancy. The student has the opportunity to study various aspects of the culture of the Spanish-speaking world. Pass/No Pass Option

**SPAN 001B BEGINNING SPANISH**

5 units

Lecture 5 units; lab 0 units

Prerequisite: SPAN 001A

Acceptable for credit: University of California, California State University

C-ID SPAN 110

This course continues the development of basic skills for communication in Spanish - listening, speaking, reading, writing - and offers further exploration of the cultures of the Spanish-speaking world that was begun in Spanish 001A. Students have the opportunity to approach more complex grammar and communicative functions, such as narrating an event in the past, expressing one’s opinions using subjunctive, and giving formal and informal commands. Pass/No Pass Option

**SPAN 002A INTERMEDIATE SPANISH**

5 units

Lecture 5 units; lab 0 units

Prerequisite: SPAN 001B or its equivalent

Acceptable for credit: University of California, California State University

C-ID SPAN 200

SPAN 002A is a continuation of SPAN 001B. Students have the opportunity to continue to develop and expand proficiency in four areas: Spanish language skills: speaking, listening, reading and writing, through a review of grammar, vocabulary-building exercises, culturally relevant dialogues, discussions, readings, viewing and analyzing authentic films. Pass/No Pass Option

**SPAN 002B INTERMEDIATE SPANISH**

5 units

Lecture 5 units; lab 0 units

Prerequisite: SPAN 001B or its equivalent

Acceptable for credit: University of California, California State University

C-ID SPAN 210

This course is a continuation of Spanish 002A and is designed to continue to develop and improve the four basic language skills - speaking, understanding, reading and writing with an emphasis on oral communication. The course reviews the fundamentals of grammar, introduces new grammatical structures, expands vocabulary acquisition, and further knowledge and understanding of Hispanic cultures. Pass/No Pass Option

**SPAN 003A ADV SPANISH ORAL AND WRITTEN COMPOSITION**

5 units

Lecture 5 units; lab 0 units

Prerequisite: SPAN 002B or its equivalent

Acceptable for credit: University of California, California State University

C-ID SPAN 220

This course is designed to enrich oral and written proficiency, enhance the knowledge of Spanish grammar, develop idiomatic expression, and to prepare students for skilled communication and cultural understanding of the Hispanic world. Pass/No Pass Option
SPAN 003B ADVANCED SPANISH ORAL & WRITTEN
5 units
Lecture 5 units; lab 0 units
Prerequisite: SPAN 003A or its equivalent
Acceptable for credit: University of California, California State University
C-ID SPAN 230
This course centers on the intensive use of the Spanish language to further
the oral and written proficiency. Students have an opportunity to enhance
their knowledge of Spanish grammar and develop idiomatic expression
while emphasizing written and oral composition. The course includes an
analysis of short works of Hispanic literature and selected contemporary
publications. Spanish 3A emphasizes Spain while Spanish 3B emphasizes
Mexico and Latin America. Pass/No Pass Option

SPAN 011A SPANISH LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: SPAN 001A
Acceptable for credit: California State University
This is a laboratory course designed to give students the opportunity
to improve and reinforce their Spanish language skills. The focus is on
speaking and listening. The course reviews basic language skills, such as
introducing oneself, describing daily life activities, and exchanging
information about pastimes. It explores the cultures of the Spanish speaking
world using language computer programs, and a variety of other technolo-
gies, media, Internet resources, and films. This course is recommended for
students enrolled in Spanish 1A to further enhance 1A course material, but
it may be taken independently. Pass/No Pass Option

SPAN 011B SPANISH LABORATORY
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: SPAN 001B
Acceptable for credit: California State University
This is a laboratory course designed as a continuation of Spanish 11A. It
allows students the opportunity to learn and perform complex language
skills, such as giving formal and informal polite commands, making sugges-
tions, formulating hypotheses, and narrating events in the past. Students
have the opportunity to enrich their knowledge of the culture of South
American Spanish speaking countries through the study of movies, literature
texts, and newspaper articles, using a variety of technologies, media, Inter-
et resources and films. This course is recommended for students enrolled
in Spanish 011B to further enhance 1B course material, but it may be taken
independently by students not enrolled in a foreign language course. Pass/No
Pass Option

SPAN 050A BASIC SPANISH CONVERSATION AND
CULTURE I
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
Designed for those desiring a basic, practical conversational approach to
learning a language, this course emphasizes conversation and vocabulary-
building with a minimum of grammar. A variety of classroom activities give
students the opportunity to use the language while studying it. Cultural
topics center on everyday life in Spanish-speaking countries today (food,
customs and traditions, the family, etc.). Pass/No Pass Option

SPAN 050B BASIC SPANISH CONVERSATION AND
CULTURE II
3 units
Lecture 3 units; lab 0 units
Advisory: SPAN 001A
Prerequisite: SPAN 050A
Acceptable for credit: University of California, California State University
This course is a continuation of Spanish 50A. Students have the opportu-
nity to increase their vocabulary and knowledge of basic grammatical struc-
tures while emphasizing conversation. The cultures of Spanish-speaking
countries is presented through newspaper and magazine articles as well as
a variety of audiovisual materials. Pass/No Pass Option

SPAN 051A INTERMEDIATE SPANISH CONVERSATION AND
CULTURE I
3 units
Lecture 3 units; lab 0 units
Advisory: SPAN 001B
Prerequisite: SPAN 050B
Acceptable for credit: University of California, California State University
Students in this course have the opportunity to enhance their ability to
express themselves orally in Spanish. The course offers a combination of
grammar, vocabulary, and culture. It offers reinforcement of basic grammar
topics such as past tenses, direct and indirect pronouns among others.
Vocabulary covers different areas of daily life. Students have the opportunity
to participate in a variety of activities which allows them to use their Spanish
while furthering their knowledge of the customs and culture of Spanish-
speaking countries. Pass/No Pass Option

SPAN 051B INTERMEDIATE SPANISH CONVERSATION AND
CULTURE II
3 units
Lecture 3 units; lab 0 units
Advisory: SPAN 001B
Prerequisite: SPAN 051A or demonstrated subject proficiency
Acceptable for credit: University of California, California State University
This course is a continuation of SPAN 051A. Conversation is emphasized,
along with vocabulary acquisition and idiomatic expression. This course
includes cultural topics and a review of basic grammar principles, as well as
the finer points of Spanish grammar, such as future, subjunctive, conditional
tenses, among others. Discussion topics are chosen from current newspa-
pers and magazines. Pass/No Pass Option

SPAN 070A SPANISH FOR MEDICAL PROFESSIONALS -
BEGINNERS
3 units
Lecture 3 units; lab 0 units
Advisory: SPAN 001A or understanding of basic Spanish
Prerequisite: SPAN 070A
Acceptable for credit: California State University
This course is intended for students interested in working in the medi-
cal field utilizing the Spanish language. This course provides students the
opportunity to use basic Spanish grammar and vocabulary related to the
medical working environment. Topics include getting to know the patient,
gathering medical history, identifying vocabulary for major illnesses, and
body parts. This course offers a wide range of medical and cultural topics
related to the Hispanic community such as Hispanics and AIDS, home
remedies, and cultural differences in emergency response request. Pass/No
Pass Option

SPAN 070B SPANISH FOR MEDICAL PROFESSIONALS -
INTERMEDIATE
3 units
Lecture 3 units; lab 0 units
Advisory: SPAN 070A
Acceptable for credit: California State University
This course is the second course in a series of two and is intended for stu-
dents who are interested in the medical field utilizing the Spanish language.
In this advanced course, students are provided the opportunity to expand
their medical terminology and grammar. Students have the opportunity to
experience a wider range of communicative settings related to the medical
field. Topics include pre-natal care, pediatrics, immunizations, dermatology,
and optometry. Medical and cultural topics related to the Hispanic commu-
nity include childhood hunger, the role of midwives, and drug abuse among
Latinos. Pass/No Pass Option

Zoology
PRINCIPLES OF ZOOLOGY
(See Biology)
School of Continuing Education
(Formerly Noncredit Program)

DEAN
Chris Dyer
PROGRAM DIRECTOR
Janet Lyle
PHONE
408-741-2137
EMAIL
janet.lyle@westvalley.edu

Certificates:
Bookkeeping Certification
Entrepreneurship

These free courses and certificates are offered through the School of Continuing Education at West Valley College. They are intended to provide instruction for adults, aged 18 and older, in career education, improve English, reading, writing and math skills in preparation for high school completion exams, college-level coursework, or for workplace success, and prepare for the citizenship exam. Students accrue completion hours rather than college credit. However, all courses are free from enrollment and registration fees. Noncredit courses are non-transferable to a university.

Current offerings include courses in life skills and citizenship, reading, math, high school completion, older adults, adapted physical education for disabled adults, and vocational courses in accounting, entrepreneurship, and court reporting. Students may enroll in noncredit classes at any time during the session.

🔍 BOOKKEEPING CERTIFICATION
Certificate of Completion

The Bookkeeping Certification Certificate of Completion at West Valley College focuses on helping students develop bookkeeping skills that will enable them to successfully pass the state's bookkeeping certification exam and become a certified bookkeeper in California. Students have the opportunity to learn to compute, classify, and record numerical data to keep financial records complete for a business. They also have the opportunity to perform any combination of routine calculating, posting verifying duties to obtain primary financial data for use in maintaining accounting records. Students have the opportunity to develop the foundation required for success in calculating payroll, completing payroll taxes, and preparing payroll records and reports, focusing on practical applications as well as theory. Students also have the opportunity to gain firsthand experience to practice concepts with useful, hands-on exercises using relevant, detailed examples and real-life business applications. Students have the opportunity to develop an understanding of essential bookkeeping functions, analysis of business transactions, understanding debits and credits, and classification of items. Students have the opportunity to develop these skills through various scenarios and complete basic procedures using the general journal and ledger, accounting adjustments, the monthly and annual closing process and preparing financial statements. Students have the opportunity to explore accounting cycles, cash systems, and creating and understanding financial reports. Students have an opportunity to learn to create a trial balance and post-closing trial balance, prepare an income statement and balance sheet as well as adjusting entries and bank statement reconciliation used in bookkeeping.

Upon completion of this certificate, students will be able to:
- Produce payroll tax reports and related journal entries.
- Research payroll tax laws and evaluate accounting options to comply with these laws.
- Analyze fundamental business concepts, how businesses operate, how accounting serves them and identify ethical issues in an accounting context.
- Demonstrate a knowledge of double-entry accounting for business transactions and adjustments and prepare, explain and analyze financial statements using GAAP.
- Analyze and apply basic theory, concepts and practice of financial accounting required for bookkeeping.
- Demonstrate an understanding and apply the essential numerical skills required for bookkeeping and accounting.

Possible job titles for certificate earners include but are not limited to: Bookkeeper, Accounts Receivable Clerk, Accounts Payable Clerk, and Payroll Clerk.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NCBK 001</td>
<td>Payroll Accounting and Bookkeeping</td>
<td>32</td>
</tr>
<tr>
<td>NCBK 002</td>
<td>Fundamentals of Accounting and Bookkeeping</td>
<td>32</td>
</tr>
<tr>
<td>NCBK 003</td>
<td>Financial Principles of Accounting and Bookkeeping</td>
<td>32</td>
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</table>

Minimum Certificate Hours
96

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (64 hours):
NCBK 001, NCBK 002
Spring, Year 1 (32 Hours):
NCBK 003

🔍 ENTREPRENEURSHIP
Certificate of Completion

The Entrepreneur Noncredit Certificate at West Valley College focuses on the kind of businesses most people start – small businesses in traditional markets. The certificate also focuses on sales strategies, marketing principles, and human relations skills.

This is a curriculum covering the rewards and risks of starting a small business, developing entrepreneurial competencies, environmental scanning, building legitimacy, developing a social network, and including women and minorities in a small business. Additional areas of focus include screening business ideas, identifying opportunities through creativity, cultivating an innovative frame of mind, developing small business strategies, creating marketing plans, managing cash flow, small business finance, inventory and operations management, and human resource management.

The courses are designed for students of all levels, providing hands-on experience and training in the creative and technical challenges specific to starting a small entrepreneurial business.

Upon successful completion of the requirements of this program, students should be able to:
- Demonstrate readiness skills necessary to launch a small business in today's environment
- Develop and execute a business strategy
- Create career opportunities for themselves and achieve success as an entrepreneur

Potential careers specific to these skills include but are not limited to: Entrepreneur, Small Business Owner, Product Developer, Marketing Assistant, Marketing Coordinator, Brand Assistant, Growth Marketing Assistant, Market Analyst, Acquisition Analyst, Process Assistant, Business Development Assistant.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NCBU 015</td>
<td>The Entrepreneur Mind</td>
<td>8</td>
</tr>
<tr>
<td>NCBU 054</td>
<td>Small Business Start-up</td>
<td>8</td>
</tr>
<tr>
<td>NCBU 056</td>
<td>Marketing Basics</td>
<td>8</td>
</tr>
</tbody>
</table>

Minimum Certificate Hours
24

For crosswalk of new subject codes, see page 51

Recommended Course Sequence

Fall, Year 1 (24 hours):
NCBU 015, NCBU 054, NCBU 056

NCCA 200 COMPUTER KEYBOARDING
16 hours

Students have the opportunity to learn the touch system of keyboarding, and improve their basic keyboarding techniques to develop speed and accuracy.
NCAD 010 GED PREPARATION
45-50 hours
This course helps prepare the student to take the GED examination. The official GED Practice Tests in English or Spanish are developed based on the same specifications as the full-length tests, cover the same knowledge and skills and are scored based on the same standard scale as the GED test. They also include the same 5 subject areas as the GED test: Language Arts: Writing; Language Arts: Reading; Social Studies; Science; Math. By giving students experience in taking timed, standardized tests, this course is designed to help identify areas of strength and address areas of weakness ensuring adequate GED preparation.

NCAD 101 STAY FIT
22-24 hours
Everyday movement as we age enables us to stay fit. This course is designed to enhance overall conditioning by incorporating a variety of functional exercises that increase the ability to successfully navigate daily activities.

NCAD 102 BALANCE AWARENESS
22-24 hours
This balance course addresses the importance of maintaining a high level of balance and mobility especially as we age. A good foundation of balance is essential to performing basic activities of daily living and being able to enjoy an active and healthy lifestyle.

NCAD 110A BASIC LIFE SKILLS
45-50 hours
This course provides instruction in basic cross-cultural skills for immigrants and their families. Lessons include vocabulary and concepts related to home, family and daily survival skills. Students improve their cultural adaptation to the new cultural environment.

NCAD 110B INTERMEDIATE LIFE SKILLS
45-50 hours
This course provides instruction in low intermediate cross-cultural skills for immigrants and their families. Lessons include vocabulary, concepts and authentic task-based activities related to daily survival skills, and civic operations such as the post office, hospital and bank. Students further improve their cultural adaptation to the new cultural environment.

NCAD 114 CITIZENSHIP
45-50 hours
This is an intermediate level class designed to help resident aliens prepare for their citizenship exam. Students practice how to write simple sentences, review and learn to answer questions published by the USCIS, fill out the N400 Application form, and learn US history, civics and the U.S. Constitution.

NCAD 122 POSITIVE PARENTING
36-54 hours
This course is designed to help interested persons develop parenting skills. The course examines the critical stages of child and adolescent development and offers positive suggestions to aid each parent in helping his or her child’s growth. Also recognized are the diverse present-day family styles such as one-parent, step, blended, two-parent and families with working parents. The individual parenting concerns of each person attending are also addressed.

NCAD 124 PARENTING CHILDREN WITH SPECIAL NEEDS
36-54 hours
This course is designed to enhance the skills of parents caring for children with special needs including Attention Deficit Hyperactivity Disorder (ADHD); learning disabilities; emotional disorders—including anxiety and depression; and physiological childhood illnesses and disabilities. Other topics include parenting foster and adoptive children, and children in the care of relatives.

NCAD 126 SINGLE PARENTING
36-54 hours
This course is designed to develop insights into the dynamics of the parent-child relationship in the single parent family. Focus is on the social maturation process as it relates to the unique nature of the single parenting experience. The course addresses the special dynamics single parents confront in raising children both within and outside of the family. Interactions between the family, community, and various social systems are identified and explored.

NCAD 140 FORUM ON LOCAL AND GLOBAL TOPICS
22-24 hours
This non-credit course expands the students’ knowledge of economic, social, governmental, historic, geographic and cultural issues. Students also expand communication skills as they expand knowledge of world, national and local issues and become better informed community members.

NCAD 145 OLDER ADULT ART
22-24 hours
This non-credit course expands the student’s knowledge of art and crafts while they explore artistic expression and its place in our culture as well as other cultures. It provides an opportunity for practical application, using diverse media and techniques in the production of art and crafts items for personal use and gifts.

NCBK 001 PAYROLL ACCOUNTING AND BOOKKEEPING
32-36 hours
This course covers the foundation required for success in calculating payroll, completing payroll taxes, and preparing payroll records and reports, focusing on practical applications as well as theory. Students have the opportunity to gain firsthand experience to practice concepts with useful, hands-on exercises using relevant, detailed examples and real-life business applications.

NCBK 002 FUNDAMENTALS OF ACCOUNTING AND BOOKKEEPING
32-36 hours
This course develops, an understanding of essential bookkeeping functions, analysis of business transactions, understanding debits and credits, and classification of items. Students have the opportunity to develop these skills through various scenarios and complete basic procedures using the general journal and ledger, accounting adjustments, the monthly and annual closing process and preparing financial statements.

NCBK 003 FINANCIAL PRINCIPLES OF ACCOUNTING AND BOOKKEEPING
32-36 hours
This course teaches and explores accounting cycles, cash systems, and creating and understanding financial reports. Students have an opportunity to gain firsthand experience to practice concepts with useful, hands-on exercises using relevant, detailed examples and real-life business applications.

NCBU 015 THE ENTREPRENEUR MIND
8-12 hours
This course focuses on small business development skills for early-stage entrepreneurs. Topics covered include: finding gaps between ideas and solutions, achieving goals by focusing on what remains to be done and increasing motivation by accelerating accomplishments while avoiding distractions, adapting to constantly changing environments to stay one step ahead of competition, turning setbacks into strengths and learning from failure, building diverse teams and networking minds to solve complicated problems, and fostering collaboration through exchanges of generosity in an ever transparent world. This course is intended for those seeking to develop entrepreneurial insights that increase probability of launching successful small businesses.
NCBU 054 SMALL BUSINESS START-UP  
8-12 hours  
Students have the opportunity to learn strategies and tactics necessary for starting and maintaining a small business. This course focuses on small businesses students might actually start versus high-growth firms dependent on venture capital. This course is a continuation of NCBU15, The Entrepreneur Mind.

NCBU 056 MARKETING BASICS  
8-12 hours  
This course provides students with the opportunity to acquire practical experience and understand the process of actually doing marketing. Students explore current trends and how to deliver value to both customers and the company.

NCCR 001 STENOGRAPHIC SKILLBUILDING LEVEL 1: THEORY BASICS  
54 hours  
Students have the opportunity to enhance and apply their understanding of theory concepts and improve their stenographic machine writing skills through supervised practice in preparation for speed-building courses leading to employment in court reporting and related fields.

NCCR 002 STENOGRAPHIC SKILLBUILDING LEVEL 2: 80-140 WPM  
54 hours  
Students have the opportunity to learn and apply speed-building techniques through highly-structured instructor-facilitated stenographic machine writing practice tailored to individual skill level. Effective application of deliberate practice components including motivation, pre-existing knowledge, immediate informative feedback, and repetition for skill reinforcement and improvement development is examined. Skills acquired will facilitate efficiency in administrative assistant/secretarial, data entry, and related fields.

NCCR 003 STENOGRAPHIC SKILLBUILDING LEVEL 3: 160-220 WPM  
54 hours  
Students have the opportunity to learn and apply speed-building techniques through highly-structured instructor-facilitated stenographic machine writing practice tailored to individual skill level within the 160-220 word per minute range. Identification and resolution of writing limitations, including the creation and application of specific tasks to correct deficiencies, will be examined and applied. Overcoming speed plateaus using “deep practice,” “block practice,” and “random practice” techniques will be discussed and applied. Skills acquired will facilitate efficiency in administrative assistant/secretarial, data entry, and related fields.

NCMA 010C MATHEMATICAL SUPPORT FOR ELEMENTARY STATISTICS  
16-18 hours  
Corequisite: MATH 010  
This course is intended for students who desire additional support in Math 10, Elementary Statistics. The course provides students with essential support for mathematical topics needed to be successful in statistics. It is only for students who are concurrently enrolled in Elementary Statistics, at West Valley College. Topics include concepts from arithmetic, algebra, and basic statistics that are needed to understand the content of a college-level statistics course. Topics are taught through the context of data analysis.

NCMA 101 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - WHOLE NUMBER OPERATIONS  
16-18 hours  
This course is the first of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employement where mathematical skills are required. Students have the opportunity to learn how to add, subtract, multiply, and divide whole numbers. Additional topics include rounding, estimation, exponents, and solving application problems.

NCMA 102 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - FRACTIONS  
16-18 hours  
This course is the second course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employement where mathematical skills are required. Students have the opportunity to learn about the meaning and properties of fractions. Topics include fraction representation, reducing fractions, fraction arithmetic, and solving application problems.

NCMA 103 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS – DECIMALS AND RATIOS  
16-18 hours  
This course is the third course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employment where mathematical skills are required. Students have the opportunity to learn the arithmetic operations of decimals, ratios, rates, and proportions.

NCMA 104 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - PERCENTS & SIGNED NUMBERS  
16-18 hours  
This course is the fourth course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employment where mathematical skills are required. Students have the opportunity to learn about percents and integers.

NCMA 105 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS – UNIT ANALYSIS & GEOMETRY  
16-18 hours  
This course is the fifth course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employment where mathematical skills are required. Students have the opportunity to learn basic fundamental geometry and how to work with different units of measurement, including length, area, volume, weight, temperature, and time. This course emphasizes how to use the topics in applications.

NCMA 106 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - PRE-ALGEBRA PART 1  
16-18 hours  
This course is the sixth course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employment where mathematical skills are required. The class topics include an overview of signed number operations, development of the concept of a variable, properties of algebraic expressions, and an introduction to linear equations.

NCMA 107 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - PRE-ALGEBRA PART 2  
16-18 hours  
This course is the seventh course of a sequence of essential mathematics courses designed for students who wish to prepare for college credit courses and/or employment where mathematical skills are required. Students have the opportunity to learn how to solve linear equations with fractions and decimals, study equations in two variables, graphing, and properties of exponents and polynomials. After successful completion of this course, the student will have the necessary skills to enter elementary algebra.

NCMU 150 OLDER ADULT JAZZ ENSEMBLE  
54 hours  
This non-credit course offers the older adult student the opportunity to explore jazz music and ensemble performance and its place in our culture as well as other cultures. It provides an opportunity for practical application, using diverse media and techniques in the production of musical performances.

NCMU 151 OLDER ADULT MUSIC HISTORY  
32 hours  
This non-credit course explores musical historical topics while they explore artistic expression and its place in our culture as well as other cultures. It provides an opportunity for practical application, using diverse media and techniques in the understanding of music through the ages.
NCPE 1.30 ADAPTED FITNESS
54 hours
This adapted fitness course is designed for students with disabilities. Individualized exercise programs are created that focus on overall cardiovascular endurance, strength and flexibility training. The programs address the limitations of the individual’s disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.31 ADAPTED AEROBIC EXERCISE
54 hours
This adapted fitness course is designed for students with disabilities. The course provides an opportunity for students to increase their overall cardiovascular endurance. Individualized programs address the limitations of the student’s disability. Emphasis is on encouraging independence through the teaching of lifelong cardiovascular endurance.

NCPE 1.32 ADAPTED CORE STRETCHING
54 hours
This adapted flexibility course is designed to meet the needs of students with disabilities. This course includes instruction in a variety of stretching exercises to enable a student to attain optimal range of motion. Guided gentle muscle stretching and core stabilizing exercises with an emphasis on proper body alignment, breathing techniques, and relaxation are addressed to encourage independence and develop lifelong fitness skills.

NCPE 1.33 ADAPTED AQUATICS
54 hours
This adapted non-credit physical education course is designed to meet the needs of students with disabilities. This class provides instruction in dynamic water exercises with a focus on the development of cardiovascular endurance, muscle strength, flexibility, and balance. Individualized swimming programs and water safety are included. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.34 ADAPTED WEIGHT TRAINING
54 hours
This non-credit adapted weight training course is designed for students with disabilities. Individualized exercise programs are created that focus on basic weight training and strength development principles. The programs address the limitations of the individual’s disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.35 ADAPTED FUNCTIONAL FITNESS
27 hours
This non-credit adapted functional fitness course is designed for students with disabilities. Individualized exercise programs are created that focus on the development of core strength, flexibility, and balance. Information is given regarding alternative equipment used for functional training. The programs address the limitations of the individual’s disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.36 ADAPTED WATER MOVEMENT
27 hours
This non-credit adapted water movement course is designed to meet the needs of students with disabilities. This course focuses on the effects of water resistance and buoyancy on movement patterns in water. Individualized swimming programs and water safety are included. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

NCPE 1.37 ADAPTED GUIDED MOVEMENT
48-54 hours
This adapted guided movement course is designed to meet the needs of students with disabilities. This course guides students through a series of exercises using a variety of modalities to enhance proper alignment, balance, coordination, flexibility and strength. Individual modifications are made as needed. The course encourages independence through the teaching of lifelong fitness skills.

NCU 152 ORCHESTRA FOR OLDER ADULTS
54 hours
This non-credit course offers the older adult student the opportunity to explore classical orchestral music and ensemble performance and its place in our culture as well as other cultures. It provides an opportunity for practical application, using diverse media and techniques in the production of musical performances.

NCU 153 CHOIR FOR OLDER ADULTS
54 hours
This non-credit course offers the older adult student the opportunity to explore classical choral music and ensemble performance and its place in our culture as well as other cultures. It provides an opportunity for practical application, using diverse media and techniques in the production of musical performances.
West Valley Mission Community College District

Mission Statement
“The West Valley-Mission Community College District is committed to achieving student success through innovative and effective lifelong education and career opportunities, which include associate degrees, certificates, transfer, occupational programs, workforce development, pre-collegiate, global, and community education programs. The District strives to maintain and support institutional integrity, mutual respect, diversity, tolerance, rigorous evaluation, an exceptional workforce of faculty and staff, and partnerships between students, faculty, staff, administrators, the Board of Trustees, and the community. The District promotes an environment conducive to open dialogue and the free exchange of ideas leading to the achievement of successful student learning outcomes.”

Our Guiding Framework

The guiding framework of the West Valley-Mission Community College District includes our values and vision as well as our mission.

Our Values
We value the following core principles and qualities as the foundations for our work and our vision for the future:

- Student Success: In all our activities, we are committed to facilitating the success of students.
- Excellence: We continually strive to meet the highest standards in our educational programs and services and in our internal processes.
- Diversity and Inclusion: The District provides a welcoming environment for people of all backgrounds, groups, and perspectives.
- Service: We strive to make positive contributions in the lives of our students, our colleagues, and our communities.
- Engaged Learning: We create collaborative, hands-on learning experiences that are relevant to our students’ lives and goals.
- Effective Communication: We exchange ideas through open and inclusive channels and in a spirit of mutual respect and civility.
- Exploration and Creativity: Our educational programs and organizational culture encourage innovation and creativity.
- Stewardship and Accountability: We manage resources effectively.
- Partnerships: We build mutually beneficial relationships internally within the District organization and externally with partners in our service area and beyond.

Our vision of success is to continually strive to be:

- Student Centered...
- Linked to our Partners and Communities

A Clear Focus on the Future

- Serve Expanding and Diverse Student Populations: The Colleges’ reputation as quality institutions of higher education continue to attract large numbers of students from diverse backgrounds with a variety of academic goals, including transfer to four-year colleges and universities.
- Provide Relevant and Responsive Educational Programs: We must continually refine and adapt our offerings and teaching methods to respond to the diverse needs of our students and communities we serve.
- Upgrade Facilities: Today’s learning environment demands flexible use in order to accommodate multimedia instruction, group projects, distance learning, and team teaching as well as lecture and discussion formats.

Strategies for the future

At both Colleges, diverse departments and programs have developed a common set of priorities for serving the community now and in the future. This strategic framework will guide our responses to the key challenges facing the Colleges and the community.

- People: We will make our students and employees the foundation for our success.
- Environment: We will create systems to support high levels of achievement.
- Community: We will maintain strong relationships and partnerships.
- Organization: We will create a culture of service.

History of the District

The first public meeting convened to address the formation of the West Valley Joint Community College District was held in July 1962. In October 1962, the California State Board of Education approved the District's formation, and in January 1963, the voters residing within the Campbell, Los Gatos-Saratoga, and Santa Clara High School Districts established the District.

The District’s first college, West Valley Junior College, became operational in September 1964, at the 12 1/2-acre remodeled Campbell Grammar School in Campbell. The 1964-65 academic year began with an enrollment of 3,203 students and a staff of 10 administrators and 53 instructors. One hundred courses were offered that first year. The following year the name was changed to West Valley College.

In 1964, the 143-acre Fruitvale-Alameda site in Saratoga was purchased. Funding from the State Junior College Construction Act was obtained, and between 1964 and 1974 the campus was developed. The first building was completed in 1965, and the first classes began in fall of that year.

In 1966-67, 12 acres of land were purchased in Santa Clara north of the Bayshore Freeway between Lawrence Expressway and Coffin Road for the construction of Mission College. The total 164-acre parcel was acquired in 1970, the first phase of construction at the Santa Clara site was completed in 1979, and the College began its 1979-80 academic year with 3,500 students, 8 administrators, and 73 instructors.

In September 1985, the name of the district was changed to West Valley-Mission Community College District to reflect the status of Mission College.

Advancement Foundation

The Advancement Foundation was formed in 1994 to serve as a means to reach out to corporations, foundations and individuals to support a wide variety of programs and services at both Colleges which are essential in meeting the ever expanding educational needs of the communities they serve, but are not funded by government sources.

Persons wishing more information about the foundation may call (408) 741-2165.

West Valley/Mission Colleges Foundation

The West Valley/Mission Colleges Foundation was established in 1971 to administer an endowed scholarship fund provided by the Sunsweet Growers Association. Since then it has broadened the scope of its activities to reach out to students and to the community. The four main purposes are:

- To provide scholarships and assistance to students
- To administer and manage the Olympiad of the Arts
- To support programs and services of West Valley and Mission College
- To provide liaison between the Colleges and their communities

The motto is “We Are Here to Help” whether it be a student who needs text books or an individual who may wish to endow a memorial scholarship. For information call (408) 741-2164.

West Valley-Mission Community College District

Non-Discrimination Statement

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, sex, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

Sexual Harassment and Sex Discrimination Policy

Members of an academic community — students, faculty, and staff -- must be able to work in an atmosphere of mutual respect and trust. Students, teachers, and staff must feel personally secure in order for education to take place. As a place of work and study, West Valley-Mission Community College District should be free of sexual harassment, sex discrimination, and all forms of sexual intimidation and exploitation. Any violation of trust, any form of intimidation or exploitation, regardless of gender, damages the institution’s educational process by undermining the essential freedoms of inquiry and expression. All students, staff, and faculty must be assured that the District will take action to prevent misconduct. Anyone who engages in sexual harassment and/or sex discrimination shall be subject to sanctions.

In accordance with approved District policy and Procedure, the following individual is designated as the Responsible Officer for grievances, complaints and questions. For complaints of sexual harassment or discrimination, see: Associate Vice-Chancellor of Human Resources Personnel Office

If you are a student seeking a reasonable accommodation under Section 504 or the ADA Act, see: Coordinator Disability and Educational Support Program (DESP) Or Vice President of Student Services
Board Policies

The following sections give pertinent Board policies related to student services, students eligibility and admissions, enrollment and registration, fees, student records, academic standards, student equity, matriculation, counseling and advising, health services, disabled students program, child care services, financial aid programs, athletics, student organizations and activities, free speech (time, place, manner), student publications, drug-free campus, student conduct policy, student discipline policy, student grievance and appeal policy, non-discrimination policy and sexual harassment policy.

In some cases there are italicized notes that help clarify the policy or give a reference for finding further information on the topic in the schedule or student handbook. In general, policies will be found in the catalog and procedures will be found in the schedule of classes.

BP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT

In accordance with the “open door” mission of community colleges, the District shall admit any California resident, and may admit any non-resident, who meets any of the following conditions and is capable of benefiting from the instruction offered:

Any person over the age of eighteen (18) and possessing a high school diploma or its equivalent. Other persons over the age of 18 years and who, in the judgment of the Chancellor or his or her designee, are capable of profiting from the instruction offered.

Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District’s rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.

Persons who are apprentices as defined in Labor Code Section 3077.

The District shall, in its discretion, or as otherwise federally mandated, evaluate the validity of a student’s high school completion. The Chancellor shall establish procedures for evaluating the validity of a student’s high school completion.

Admission

Any student whose age or class level is equal to entering grade 11 is eligible to attend as a special part-time student for advanced scholastic or vocational courses.

Any student whose age or class level is equal to entering grade 11 is eligible to attend as a special full-time student.

Any student entering grade 11 may attend summer session.

The Chancellor shall establish procedures regarding ability to benefit and admission of high school and younger students.

Denial of Requests for Admissions

If the Board denies a request for special full time or part time enrollment by a pupil who is deemed to have demonstrated economic hardship, the Board shall notify the pupil in writing within sixty (60) days of the written recommendation and denial.

Any person who is identified as highly gifted, the Board will record its findings and recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least thirty (30) days after the pupil submits the request to the District.

The Chancellor shall establish procedures regarding evaluation of requests for special full time or part time enrollment by a pupil who is identified as highly gifted.

Claims for State Apportionment for Concurrent Enrollment

Claims for state apportionment submitted by the District based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The Chancellor shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

Date Adopted: January 17, 2012

BP 5015 RESIDENCE DETERMINATION
References: Education Code Sections 68040 and 76140; Title 5 Sections 54000 et seq.

Students shall be classified at the time of each application for admission or registration as a resident or nonresident student. A resident is any person who has been a bona fide resident of California for at least one year on the residence determination date. The residence determination date shall be the day immediately preceding the first day of a semester or summer session for which the student applies to attend.

Residence classification shall be made for each student at the time applications for admission are accepted or registration occurs and whenever a student has not been in attendance for more than one semester. A student previously classified as a nonresident may be reclassified as of any residence determination date.

The Chancellor shall enact procedures to assure that residence determinations are made in accordance with Education Code and Title 5 Regulations.

Date Adopted: January 17, 2012

BP 5020 NONRESIDENT TUITION
References: Education Code Sections 68050, 68051, 68130, 68130.5, and 76141; Title 5 Section 54045.5

Nonresident Tuition

Nonresident students shall be charged nonresident tuition for all units enrolled, unless specifically required otherwise by law. Not later than February 1 of each year, the Chancellor shall bring to the Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual. The Chancellor shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

Capital Outlay Fee

The Chancellor is authorized to implement a fee to be charged only to persons who are both citizens and residents of foreign countries. The Board finds and declares that this fee does not exceed the amount expended by the District for capital outlay in the preceding year divided by the total FTES in the preceding fiscal year. Students who would otherwise be charged this fee shall be exempt if they demonstrate that they are a victim of persecution or discrimination in the country of which they are a citizen and resident, or if they demonstrate economic hardship. Students shall be deemed victims of persecution or discrimination if they present evidence that they are citizens and residents of a foreign country and that they have been admitted to the United States under federal regulations permitting such persons to remain in the United States. Students shall be deemed to have demonstrated economic hardship if they present evidence that they are citizens and residents of a foreign country and that they are receiving Temporary Assistance for Needy Families Program, Supplemental Income/State Supplementary benefits, or general assistance.

Date Adopted: January 17, 2012

BP 5030 FEES
References: Education Code Sections 76300 et seq.

The Board authorizes the following fees. The Chancellor shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs. Each student shall be charged a use fee to support the maintenance and operations of the Student Center.

Enrollment Fee (Education Code Section 76300)

Each student shall be charged a fee for enrolling in credit courses as required by law.

Student Activity Fee:

This optional $4 fee supports many services, activities and student discounts provided by Associated Student Organization of West Valley College including, Books for Food, extended library hours during finals, student scholarships, college newspaper and leadership opportunities.

Campus Center Fee:

Education Code section 9109(b)(3)

Requires community college districts to establish an annual building and operating fee, for the purpose of financing, constructing, enlarging, remodeling, refurbishing, and operating a student body center. The fee is $15 for fall and spring semesters for all students attending West Valley College.

Auditing Fees (Education Code Section 76370)

Persons auditing a course shall be charged a fee of $15.00 per unit per semester.

Health Fee (Education Code Section 76355)

The Chancellor shall present to the Board for approval fees to be charged to students for student health services.

Parking Fee (Education Code Section 76360)

The Chancellor shall present for Board approval fees for parking students.

Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et seq.)

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

Transcript Fees (Education Code Section 76223)
The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee, which shall not to exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of student records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

**International Students Application Processing Fee (Education Code Section 76142)**
The District shall charge a student who is both a citizen and a resident of a foreign country a fee to process his/her application for admission. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars ($100), which shall not be deducted from the tuition fee at the time of enrollment.

Date Adopted: January 17, 2012

**BP 5035 WITHHOLDING OF STUDENT RECORDS**
Reference: Title 5 Section 59410.

Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, transcripts, diplomas, and registration privileges withheld.

Date Adopted: January 17, 2012

**BP 5040 STUDENT RECORDS, DIRECTORY INFORMATION, AND PRIVACY**
References: Education Code Sections 76200 et seq.; Title 5 Sections 54600 et seq.

The Chancellor shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The Chancellor may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him/her maintained by the District.

No District representative shall release the contents of a student record to any person who has been admitted to West Valley or Mission Colleges.

There shall be no charge for searching for or retrieving any student record.

Students may limit the information. Directory information shall include: Degrees and awards received by students, including honors, scholarship awards, athletic awards and Dean’s List recognition.

Date Adopted: January 17, 2012

**BP 5050 MATRICULATION**
References: Education Code Sections 78210 et seq.; Title 5 Sections 55500 et seq.

The District and the Colleges shall provide matriculation services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the District into agreement regarding the student’s educational goal through the District's established programs, policies, and requirements.

The Chancellor or designee shall establish procedures to assure implementation of matriculation services that comply with California Code of Regulations, Title 5, requirements and ensure that procedures are maintained and made known to all students by prominent inclusion in College publications and Web sites.

Date Adopted: January 17, 2012

**BP 5052 OPEN ENROLLMENT**
Reference: Title 5 Section 51006.

All courses, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to West Valley or Mission Colleges. Enrollment may be subject to any priority system that has been established. Enrollment may also be limited to students meeting properly validated prerequisites and corequisites, or due to other practical considerations such as exemptions set out in statute or regulation.

The Chancellor shall assure that this policy is published in the College catalogs and schedules of classes.

Date Adopted: January 17, 2012

**BP 5055 ENROLLMENT PRIORITIES**
References: Title 5 Sections 51006, 58106, and 58108.

The Chancellor shall establish procedures defining enrollment priorities, limitations, and processes for student challenge, which shall comply with California Code of Regulations, Title 5.

Date Adopted: January 17, 2012

**BP 5110 COUNSELING**
References: Education Code Section 72620; Title 5 Section 51018.

Counseling services are an essential part of the educational mission of the District.

The Chancellor shall assure the provision of counseling services including academic, career, and personal counseling that is related to the student’s education.

Counseling shall be required for all first time students enrolled for more than six units, students enrolled provisionally, and students on academic or progress probation.

Date Adopted: January 17, 2012

**BP 5120 TRANSFER CENTER**
References: Education Code Sections 66720-66744; Title 5 Section 51027.

The District incorporates as part of its mission the transfer of its students to baccalaureate level institutions. The District further recognizes that students who have historically been underrepresented in transfer to baccalaureate level institutions are a special responsibility.

The Chancellor shall assure that a transfer center plan is implemented that identifies appropriate target student populations, is designed to increase the transfer applications of underrepresented students, and complies with law and regulations.

Date Adopted: January 17, 2012

**BP 5130 FINANCIAL AID**

A program of financial aid to students will be provided, which may include, but is not limited to, scholarships, grants, loans, and work and employment programs.

All financial aid programs will adhere to guidelines, procedures, and standards issued by the funding agency, and will incorporate federal, state, and other applicable regulatory requirements.

The Chancellor shall establish, publicize, and apply satisfactory academic progress standards for participants in Title IV student aid programs.

**Misrepresentation**
Consistent with the applicable federal regulations for federal financial aid, the District shall not engage in “substantial misrepresentation” of: 1) the nature of its educational program, 2) the nature of its financial charges, or 3) the employability of its graduates.

The Chancellor shall establish procedures for regularly reviewing the District’s website and other informational materials for accuracy and completeness and for training District employees and vendors communications with prospective students and members of the public and take corrective action where needed.

This policy does not create a private cause of action against the District or any of its representatives or service providers. The District and its governing Board do not waive any defenses or governmental immunities by enacting this policy.

Date Adopted: January 17, 2012

**BP 5140 DISABLED STUDENT’S PROGRAMS AND SERVICES**
References: Education Code Sections 67310 and 84850; Title 5 Sections 56000 et seq.

Students with disabilities shall be assisted to participate whenever possible in the regular educational programs in the District.

The Disabled Students Programs and Services (DSPS) Program (also known as the Disability Instructional Support Center and the Disability and Educational Support Program at the colleges) shall be the primary provider for support programs and services that facilitate equal educational opportunities as required by federal and state laws for students with disabilities who can profit from instruction.

DSPS services shall be available to qualified students with verified disabilities that result in educational limitations. The services to be provided include, but are not limited to, reasonable academic accommodations, accessible facilities, equipment, specialized instructional programs, and academic, personal, and vocational counseling.
No student with disabilities is required to participate in the Disabled Students Programs and Services program.

Date Adopted: January 17, 2012

BP 5150 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES
References: Education Code Sections 69640-69656; Title 5 Sections 56200 et seq.
Support services and programs that are in addition to the traditional student services programs shall be provided in order to assist students who have language, social, and economic disadvantages to succeed academically in the District.
The Extended Opportunity Programs and Services (EOPS) is established to provide services that may include, but are not limited to, outreach, recruitment, orientation, assessment, tutorial services, counseling and advising, and financial aid.
The Chancellor shall assure that the EOPS Program conforms to all requirements established by the relevant law and regulations.

Date Adopted: January 17, 2012

BP 5160 CHILD CARE SERVICES
References: Education Code Sections 79120 et seq.
The District may provide child care services subject to applicable laws and regulations.

Date Adopted: January 17, 2012

BP 5200 STUDENT HEALTH SERVICES
Reference: Education Code Section 76401.
Student health services shall be provided in order to contribute to the education aims of students by promoting physical and emotional well being through health oriented programs and services.

Date Adopted: January 17, 2012

BP 5205 STUDENT ACCIDENT INSURANCE
Reference: Education Code Section 72506.
The District shall assure that students are covered by accident insurance in those instances required by law or contract.

Date Adopted: January 17, 2012

BP 5210 COMMUNICABLE DISEASE
Reference: Education Code Section 76403.
The Chancellor shall establish procedures necessary to assure cooperation with local public health officials in measures necessary for the prevention and control of communicable diseases in students.

Date Adopted: January 17, 2012

BP 5300 STUDENT EQUITY
References: Education Code Sections 66030, 66250 et seq., and 72010 et seq.; Title 5 Section 54220.
The Board is committed to assuring student equity in educational programs and services. The Chancellor shall establish and implement a student equity plan that meets the Title 5 standards for such a plan. The plan may be periodically reviewed at the discretion of the Board.

Date Adopted: January 17, 2012

BP 5400 ASSOCIATED STUDENT ORGANIZATIONS
Reference: Education Code Section 76060.
The students of the District are authorized to organize student body associations. The Board hereby recognizes the Associated Student Organizations as the Mission College Associated Student Government and the West Valley College Associated Student Organization.
The Associated Student Organizations are recognized as the official voice of the students in District and college decision-making processes. The Associated Student Organizations may conduct other activities as approved by the Chancellor. The Associated Students activities shall not conflict with the authority or responsibility of the Board or its officers or employees.
The Associated Students shall conduct themselves in accordance with state laws and regulations and administrative procedures established by the Chancellor.
The Associated Student Organizations shall be granted the use of District premises subject to such administrative procedures as may be established by the Chancellor. Such use shall not be construed as transferring ownership or control of the premises.

Date Adopted: January 17, 2012

BP 5410 ASSOCIATED STUDENT ORGANIZATIONS’ ELECTIONS
Reference: Education Code Section 76061.
The Associated Student Organizations shall conduct annual elections to elect officers. The elections shall be conducted in accordance with procedures established by the Chancellor.

Any student elected as an officer in the Associated Student Organizations shall meet both of the following requirements:
The student shall be enrolled in the District at the time of election and throughout his/her term of office, with a minimum of five semester units or the equivalent.
The student shall meet and maintain the minimum standards of scholarship (see BP 4220 titled Standards of Scholarship and related administrative procedures).

Date Adopted: January 17, 2012

BP 5420 ASSOCIATED STUDENT ORGANIZATIONS’ FINANCE
References: Education Code Sections 76063-76065.
Associated Student funds shall be deposited with and disbursed by the Chancellor.
The funds shall be deposited, loaned, or invested in one or more of the ways authorized by law.
All funds shall be expended according to procedures established by the Associated Student Organizations, subject to the approval of each of the following three persons, which shall be obtained each time before any funds may be expended:
the Chancellor, College President, or designee; the employee who is designated advisor of the particular student body organization; and a representative of the student body organization.
Pursuant to Education Code 76063, all money collected by a student body association or by any student club or organization of the College shall be deposited in an account insured by the Federal Deposit Insurance Corporation and credited to the appropriate organization. The District Administrative Services Office shall ensure that the collection and disbursement of funds are consistent with accounting and auditing procedures and with established District policies and procedures.
The funds of the Associated Student Organizations shall be subject to an annual audit.

Date Adopted: January 17, 2012

BP 5500 STANDARDS OF CONDUCT
References: Education Code Sections 66300 and 66301; Accreditation Standard II.A.7.b.
The District shall enforce a student code of conduct of the purpose of which is to promote and maintain orderly conduct of a responsible student body in a manner compatible with the District and College function as an educational institution.

Students are subject to state and federal laws and to the specific regulations established by the District and/or each College in the District. Violators shall be subject to disciplinary action, including possible cancellation of registration, and may be denied future admission to the Colleges of the District. Criminal actions may also result in referral for prosecution.
The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.
The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.
The procedures shall be made widely available to students through the college catalogs and other means. The Board shall consider any recommendation from the Chancellor for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.
The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student:
Causation, attempting to cause, or threatening to cause physical injury to another person.
Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.
Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
Committing or attempting to commit robbery or extortion.

Causing or attempting to cause damage to District property or to private property on campus.

Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.

Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.

Committing sexual harassment as defined by law or by District policies and procedures.

Engaging in harassing or discriminatory behavior based on race, sex, (i.e., gender) religion, age, national origin, disability, or any other status protected by law.

Willful misconduct, which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.

Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.

Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.

Dishonesty, forgery, alteration, or misuse of college documents, records, or identification; or knowingly furnishing false information to the District.

Unauthorized entry upon or use of college facilities.

Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.

Engaging in expression that is obscene, lewd, or lascivious; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.

Also see BP 3715 titled Intellectual Property.

Date Adopted: January 17, 2012

BP 5510 OFF-CAMPUS STUDENT ORGANIZATIONS
Reference: 34 Code of Federal Regulations Section 668.46(b)(7).

The District shall work with local law enforcement agencies to monitor and assess criminal activity in which students engage at off-campus locations of student organizations officially recognized by the District.

Date Adopted: January 17, 2012

BP 5570 STUDENT CREDIT CARD SOLICITATION
References: Education Code Section 99030; Title 5 Section 54400; Civil Code Section 1747.02(m).

The Chancellor shall establish procedures that regulate the solicitation of student credit cards on campus.

Date Adopted: January 17, 2012

BP 5700 ATHLETICS
References: Education Code Sections 78223, 66271.6, 66271.8, and 67360 et seq.

The District shall maintain an organized program for men and women in inter-collegiate athletics. The program shall not discriminate on the basis of gender in the availability of athletic opportunities.

The District shall comply with federal and state regulations, procedures, and requirements regarding student athlete participation. The Chancellor shall assure that the athletics program complies with the Constitution and Sports Guidelines of the California Community College Commission on Athletics as well as appropriate Conference Constitution Rules regarding student athlete participation.

Date Adopted: January 17, 2012

BP 5800 PREVENTION OF IDENTITY THEFT IN STUDENT FINANCIAL TRANSACTIONS
Reference: 15 U.S. Code Section 1681m(e), Fair and Accurate Credit Transactions Act (FACT Act or FACTA).

The District is required to provide for the identification, detection, and response to patterns, practices, or specific activities ("Red Flags") that could indicate identity theft of students when the District serves as a creditor in relation to its students. When applicable, the Chancellor is directed to develop procedures to implement an Identity Theft Prevention Program (ITPP) to control reasonably foreseeable risks to students from identity theft.

Date Adopted: January 17, 2012

BP 3300 PUBLIC RECORDS
References: Government Code Sections 6250 et seq.

The District is committed to open government, governance, and access for all members of the public and for all members of the District community. Public records, as defined by the Government Code, are open to inspection by the public during regular office hours of the District Offices and Colleges. The Chancellor shall establish procedures for records management, including access by the public, which comply with the requirements of the California Public Records Act.

Date Adopted: January 17, 2012

BP 3310 RECORDS RETENTION AND DESTRUCTION
References: Title 5 Sections 59020 et seq.; Federal Rules of Civil Procedure, Rules 16, 26, 33, 34, 37, 45.

In accordance with the provisions set forth in the California Code of Regulations, Title 5, a records management program, covering the life cycle of all records of the District and Colleges from the time they are originated, shall be implemented in order to:

Ensure that records which are required to be preserved or which may be useful for future reference are permanently retained and safely stored, and that those which have outlived their usefulness are destroyed, and minimize the expense related to record keeping.

The Chancellor shall establish administrative procedures to assure the retention and destruction of all District records, including electronically stored information as defined by the Federal Rules of Civil Procedure, in compliance with Title 5. Such records shall include, but not be limited to student records, employment records, and financial records.

Date Adopted: January 17, 2012

BP 3410 NONDISCRIMINATION
References: Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.; Title 5 Sections 53000 et seq., and 59300 et seq.; Penal Code Section 422.55; Government Code Sections 12926.1 and 12940 et seq.

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he/she is perceived to have one or more of the foregoing characteristics, or because of his/her association with a person or group with one or more of these actual or perceived characteristics.

To have available positive images provided by individuals from historically under-represented groups, and to observe that such individuals can assume responsible and diverse roles in society is educationally sound for all students attending Colleges of the District. The richness that cultural and racial diversity brings to our national heritage and the exercise of democratic principles can be best taught in the presence of a staff and student body of both genders, diverse ethnic groups, handicapped individuals, and veterans.

Date Adopted: January 17, 2012

BP 3430 PROHIBITION OF HARASSMENT
References: Education Code Sections 212.5, 44100, 66252, and 66281.5; Government Code Section 12950.1; Title VII of the Civil Rights Act of 1964; 42 U.S.C. Code Annotated Section 2000e et seq.; Title IX, Education Amendments of 1972

The Chancellor shall establish procedures to implement an Identity Theft Prevention Program (ITPP) to control reasonably foreseeable risks to students from identity theft.
All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation of any person, or because he/she is perceived to have one or more of the foregoing characteristics. The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any student or employee who believes that he/she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435 titled Discrimination and Harassment Investigations. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end, the Chancellor shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment. The Chancellor shall establish procedures that define harassment on campus. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

This policy and related written procedures shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution. They shall be available for students and employees in all administrative offices. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Also see BP/AAP 3410 titled Nondiscrimination, AP 3430 titled Prohibition of Harassment, and AP 3435 titled Discrimination and Harassment Investigations.

Date Adopted: January 17, 2012

BP 3440 SERVICE ANIMALS


In order to prevent discrimination on the basis of disability, the District will allow an individual with a disability to use a service animal or miniature horse in District facilities and on District campuses in compliance with state and federal law.

Date Adopted: January 17, 2012

BP 3500 CAMPUS SAFETY

Reference: Education Code Section 67380(a)(4)

The District shall provide a safe environment for students, employees and visitors. The District is committed to the implementation of safety and health policies and procedures involving workplace security for employees and students. Employees and students shall be directly responsible for conducting themselves, at all times, in a manner that is consistent with current District policies. The Board is committed to a safe and secure District work and learning environment. To that end, the Chancellor shall establish a campus safety plan and ensure that it is posted or otherwise made available to students and employees. The campus safety plan shall include availability and location of security personnel, methods for summoning assistance of security personnel, any special safeguards that have been established, any actions taken in the preceding eighteen (18) months to increase safety, and any changes in safety precautions to be made during the next twenty-four (24) months.

Consistent with the Board’s general delegation of authority and state and federal law, and subject to any reporting and reporting requirements, the Chancellor and his/her designees are specifically empowered to take all appropriate actions in emergency or urgent situations to protect the health and safety of students, staff, and persons associated with the District, to protect District facilities, and to maintain the educational program. Also see BP/AP 3505 titled Emergency Response Plan and BP/AP 6850 titled Safety – Occupation-Related.

Date Adopted: January 17, 2012

BP 3550 DRUG FREE ENVIRONMENT AND DRUG PREVENTION PROGRAM


The District shall be free from all drugs and shall prohibit the unlawful use, possession, sale, or distribution of alcohol, narcotics, dangerous or illegal drugs, or other controlled substances, as defined in California statutes, on District property or at any function sponsored by the District or Colleges.

Any student or employee who violates this policy will be subject to disciplinary action (consistent with local, state, or federal law), which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion, or dismissal.

The Chancellor shall assure that the District distributes annually to each student and employee the information required by the Drug Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

The Colleges will provide information pertaining to the health risks and effects associated with alcohol and narcotics or other dangerous or illegal drugs. Students may be referred to various on campus programs or outside agencies for support, information, and/or enrollment in a drug recovery program.

Date Adopted: January 17, 2012

BP 3900 SPEECH: TIME, PLACE, AND MANNER

References: Education Code Sections 76120 and 66301

Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to this policy and District procedures.

The Colleges of the District are non-public forums, except for those areas that are designated as public forums available for the exercise of expression by students, employees, and members of the public. The Chancellor shall enact such administrative procedures as are necessary to reasonably regulate the time, place, and manner of the exercise of free expression in the designated public forums.

The administrative procedures issued by the Chancellor shall not prohibit the right of students to exercise free expression, including but not limited to, the use of bulletin boards; the distribution of printed materials or petitions in those parts of the Colleges designated as areas generally available to students and the community; and the wearing of buttons, badges, or other insignia. Speech shall be prohibited that is defamatory, obscene (according to current legal standards), or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of Board policies or administrative procedures, or the substantial disruption of the orderly operation of the District.

Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the policy conforms to the requirements of the Americans with Disabilities Act and Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation unless such speech is constitutionally protected.

Date Adopted: January 17, 2012

BP 4020 CURRICULUM DEVELOPMENT

References: Education Code Sections 70901(b), 70902(b), and 78016; Title 5 Sections 51000, 51022, 55100, 55130, and 55150; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1065, as amended, 34 Code of Federal Regulations Sections 660.2, 602.24, 602.24, and 668.8; ACCJC Accreditation Standards IIA.4 and IIA.9

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Chancellor shall establish administrative procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.
These administrative procedures shall include:

- appropriate involvement of the faculty and Academic Senate in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development and review; and
- Consideration of job market and other related information for vocational and occupational programs.

All new programs and program deletions shall be approved by the Board. All new programs shall be submitted to the California Community Colleges Chancellor’s Office for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board. Non-degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board.

Credit Hour
Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a “credit hour” program or a “clock hour” program.

The Chancellor will establish procedures, which prescribe the definition of “credit hour” consistent with applicable federal regulations, as they apply to community college districts.

The Chancellor shall establish procedures to assure that curriculum at the District complies with the definition of “credit hour” or “clock hour,” where applicable. The Chancellor shall also establish procedures for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

Date Adopted: January 17, 2012
Date Revised: April 21, 2015
Date Revised: February 5, 2019

**BP 4021 HOURS AND UNITS**

References: Title 5 Sections 55002, 55002.5, 55256.5
Code of Federal Regulations: 34 CFR 668

Title 5 (§55002 and §55002.5) provides minimum hour to unit ratios and minimum unit increments at California Community Colleges. Specific hour to unit ratios and unit increments are defined locally. At West Valley and Mission College, 48-54 total student learning hours are equivalent to 1 unit of credit and the minimum unit increment is 0.5.

Title 5 (§55256.5) provides specific hour to unit ratios for Cooperative Work Experience. The ratios are 75 hours of paid work experience for 1 unit of credit and 60 hours of non-paid work experience for 1 unit of credit.

The Code of Federal Regulations defines clock hour programs (34 CFR 668). Clock hour programs are required to use the formula for calculating units of credit that is contained within the code.

Date Adopted: February 5, 2019

**BP 4022 CURRICULUM APPROVAL**

References: Title 5 Sections 55002, 55100, 55130, 55150
ACCJC Accreditation Standard IIA

The West Valley Mission Community College District Chancellor shall ensure that procedures are written to establish the processes for approving individual credit and non-credit courses. Additionally, the Chancellor shall ensure that the procedures comply with Title 5 regulations and will include appropriate involvement with District faculty and the Academic Senates.

Date Adopted: February 5, 2019

**BP 4225 COURSE REPETITION**

References: Title 5 Sections 55040, 55041, 55042, 55044, and 58161

Students may repeat a course three times with a substandard grade, including a “W,” in which substandard grades (less than a ‘C,’ and including ‘F’) were earned.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Course Repetition: Grade Alleviation

A student who has earned a grade of “D,” “F,” or “NC” in a credit course at any College in the District may repeat the course for the purpose of grade alleviation.

A student may repeat a credit course for purposes of grade alleviation only once. A student may petition the appropriate College appeals body for permission to repeat a course more than once, but the petition will be granted only based on a finding that unusual circumstances exist which justify a second repetition.

Upon satisfactory completion of the repeated course, the student may petition the Admissions and Records Office to have only the grade earned in the repeated course used in the computation of the grade point average.

In no case will the unit value of the repeated course be counted more than once.

The permanent academic record shall be annotated in such a way that all courses attempted will be indicated on the transcript in showing a true and complete academic history.

Course Repetition: Special Circumstances

Under special educationally justifiable circumstances, repetition of credit courses other than those for which substandard work has been recorded may be permitted. Under special circumstances, students may repeat courses in which a C or better grade was earned.

A student may petition the appropriate College appeals body to authorize course repetition consistent with the California Code of Regulations.

The special circumstances are defined in administrative procedures.

Date Adopted: January 17, 2012

**BP 4226 MULTIPLE AND OVERLAPPING ENROLLMENTS**

Reference: Title 5 Section 55007

The Chancellor shall establish procedures to ensure that students may only enroll in two or more courses of the same credit course during the same term if the length of the course provides that the student is not enrolled in more than one section at any given time.

The Chancellor shall establish administrative procedures to ensure that students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5 Section 55007.

Date Adopted: January 17, 2012

**BP 4230 GRADING AND ACADEMIC RECORD SYMBOLS**

Reference: Title 5 Section 55023

Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalog(s) and made available to students.

Date Adopted: January 17, 2012

**BP 4231 GRADE CHANGES**

References: Education Code Sections 76224 and 76232; Title 5 Section 55025

The Chancellor shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of a grade.

The installation of security measures to protect grade records and grade storage systems from unauthorized access.

Limitations on access to grade records and grade storage systems.

Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.

Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

Also see BP 3310 titled Records Retention and Destruction, AP 4231 titled Grade Changes, and BP/AP 5040 titled Student Records

Date Adopted: January 17, 2012

**BP 4235 CREDIT BY EXAMINATION**

Reference: Title 5 Section 55060

Credit may be earned by students who satisfactorily pass authorized examinations.

Credit may be earned by examination provided:

- The student is registered at the College and is in good standing;
- Credit may be earned by students who satisfactorily pass authorized examinations provided:
- The course for which credit is desired is listed in the catalog of the College;
The course has been designated as challengeable by exam by the Department Chair in consultation with appropriate members of the department faculty within each College, and the examination is approved or prepared, administered, and graded by faculty and other proper authorities of each College. A maximum of 12 units toward an Associate degree may be earned by courses for which credit has been earned by examination. Credits earned by examination cannot be used to satisfy the 12-unit residence requirement for the Associate degree. The student’s academic record shall be clearly annotated to reflect that credit was earned by examination.

A student may challenge a course for credit by examination only one time and the grade received on the examination will be recorded on the student’s permanent record.

The Chancellor shall establish administrative procedures to implement this policy.

Date Adopted: January 17, 2012

BP 4240 ACADEMIC RENEWAL

References: Title 5 Section 55046, 55044 California Education Code; 51318 Pursuant to California regulations governing community colleges, a student is permitted to request that substandard academic work (D, F, NP or NC) be disregarded from his/her cumulative grade point average when such work does not reflect current demonstrated ability or level of performance. A maximum of 24 units of course work may be requested from either one or both colleges in the student’s cumulative grade point average.

A student who wishes to qualify for a degree, certificate, or transfer may petition the designated academic appeals committee at their college of attendance by submitting their petition to the appropriate college office. Academic renewal does not guarantee that other colleges will accept this action. The acceptance of academic renewal is at the discretion of the receiving institution.

Limitations to Academic Renewal:

1. A maximum of 24 units of work which is substandard (D, F, NP, NC) and not reflective of the student’s present scholastic level of performance may be alleviated and disregarded in the computation of grade point average.
2. A period of at least two semesters must have elapsed since the most recent work to be alleviated was completed;
3. Subsequent to the semester(s) for which academic renewal is sought, the student must have completed an additional 12 semester units of study in the District or at another accredited institution with a cumulative grade point average of at least 3.00 or 24 semester units of work with a cumulative grade point average of at least 2.00.
4. The College will disregard courses selected by the student in consultation with a Counselor.
5. The academic renewal policy will ordinarily be applied only when alleviation of prior work is necessary to qualify a student for: a program, transfer to another institution, completion of a certificate program or graduation from the College.
6. Determination of the applicability of this policy will be made only following formal application to the appropriate College appeals body.
7. When academic work is alleviated, the permanent record shall be properly annotated in a manner to ensure that all entries are legible and that a true and complete record is maintained. Academic renewal is not reversible once posted to the transcript.

Date Adopted: January 17, 2012

BP 4250 PROBATION, DISQUALIFICATION, AND READMISSION

References: Education Code Section 70902(b)(3); Title 5 Sections 55030-55034 A student shall be placed on probation if he/she has attempted a minimum of 12 semester units of work and has a grade point average of less than a “C” (2.0). A student placed on academic probation who earns at least a 1.75 grade point average during the semester on probation, but whose cumulative grade point average is still below 2.00, will be permitted to continue on such probationary status for not more than three consecutive semesters without being academically disqualified (dismissed).

Progress Probation

A student shall be placed on progress probation if he/she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of “W,” “I,” “NC,” and “NP” were recorded reaches or exceeds fifty (50) percent. A student may be on progress probation not more than three consecutive semesters without being academically disqualified (dismissed).

Notification of probationary status will appear on the student's semester grade report and on the transcript of academic work.

A student who is placed on probation may submit an appeal in accordance with procedures to be established by the Chancellor.

A student on academic probation for a grade point deficiency shall be removed from probation when the cumulative grade point average reaches 2.00 or higher. Likewise, a student on progress probation shall be removed from probation when the total percentage of cumulative units in the “W,” “I,” “NC,” and “NP” categories drops below 50 percent.

Students who believe that their placement on probation is the result of an error may petition the appropriate College appeals body for relief.

Dismissal

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of “W,” “I,” “NC,” and “NP” are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures. Dismissal may be postponed and the student continued on probation if the student submits a petition that includes documentation of marked improvement since the semester on which the dismissal was based or documentation of extenuating circumstances during the semester on which the dismissal was based.

Notification of academic disqualification status will appear on the student’s end of semester grade report and transcript. An academically disqualified student may present a written appeal to the appropriate College appeals body requesting immediate reinstatement if a dismissal has resulted from unusual circumstances. A registered student making such an appeal should remain in classes until the decision is made.

Readmission

A student who has been dismissed may request reinstatement by submitting a petition for readmission after an absence of one semester or a petition for readmission explaining extenuating circumstances during the semester on which the dismissal was based.

Readmission may be granted, denied, or postponed according to criteria contained in administrative procedures.

The Chancellor shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

The determination of the applicability of the policy on academic probation and dismissal will be based on the inclusion of:

All units in which the student has been officially enrolled, except those in which the student has been assigned a grade or non-evaluative symbol of “W,” “MW,” “CR,” “P,” “NP,” “NC,” “I,” “RD,” or “IP” when computing grade point average.

All units in which the student has been officially enrolled, except those in which the student has been assigned a non-evaluative symbol of “MW,” “RD,” or “IP” when applying the satisfactory progress rule.

All District units in which the student has been enrolled will be utilized in determining the applicability of the policy on academic probation and dismissal.

Date Adopted: January 17, 2012

BP 4260 PREREQUISITES AND CO-REQUISITES

References: Title 5 Sections 55000 and 55003 The Chancellor is authorized to establish prerequisites, corequisites, and advisories on recommended preparation for courses in the curriculum, upon the recommendation of the Academic Senate. All such prerequisites, corequisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, corequisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established.

The Chancellor shall establish administrative procedures for the development and review of all prerequisites and corequisites, including their establishment, modification, or discontinuance, which rely primarily on the recommendation of the Academic Senate of each college.
The administrative procedures shall include a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, corequisites, and advisories shall be identified in District publications available to students.

Date Adopted: January 17, 2012

BP 4300 FIELD TRIPS AND EXCURSIONS
Reference: Title 5 Section 55220

The Chancellor shall establish procedures that regulate the use of District funds for student travel and attendance at conferences and other activities that are performed as a class assignment or co-curricular activity.

The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant or categorical program funds if the funds are used consistently with the funding source. The expenses of instructors, chaperones, and other personnel traveling with students may also be paid from District funds.

Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

Date Adopted: January 17, 2012

Additional information about Board and College Policies can be found in the Student Orientation Handbook and at: wvm.edu/

(Click on Board of Trustees. Then click District Policies.)

REFUNDS

Dropping Classes and Refund Policies, Procedures, and Guidelines

A community college district shall not refund any enrollment fee paid by a student for program changes made after the first two weeks of instruction for a primary term-length course, or after the 10 percent point of length of the course for a short-term course, unless the program changes are a result of action by the student to cancel or reschedule a class or to drop a student pursuant to Section 58106(g) where the student fails to meet a prerequisite.

A. Semester Length Classes - Refund of enrollment fees: Full refund for semester length class(es) dropped within the deadline dates. Drop deadlines refer to: refunds, no notation on records, and last date to drop with a "W" - Withdraw. After the determined last day to drop, a letter grade other than a "W" will be posted, refund and drop deadlines are posted in Schedule of Classes and on college website.

B. Short-Term Class Guidelines - Classes with 5 or more class meetings:

• Receive a full refund if the class is dropped within 10% of total days of class session.

• Dropping without a "W" (withdraw) on record, if the class is dropped within 20% of total days of class session.

• Dropping with a "W" on record: if the class is dropped within 75% of total days of class session.

Example: Class meets March 2 – March 21 meeting on Mon and Wed. Total day of class session = 20 (includes Sat, Sunday and Holidays). 10% = 2 days for full refund; 20% = 4 days for no "W" or refund; 75% = 15 days for drop with "W".

C. Short-Term Class Guidelines - Classes with less than 5 class meetings:

• Receive a full refund if class dropped before the date of the first class meeting. No refund for drops on the date of the class meeting or later.

• Dropping without a "W" (withdraw) on record: if the class is dropped before the date of the first class meeting.

• Dropping with a "W" on record: if dropped after class begins.

D. Non-resident tuition refund: For semester length classes: 100% refund of all fees for classes dropped during the first and second weeks.

For short term classes, refer to Short-Term Drop Guidelines above (includes summer term)

Special notes: West Valley College has partnered with Higher One, a financial services company focused solely on higher education to bring a new method for delivering financial aid refunds to students. You will be able to use the Higher One Card or choose your preferred method of payment. This is designed to provide you with choices when it comes to receiving your financial aid-including the preferred "Easy refund" method. Easy Refund is the fastest and easiest way to gain money-on the same day West Valley College releases it. You will be sent an email to learn more about the program.

DELIQUENCY POSTINGS FOR NON-PAYMENT

Delinquencies will be placed on students’ records by the Finance Office for fees and any other financial obligations owed to the College. West Valley College will not allow a student to register in the College nor will the College forward transcripts or any other records to other institutions if students have delinquencies on their records. Degrees and certificates will be held until all outstanding fees have been paid or cleared. Delinquent accounts may be referred to a collection agency.

STATEMENT ON ACADEMIC FREEDOM


Title 5 Section 51023

The West Valley-Mission Community College District recognizes that democratic participation, positive social change, and moral education, as well as scientific and technological advancement, all require the free exchange of ideas and information. Therefore, the District is committed to the free expression of diverse viewpoints on the part of faculty and students, as well as encouraging critical examination of these various perspectives. The District is also committed to the conduct of research and observation of the natural world unimpeded by social, religious, political, or theoretical biases and prejudices.

Academic freedom is the right of faculty members to interpret scholarly findings and communicate conclusions without being subject to harassment when those conclusions are at variance with popularly held beliefs or opinions. Faculty members have a corresponding obligation to study, present, interpret, and discuss facts and ideas concerning their fields of knowledge in a responsible manner. The faculty member will acknowledge the facts on which controversial views are based and show respect for reasonable opinions held by others. Institutions of higher education operate not to further the interest of either the individual faculty member or the institution as a whole but rather for the common good. In a democratic society the common good depends upon the free search for truth and its free exposition. Academic freedom is essential to these purposes and applies to both teaching and research. Freedom in research is fundamental to the advancement of truth while academic freedom in teaching is essential both to the uninhibited expression of scholarly findings and to ensuring the fullest student engagement with ideas.

Rights and Responsibilities

STUDENTS

• General

Students are responsible for completing the learning and performance objectives of the courses in which they are enrolled and giving evidence of such learning through examinations, essays, term papers, journals and such other requirements as the instructor may deem appropriate for demonstrating mastery of skills required in the course.

When a student receives an incomplete grade ("I"), he or she shall not be permitted to repeat the course in a subsequent semester unless the student fails to make up the incomplete as specified by the instructor and is subsequently awarded a substandard grade ("D," "F" or "NP}).

Students are held fully responsible for following College procedures for adding, dropping or withdrawal, and for filing appropriate forms in the Admissions Office.

• Attendance

Students are expected to attend all sessions of each class, participate in class activities and meet requirements of the course. Instructors may drop students from the class if they fail to attend the first class meeting or when the instructor determines that students are no longer actively participating in the course. Definition of non-participation shall include but not be limited to excessive absences, defined by when accumulated hours of absences exceed ten percent of the total number of hours the class meets during the semester. Moreover, an instructor may drop from the class any student who fails to attend at least one class session during the first three weeks of instruction.

• Withdrawal from college

A student who must withdraw entirely from the College before the end of the semester should file a withdrawal notice in the Admissions Office. A student who withdraws from the College will receive those credits and grade symbols applicable on the date of withdrawal under the District’s grading system described earlier.
Withdrawal from a class
It is the responsibility of the student to withdraw from a class prior to the published deadline in order to insure that a penalty grade will not be awarded for the course. A student who withdraws from a class prior to the first class meeting of short-term classes or through the end of the 2nd week for semester-length courses shall have no notation of enrollment in the class posted on the semester grade report or transcript. The schedule of classes lists exact drop dates. From that point through the three-quarter point of the term (through the end of the twelfth week for semester length courses), a "W" grade will be posted on the final grade report and the transcript. After that deadline, a grade symbol other than a "W" will be posted.

Academic Dishonesty
Dishonesty includes but is not limited to in-class cheating, out-of-class cheating, plagiarism, knowingly assisting another student in cheating or plagiarizing, or knowingly furnishing false information to College staff, faculty, administrators or other officials. Following are definitions of in-class cheating, out-of-class cheating, plagiarism, and furnishing false information. These are not all-inclusive and the list itself is not meant to limit definition of cheating to just those mentioned.

a. In-class cheating: during an examination or on any work for which the student will receive a grade or points, unauthorized looking at or procuring information from any unauthorized sources, or any other student’s work.

b. Out-of-class cheating: unauthorized acquisition, reading or knowledge of test questions prior to the testing date and time; changing any portion of a returned graded test or report and resubmitting as original work to be regraded, or presenting the work of another as one’s own for a grade or points.

c. Plagiarism: unauthorized use of expression of ideas from either published or unpublished work(s) as a student’s own work for a grade in a class. This also includes the violation of copyright laws, including copying of software packages.

d. Furnishing false information: forgery, falsification, alteration or misuse of College documents, records, or identification in class or in laboratory situations.

Classroom-Related Disciplinary Sanctions
When a student is charged with plagiarism or cheating related to a class, and the instructor has reasonable proof or documentation or the student admits the violation, the instructor may select one or more of the following options:

a. Issue an oral or written notification and warn the student that further acts of this sort will result in additional disciplinary action.

b. Issue a NP or a failing grade ("F") or "0" for the assignment in question.

c. Refer the student to the CSSO for disciplinary action.

Students have not only the right to an education, but to the rights of citizenship as well; therefore, no student shall be deprived of equal treatment of thought.

Students bring to college various interests and values previously acquired and are expected to abide by district policies on student conduct (policy 5.19).

Upon reasonable request by the student, the instructor shall indicate what grade the student is receiving at the time of the request.

Instructor may, upon a student’s request, assign an Incomplete ("I") grade when, in the instructor’s judgment, this action is warranted and appropriate.

Student Initiated Drops
An instructor may officially drop the student from the class rolls when it is determined that the student is no longer reasonably participating in the activities and requirements of the course. Definitions of non-participation shall include, but not be limited to, excessive unexcused absences.

Final Examinations
A final examination, or alternative final assessment activity, is required of all students in all courses for which a letter grade can be awarded. Final examinations or assessments for full semester courses are scheduled for a two-hour period and will not be given in advance. The final examination or assessment activity will be administered at the last scheduled class meeting. Any exceptions to this policy must be approved in advance by the Vice President of Instruction.

Student Disciplinary Actions and Procedures

District Policy: Student Discipline Procedures 5520

Purpose: Definitions
For the purpose of these Rules and Regulations, the following words and terms are defined as follows:

1. The term “Governing Board” shall mean the Governing Board of the West Valley Mission Community College District.

2. The term “District” shall mean the West Valley Mission Community College District, a public community college district of the State of California.

3. The term “College” shall mean West Valley and/or Mission Community College, colleges operated and maintained by the West Valley Mission Community College District.

4. The term “College Hearing Board” shall mean the West Valley Mission Community College Hearing Board, an administrative agency of the College, organized and existing primarily to hear and decide on or recommend appropriate disciplinary action in cases brought before it under these Rules and Regulations.

5. The term “President” shall mean the Presidents of the West Valley Mission Community College District who is the President of West Valley and/or Mission Community College, or in his/her absence, the acting President.

6. The terms “Vice President” or “Vice President of Student Services” shall mean the Vice President of Student Services of the West Valley Mission Community College District or his/her designee.

7. The term, “member of the College community”: shall mean the District Trustees, the academic, support staff and administrative personnel of the District or College, the students of the College and any other person or persons while on District or College property or at a District or College function or activity.

8. The term “District property” shall include real and personal property owned, controlled, or in the possession of the Governing Board of the West Valley Mission Community College District, and the real or personal property of all District food service, retail and resident facilities, whether operated directly by the District, a District or College auxiliary organization, or an independent contractor of the West Valley Mission Community College District, and whether located at West Valley or Mission College or elsewhere.

9. The term “deadly weapon” shall include human hands (when they are clasped as lethal weapons), any instrument or weapon commonly known as a blackjack, slingshot, billy, nunchaku, sand club, sand bag, metal knuckles, any dirk, dagger, switchblade knife, pistol, revolver or any other firearm, any knife having a blade longer than five (5) inches, any razor with an unguarded blade, any metal or wooden pipe or bar, any chain, rock or stone, or any object or chemical used or intended to be used for the purpose of doing bodily injury to another person.

10. The term “day” shall refer to a college instructional day.

11. As used in this article, “good cause” includes, but is not limited to the following offenses:

a. Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
b. Assault, battery, or any threat of force or violence upon a student or college personnel.

c. Wilful misconduct which results in injury or death of a student or college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the district.

d. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11050) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5

e. Wilful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the Governing Board.

f. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct (California Education Code, Section 76033).

Purpose: Grounds for Disciplinary Action

1. Failure to comply with the directions of District or College officers or employees acting in the performance of their duties; or violation of District or College policies or regulations.

2. Violating District regulations concerning the registration of student organizations, use of College facilities, and the time, place, or manner of public expression, distribution of leaflets, pamphlets or other materials.

3. Academic dishonesty, such as cheating or plagiarism.

4. Forger, alteration, misuse, misappropriation or theft of College papers, documents, records or identification, or knowingly furnishing false information to the District or College or its officers or employees.

5. Disruption or obstruction of classes, meetings, disciplinary proceedings, or other authorized functions or activities of the District or College, whether conducted on the West Valley or Mission College campus or elsewhere including, but not limited to, the use of handbags, wallets, cellular telephones or pagers in the classroom.

6. Abusive behavior directed toward, or hazing of, a member of the campus community on or off campus property, including verbal abuse, harassment, intimidation, bullying or the threat of abuse, to the person or property of any member of the campus community, or of members of his or her family.

7. Engaging in disorderly conduct, habitual profanity or vulgarly, gambling, lewd, indecent, obscene or offensive behavior on District-owned or controlled property or at any District or College-sponsored or supervised function or activity.

8. The unlawful sale, possession, use or distribution of any drug or substance controlled by state or federal law on District or College-controlled property or at any District or College-sponsored or supervised function. Such drugs or substances include but are not limited to legally controlled hallucinogens, narcotics, depressants, stimulants, marijuana and its products, toluene, and alcoholic beverages. This regulation does not apply to lawful possession of prescription drugs by the person named on the prescription or possession of controlled drugs or substances by peace officers and College instructors for use as evidence or teaching aids.

9. Theft of, or intentional damage to, campus property, or property in the possession of, or owned by, a member of the campus community; theft of software by copying; unauthorized entry into, unauthorized use of, or misuse of campus property to include “computer piracy” which is unauthorized entry into information which is campus property.

10. Illegal operation of a motor vehicle on the West Valley or Mission College campus.

11. Knowing possession or use of explosives, dangerous chemicals or deadly weapons on campus property or at a college function.

12. Violation of any order of the President, notice of which has been given prior to such violation and during the academic term in which the violation occurs, either by publication in the campus newspaper, or by posting on an official bulletin board designated for this purpose, and which order is not inconsistent with any of the other provisions of this Section.

13. Soliciting or assisting another to do any act which would subject a student to expulsion, suspension or probation pursuant to this Section.

14. Littering on campus property including grounds, facilities and parking lots.

15. Unauthorized preparation, giving, selling, transfer, distribution, or publica-
tion for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction.

STUDENT DISCIPLINARY ACTIONS AND PROCEDURES

Pursuant to California Education Code 76030 - 76037, the following types of discipline may be initiated at any time when a student is found to be in violation of the policies or rules and regulations of the West Valley-Mission Community College District or its colleges. College authorities will determine which type of action is appropriate. Any member of the college community i.e., faculty, staff, and student may file a written complaint with a college administrator against any student for misconduct.

Prior to initiation of these formal disciplinary actions, the parties involved are highly encouraged to seek resolution through informal efforts. Should either party wish to pursue an informal resolution, appropriate college personnel (counselor, department chair, division chair, dean, and/or the Vice President of Student Services) are available to meet with the parties to mediate and assist with these informal efforts.

Types of Disciplinary Actions:

1. Official Warning (Education Code Section 76031). An official warning is a written notice from the Vice President of Student Services or a designee of the President to the student that states if the misconduct is continued, it may result in further disciplinary action. Written official warnings shall not be made a part of the student’s permanent record.

2. Removal from Class (Education Code Section 76032). An instructor may remove a student from his or her class when the student’s conduct interferes with the instructional process. The duration will be for the day of removal and may extend through the next class meeting, or a total of two (2) consecutive class meetings.

The instructor shall immediately report the removal to the Vice President of Student Services and to the appropriate Division Chair or administrator. A written report shall be provided to the Vice President of Student Services. The Division Chair or appropriate administrator shall arrange for a conference between the student and the instructor regarding the removal. Upon request of either the instructor or student, the Division Chair or appropriate administrator shall attend the conference. During the period of removal, the student shall not return to the class without the concurrence of the instructor.

The student has the right to return to class after two consecutive class meet-
tings, pending further disciplinary action, if any. Nothing herein will prevent the Division Chair or the appropriate administrator from recommending further disciplinary actions in accordance with these procedures based on the facts which led to the removal.

Within five (5) days following the conference, if further action is required, the Division Chair or appropriate administrator will refer the student to the Vice President of Student Services for further disciplinary actions. The Vice President of Student Services shall decide whether to recommend suspension, whether to impose some lesser disciplinary action, or whether to end the matter. The Vice President of Student Services shall provide the student a written notification of the decision and the type of disciplinary action being imposed. A record of the disciplinary action will be entered in the student’s disciplinary file and will be maintained in the Office of the Vice President of Student Services.

Removal of student who is a minor (Education Code Section 76032):

An instructor may remove a student who is a minor from his or her class when the student’s conduct interferes with the instructional process. The duration will be for the day of removal and may extend through the next class meeting, or a total of two consecutive class meetings. If the student removed by an instructor is a minor, the college President or the Division Chair or appropriate administrator shall ask the parent or guardian of the student to attend a parent conference with the instructor regarding the removal as soon as possible. If the instructor or the parent or guardian so requests, a college administrator shall attend the conference. During the period of removal, a student shall not return to the class from which he or she was removed without the concurrence of the instructor of the class. The student has the right to return to class after two (2) class meetings, pending further disciplinary action, if any. Nothing herein will prevent the college administrator from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal. The Vice President of Student Services shall provide the student a written notification of the decision and the type of disciplinary action being imposed. A record of the disciplinary action will be entered in the student’s disciplinary file and will be maintained in the Office of the Vice President of Student Services.

3. Withdrawal of Consent to Remain on Campus (Penal Code Section 626.4).

The District Police, working in conjunction with the Vice President of Student Services or the College President, may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly opera-
tion of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, he or she must promptly leave or be escorted off campus. If the District Police issues a student a Withdrawal of Consent to Remain on Campus, the Vice President of Student Services is required to review and confirm this action within 24-hours of issuance of this notice.

The person from whom consent has been withdrawn may submit a written request for a hearing on the withdrawal within the period of the withdrawal. The request shall be granted no later than 7 days from the date of receipt of the request.

In no case shall consent be withdrawn for longer than 14 calendar days from the date consent was initially withdrawn.

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student disciplinary actions

Any person who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest. A copy of the Withdrawal Consent form and any other information about the incident will be maintained in the student discipline file in the Office of the Vice President of Student Services.

4. Official Reprimand (Education Code Section 76031). A reprimand is a written notice of the violation of specific rules from the Vice President or a designee of the President. A student receiving a reprimand is formally notified in writing that continued conduct of the type described in the reprimand may result in more severe disciplinary actions. A copy of the official reprimand shall be placed in the student’s discipline file and will be maintained in the Office of the Vice President of Student Services.

5. Social Probation (Education Code Section 76031). Social probation consists of the exclusion of the student from participation in specified or all extra-curricular College activities. Extra-curricular College activities are defined as all College-related activities for which the student receives no academic credit. The written notification of social probation shall set forth the reason or reasons for the imposition of this disciplinary action, the activities to which the exclusion applies, and the length of time for which it is to be imposed. Social probation shall be imposed for a period not to exceed one (1) semester by the President or his/her designee. A copy of the written notice of social probation shall be served to the student and shall be placed in the student’s discipline file maintained in the Office of the Vice President of Student Services, and shall also be placed on the student’s permanent record.

6. Restitution (Education Code Section 76031). Restitution consists of the reimbursement for damages to or misappropriation of District property, the property of a member of the College community, or of a visitor on the West Valley or Mission College campuses. Restitution may take the form of appropriate personal services to repair, restore or otherwise compensate for the damage or injury done, and may be made as a condition of continued attendance at the College. The President or his/her designee shall inform the student in writing of the amount to be subscribed to the college and the length of time provided for reimbursement. A copy of the restitution requirement will be placed in the student’s discipline file maintained in the Office of the Vice President of Student Services, and shall also be placed on the student’s permanent record.

7. Disciplinary Probation (Education Code Section 76031). Disciplinary probation is a lesser sanction than suspension. Probation requires the student to adhere to specific written terms and conditions defined by the College Hearing Board, Vice President of Student Services, or the Vice President’s designee. The terms of probation shall bear a reasonable relationship to the violation committed by the student. The sanction may include, but need not be limited to, ineligibility to participate in college or student-sponsored activities including public performances and may be imposed upon an individual student or group(s) of students. Disciplinary probation may be imposed for a period not to exceed one year.

Should the student violate one or more of the terms of the probation during the probationary period, the Vice President of Student Services will impose a more stringent disciplinary action such as suspension. The student will be notified in writing. The Vice President of Student Services shall also immediately notify the President. A record of the disciplinary action shall be placed in the student’s discipline file maintained in Office of the Vice President of Student Services, and shall also be placed in the student’s permanent record.

8. Interim/Emergency Suspension (76030). In those cases where an immediate suspension is required in order to protect lives or property, or to ensure the maintenance of order, the College President or the President’s designee may summarily suspend a student for a period not to exceed ten (10) instructional days provided that, within the ten-day period, a reasonable opportunity for a disciplinary hearing is provided to that student (California Education Code, Section 66017). Interim suspension is outlined below in the Due Process Procedures section. Records of the interim suspension shall be retained in the Vice President of Student Services Office and in the student’s permanent record. The President shall report an Interim/Emergency Suspension to the Board of Trustees at its next regular meeting.

9. Disciplinary Suspension (Education Code Sections 66017; 76030; and 76031). Disciplinary suspension is the exclusion from the campus and other privileges or activities for a definite period of time. Disciplinary suspension serves as a penalty against a student for repeated, continued, or serious violations of the District’s and/or College’s rules, policies, or regulations. A student may be suspended (a) for one (1) or more classes for up to ten (10) days of instruction; (b) from one (1) or more classes for the remainder of the school term; or (c) from all college classes and activities for one (1) or more terms. A suspended student may be prohibited from occupying any portion of the campus and denied participation in any or all college activities. During the term of the suspension, the suspended student will not be permitted to enrol in classes at West Valley-Mission Community College District. Disciplinary suspensions shall be initiated by the Vice President of Student Services and are subject to the due process procedures outlined below in the following section. The President shall report a disciplinary suspension of any student to the Board of Trustees at its next regular meeting after the suspension has been imposed. A copy of the suspension notice, including the reason for the suspension, shall be placed in the student’s discipline file maintained in the Office of the Vice President of Student Services, and shall also be placed in the student’s permanent record.

10. Expulsion (Education Code Section 76030). An expulsion for good cause is a permanent termination of student status with readmission to the College upon the express approval of the Board of Trustees. A student may be expelled only by the Board of Trustees after notice has been given and a hearing conducted in accordance with the procedures set forth in the Due Process Procedures section. The Board of Trustees shall expel a student for misconduct whenever other means of correction have failed to bring about proper conduct or when the seriousness of the situation warrants such disciplinary action. A copy of the expulsion notice, including the reasons for the expulsion, shall be placed in the student’s discipline file maintained in the Office of the Vice President of Student Services, and shall also be placed in the student’s permanent record. Any suspension or expulsion shall preclude enrollment at any and all colleges within the District during the period of suspension or expulsion.

DUE PROCESS PROCEDURES

Consistent with Education Code Sections 66017 and 76030, the student disciplinary actions of interim/emergency suspension, disciplinary suspension, and expulsion are subject to the due process and appeal procedures described herein.

In cases where lesser disciplinary actions have been ineffective in halting student misconduct or the magnitude of the misconduct warrants more severe disciplinary action, the College will initiate the process for a suspension or expulsion. When the decision is made to initiate such a process the representative of the College or other individuals who have knowledge of the violation of the student conduct standards will submit a written account to the Vice President of Student Services. The Vice President of Student Services, or designee will deliver in person, or provide via certified mail (accompanied by a return receipt) to the student a copy of the charges against him/her. The charges will list the specific violation(s) of the District Student Discipline Policy, a factual summary of the alleged misconduct, other relevant information, and notice of the due process hearing and appeal procedures. If the student is a minor, the parent or guardian shall also be provided notice of the due process hearing and appeal procedures. The following outlines the procedures:

1. The Vice President of Student Services shall administer these procedures and take appropriate action, subject to the approval of the President and the Chancellor as required herein or as otherwise required by law.
2. Disciplinary action taken under these procedures may be taken regardless of anticipated, pending or completed civil or criminal proceedings arising out of the same act or event.
3. Alleged student misconduct of a serious nature to warrant consideration of suspension or expulsion shall be reported to the Vice President of Student Services and when reported to or discovered, the Vice President of Student Services shall initiate an investigation of the charges. Should the Vice President of Student Services deem it appropriate to pursue disciplinary actions against the student, he/she shall arrange a meeting with the student prior to issuance of formal charges, at which time the student shall be informed that an investigation is being conducted.
4. If the student is a minor, the student’s parent or guardian shall also be provided notice of the due process procedures.
5. Following issuance of formal charges, the student has the right to request a hearing to present information and/or evidence supporting his/her case.

Should the student fail to request a hearing, the Vice President, after due investigation and deliberation, shall proceed to impose whatever disciplinary action he/she deems appropriate or recommend appropriate action to the President.

If the student requests a hearing, he/she shall be afforded one of the following options:

a. A hearing before the Vice President of Student Services /designee, or
b. A hearing before the College Hearing Board. (For a description of College Hearing Board see the College Hearing Board section).

The Vice President of Student Services shall set the time, date, and location for the hearing.

6. Proceeding under option 5a, where a student requests a hearing before the Vice President of Student Services:

a. The Vice President of Student Services, or the designee, shall discuss the accusation with the student. The Vice President of Student Services and the student or his/her representative shall have the right to call, examine and cross-examine witnesses. The Vice President of Student Services then may consider any relevant evidence or information presented in the matter, take or recommend disciplinary action if appropriate, and inform the student that if he/she disagrees with the disciplinary action, he/she may appeal to the President for review of the disciplinary action by so informing the Vice President in writing (see Student Appeal Procedures).
b. Following the hearing, in any case where disciplinary suspension is recommended by the Vice President of Student Services, the action shall be reported to the College President within ten (10) business days. The President shall either approve or disapprove the action within five (5) business days of receipt of the disciplinary suspension recommendation. If the President approves, he/she shall impose disciplinary suspension.

c. The President, at his/her discretion, may stay the disciplinary suspension, if he/she feels that the staying of such will not endanger any individual or the College.

d. If after notification, the student fails to appear at the hearing before the Vice President of Student Services, the Vice President may declare the student in default, and proceed as if the student were present at the hearing.

e. The President, at his/her discretion, may stay the disciplinary suspension, if he/she feels that the staying of such will not endanger any individual or the College.

f. The President shall either approve or disapprove the action within five (5) business days of receipt of the disciplinary suspension recommendation. If the President approves, he/she shall impose disciplinary suspension.

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Student Procedures

Procedure for: Guided Self-Placement Tool and ESL Placement Testing:

1. It is recommended that students complete the guided self-placement process to help determine which Math and English classes might be more appropriate. Follow these four easy steps:
   a. Review the English and Math course sequence in the schedule of classes.
   b. Have access to:

Effective Date: January 18, 2012
• Unofficial high school transcripts
• AP Test Scores for English and/or Math if applicable
  c. Navigate the Guided Self-Placement.
  d. Write down or take a picture of your results.
All community colleges have eliminated assessments for classes offered in Summer or Fall 2019.

Disability and Educational Support Program (DESP) for students: if you have a verifiable disability, you may request accommodations. Contact the DESP Office at (408) 741-2010 orTTY / DESP (408) 741-2658.
2. ESL (English as a Second Language) Placement Test

Go to westvalley.edu/admissions/assessment/ to see available testing dates
a. Please arrive on time - No late arrivals! No appointment needed
b. Need a Student ID number? (Register online or at Admissions and Records office before taking the test)
c. Bring Student ID, a pencil, and cash or credit card for $3 parking fee
d. Allow 2.5 hours for the test and ESL program introduction

Procedure for:
Audit Information

Students auditing a course are observers in the classroom and not enrolled. The student must have previously enrolled for credit for the maximum number of times allowed for the particular course requested for auditing. To audit a course, students:
1. Submit a request to the college.
2. Attend first class meeting.
3. Obtain signed audit slip from instructor (not all courses are auditable).
4. Submit form to Admissions Office during 3rd week of term.
5. High School students and F-1/1-20 students are not allowed to audit.

Procedure for:
Concurrent Enrollment for High School Students

1. Complete an online application. (Go to westvalley.edu, CLICK APPLY NOW) 24 hours after completing an online application: Check your e-mail for your West Valley ID number. Add it to your paperwork. Returning high school students need to file an updated online application and a complete Concurrent Enrollment packet each semester.
2. Review class offerings. Go to westvalley.edu and click Schedule of Classes. Classes numbered 900 above (basic skills) and kinesiology classes are NOT available for concurrently enrolled students. Enrollment is limited to 8 units within the district.
3. Print and complete the Concurrent Enrollment Form and Parental Consent for Treatment of Minor form. Meet with your high school counselor.
4. Prerequisites: Check the Schedule of Classes to see if your course requires a prerequisite. If your class requires a prerequisite, bring a copy of your high school transcript (not report cards) or AP scores to the Admissions Office or Counseling Office prior to your registration date. Write your West Valley ID number and the course you want to take on your transcripts/copy of AP scores.
5. Check to see if a class(es) has space: Go to westvalley.edu/wvcportal/transcripts/ copy of AP scores.
6. Submit an application to the college.
7. Attend first class meeting.
8. Submit form to Admissions Office during 3rd week of term.
9. High School students and F-1/1-20 students are not allowed to audit.

Grading System

Evaluation of Grade Symbols
Grades from a grading scale shall be averaged on the basis of the point equivalencies to determine a student’s grade point average. The highest grade shall receive 4 points and the lowest grade shall receive 0 points, using only the following evaluative symbols, except if a student receives a non-evaluative grade symbol (see below):

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Passing, less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>P</td>
<td>Pass (at least satisfactory, units awarded not counted in GPA)</td>
<td>No value</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass (less than satisfactory, units not counted in GPA)</td>
<td>No value</td>
</tr>
<tr>
<td>SP</td>
<td>Satisfactory progress (satisfactory progress for noncredit courses only, units not counted in GPA)</td>
<td>No value</td>
</tr>
</tbody>
</table>

A student’s grade point average on this 4.00 scale is calculated in the following manner: the grade points for each course in which the student is enrolled are first determined by multiplying the grade point value for the grade awarded times the number of semester units represented by the course. Next, total grade points are summed for all courses in which a grade of A, B, C, D, or F has been awarded. This total is then divided by the total number of units for all courses in which one of these five grades was awarded.

Pass/No Pass

Courses may be offered in either or both of the following categories (as referenced in The California Code of Regulations, Title 5 §55762):
1. Courses in which all students are evaluated on a “Pass/No Pass” basis.
   a. When a course is offered in which credit is awarded on the basis of a single satisfactory standard of performance, the “Pass/No Pass” grading standard must be utilized. Pass (P) shall be awarded for meeting that standard and No Pass (NP) for failure to do so.
   b. Transfer of Credit Units: a student is responsible for checking with a counselor or transfer institution to determine any limitations on the transfer of credit units.
   c. Minimum Number of Credit Units: A maximum of 20 credit units of the “Pass/No Pass” type may be applied toward the completion of the associate degree; units earned on a Pass/No Pass basis shall not be used to calculate grade point averages. Pass/No Pass units attempted for which No Pass (NP) is recorded, however, shall be considered in probation and progress dismissal procedures.
2. Courses in which a student may elect on registration, or within a pre-scribed period, not to exceed the first 30 percent of the term, whether the basis of evaluation is to be “Pass/No Pass” or a letter grade.
   a. Courses in which such option exists will be so designated by the Department Chair in consultation with appropriate members of the Divi-sion faculty within each College.
   b. The utilization of courses graded on a “Pass/No Pass” basis to satisfy major or certificate requirements must be approved by the Department Chair in consultation with appropriate members of the Division faculty within each College.
   c. A maximum of 20 units toward an Associate degree may be applied from courses in which the student has elected a “Pass/No Pass” option.

Satisfactory Progress

Title 5, section 55023 includes SP as an official grading designation. This evaluative symbol is defined as “Satisfactory Progress towards completion of the course (used for noncredit courses only and is not supplanting by any other symbol).” The adoption of this new grading designation was preceded by a substantial vetting process that was initiated in 2009 when the effort of establishing a grading system for all noncredit providers began. The SP designation completes the list of noncredit progress indicators, which already
includes P (passing) and NP (no pass). These two grade indicators have been in existence but were insufficient on their own because the progress of noncredit students cannot be divided into passing and non-passing cohorts without losing track of efforts made towards attendance and course completion by students who, for a variety of reasons, cannot complete their courses in a single academic term.

Noncredit apportionment is based on positive attendance, which means that noncredit institutions are reimbursed by the state only for students who are attending classes. Because of the open entry - open exit system of noncredit institutions, students are free to come and go from the class of their choosing. Students with the fewest hours of attendance earn an NP grade because they are not able to achieve the course outcomes in the limited time they attend. Students with P grades normally attend school more consistently and are able to achieve the course outcomes. The SP designation shows that students are progressing and have acquired some of the skills and knowledge needed to achieve course outcomes but still have work to do. The SP designation is therefore a reflection of student progress and success.

A grade of SP may be awarded to a student who has met at least one of the following criteria:

- Did not attend enough class meeting (e.g., added to class too late) to adequately learn the materials
- Demonstrated improvement/making progress, but not enough to pass
- Showed consistent effort, but overall low scores
- Has imbalanced skills
- Missed several class meetings for a legitimate reason and exhibits potential for successful completion of program level when able to attend for the duration of the term

**Non-evaluable Symbols**

1. I - Incomplete
   a. The grade 'I' may be recorded when students doing passing work and regularly attending at least 75% of a course are unable to take the final exam or otherwise complete the course because of illness or other unforeseeable emergency and justifiable reasons. Conditions for the removal of the "Incomplete" shall be set forth by the faculty member in a written record which also indicates the grade assigned in lieu of removal. The student will receive a copy of this record and a copy will be filed by the local college's Admissions and Records Office. A final grade will be assigned by the faculty member when the stipulated work has been completed and evaluated. The 'I' grade shall not be used in either calculating units attempted or for the computation of the grade point average.
   b. An "Incomplete" grade must be made up no later than one year follow¬ing the end of the term in which it was assigned. Established College procedures may be utilized to request a time extension in cases involving unusual circumstances.

2. IP - In Progress
   a. This symbol is to be used in the student's permanent record to confirm enrollment and to indicate that the class extends beyond the normal end of the term. It indicates that work is "In Progress" and that unit credit and a grade will be assigned when the course is completed.
   b. If a student enrolled in an open-entry, open-exit course is assigned an "IP" grade and does not re-enroll for the subsequent attendance period, the faculty member will assign an evaluative symbol, in accordance with evaluative symbols in 5.6.5(a) above, to be recorded on the student's permanent record for the course. The "IP" grade shall not be used in the computation of grade point average.

3. RD - Report Delayed
   a. This symbol is to be used only by the Director of Admissions and Records or the designee of the responsible Vice President for the purpose of indicating that there has been a delay in reporting the grade due to circumstances beyond the control of either the student or the Admissions and Records Office. It is to be replaced by a permanent symbol as soon as possible.
   b. The "RD" grade shall not be used in the computation of the grade point average.

4. W - Withdrawal
   a. The student may withdraw from a semester length class through the end of the 2nd week and no notation will be made on the student's academic record. In courses of less than a regular semester's duration, a student may withdraw prior to the completion of 10 percent of the period of instruction and no notation will be made on the student's record.
   b. Thereafter, a student may withdraw from a semester-length class, whether passing or failing, at any time through the last day of the twelfth week of instruction and a "W" grade shall be authorized. In courses of less than a regular semester's duration, a student may withdraw prior to the completion of 75 percent of the period of instruction and a "W" grade shall be authorized.
   c. The academic record of a student who remains in class beyond the time periods set forth above must reflect an authorized symbol other than "W." However, after the end of the twelfth week (or after 75 percent of the period of instruction in courses of less than a regular semester's duration), withdrawal may be authorized in the case of extenuating circumstances beyond the control of the student. In such cases, the student must submit a petition in accordance with established College procedures. Approved withdrawal, under the conditions set forth, shall be recorded as a "W."
   d. A student is only allowed to attempt a three times when they receive a W, NP, D or F grade. The student will have to visit Admissions & Records to request the third and final repeat in person during the registration period.

5. MW - Military Withdrawal
   a. "Military Withdrawal" occurs when a student who is a member of the active or reserve United States military service receives orders necessitating a withdrawal from classes. Upon verification of such orders, the withdrawal symbol of "MW" shall be assigned. Military Withdrawals shall not be counted in "satisfactory progress" probation and dismissal calculations. Further, the following courtesies are available to the student:
      i. In lieu of an "IMW" symbol, a student may directly petition the faculty member for an Incomplete ("I") grade. If granted, the student will receive an "IMW." This grade will default to a "MW" grade as opposed to one of the standard letter grades if the student fails to ever complete the class.
      ii. In the case of a student who is an active or in active member of the military service and who receives orders compelling a withdrawal from courses, the District shall, upon petition of the affected student, refund the entire enrollment fee for courses in which academic credit is not awarded.
   b. Appeals of Withdrawal Decisions: A student may appeal a decision regarding withdrawal in accordance with District policy, 5.21 (Student Grievances and Appeals) and the California Education Code. The District shall maintain procedures for such appeals and those procedures shall be published and widely available to students.

6. EW - Excused Withdrawal
   (In accordance with Title 5, section 55024(e), the governing board of a district shall adopt an EW procedure based upon verifiable document¬ation supporting the request. An EW is acceptable when a student withdraws from a course(s) due to reasons beyond their control, which include but are not limited to, the following:
   a. Job transfer outside the geographical region;
   b. Illness in the family where the student is the primary caregiver;
   c. An incarcerated student in a California State Prison or County Jail is released from custody or involuntarily transferred before the end of the term (In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer);
   d. The student is the subject of an immigration action;
   e. Death of an immediate family member;
   f. Chronic or acute illness;
   g. Verifiable accidents; or
   h. Natural disasters directly affecting the student.

Verifiable documentation can include, but is not limited to a note from a doctor stating the student is not currently able to complete the work due to illness, employment verification of a new job, a booking report, police report of an accident, or any other documentation that proves the student's completion of a course is impractical. The Chancellor's Office defines impractical as impossible due to reasons beyond the student's control. The determination shall be made by the local college's Admissions and Records Office.

A student may request to use an EW for only one course or all courses in a term depending on the reason for the request. It is possible a student, based on an illness for example, is not able to participate in an in-person course but is able to continue with online courses. Colleges should use individual case facts to determine the continuity of some courses and not others.
A student with an approved EW grade may file a petition with the dis-trict requesting a refund of the enrollment fee. Therefore, the governing board of a district shall adopt a procedure for refunding the entire fee for an approved EW grade, unless the student is awarded academic credit or they received a grant paying for the enrollment fee or waiver of these. Units for courses assigned an EW grade may be included in FTES calculations and reporting. In accordance to Title 5, section 55024 (e), an EW symbol may be requested by the student at any time during the semester and no later than the date when WVMCCD the district/college policy allows a grade change. Excused Withdraw shall not be counted in progress probation or dismissal calcula-tions nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstance. A student should consult with the financial aid staff regarding any impact. These guidelines are to be effective immediately. All districts shall communicate the option of an EW to all students in the same method with other withdrawal options are communicated. This can be via grading policy publications, website postings, course catalog, and/or petition forms.

**Inclusion/Exclusion of Units Attempted**

The determination of the applicability of the policy on academic probation and dismissal will be based on the inclusion of:

1. All units in which the student has been officially enrolled, except those in which the student has been assigned a grade or non-evaluative symbol of "W," "MW," "EW," "F," "NP," "SP," "I," "RD," or "IP" when computing grade point average.
2. All units in which the student has been officially enrolled, except those in which the student has been assigned a non-evaluative symbol of "W," "MW," "RD," or "IP," "I" when applying the satisfactory progress rule.
3. All District units in which the student has been enrolled will be utilized in determining the applicability of the policy on academic probation and dismissal.

**Course Repetition**

1. **Course Repetition: Grade Alleviation**
   a. A student who has earned a grade of "D," "F," or "NP" in a credit course at any College in the District may repeat the course for the purpose of grade alleviation.
   b. A student may repeat a credit course for purposes of grade alleviation three times. A student may petition the appropriate College appeals body for permission to repeat a course more than once, but the petition will be granted only based on a finding that unusual circumstances exist which justify a second repetition.
   c. Upon satisfactory completion of the repeated course, the last grade earned in the repeated course is used in the computation of the grade point average.
   d. In no case will the unit value of the repeated course be counted more than once.
   e. The permanent academic record shall be annotated in such a way that a true and complete academic history.

2. **Course Repetition: Special Circumstances**
   a. Under special educationally justifiable circumstances, repetition of credit courses other than those for which substandard work has been recorded may be permitted.
   b. A student may petition the appropriate College appeals body to authorize a course repetition consistent with the California Code of Regulations, Title 5, §55762-3.

**Academic Renewal**

Pursuant to California regulations governing community colleges, a student is permitted to request that substandard academic work (D, F, NP or NC) be dis-regarded from his/her cumulative grade point average when such work does not reflect current demonstrated ability or level of performance. A maximum of 24 units of course work may be requested from either one or both colleges in the student's cumulative grade point average. A student who wishes to qualify for a degree, certificate, or transfer may petition the designated academic appeals committee at their college of attendance by submitting their petition to the appropriate college office.

Academic renewal does not guarantee that other colleges will accept this action. The acceptance of academic renewal is at the discretion of the receiving institution.

**Limitations to Academic Renewal:**

1. A maximum of 24 units of work which is substandard (D, F, NP, NC) and not reflective of the student’s present scholastic level of performance may be alleviated and disregarded in the computation of grade point average.
2. A period of at least two semesters must have elapsed since the most recent work to be alleviated was completed.
3. Subsequent to the semester(s) for which academic renewal is sought, the student must have completed an additional 12 semester units of study in the District or at another accredited institution with a cumulative grade point average of at least 3.00 or 24 semester units of work with a cumulative five grade point average of at least 2.00.
4. The College will disregard courses selected by the student in consultation with a Counselor.
5. The academic renewal policy will only be applied when alleviation of prior work is necessary to qualify a student for: a program, transfer to another institution, completion of a certificate program or graduation from the College.
6. Determination of the applicability of this policy will be made only following formal application to the appropriate College appeals body.
7. When academic work is alleviated, the permanent record shall be properly annotated in such a manner to ensure that all entries are legible, and that a true and complete record is maintained. Academic renewal is not reversible once posted to the transcript.

**Credit by Examination**

1. **Credit by Examination**
   a. Credit may be earned by examination (in accordance with The California Code of Regulations, Title 5 §55753), provided:
   b. The student must have previously enrolled for credit for the maximum number of times allowed for the particular course.
   c. The student must demonstrate that he/she is especially qualified, through previous training or instruction, to successfully complete such examination;
   d. The course for which credit is desired is listed in the catalog of the College;
   e. The examination is approved or prepared, administered, and graded by faculty and other proper authorities of each College.

2. A maximum of 12 units toward an Associate degree may be earned by courses for which credit has been earned by examination.
3. Credits earned by examination cannot be used to satisfy the 12-unit residence requirement for the Associate degree.
4. The student’s academic record shall be clearly annotated to reflect that credit was earned by examination.
5. A student may challenge a course for credit by examination only once and the grade received on the examination will be recorded on the student’s permanent record.

**Audit Policy**

The Colleges of the District allow auditing of courses with the exception of courses in programs that require special presentation and/or program admis-sions on a limited basis. A student may audit a course only under the following circumstances.

1. The student must have previously enrolled for credit for the maximum number of times allowed for the particular course.
2. The instructor of record for the course must approve the enrollment as an auditor.
3. The student must be in good academic standing.
4. If the course is a variable unit class, the student must enroll for the maximum number of units available.
5. The student must enroll as an auditor immediately following the published late registration period and pay the auditing fee.
6. The student must complete a college application.
**DISCRIMINATION & SEXUAL HARASSMENT**

**VOCATIONAL EDUCATION NON-DISCRIMINATORY POLICY**

Vocational Education Programs are offered at West Valley College without regard to race, color, national origin, sex or disability. Admission to the College is open to high school graduates and to persons 18 years of age and older who show evidence that they can profit from instruction, including those who have passed the High School Proficiency Exam or the test of General Educational Development (GED). Verification of eligibility must be included with the application.

While the lack of college-level English skills may not be a barrier to admission and participation in the college’s vocational education programs, it is recommended that students take assessment and see a counselor for adequate class selection.

In accordance with approved District Policy and Procedure, the following individuals are designated as the Responsible Officer for grievances, complaints and questions.

- For sexual harassment or discrimination
  The Associate Vice Chancellor
  West Valley College, Personnel Office
  14000 Fruitvale Avenue
  Saratoga, CA 95070-9698
  (408) 741-2060

- If you are a student seeking a reasonable accommodation under Section 504 or the ADA Act, see
  Disability and Educational Support Program
  West Valley College
  14000 Fruitvale Avenue
  Saratoga, CA 95070-9698
  Coordinator: Cheryl Miller
  (408) 741-2010

**PÓLIZA QUE PROHÍBE DISCRIMINACIÓN**

La admisión al Colegio está abierta para los graduados de la escuela secundaria y para las personas mayores de 18 años de edad o los que muestran evidencia que ellos pueden beneficiarse de la educación que reciben, incluyendo aquellos que han pasado el Examen de Habilidad en la Secundaria o el Examen de Desarrollo Educacional General (GED). La prueba de elegibilidad debe ser incluida con la aplicación.

La falta de conocimiento del lenguaje Inglés no es un obstáculo para la admisión y participación en los Programas de Educación Vocacional del Colegio.

Según la Póliza y Procedimientos aprobados por el Distrito los siguientes individuos han sido nombrados como los Representantes Responsables de quejas, agravios y preguntas a cerca de:

- Acoso sexual, Título IX, e Igualdad de los sexos.
  The Associate Vice Chancellor
  West Valley College, Personnel Office
  14000 Fruitvale Avenue
  Saratoga, CA 95070-9698
  (408) 741-2060

- Si usted es estudiante buscando acomodación razonable bajo Sección 504 de la Ley para Americanos Incapacitados (ADA)
  diríjase a:
  Disability and Educational Support Program
  West Valley College
  14000 Fruitvale Avenue
  Saratoga, CA 95070-9698
  (408) 741-2010

El Distrito, y cada individuo que lo representa, proveerá acceso a sus servicios, clases, y programas sin tener en cuenta la nacionalidad de origen, religión, edad, género, identidad de género, expresión de género, sexo, raza o etnia, color, condición médica, información genética, ascendencia, orientación sexual, estado matrimonial, minusvalía física o mental, embarazo, estado militar incluyendo tanto aquellos en servicio como a los veteranos, o porque a él/ella se le perciban una o más de las mencionadas características, o por asociación con una persona o grupo con una o más de estas características ya sean reales o percibidas.

Đại Học Cộng Đồng Mission và West Valley và mỗi cá nhân sẽ cung cấp quyền truy cập vào các dịch vụ, lớp học và chương trình mà không cần phân biệt về nguồn gốc quốc gia, tôn giáo, giới tính, tuổi tác, chủng tộc, hoặc dân tộc, màu da, tình trạng sức khỏe, thông tin di truyền, tổ tiên, khuynh hướng giới tính, tình trạng hôn nhân, khuynh hướng tình dục, tình trạng trong quân đội và các chiền bính, hoặc người ngoài có cảm nhận về một hoặc nhiều đặc điểm này, hoặc người ngoài có liên hệ với một người khác, hoặc nhóm khác có một hoặc nhiều đặc điểm thực tế hoặc nhận thức này.
Student Services and Program Information

West Valley College recognizes the diverse educational needs within the communities served by the District. This philosophy recognizes the worth and dignity of each student and the District’s responsibility, within the scope of its resources, to assist its students in developing into responsible, self-sufficient citizens. To foster and encourage this student development, West Valley College offers comprehensive programs of advising, counseling and special services.

AB 705 UPDATE

All students seeking a degree, including active-duty military, veterans, CalWORKs, EOPS and ESPR who started Fall 2014 and beyond, are required to complete a guided self-placement, orientation and develop a comprehensive educational plan in order to receive a priority registration date for enrollment. All community colleges have eliminated placement exams and replaced with Guided Self-Placement for classes starting in Summer or Fall 2019.

Disability and Educational Support Program (DESP) for students: if you have a verifiable disability, you may request accommodations for assessment. Contact the DESP Office at (408) 741-2658. English as a Second Language (ESL) are required to contact the assessment office for testing.

Students exempt from assessment:

• Any student who has completed a Bachelor's degree from an accredited American college or university
• Any student who has completed at least 60 college credits
• Any student who has completed an Associate Degree or higher from an accredited American college or university
• Any student who has completed English, Math, and/ or Reading at another college or university

Learning Outcome

Students who complete the Guided Self-Placement tool will be able to:

• Identify English course recommendation
• Identify Math course recommendation

ADMISSIONS & RECORDS

(408) 741 -2001
westvalley.edu/admissions/

The Admissions & Records Office should be your first stop at West Valley College. Our informative college staff can provide application assistance and information, residency determination, process official and unofficial transcript requests, evaluate degree and certificate requests, create student identification cards and many other services. Check out our website for more information westvalley.edu/admissions.

Learning Outcomes

After accessing services of Admissions and Records, a student will be able to:

• Process an application online;
• Use the WVCPortal for processing adds, drops, change of address and transcript requests;

Students, who submit an Academic Appeal petition for Readmission, will:

• Learn the Academic Appeal process and policies;
• Understand the meaning of Academic Probation/Dismal and Progress Probation/Dismal;
• Develop a clear and concise Educational Plan to achieve their goals.
• Identify and utilize resources for academic improvement.

ASSOCIATED STUDENT GOVERNMENT

(408) 741-2006
westvalley.edu/campuslife

West Valley College believes that participation in co-curricular student activities enhances and enriches the student’s education. Associated Student Government at West Valley College which annually elects its own administrative officers, student senators, and directors who are provided with practical leadership training and education in the functions of government and leadership. In addition, the Associated Student Body elects its own student trustee to the District Board of Trustees. The Student Senate is afforded a variety of opportunities to participate in various College-wide committees and task forces. All these activities serve to provide students with opportunities to participate in the shared decision and policy-making processes of the College.

BOOKSTORE

(408) 741-2015
westvalley.bncollege.com

The Viking Bookstore is professionally managed by Barnes and Noble College Stores and is located in the WVC Campus Center. The bookstore stocks all required textbooks and supplies as well as WVC imprinted clothing and giftware, 20% off national campus bestsellers, Nook products, and a wide selection of beverage and snack items. We offer a rental option on many textbooks for substantial savings to our students, a year-round book buyback program in the store and easy online ordering for pick up or delivery through our website. To receive notices of our latest special offers, events and information, “Like” us on Facebook at: facebook.com/westvalleybookstore.

Learning Outcomes

The student worker will learn:

• Cashiering;
• Shipping/Receiving;
• Stocking;
• Customer service;
• Personal responsibility;
• Time management required for successful work.

The above listed skills are carried on into work both on and off campus.

CalWORKs PROGRAM

(408) 741-4007
westvalley.edu/services/calworks/

If you are a student who receives CalWORKs/TANF (Temporary Assistance to Needy Families), you may be eligible to receive individual career and personal counseling, services and support to help you succeed in school and meet the requirements of your CalWORKs plan. The CalWORKs Program can assist you with child care, books and supplies, transportation and other needs. Work study jobs, tutoring and support groups are also available.

Learning Outcomes

After participating in the CalWORKs program, a student will be able to:

• Define personal and/or academic goals, short term or long term;
• Identify on and off campus resources.

CAMPUS SAFETY

(408) 741-2092
wvm.edu/police/

The West Valley/Mission College District strives to maintain a safe environment for students, faculty, and visitors to pursue educational objectives. However, a truly safe and secure campus can only be achieved with cooperation of all members of our college community. Please see the schedule of classes for further information on crime prevention. The District takes great pride in being among the safest campuses in the South Bay area. A detailed campus safety brochure is available on request or at many on-campus student services locations. The West Valley/Mission College District Police Department submits monthly crime statistics to the Department of Justice. Current statistics are available from the Police Department and in the schedule of classes.

CAREER PROGRAMS CENTER

(408) 741-2098
westvalley.edu/careers/

The Career Programs Center located in the Cilker 102, provides information on degree and certificate programs with career emphasis. Brochures and major sheets for career programs are available. To receive a packet of information on any career program, call or check our web site.

CHILD DEVELOPMENT CENTER

(408) 741-2409
westvalley.edu/services/childcenter/

The Child Studies Department at West Valley College offers an early childhood program for children 2 to 6 years old. The Child Development Centers are open from 7:45 a.m. to 5:15 p.m. Children must be two years old prior to enrollment.
COUNSELING SERVICES
(408) 741-2009
westvalley.edu/services/counseling/
The College Counseling Services is staffed by competent, highly-trained and
diversity experienced counselors. The primary goal of Counseling Services is
to provide opportunities for students to clarify their personal, academic, career
goals; develop self-confidence, self-esteem, and self-direction, to make
informed decisions, and utilize resources. Additional counselors are located
in support programs (DESP, EQPS, TRIO, Career Programs, and Veteran’s
Center). Counseling services include the following:
Academic Counseling
Academic counseling includes educational goal-setting, exploring educational
options and opportunities, evaluating educational potential, and providing the
student with clear, concise and up-to-date educational planning and transfer
information.
Career Counseling
westvalley.edu/services/careers/
Career counseling provides the student with an opportunity for clarification and
integration of career and educational goals, study of careers and lifestyles,
voluntarily and career inventories, and career decision making courses.
Personal Counseling
Personal counseling is provided to students who seek assistance in resolving
personal, relational, self-identity, or health-related problems which are limiting
or interfering with the student’s ability to successfully pursue a college education.
Counseling Courses
Counseling 000A Orientation, mini course on college survival tools, orientation
to WVC and a two year education plan. This course is required for priority
registration status.
The following courses are transferable: Counseling 2, Academic and Personal
Planning; Counseling 5, College Success; Counseling 12, Careers and
Lifestyles; Counseling 12G, Career and Lifestyles; Counseling 24, Personal
Growth; Counseling 45, Successful Study Strategies, Counseling 50, Cross-
Cultural Perspectives; Counseling 90, Transfer with Success.
Learning Outcomes - Courses
After completing courses in Counseling, a student will be able to:
• Identify strategies for making wise choices, goal setting, taking responsi-
   bility, and thinking critically about life choices;
• Create a plan with long and short term goals to achieve their personal-
   ized educational and/or career goal.
Learning Outcomes - Services
After utilizing Counseling services, a student will be able to:
• Identify course selections for the next semester;
• Demonstrate an understanding of which general education pattern to follow, and how to access the major requirements needed to achieve their educational goal.
Counseling Services is located in the Student Services Center.
DISABILITY and EDUCATIONAL SUPPORT PROGRAM (DESP)
(408) 741-2010
westvalley.edu/desp/
The primary purpose of DESP at West Valley College is to facilitate the suc-
cess of students with disabilities in classes and programs. A variety of services and
educational assistance courses are provided in an effort to equalize educa-
tional opportunities for students as they move toward their educational or
vocational goals. Course offerings are listed under Disability and Educational
Support Program, Kinesiology and Non-credit in this catalog.
Learning Outcomes
Following the completion of the DESP orientation:
• A student will demonstrate knowledge of the next steps to enroll at West
   Valley College and DESP with 70% accuracy.
Support Services
Support services are provided on an individual needs basis.
• Interpreters / RealTime Captioning
• Counseling
* Notetakers
* Alternate media / e-text
* Specialized equipment
* Readers
* Registration priority
* Mobility assistance
* Braille transcription
* Test-taking assistance
Counseling Services
Specialized counseling is available to assist students with the college applica-
tion and registration process and to provide academic, career and disability-
related counseling to aid student success.
Learning Disability Services
Assessment of learning difficulties and courses for students with learning dis-
abilities are offered.
Adapted Physical Education
Physical education courses designed for students with disabilities are listed
under Kinesiology and Non-credit in this catalog.
ASSISTIVE TECHNOLOGY SERVICES
Assistive technology and evaluation and training in the use of computer
technology are available.
DISTRICT POLICE
(408) 741-2092 West Valley College (Police office only)
(408) 299-2311 West Valley College (for non-emergency police officer
response) 9-1-1 for emergency only
wvm.edu/police/
The West Valley/Mission District Police Department provides police patrols
during class sessions, weekends, and holidays. The District Police have full
state law enforcement authority identical to that of your local police and sheriff.
Officers are responsible for a wide range of public safety services, including
crime reports, traffic accidents, criminal investigations, and all other incidents
requiring police assistance. District Police Officers maintain a mutual aid policy
with the police of the city of Santa Clara and the Santa Clara County Sheriff’s
Department.
District Police Officers may be supplemented by non-sworn, uniformed Park-
ing Enforcement Officers, who may assist with non-emergency situations, aid
motorists, provide campus information, issue parking citations, direct traffic,
and provide safety escorts and foot patrol services during evening hours.
Please see the schedule of classes for further information on campus safety. a
drug free campus, and Student Right to Know. For further information regarding
the District Police, parking, “Student Right to Know” and crime statistics, visit:
wvmccd.cc.ca.us/pdce. “Student Right to Know” information is also available
at the District Police Office.
EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOP&S)
& COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (CARE)
(408) 741-2023
westvalley.edu/eops/
EOP&S offers educational and financial support services to students who have
historically experienced language, social and economic barriers. Students must
meet the state mandated educational and financial disadvantage criteria
to be considered eligible. The intent, purpose, and resources of EOP&S are
aimed at assisting students to achieve their academic and career goals.
CARE is a program designed to help single parent students succeed in col-
lege. CARE students must be at least 18 years of age and single heads of
household. The student or their child, who must be under 14 years of age,
must be receiving CalWORKS/TANF/AFDC.
All CARE students are also EOP&S eligible.
Services include:
• Book vouchers and grants
• Priority registration
• Academic, career and personal counseling
• Assistance with the transfer process
• University application fee waivers
• Additional tutoring hours
• Referrals to special programs and resources
• Peer advising
• Emergency loans
• Multi-cultural awareness and social activities

Students interested in further information are encouraged to visit or call the EOP&S Office at (408)741-2023.

Learning Outcomes

After participating in an EOP&S New Student Orientation, a student will be able to:

• Demonstrate social and personal responsibility by: attending counseling appointments, submitting academic progress early alert, developing educational plan with a counselor.

FINANCIAL AID

(408) 741-2024
westvalley.edu/financialaid/

Financial Aid opens the door to post-secondary education for many whom could not otherwise afford its costs. Financial Aid manages programs designed to help students pay for educational and living expenses while they are in school. We evaluate student circumstances and identify all of the Federal, State and Institutional programs available.

How to Apply

Students must complete the Free Application for Federal Student Aid (FAFSA) online at: fafsa.ed.gov or California Dream Act Application (CADAA) at: dream.ca.gov. Additional documents may be required. Be sure to respond immediately to any requests made by the financial aid office.

Learning Outcomes

Students who participate in Federal Work Study (FWS) will be able to:

• Develop and refine time management skills by balancing and prioritizing work and academic demands;
• Develop an understanding of Supervisor/Employee relationships;
• Apply theoretical concepts learned in class to real life, real time situations; e.g., accounting and childcare.

Financial Aid Programs

Federal Programs

Federal Pell Grant – Assists students to cover school related expenses.
Federal Supplemental Educational Opportunity Program (FSEOG) – Student must be eligible for Pell Grant and be enrolled in at least 12 units (full time).
Federal Work Study – Provides the opportunity to work on campus or off campus.
Federal Direct Student Loans - Assists students with unmet need to cover school related expenses.

State Programs

California Dream Act

Effective January 1, 2013 AB 540 students are eligible to apply for the California College Promise Grant (formerly BogW) and other state programs. Complete application instructions are available online at: dream.ca.gov

California College Promise Grant (CCPG)

The California College Promise Grant (CCPG) waives enrollment fees and a portion of the related fees. Applications must meet eligibility criteria (e.g., household size and income levels, etc.). Visit: westvalley.edu/financialaid/ to fill out a CCPG application if the FAFSA or CADAA has not yet been completed

California Grants (Cal Grants)

Cal Grant B – For disadvantaged or low income students. Covers living expenses, books and supplies. Minimum GPA 2.0
Cal Grant C – Helps vocationally oriented students acquire marketable job skills within a short period of time. If eligible for a Cal Grant, ask the Financial Aid Office for additional supplemental grants. CCPG Waiver Registration 58621 – Loss of Eligibility CCPG shall become ineligible if the student is placed on academic or progress probation or any combination thereof for two consecutive primary terms. For more information or appeal, visit: westvalley.edu/financialaid/ programs. Foster Youth are exempt from this new requirement.

Scholarship Program

The West Valley College Scholarship Program is administered by the Financial Aid Office. The funds are designed to recognize accomplishments and to provide tangible encouragement to students who have demonstrated academic achievement, leadership, community service, and financial need. Funds are donated from a joint investment of contributions from the private sector and from West Valley College employees. The application is available in December through February. Recipients will be notified in April and announced at the Scholarship Ceremony in May of the current academic year to be used the following academic year. (i.e., Feb. 2018 deadline for the 2017-2018 school year)

The Financial Aid Office also maintains information on various scholarships offered and administered by outside donors and organizations. Interested applicants should visit: westvalley.edu/financialaid for more information.

Veterans Administration Educational Benefits

Veterans enrolled at the College may be eligible for educational benefits under the Veterans Administration (VA) Educational Benefits Program. These benefits include a monthly educational allowance. Most, but not all, of the programs at the College are approved for certification of VA benefits. Interested veterans and/or eligible dependents are urged to call or contact the VA Educational Benefits Certifying Officer in the Financial Aid Office for more information.

In addition to the academic standards outlined in the West Valley Catalog and West Valley Schedule of Classes, Veterans collecting educational benefits will be subject to the following academic standards of the Veterans Administration for continuing eligibility:

1. Must maintain a minimum of at least a 2.0 (C) cumulative grade point aver-age in course work attempted.
2. Veterans failing below a 2.0 (C) cumulative grade point average will be given a maximum of two (2) semesters to correct the academic deficiency and bring their cumulative grade point average to at least the 2.0 (C) minimum requirements.
3. Veterans whose cumulative grade point average remains below 2.0 (C) for more than two (2) semesters will be allowed to pursue their educational goal but will not be certified for veteran’s educational benefits until such time as their cumulative grade point average is at least 2.0 (C) or higher.

FIRST YEAR EXPERIENCE

(408) 741- 2054
westvalley.edu/learning-communities/first-year/

The ‘First Year Experience’ (FYE) program at West Valley College is a learning community designed for students who want to succeed in meeting their educational goals and who welcome additional support and guidance. All students are eligible for FYE. Students take an English and/or Math class in addition to College Success (Counseling 5) with other FYE students. Most of the students in the program are recent high school graduates, but other interested students are welcomed. Classes are in a Monday – Thursday daytime schedule. This block schedule approach provides an opportunity to develop strong support and connections with other students, instructors and support services. FYE students receive the focused attention which contributes to college success. These integrated classes are a great way to learn about college while developing success oriented strategies leading to graduation and transfer.

Learning Outcomes

After participating in the First Year Experience, students will:

• Develop a Student Educational Plan with the goal of an associate degree, certificate and/or transfer to a four year college or university.

FOOD SERVICES

(408) 741-2026
westvalley.edu/contact

The Campus Center Café offers a variety of menu selections. These selections include hot breakfast, salad bar, Asian fair, Mexican cuisine, deli bar, grill, baked goods, snacks and beverages. Vending machines are located throughout campus and a coffee cart is available in the Campus Center and College Library.

THE GINNY ARAGON BOOK LOAN PROGRAM

(408) 741-2080

Funds are limited but available on a first come first served basis for students taking a minimum of 6 units. These funds are a loan which must be repaid. This activity is located in the Admissions and Records building.

HEALTH SERVICES

(408) 741-2027, for emergencies call 911
westvalley.edu/services/health/

The College maintains a Student Health Service designated to facilitate the physical, emotional and social well-being of students to increase their potential for educational success.

Services include personal and crisis counseling, limited medical treatment, contraceptive counseling, screenings for blood pressure, vision, hearing, pregnancy and tuberculosis, health assessment, education and referrals to community resources.

Services are provided by a team of health professionals including registered nurses, mental health counselors, and consulting physicians. Special programs and activities are conducted to address issues related to sexuality, substance abuse, HIV and other high risk health concerns.

Telephone advice to off-campus students is available. In addition, students can get information at the following website: westvalley.edu/services/health
Learning Outcomes
After accessing one or more Health Services programs, services, and/or activities, a student will be able to:

- Locate and utilize the health services offered on campus.

HONORS
(408) 741-2147
westvalley.edu/learning-communities/honors/

The Honors Program is one of West Valley College’s premier services that promote academic excellence and critical-thinking. The program’s primary mission is to create and maintain course enrichment by promoting intellectual and creative development. Through an interdisciplinary academic approach, the Honors Program concentrates on three course-based themes: Civilizations of the World, Science: Inquiry and Applications, and Thought and Politics.

Students have the option of enrolling in one, two, or three courses per semester depending on pre- and corequisites. Counseling is also part of the Honors Program where students are provided with academic planning, personal guidance, and transfer application support.

Honors students who want to take advantage of the Transfer Alliance Agreement (TAP) Program to UCLA are required to complete general education courses, major preparation requirements, and competitive GPA to receive priority admission consideration. To qualify for the TAP Program, students must also complete six or more Honors courses (18 units) by the time they complete 60 or more transferable units.

To qualify for the Honors program, current students must earn a GPA of 3.25 or higher in at least 9 units of university transferable work at WVC. Complete English 1A with a grade of A or B. To take 1A concurrently with your first semester of Honors courses and earn an A or B, Schedule an interview with the Honors Coordinator. To qualify as a high school student, students can apply to the program with a 3.5 High School GPA.

INTERCOLLEGIATE ATHLETICS
(408) 741-2017
athletics.westvalley.edu

The College offers men’s and women’s sports at the intercollegiate level. West Valley College is a member of the Coast Conference and participates in intercollegiate sports and activities, including polo, soccer, basketball, track and field, baseball, softball, swimming, and volleyball. Students interested in participation in and learning about eligibility requirements may contact the Department of Kinesiology and Athletics at West Valley College.

Learning Outcomes
After participating in Intercollegiate Athletics a student will:

- Demonstrate an understanding of the rules and/or assignment of the sport of participation;
- Demonstrate improvement in 3-5 skills specific to the participants sport;
- Demonstrate team commitment and team strategies to be successful.

INTERNATIONAL STUDENTS OFFICE
Student Services Center
(408) 741-2694
(408) 741-4028
westvalley.edu/services/international/

The International Students Office facilitates the application process and the transition to studying in the United States. To be admitted to the college, a student must achieve a minimum TOEFL score: 500 (paper based), 173 (computer based), or 61 (internet based). IELTS, ITP and Step 1Eiken are also accepted in lieu of TOEFL. Please contact department for cut scores. The international student advisors hold orientations at the start of the semester to accclimate the students to the American Educational system and to review and assist students in registration. International student advisors assist currently enrolled international students with such concerns as academic matters, immigration regulations, and personal concerns.

Learning Outcomes
After accessing the services provided by the International Students Office, an international student will:

- International students will understand the responsibilities for the F-1 visa;
- International students will be able to make an educational plan for 1 semester.

LIBRARY SERVICES
(408) 741-2028
westvalley.edu/library/

The Library offers a wide variety of resources and services. These include reference assistance, orientations and classes in how to use the library and do research. Online databases and a library catalog are accessible 24/7. Internet stations and printing are available for course-related work. Wireless Internet access is also available.

The library collection includes books, periodicals, reference materials, online databases, e-books, and audiovisual media. Current students may use their student ID card to borrow materials from both the West Valley College and Mission College collections as well as the many Link+ consortium libraries. Library hours are posted at the front entrance to the Library and on the Library website: westvalley.edu/library.

Learning Outcomes
After completing an orientation a student will be able to:

- Gather, evaluate, organize and use information in order to successfully complete research projects.

MIDDLE COLLEGE PROGRAM
(408) 741-4643
wvc.middlecollege@westvalley.edu

The Middle College Program is a joint venture with the Campbell Union High School District and the Los Gatos – Saratoga Union High School District. The program is a high school alternative for juniors and seniors from these two high school districts. It offers students with college potential the opportunity to complete their high school requirements on the West Valley campus. The Program empowers students by giving them choices and treating them as adults. Designed to provide a supportive yet challenging adult setting, the program enables students to take college level classes while completing high school graduation requirements. This new academic environment will provide students with an opportunity to stimulate their academic development and spark their quest for learning. For information contact the Middle College Office at (408)741.2529 or wvc.middlecollege@westvalley.edu

Learning Outcomes
After completing one semester in the Middle College Program, students will be able to:

- Utilize the student portal to register, access grades and read campus notifications;
- Select appropriate college courses that will meet high school graduation requirements and GE requirements;
- Demonstrate knowledge of campus support services.

OUTREACH
(408) 741-2672
westvalley.edu/admissions/outreach

The Outreach team at West Valley College serves prospective students and existing students by introducing them to information and resources that will help improve their college experience and help eliminate obstacles to educational opportunity. We share information on college planning, admission requirements, degree and certificate programs, guaranteed transfer programs, financial aid, campus life, student services, and much more. Campus tours and high school visits are arranged through the Outreach Office.

Learning Outcomes
After participating in outreach services and/or activities, a prospective student will be able to:

- Demonstrate knowledge about the California systems of higher education and independent colleges and universities, including admissions requirements, transfer agreements, costs, scholarships and financial aid, and student support services;
- Demonstrate knowledge about the community college system and determine which community college meets his or her academic goal;
- Identify the benefits of higher education and evaluate the appropriateness of each educational option.

PARKING REGULATIONS
(408) 855-5435
westvalley.edu/parkinginfo/

A valid student or staff parking permit is required to park on campus. Student and Staff parking permit requirements are enforced seven (7) days a week between 7:00am and 10:00pm. Parking areas specifically marked for disabled parking, red zones, loading zones, time zones and other restricted areas are enforced everyday, 24-hours a day. Overnight parking is prohibited without prior authorization from the District Police Department. Vehicles left overnight without authorization from the District Police may be towed at owner’s expense.

Semester-length student parking permits may be purchased at the Admissions and Records Office or online at westvalley.edu from any computer.

Please have the vehicle make, model, color and license plate number available when you place your order.

Daily permits may be purchased at any of the daily permit dispensers located in each of the student parking lots. All daily permit dispensers will accept $1.00 bills, quarters, dimes and nickels.

To be valid, all parking permits must be properly displayed on the inside lower left corner (drivers side) of the front dashboard. To be properly displayed the
DISABILITY SERVICES

(408) 741-2038
westvalley.edu/services/disability-support

West Valley College is committed to providing quality educational programs and services for qualified individuals with disabilities. Students who believe they have a disability and wish to pursue services must contact the Disability Services Office. Please note that this office is not involved in decisions of admission to the college and cannot provide services if a student does not meet general admission standards. To determine if you qualify for services, you will need to follow the admission process and submit an application. Upon receipt of your application, your eligibility will be determined. You may then schedule an interview with the Disability Services Office. During the interview, accommodations appropriate to your needs will be determined and an initial plan for services will be developed. Accommodations include, but are not limited to: testing accommodations, note-takers, reader services, and adaptive equipment. Please note that accommodations are not services, but are modifications made to the testing, classroom or college environment, which enhance your ability to perform at your best level. You are encouraged to work with your academic advisor and instructors to ensure that your accommodations are effectively communicated to them. Testing accommodations are made at the request of the student, and it is the student's responsibility to meet with the instructor to discuss the accommodations that the student has been approved to receive. The Testing Center will provide you with testing instructions and a copy of your test accommodations. You are encouraged to contact the Testing Center at (408) 741-2038 or visit the website at westvalley.edu/services/disability-support for more information.

FOUNDATION LIBRARY

(408) 741-2038
westvalley.edu/services/library

The Foundation Library is a depository library and serves as the starting point for a lifelong learning experience. The library's mission is to provide access to information and services that support teaching, research, and learning in support of the college's mission. The Foundation Library is open to all members of the West Valley College community. Library services include full-text electronic databases, print books, periodicals, audiovisual materials, reference services, research assistance, and course reserves. The library also sponsors events and programs to promote academic excellence and campus diversity. The library is committed to providing a safe and supportive environment for all users. Please note that the Foundation Library is closed during the summer months.

MELENDY CENTER

(408) 741-2038
westvalley.edu/services/meledeny-center

The Melendy Center provides support and services for students who are struggling with their studies. The center staff offers one-on-one tutoring, small group study sessions, and workshops to help students improve their study skills. The center is open to all West Valley College students and is staffed by trained tutors. The center also provides study skills workshops and writing centers for students who need help with academic writing. The center is located in the Student Center and is open from 8:00 a.m. to 5:00 p.m. Monday through Friday. For more information, please visit the center or call (408) 741-2038.

SUCCESS CENTER

(408) 741-2038
westvalley.edu/services/success-center

The Success Center promotes life-long learning by providing tutorial support, engaging in facilitative learning techniques, assisting students with time management and planning, demonstrating effective studying strategies, providing stress management tools, and helping students set academic and personal goals. All currently enrolled West Valley Students are eligible for FREE support by trained, qualified peer tutors in a wide variety of subjects. Most tutoring is offered on a drop-in basis, though some individual and group appointments can be made. The Center also offers study group facilitation, exam review sessions, use of specialized software on in-house computers, and tailored strategies for a diverse range of learners. Opportunities for paid tutor positions are open on an ongoing basis for qualified applicants; check our website or visit the Center for more information.

Learning Outcome
After accessing and using the Success Center, a student will be able to:

- Demonstrate knowledge of campus support services;
- Understand and identify effective time-management and study skills;
- Identify their preferred learning modes and employ them in order to comprehend course materials.

After accessing and using the Success Center, facilitated study groups will be able to:

- Identify and understand effective group study strategies;
- Empower each other to learn difficult course concepts and problem-solve together to achieve course goals;
- Employ and utilize these techniques, whether in the Center or on their own.

After being employed by and working in the Success Center, peer tutors will be able to:

- Understand and follow legal guidelines for peer support (e.g. FERPA and professionalism in the workplace);
- Demonstrate knowledge of effective study strategies, time management skills, facilitated learning techniques, and the various types of learners we encounter;
- Facilitate group and individual learning of course concepts through differentiated strategies that address a wide variety of learners;
- Demonstrate interpersonal skills, including but not limited to effective verbal and non-verbal communication skills and emotional intelligence.

STUDENT DEVELOPMENT & CAMPUS CENTER

(408) 741-2006
westvalley.edu/services/student-development

The office for Student Development & Campus Center is dedicated to fostering a vibrant and engaging campus community. Student Development promotes a student-directed environment, whereby students are trained with the knowledge, skills, and self-agency to lead their peers in creating positive changes on campus. Students can develop their leadership skills through several organizations, including the Associated Student Government, Campus Activities Board, student organizations, and the Information Desk. The Campus Center serves as the hub for student engagement and the “living room” of the campus. The Campus Center is a place for students, faculty, and staff to build community, engage in co-curricular opportunities, and utilize services such as campus dining and the Viking Bookstore.

Learning Outcome
Student Development & Campus Center specifically promotes learning among student leaders, in order to engage students and enhance student life on campus. As a result of their active engagement with Student Development, student leaders will be able to:

- Assess an issue or problem and enact a strategic plan to address it;
- Appropriately challenge unfair or unjust behavior and advocate for equity and inclusiveness;
- Develop strong interpersonal relationships and build cohesive teams.

TRANSFER CENTER

(408) 741-2040
westvalley.edu/services/transfercenter

The Transfer and Career Center is located in the Counseling Center Building in the North Walk Portables. The Transfer Center’s mission is to meet the needs of students preparing to transfer to a bachelor’s degree program by providing accurate, up-to-date information, resources, activities and services that support the transfer process.

Learning Outcome
Through participation in Transfer Center activities, students will be able to:

- Students will be able to identify appropriate 4-year colleges/universities that can help them meet their transfer goals;

SAFETY SERVICES & ASSISTANCE

(408) 741-2091
westvalley.edu/services/police

The District Police will provide you with assistance and investigate thefts, assaults, harassment, or other crimes. Printed information on crime prevention, substance abuse, and personal safety are available to you at no charge. Safety escort services are available at both campuses at no charge by calling the District Police Business Office (741-2091).

PUENTE PROJECT

(408) 741-2614
westvalley.edu/learning-communities/puente

The Puente Project is a year-long program that prepares students to compete academically in a university environment. It emphasizes the Mexican-American/Latino experience through English writing, counseling, and mentoring components. The Puente Program integrates:

- Two-semester English 905 & 1A linked classes.
- Two semester Counseling classes.
- Individual academic, personal, and career counseling.
- Transfer information, university tours, student motivational and transfer conferences, and assistance with the transfer process.
- Personal mentor relationships with professionals from the Mexican-American/Latino community.

Learning Outcomes
Through participation in the Puente Project, a student will:

- Develop a Student Educational Plan with the goal to transfer to a four year college or university.
- Working together as a Puente team, an English instructor and a college counselor join with students to establish a foundation for the students’ academic and professional success.
- The program starts in the fall semester and runs through spring semester. This program is only intended for students who are planning to transfer, are enthusiastic and committed to learning about the Mexican-American/Latino experience, and would like to become involved in extracurricular activities (meetings, trips, tours, and worksite visits). For additional information and/or to join Puente, please contact Joe Bucher at (408) 741-2614 or joe.bucher@westvalley.edu.

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• Students will be able to access and complete all steps of the admission process to 4-year.

Transfer Center Resources
• Free UC and CSU application workshops;
• Access to online tools that outline the courses and requirements necessary to transfer;
• Information regarding TAGs (Transfer Admission Guarantees) to the University of California schools;
• Handouts that outline the UC & CSU GE requirements;
• An annual Transfer Day that hosts over 40 college and university representatives (every fall semester);
• Campus visits from four-year universities (including individual appointments with university representatives);
• Counseling appointments available.

Career Center Resources
The Center hosts a career resource library which includes a collection of books, articles, catalogs, and computer-based materials to assist students in exploring career options. The Center also subscribes to EUREKA, a computerized up-to-date library of occupational and educational information.

TRIO STUDENT SUPPORT SERVICES
(408) 741-2022
westvalley.edu/services/trio/
The West Valley TRIO program is a federally funded program, focused on increasing the graduation and transfer rates for low-income, first generation and/or disabled students by providing support and resources to assist students in attaining their academic and career goals.

Services provided include:
• Personal, career and academic counseling
• Priority registration
• Additional tutoring services
• Financial aid and Scholarship assistance
• College visits
• Workshops on transfer, career, and financial literacy

Please call (408)741-2022 for additional information and/or visit our website at westvalley.edu/trio/

Learning Outcomes
After participating in the TRIO program for two semesters:
• Students will develop a complete educational plan with either certificate, AA/AS and or transfer requirements;
• Students will report an improvement of their knowledge of transfer information;
• Students will develop a complete educational plan with either certificate, AA/AS and or transfer requirements;

UMOJA/SUCCESS
(408) 741-2608
westvalley.edu/learning-communities/umoja/
SUCCESS is a counseling, instruction and mentoring program that emphasizes the African American experience and builds community among students. The program focuses on implementing West Valley Colleges’ Strategic Goals. For additional information and/or to join the Success program, please contact Philip Severe at (408) 741-2493 or philip.severe@westvalley.edu Paulette Boudreaux at (408) 741-2430 or paulette.boudreaux@westvalley.edu

The SUCCESS Program:
• Offers linked English 905 and 1A courses, Counseling 5 and 12C.
• Encourages enrollment in History 12, English 12 and Counseling 50.
• Provides students with college, peer and community mentors.
• Connects students with support services on campus and with transfer institutions.
• Provides cultural events, social outings and visits to transfer institutions.

Learning Outcomes
After participation in courses and activities in the Success Program, a student will be able to
• Develop a Student Educational Plan with the goal of an associate degree, certificate and/or to transfer to a four year college or university.

VETERANS RESOURCE CENTER
(408) 741-4030
westvalley.edu/services/veterans/resources.html
The Veterans Resource Center (VRC) provides support and peer mentoring to ensure veteran students and their dependents are successful at West Valley College. Some support services are provided adjacent to the VRC, along with a monthly newsletter, events, and networking opportunities with the Vets Club. Veteran students will find additional support and guidance with our established partnership with the San Jose Vet’s Center.

Learning Outcomes
• As a result of using the Veterans Resource Center, veteran students and their dependents will be knowledgeable and utilize two to three student support services to aid in their successful integration to West Valley College.
• Program participants will be aware of community resources that can support their educational and career success. As a result of Veterans participating in Veteran Resource Center activities veterans will be able to problem solve, develop a sense of belonging and pride for West Valley College and develop social awareness.

WORK EXPERIENCE
(408) 741-2114
westvalley.edu/academics/workexperience/
Students can enroll in either “General” Work Experience, which will develop general job skills, vocational awareness, and understanding of successful employment, or “Occupational” Work Experience, which is directly related to the student’s field of study. Learning objectives are set up with a Faculty Advisor, and units are transferable to CSU and many private colleges.

Learning Outcomes
After competing units in Work Experience, a student will be able to:
• Demonstrate personal and professional standards for responsibility, honesty, and decision-making;
• Demonstrate verbal and written communication skills;
• Set and manage priorities;
• Employ technology to enhance educational and career opportunities;
• Demonstrate interpersonal skills in various settings;
• Demonstrate flexibility and be adaptive to changing demands;
• Apply academic skills and concepts to the workplace.

CATALOG DISCLAIMER
All information contained in this 2019-2020 catalog is current as of 6/12/19. Although every effort has been made to assure the accuracy of all information, students and others who use this catalog should consult with a counselor for recent additions, deletions or changes.

CHANGES IN RULES AND POLICIES
The West Valley-Mission Community College District and West Valley College have made every reasonable effort to determine that everything in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the West Valley-Mission Community College District or West Valley College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and College further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures.
Cabinet

DAVIS, BRAD, 2012
President
B.A., Psychology, Gannon University, Erie, Pennsylvania; J.D., Syracuse
University College of Law, Syracuse, New York

ALONZO, JAMIE, 2019
Provost/Vice President for Academic Affairs
Bachelor of Science in Zoology from the University of Idaho; Master of Science
in Marine, Estuarine & Environmental Sciences from the University of Maryland

CHANDLER, ANDREW, 2016
Dean, School of Art & Design
Bachelor of Design, University of Florida, Master of Architecture, Virginia
Polytechnic & State University

DYER, CHRIS, 2010
Interim Dean of Instruction
Skills Certificate, Culinary Arts; Cabrillo College; B.S. Mathematical Physics,
UC Davis; M.S. Applied Mathematics, UC Davis; Continuing graduate
education in Statistics, UC Santa Cruz

FENTON, J. PATRICK, 2012
Vice President, Administrative Services
B.S.C. in Accounting, Santa Clara University; M.B.A., Santa Clara University

GAMBIA, RAYMOND, 2018
Dean, Social Sciences
B.A., Psychology, University of San Francisco; M.A., Applied Social
Psychology, The Claremont Graduate School; Ph.D., Applied Social
Psychology, The Claremont Graduate School

GRIFFITH, DEBRA, 2018
Dean, Student Equity and Success
B.A. Sociology, Long Island University (Brooklyn Campus), M.A., Counseling
& Student Personnel, Ed.D. Organizational Leadership, Argosy University San
Francisco Bay Area

HYATT, LAURA, 2018
Dean, Science & Mathematics
A.B. Biology, Smith College, Northampton, Massachusetts; Ph.D. Ecology and
Evolutionary Biology, University of Pennsylvania, Philadelphia, Pennsylvania

JOHNSON, JENNIFER, 2018
Dean, Language Arts
B.A., Communication Arts and Sciences, University of Southern California;
M.A., Communication Studies, CSU Northridge; Ph.D., Educational Policy,
Planning and Administration, University of Southern California

KASHIMA, STEPHANIE 2002
Vice President, Student Services
B.A., English Literature, New York University; M.A., English, University of
Wisconsin

LUDWIG, SCOTT, 2000
Director, Communication and PIO
B.A., Journalism, San Francisco State University; M.A., Education
Administration, Santa Clara University

PAQUIER, RENEE, 2011
Dean, Professional Studies
B.A., International Relations, California State University, Chico; M.C.J.,
Criminal Justice, Boston University, Boston, Massachusetts

POUNCIL, MATAIS, 2015
Dean, Student Services
Bachelor’s, Economics, Southern University; Master’s, Multicultural
Foundations, CSU Long Beach; Ph.D., Educational Leadership &
Administration, University of Calif. Irvine

VLAHOS, JOHN, 2001
Dean, Health & Human Development/Athletics
B.S., Finance, Santa Clara University; M.S., Sports Leadership, Virginia
Commonwealth University

WEISBERG, BRAD, 1997
Dean, Career Education and Workforce Development
A.A., Theatre Arts, Crafton Hills College; B.A., Dramatic Literature/Theatre
Arts, CSU San Bernadino; M.A., Theatre History, San Diego State University

Directors and Program Managers

CANTARERO, MARITZA, 1995
Director, Enrollment & Financial Services
Undergraduate work in Industrial Engineering Central American University
(UCA) Nicaragua

CONROY, MAE, 2001
Program Director I, Student Programs
BSW Humboldt State University, MSW San Jose State University

ESMAILI, DAVID, 1998
Program Director I, Career Placement & Workforce Development
B.A., Political Economy of Natural Resources, University of California at
Berkeley

FORREST, ALFRED, 2015
Director, Student Health Services
Undergraduate Education, Pomona College, Claremont, Calif; M.D., Medical
Doctorate, University of Southern California, Los Angeles; J.D., Jurist Doctor,
University of Southern California, Los Angeles

LYLE, JANET, 2018
Director, Noncredit Programs
B.S., Psychology, Walden University, Minneapolis, MN; M.S., Psychology,
Grand Canyon University, Phoenix, AZ

MCNAMARA, PAUL, 2019
Executive Director, College Advancement
B.A., English / Professional Writing, San Jose State University

MARQUEZ, VIRGINIA, 2016
Program Director II, Student Programs
B.A., California State University Long Beach; M.A., Higher Education
Administration, San Jose State University

McDEVITT Jr., JOSEPH MICHAEL 1998
Program Director I, Student Programs
B.A., Spanish Literature and Government, Skidmore College; M.A.,
Counseling Psychology, University of San Francisco

PEPIN, SEAN, 2015
Dean, Student Development
A.A. in General Studies, Tacoma Community College; B.A. in Ethnic, Gender,
and Labor Studies, University of Washington-Tacoma; M.A. in Higher
Education and Student Affairs Leadership, Western Michigan University;
Ph.D. in Higher Education, Student Affairs, and International Education Policy,
University of Maryland, College Park
Faculty

AKHOIRISHIDA, MOHAMMED, 2018
Instructor in Computer Science
B.S., Mathematics, San Jose State University; M.A., Mathematics, San Jose State University

ALLEN, GREGORY, 1999
Instructor in Mathematics
B.S., Mathematics, San Jose State University; M.A., Mathematics, San Jose State University

ANDERSON, RACHEL, 2019
Instructor in Biology

ARNOLD, KATHY, 2005
Instructor in Art
B.F.A., Phi Kappa Phi, University of Kansas, Lawrence, Kansas; M.F.A., Art; Honors, University of Kansas, Lawrence, Kansas

BANGLE, ANGELICA, 1993
Counselor/Instructor Honors Program
B.S., Organizational Behavior, University of San Francisco; M.A., Counseling, San Jose State University; Ed.D., Educational Leadership and Change, Fielding Graduate University

BARTA, GAIL ANN, 1991
Instructor in English as a Second Language
B.A., French, Eastern Illinois University; Diplome Annuel, University of Paris; M.A., University of Illinois, Champaign-Urbana

BAUTISTA, JOSE, 2004
Instructor in Psychology
B.A., Psychology, San Jose State University; M.A., Psychology, San Jose State University

BERLANI, ROBERTA, 1993
Instructor in Biology
B.S., Biology, Yale University; Ph.D., Biological Sciences, Columbia University

BOUDREAUX, PAULETTE, 1996
Instructor in English
B.A., Journalism, Northeastern University, Boston; M.F.A., English and Creative Writing, Mills College

BOWERS-GACHESA, WENDY, 1999
Instructor in Nutrition Studies
B.A., General Studies (BGS), University of Michigan; Master of Public Health Nutrition (MPH), University of North Carolina, Chapel Hill

BREDER, WILLIAM, 2019
Instructor in Mathematics
B.S., Mathematics, Ball State University; M.A., Mathematics, Ball State University

BRICHTO, ANNA, 2004
Instructor in French
B.A., French and German, M.A., French and German, Ph.D., Linguistics, Moscow University, Russia

BRUCEKNER, HEIDI, 2000
Instructor in Art
B.A., Art History and B.A. Studio Art, University of California at Santa Cruz; M.F.A., University of Kansas

BUCHER, JOE, 2016
Counselor
B.A., Child Development, San Jose State University; M.A., Counselor Education, San Jose State University

BULUT, CIDDEM, 2006
Instructor in Interior Design
B.F.A., Interior Architecture and Environmental Design, Bilkent University, Turkey; M.A., Interior Design, Iowa State University

BURLRIL, LEIGH, 2003
Instructor in English
B.A., Philosophy and Women's Studies, University of California, Los Angeles; M.A., Literature and Composition, San Francisco State University

BUTCHER, ALYSON, 2001
Instructor in Mathematics
B.S., Mathematics, Sonoma State University; M.S., Statistics, Oregon State University

BYERS, MICHAEL, 1998
Counselor/Instructor
A.A., Liberal Arts, Orange Coast College; B.A., Journalism, Public Relations Emphasis, Humboldt State University; M.S.W. Master of Social Work, Clinical Concentration, Children, Youth and Families Emphasis, San Diego State University

CAPPELLO, EMANUEL, 2017
Business Instructor/Entrepreneurial Center
B.S., Business Administration/Management Information Systems, California Polytechnic State University, San Luis Obispo; M.B.A. Marketing, Golden Gate University

CARDAMONE, ANDREW, 2019
Counselor, Athletics
B.S., Psychology, Saint Joseph's University; M.A., Counseling and Psychological Services, Springfield College

CARDENAS, ALICIA, 2008
Counselor
B.S. Administration of Justice and Minor, Sociology, San Jose State University; M.A., Counseling Education, San Jose State University.

CASTELLINI-PATEL, SYLVIA, 2014
Instructor in World Languages
M.S. Spanish, San Jose State University; M.A. Foreign Languages or Laurea Magistrale in Foreign Languages and Literatures (English and German) at the State University of Milan

CASTELLO, RANDY, 1986
Instructor in Accounting
B.S. and M.S., Accounting, University of Wyoming

CASTILLO, VICTOR, 2018
Instructor in Administration of Justice
San Jose State University, B.S., Administration of Justice; Boston University, Master of Criminal Justice; Los Rios Public Safety Training Center-Juvenile Correctional Officer Core Academy; South Bay Public Safety Training Consortium, Deputy Probation Officer Core Academy

CHALLAS, JASON, 2005
Instructor in Art
B.A., Special Major, Computers in Fine Art and Music, SJSU. M.F.A., Computers in Fine Arts from San Jose State University

CHEN, SERKUANG, 2018
Instructor, Mathematics
M.S., Mathematics with emphasis in statistics, San Jose State University; M.S., Computer Science; B.S., Computer Science

CHIN, BRAD, 1999
Instructor in Mathematics
B.A., Applied Mathematics, University of California, Berkeley, Ph.D, Applied Mathematics, University of California, Berkeley

CHOY, BICKIE LEE, 2015
Counselor, EOPS
B.A., Psychology, University of California, Davis; M.A., Education, Counseling, and Student Personnel Services, San Jose State University

CISNEROS-DIAZ, REBECCA, 1999
Instructor in English
B.A., English, St. Mary's College; M.A., English, University of Vermont

CLAY, WHITNEY, 2004
Instructor in Reading
B.A., Comparative Literature, U.C. Santa Cruz; M.F.A., Film Production, Ohio University; M.A., English with a concentration in Composition, San Francisco State University

CLAY, WILLIAM, 2004
Instructor in Theatre Arts
B.A., Film & Video, Middlebury College; M.F.A, Film Production, Ohio University

COGNETTA, FREBA, 2012
Transfer Counselor/Articulation Officer
B.A. Sociology Cal State East Bay; M.S. Counseling with an emphasis in College and Career, San Francisco State University.

COLEN, JASMINE, 2017
Librarian
B.A., Literature, UCSC; M.L.I.S, SJSU.
COLSON, JUDITH, 1995
Instructor in DESP, Learning Specialist
A.A., Social Science, Canada College; B.A., Liberal Arts, California State University Chico; M.A., Education with emphasis in Special Education, Santa Clara University

CORREJO, ROBERT, 2002
Instructor in Music
B., Music Composition, University of British Columbia; Professional Development Program, Teacher Certification, Simon Fraser University; M. Music, Choral Conducting, Central Washington University

CRUZ, CHRISTOPHER, 1998
Instructor in Park Management
B.A. Spanish Culture and Civilization, Indiana University; M.A. Environmental Studies, Prescott College

CUTTLER, NICOLE, 2010
Instructor in English
B.A., English Literature, University of California at Berkeley; M.A., English Composition, San Francisco State University

DAVIS, BILL, 2012
Instructor in English
B.A., English, University of Colorado at Boulder; M.A., English, Claremont Graduate University; Ph.D., American Lit and Culture at Claremont Graduate University

DAVIS, HEIDI, 1999
Instructor in Kinesiology
B.S., Animal Science, Cal Poly, San Luis Obispo; M.A., Kinesiology, San Jose State University; Ed.D., Educational Leadership and Change, Fielding Graduate University

DAVIS, TROY, 2018
Instructor in Music/Director, Instrumental Music & Jazz Studies
B.M., Oboe Performance, San Francisco Conservatory of Music; M.A., Teaching, Notre Dame de Namur University; D.M.A, Music Education, Boston University

DE LA ROSA, LOU, 2004
Instructor in Music
B.A., Music - Voice, San Jose State University; M.A., Music - Choral Conducting, San Jose State University

DEDEN, TOM, 2002
Instructor in Sociology
B.S., Business Administration, University of Southern California; M.A., Sociology, University of Michigan; Ann Arbor

DOTSON, LAURIE, 2019
Instructor in Child Studies
B.A., Child Development, San Jose State University; M.A., Education Administration and Supervision, San Jose State University; M.A., Special Education, Santa Clara University;

DUNDURS, KARINA, 1996
Instructor in Business and Computer Information Systems
B.S., Business Management, University of San Francisco. MBA California State University Monterey Bay

DYER, CHRIS, 2010
Instructor in Mathematics
Skills Certificate, Culinary Arts; Cabrillo College; B.S. Mathematical Physics, UC Davis; M.S. Applied Mathematics, UC Davis; Continuing graduate education in Statistics, UC Santa Cruz

EHLERS, GRETCHEN, 2006
Instructor in Mathematics
B.A., Mathematics, Pomona College; M.A., Education, Stanford University; M.A., Mathematics, San Jose State University

EITELGEORGE, SCOTT 2008
Instructor in Kinesiology, Basketball Coach
B.A., History, St. Mary's; M.A., Health, Physical Education & Recreation, St. Mary's

ELDRIDGE, GLENN, 2014
Instructor in Chemistry
Ph.D., Chemistry, UC Irvine; Bachelor's, Chemistry, Calif. Polytechnic State University, San Luis Obispo

EPPERSON, DOUGLAS, 2004
Instructor in Physics
B.S., Physics, Sonoma State University; M.S., Physics, San Francisco State University; Ph.D., Physics, University of California, Santa Cruz

FABIAN, MITRA, 2013
Instructor in Art
B.A., Art, Kenyon College; M.F.A. Sculpture, California State University, Northridge

FARRELL, MEG, 2004
Instructor in Communication Studies
B.A., Speech Communication with Minor in Broadcast Journalism, San Diego State University; M.A., Communication Studies, San Jose State University

FENSTERMACHER, DAN, 2018
Instructor in Photography
B.S., Advertising, University of Idaho; M.F.A., San Jose State University

FINCH, JEAN, 2004
Counselor, Disability and Educational Support Program
B.S., Education from Kutztown State College in Pennsylvania and an MA, Counseling Psychology (concentration Marriage Family and Child Counseling) from the College of Notre Dame in Belmont

FOREHAN, JEFF, 2005
Instructor in Music
M.A., Music w/ Emphasis in Recording Arts & Electronic Music, California State University, Chico; B.A., Music 'With Distinction' Sonoma State University

FRANCIS, MICHELLE ANDERSEN, 2008
Instructor in Reading
B.S. Communications Education/Spanish Minor, Miami University, Oxford, OH; M.A., Reading Education, University of Georgia, Athens, GA; Ph.D., Teaching and Learning, Capella University Minneapolis, MN

GAIERO, KRISTINA, 1999
Instructor in Health Care Technologies
A.S., Medical Assisting, Fresno City College, B.A., Health Services Administration, Saint Mary's College of California; Ed.D., Educational Leadership, Saint Mary's College of California

GALLARDO, LETICIA 2007
Instructor in Biology
A.A., Natural Sciences, A.A., Liberal Arts and Sciences, College of Marin; B.S., Integrative Biology, University of California, Berkeley; M.S., Biology, Arizona State University

GARCIA-SCHEPER, MARIA 1999
Counselor
B.S., Business Administration, concentration in Management; San Jose State University; M.A., Counselor Education, San Jose State University

GEARY, MICHELLE, 2004
Instructor in Biology
B.A., Biology (Botany concentration) Sonoma State University; Ph.D., Plant Biology, University of California, Davis.

GERZANICS, JANINE, 2000
Instructor in Journalism/English

GHAIMRAMANI, SOROUSH, 2006
Instructor in Architecture, Department Chair
Master of Architecture, Ph.D., Monument Restoration, University of Rome "La Sapienza" Rome Italy

GHODRAT, NANCY, CPA, 2005
Instructor in Accounting
M.S., Taxation, San Jose State University; B.S., Business Administration (Accounting)
GOLAW, TINA, 1999  
Instructor in English  
B.A., English, Santa Clara University; M.A., American and British Literature with a minor in Jewish American and Holocaust Literature, Kansas State University

GOLBETZ, TOM, 1998  
Counselor  
B.A., Psychology, UC Santa Barbara; M.A., Counseling, San Diego State University

GONZALEZ, JESUS, 2019  
Instructor in Mathematics  
B.S., Mathematics-Mathematics Education, California State University Long Beach; M.S., Mathematics, California State University Long Beach

GRAY, DULCE, 2004  
Instructor in English  
B.A., English and Secondary Education, Lehman College; M.A., English, City University of New York; Ph.D., English, Indiana University, Bloomington

GUTIERREZ, NICHOLA, 2005  
Instructor in Political Science  
B.A., International Affairs, Eastern Washington University; M.A., Government, New Mexico State University

GUZMAN, RON, 2002  
Instructor in Art  
B.A., Studio Art/Art History, Sonoma State University; M.A., Pictorial Arts, San Jose State University; M.F.A., Pictorial Arts, San Jose State University

HACKWORTH, CHERYL, 2006  
Instructor in Biology  
B.S., Molecular, Cell, and Developmental Biology, UCLA; Ph.D., Plant and Microbial Biology, UC Berkeley

HANNIGAN, JOHN, 2002  
Instructor in Communication Studies  
A.A., Liberal Arts, West Valley College; B.A., Communication Studies, San Jose State University; M.A. Communication Studies, San Jose State University; Ph.D., Organizational Management, Capella University

HARRIS, LENORE, 2002  
Instructor in English  
B.A., Social Science, University of California, Berkeley; M.A., Writing, University of San Francisco

HARRISON, BLAINE, 1998  
Instructor in Chemistry  
B.S., Bio-Chemistry, Cal Poly State University (San Luis Obispo); Ph.D., Chemistry, University of California, Santa Cruz

HASTY, JOE, 2003  
Instructor in Geography  
B.A., Geography and History, Chico State University; M.A., Geography, San Jose State University

HENDERSON, JIM, 2001  
Instructor in Business and Accounting  
B.A., Accounting, San Francisco State University

HERNANDEZ, LETICIA SANCHEZ-MENDOZA, 1993  
Counselor and Instructor  
B.A., Biological Sciences, Santa Clara University and San Jose State University; California Community College Teaching Credential (Basic Education), U.C. Berkeley; M.A., Counselor Education, San Jose State University

HILLER, REBECCA, 2014  
Instructor in Mathematics  
Master’s, Mathematics, emphasis in Applied Math; Bachelor’s, Applied Math & Biology (double major), Humboldt State University

HO, JENNIFER, 2013  
Instructor in Sociology  
B.A., Sociology - Criminology Concentration; M.A., Sociology

HOPKINS, STACY, 2005  
Instructor in Paralegal  
B.S. Political Science California University Chico; J.D. Santa Clara University School of Law

HOTTA, LESLIE, 1996  
Instructor in Child Studies  
A.A., Early Childhood Education from West Valley College; B.A., Computer Mathematics from San Jose State University; M.A. Human Development from Pacific Oaks College

HURD, DIANE TSUKAMOTO, 1993  
Instructor in Interior Design  
B.A., Interior Design, San Jose State University

IKEDA, HIDEO, 2018  
Counselor  
M.A. Education (Counseling and Student Personnel); B.A. Behavioral Science

JACKANICH, KRISTEN, 2013  
Instructor in Mathematics  
B.S., Mathematics with a minor in Education, University of California, Davis; M.A., Mathematics, San Francisco State University

JAUREQUI, JESSICA, 2016  
Learning Specialist, Disability and Educational Support Program  
A.A., Sociology, B.A., Psychology, Cal State Long Beach; M.A. Educational Psych., Loyola Marymount Ed. S School of Psychology Loyola Marymont University

JAVAN, FARANEH, 1998  
Instructor in Health Care Technologies  
M.D., Tehran University, Tehran, Iran

JOHNSON, ELISE, 2005  
Counselor  
B.S. Psychology, James Madison University, Virginia, M.Ed., Counseling, University of Virginia

JONES, CATHRYN, 2016  
Instructor in English  
B.A., Literature, University of California, Santa Cruz; M.A., English, San Jose State University

JUAREZ, STEPHEN, 2002  
Instructor in History  
A.A., History, Riverside Community College; B.A. European History, University of California, Riverside; M.A., European History, University of California, Berkeley; ABD, U.S. History, Stanford University

KALIVITIS, VASILIKI, 2004  
Instructor in English  
B.A., English and minor in Mass Communications/Journalism, Fresno State University, Theatre and Literature Studies Abroad, London, England; M.A., English Literature, San Jose State University

KARDEVANI, HASHEM, 2018  
Instructor in Economics  
B.A. Economics, National University of Iran; M.A. Economics, University of California, Riverside; Ph.D. Economics, University of California, Riverside

KEA, JANIS Y.F., 2002  
Instructor in Economics  
B.A. with Distinction, Economics, University of Hawaii, Manoa; M.A., Economics, University of Hawaii, Manoa; Ph.D., Economics, University of Hawaii, Manoa

KEH, JENNIFER, 2016  
Counselor, Social Science & Distance Education  
A.A.-T, Sociology, West Valley College; B.A., Sociology, San Jose State University; M.A., Education, Counseling and Student Personnel Services, San Jose State University; P.P.S, School Counseling Credential, San Jose State University

KELLER, TIINA, 2005  
Instructor, Fashion Design and Apparel Technology  
A.A., Fashion Design and Textile Arts Hame Polytechnic Wetterhoff, Hameenlinna Finland; B.S., Fashion Design and Textile Arts Hame Polytechnic Wetterhoff, Hameenlinna Finland

KELLY, JON TIMOTHY, 2002  
Instructor in History and Political Science  
B.A., History, University of California, Irvine; M.A., U.S. Area Studies (Politics and Foreign Policy), Institute of United States Studies, University of London; Ph.D., U.S. History, University of California, Irvine

KERWIN, JENNIFER, 1996  
Instructor in Kinesiology, Soccer Coach  
B.S., Physical Education and Athletic Training, Canisius College, Buffalo, New York; M.S., Physical Education and Health, University of New Mexico
KIM, YANGHEE, 1997
Librarian
B.A., Education, Yonsei University (Seoul, Korea); M.L.S., Library Science, Kent State University

KINDON, ANDY, 2004
Instructor in Anthropology
B.A. with Distinction, Anthropology, Kenyon College; M.A., Anthropology, University of California, Los Angeles; Ph.D., Anthropology, University of California, Los Angeles

LERMA, JESS, 2004
Instructor in English
B.A., English Literature and Chicano Studies, University of California, Santa Barbara; M.A., English Literature, California State University, Fresno

LIU, SAM, 2006
Instructor in Economics
B.A., Economics, Princeton University; Ph.D. Economics, Massachusetts Institute of Technology

LIU, TAKYIU, 2018
Instructor in Computer Science

LLANTERO, ERIKA, 2018
Counselor, Disability and Educational Support Program
B.A. Psychology, University of Puget Sound; M.S. in Marriage, Family & Child Counseling, and Rehabilitation, San Francisco State University

LLERENA, CHRISTINA, 2013
Counselor, Student Success Emphasis
B.S., Sociology, University of Michigan; M.S., Social Work, Columbia University

LOPEZ, ROBERT, 2000
Instructor in Geology
A.A., General Studies, Palomar Community College; B.S., Geology, California State University, Hayward; Ph.D., Earth Sciences, University of California, Santa Cruz; additional graduate study, the University of New Mexico, Albuquerque; Post doctoral work at Universidad Nacional Autonoma de Mexico and University of California, Santa Cruz

LOUDERBACK, PATRICIA, 2001
Instructor in Health Science
B.S., Health Science, California State University, Northridge; M.P.H., Masters in Public Health, San Jose State University; Physical Therapist, Cal State Northridge; CHES, Certified Health Education Specialist National Commission for Health Education Credentialing

LOWRY, LAURA, 2014
Instructor in Theatre Arts
Masters degree, Fine Arts (Acting), Florida State University

MADDUX, FAUN, 2010
Instructor in Mathematics
B.A., Mathematics, San Jose State University; M.S., Mathematics, San Jose State University

MALMUTH-ONN, ANN, 1981
Instructor in Kinesiology and Dance
B.A., Anthropology, Stanford University; M.A., Education–Dance, Stanford University; Ph.D., CIIS; additional graduate study, Tel Aviv University, University of California, Santa Cruz

McCANN, STEVEN, 1997
Instructor in Kinesiology
B.S., Business Administration with a concentration in Accounting, San Jose State University; M.A., Physical Education with a concentration in Biomechanics, San Jose State University

McFarland, Heidi, 2018
Instructor in Park Management
A.S., Park Management: Certificate in Communications from West Valley College; B.A., Environmental Studies, emphasis in Environmental Education from SJSU; Certified Interpretive Trainer (CIT) from National Association of Interpretation (NAI); Certified CA Naturalist Instructor through UCCE

McIntosh, Jean, 2002
Instructor in Digital Media/Internet Services
B.A., Sociology, University of Saskatchewan, Canada; B.F.A., Digital Graphics, CSU East Bay; M.A. Liberal Arts, Stanford University

Mendelsohn, Benjamin Mark, 1998
Instructor in Astronomy
Director of the Planetarium
B.S. Electrical Engineering and Computer Science, University of California at Berkeley; M.S. Aeronautics and Astronautics Engineering, Stanford University; CFII & AGI, Federal Aviation Administration; additional graduate study in Mechanical Engineering, Santa Clara University, Planetarium Professional. Alexander F. Morrison Planetarium at the California Academy of Sciences, Charles F. Hagar Planetarium at San Francisco State University, Holt Planetarium at the Lawrence Hall of Science, Minolta Planetarium at De Anza College

Michals, NILS, 2014
Instructor in English
B.A., Modern Literary Studies, University of California, Santa Cruz; M.F.A., Creative Writing (Poetry), University of Montana

Miller, Cheryl, 1995
Director of DESP, Learning Specialist
B.A., Speech Pathology and Audiology, University of Vermont; M.A., Speech and Language Pathology, Northwestern University

Mills, Maryanne, 2004
Librarian

Min, KyungHi (Kaee), 1995
Instructor in Fashion Design & Apparel Technology

Mittal, Neeti, 2017
Instructor, Mathematics
B.A., Mathematics, SJSU; M.S. Math, SJSU

Moore-Wines, Katherine, 2001
Instructor in Child Studies
B.S., Education, Child and Family Studies, Bowling Green State University, Bowling Green, Ohio; M.A., Human Development, Merrill-Palmer Institute of Wayne State University, Detroit, Michigan; Additional graduate study, Pacific Oaks College

Mora-Evans, Marta, 2002
Counselor/CalWORKS Program Coordinator
A.A. Liberal Arts, West Valley College; B.S. Organizational Behavior, University of San Francisco; M.A. Counselor Education, San Jose State University

Morgan, Timothy, 2018
Instructor in Administration of Justice

Ng, Terry, 2019
Instructor in Chemistry
B.S., Chemistry, UC Davis; Ph.D., Analytical Chemistry, UC Davis

Norris, Nathan, 1996
Instructor in Biology
B.S., Aeronautics, San Jose State University; M.A., Biology (Physiology), San Jose State University; additional graduate study, University of Washington.

Olivera, Brian, 2013
Instructor in Psychology
PhD, Psychology, University of South Florida

Ortega, Sylvia, 2004
Instructor in English as a Second Language
B.A., Spanish, Special Emphasis in Ethnic Studies, Santa Clara University; M.A., Teaching English as a Second Language, San Jose State University

Ortiz, Margaret, 2011
Instructor in Court Reporting

Pape, Eric, 2001
Instructor in English
B.A., English, California State University, Northridge M.F.A.; Ph.D. A.B.D., Louisiana State University

Patterson, Sara W., 2004,
Counselor, International Student Counselor/PDSO, Athletics Counselor, Department
A.A., General Education, Chabot College; B.S., Child Development, Child Development Emphasis, California Polytechnic State University; M.A., Education, specializing in Counseling and Guidance, California Polytechnic State University, San Luis Obispo
PAVAN, CAROL, 2001
Counselor
A.A., Early Childhood Education, Cabrillo College; B.A., Sociology, San Jose State University; M.A. Counseling Psychology, Santa Clara University; Licensed Marriage, Family, Child Therapist; additional graduate study at JFK University and Santa Clara University

PHAM, KIM MAN, 1992
Instructor in Mathematics
B.S., Mathematics, University of California, Davis; M.A., Mathematics, University of California, Davis.

PIATT, VICTORIA, 2016
Instructor in Kinesiology
B.A., Social Welfare, University of California, Berkeley; M.A., Coaching and Athletic Administration, Concordia University, Irvine CA

PLUNKETT, LAURA, 2018
Instructor in Mathematics
B.S. in Mathematics, Loyola Marymount University; M.A. in Mathematics, University of California, Santa Barbara; Ph.D. in Mathematics, University of California, Santa Barbara

PRITCHARD, MELVIN HUGO, 2004
Instructor in History
B.A., History, San Francisco State University; M.A., History, San Francisco State University; additional graduate study; Graduate and University Center, City University, New York

RASCOV, JEFF, 1998
Instructor in Computer Applications, Digital Media
B.S., Graphic Design, La Roche College; M.F.A., Computer Graphics, Rochester Institute of Technology

REED, MICHELLE, 2000
Instructor in Psychology
B.S., Psychology, Santa Clara University; M.A., Counseling Psychology, University of San Francisco; additional graduate study, University of California, Santa Cruz; University of California, Berkeley; Certification in Advanced Relapse Therapy (RPT)

REISS, CYNTHIA NAPOLI-ABELLA, 2005
Instructor in Art History
B.A., Comparative Literature and Art History, University of California, Irvine; M.A., Art History, San Francisco State University; Ph.D., Art History, University of California, Irvine

RICHEY, JEANETTE, 2013
Instructor in English
B.A., English, San Jose State University; M.A. English, San Jose State University

RODRIGUEZ, WILLIAM, 2016
Instructor/Coach, Physical Education
B.A., International Studies, Pepperdine University; M.S., Physical Education, Azusa Pacific University.

RUDY, DIANE, 1983
Instructor in Kinesiology
B.S., Physical Education, Athletic Training Emphasis, Arizona State University; M.A., Human Performance, San Jose State University

SAITO-LIU, LESLIE, 1997
Instructor in English
B.A., Communications, UC San Diego, M.A., English (American Literature emphasis), San Diego State University

SALCIDO, MELISSA J., 2004
Counselor / Puente Co-Coordinator
B.A., Spanish with an emphasis in Chicano Studies, Stanford University; M.S., Counseling with an emphasis in College, San Francisco State University

SANFORD, BETSY, 1997
Librarian
A.B., History, Washington University in St. Louis; M.S., Library and Information Science, University of Illinois at Urbana-Champaign

SANDOVAL, RACHEL, 2006
Librarian
B.A., Anthropology and Latin American Studies, University of California, Riverside; M.A., Latin American Studies, Stanford University; M.L.I.S., Simmons College; Post-Masters Certificate, San Jose State University

SANFORD, THOMAS, 2001
Instructor in Engineering
B.S., Mechanical Engineering, Santa Clara University; M.S., Mechanical Engineering, San Jose State University; M.B.A. San Francisco State University; J.D., Lincoln Law School of San Jose

SCHREY, MOLLY, 2001
Instructor in Biology
A.A., Liberal Arts/Social Sciences, Niagara Community College; B.S., Biology Education, Buffalo State College; M.S., Science Education, Buffalo State College

SEVERE, PHILIP, 2014
Instructor in Counseling
SHAW, DANIELLE, 2017
Instructor in English
B.A., Eng Lit, U Utah; M.A. Eng Lit; Boston College; PhD, Eng Lit, UC Davis

SILVEIRA, GASPAR, 2002
Instructor in Kinesiology
B.S., International Business, Chico State University; M.S., Physical Education, Saint Mary’s College of California.

STANTON, CHRISTINE, 1997
Instructor in Biology
B.S., Biology, University of Lund (Sweden), M.A., Biology, University of California, Santa Cruz.

STARKS, PAUL, 2004
Instructor in Kinesiology
A.A., Liberal Arts, West Valley College; B.S., Kinesiology, Cal Poly, San Luis Obispo; M.A., Kinesiology (movement science) San Jose State University

STEVenson, CHRISTina, 2019
Instructor in English
SVENSSON, PETER, 2000
Instructor in Biology
B.S., Biology, University of Lund (Sweden), M.A., Biology, University of California, Santa Cruz.

UPTON, BARBARA, 2006
Instructor in Philosophy
B.A., Philosophy, U.C. Berkeley; M.A., Philosophy, San Jose State University

VARGAS, ERIKA
Instructor in Kinesiology

VAUGHN, MELVIN J., 2005
Instructor in Physics
B.S., Physics, University of California, Riverside; M.S., Physics, University of California, Santa Cruz

VU, AMY, 2006
Instructor in Mathematics
B.A., Psychology, San Jose State University; B.A., Mathematics, San Jose State University; M.S., Mathematics, San Jose State University

WAGNER, JENNIFER, 2001
Success Center Coordinator and Instructor in English
B.A., English; B.A., Worlds Arts and Cultures, University of California, Los Angeles; M.A. Teaching of Writing and M.A. Literature (ABT), Humboldt State University

WASSERBAUER, ANN MARIE, 1994
Instructor in English as a Second Language
B.A., History and German, Xavier University; German Studies, Universität, Augsburg, Germany; M.A., TESOL, Monterey Institute of International Studies

WEINER, SUSAN A., 1970
Instructor in Chemistry
B.S., Chemical Engineering, Technical University of Budapest, Hungary; M.S., Physical Chemistry, New York University

WIENS, RICHARD, 2016
Emeriti Administration and Faculty

Dates indicate year of employment and year of retirement

ACCORDERO, MARC
Instructor in Spanish, Italian & Music (1998-2012)

AITKEN, SALLY S.
Instructor in Fashion Design and Apparel Technology (1989-2019)

ALLMAN, WILLIAM
Counselor (1969-1992)

ANDERSON, VERONESE M.
Counselor/Instructional Transfer (1976-2002)

ANDERSON, JOANE
Instructor in Mathematics (1980-2006)

ANDREWS, PATRICIA
Counselor/Instructional Transfer (1976-2002)

ANTHONY, ROBERT
Instructor in Digital Media (2000-2016)

AQUILONIUS, CHRISTINA B.
Instructor in Mathematics (1984-2006)

ARAGON, GINNY
Dean, Student Support Services (1988-2012)

AUFHAUSER, KIM
Instructor in Park Management (1991-2017)

AUMACK, GORDON
Dean of Instruction (1964-1976)

BARNIKEL, FREDERICK G.
Instructor in History (1970-2002)

BARNETT, GORDON E.
Instructor in English (1970-2003)

BENNETT, PATRICIA
Dean of Human Resources Mgmt. (1967-1993)

BENKOSKI, STANLEY J
Instructor in Mathematics (1999-2015)

BENSON, BART
Instructor in English (1967-2001)

BERRY, SANDRA M.
Instructional Computer Lab Faculty (1966-1992)

BLAIR, JOAN
Instructor in Home Economics (1975-1994)

BLANKENSHIP, DON M.
Instructor in English (1965-1996)

BLASBERG, STEVEN
Instructor in Mathematics (1980-2013)

BONE, LANA
Instructor in Accounting (1968-2003)

BONIFILIO, JOSEPH F.
Counselor (1969-1992)

BONNET, JANICE
Librarian (1977-2005)

BONNET, PAUL
Librarian (1967-1993)

BORDI, STEPHEN W.
Physical Education (1968-2002)

BRAINARD, DAVID G.
Instructor in Business (1981-1993)

BRODRICK, MALCOLM
Vice Pres. of Administration Services (1987-2005)

BULLOCK, TOM,
Instructor in Astronomy (1969-1998)

BURNS, WESLEY A.
Instructor in Art (1971-2002)
BURTON, ROBERT

BURZYNSKI, DENNY
Instructor in Mathematics (1980-2009)

CADENA, AL

CALLNER, JAMES
Instructor in Theatre Arts (1986-2014)

CAMPBELL, DOUGLAS

CAMPBELL, WILLIAM H.

CASPER, MARY H.
Instructor in English (1968-1992)

CEFALONI, DONALD
Librarian (1969-1993)

CHAMPION, GEORGE W.
Instructor in Music (1977-2003)

CHAVEZ, ROBERT
Instructor in Foreign Languages (1979-2009)

CHOW, TERENCE T.
Instructor in Art, (1990-2000)

CIRAULO, DON

CLARK, PAULINE
Counselor, (1987-2018)

COLSON, JUDITH
Instructor in DESP, Learning Specialist (1995-2016)

COLSON, KENNETH M.
Instructor in Anthropology (1967-2003)

CONSTANT, GWENDOLYN
Instructor in English (1969-1994)

COTRIGAN, PHYLLIS
Instructor in English (1964-1991)

CRANDALL, JERRY R.
Instructor in English (1964-1991)

CRUMLEY, MAXWELL
Instructor in Photography/Lab Faculty Specialist (1991-2016)

CUBIE, MICHAEL,
Counselor (1993-2013)

CUMMINS, LOWELL W.
Instructor in History (1966-1993)

CURRAN, HENRY G.
Instructor in English (1970-1992)

DAKE, DONETTE
Instructor in Computer Application and Digital Media/Internet Services (1965-2004)

DAVIE, JAY E.
Instructor in Music Education (1966-2001)

DE BARLING, ANA MARIA
Instructor in Foreign Languages (1994-2009)

DONNE, MARY C.

DOUGHERTY, KATHRYN
Instructor in Music (1969-2002)

DRAKE, VIRGINIA
Instructor in Theatre (1978-2009)

DUA P, ANGELINA
Dean of Student Support Services (1987-2006)

DUQUETTE, WILLIAM

EATON, JUDITH
Instructor in Court Reporting (1990-2000)

EDMAN, ARNOLD
Dean of Guidance and Counseling (1964-1974)

ELLIS, WADE, JR.
Instructor in Mathematics (1976-2007)

ENGLEKING, LINDA
Counselor (1981-2005)

ESCOTT, CHARLES

EWING, DAVID
Instructor in Court Reporting (1977-1997)

FAULSTICH, MARGE
Instructor in Administration of Justice (1979-2009)

FISH, DUANE W.
Instructor in Chemistry (1969-1995)

FISHBAUGH, DAVE
Vice President of Instruction (1993-2011)

FLEMINING, JOHN
Instructor in English (1964-1986)

FOERSTER, DONALD
Instructor in Chemistry (1984-1994)

FOGGIATO, RUTH
Instructor in Medical Records Technology (1974-1982)

FONTAN, LYDIA C.
Instructor in English (1981-2003)

FREE, JOY
Instructor in Kinesiology (1969-1999)

FUJISHIN, RANDY M.
Instructor in Communication Studies (1978-2012)

GALLUP, THOMAS

GANDREL, FRED J.
Instructor in Music (1975-2001)

GARCIA, TOMAS
Instructor in History (1971-2006)

GARDNER, KATHRYN M.
Instructor in Reading (1977-1993)

GARGIULO, HARRISON
Instructor in Chemistry (1972-1988)

GEORGE, FRED

GEREDES, THEODORE DEAN
Instructor in Engineering (1967-2001)

GIBSON, LINDA
Dean Matriculation and Counseling (1990-2010)

GIBSON, TOMMY
Instructor in Photography (2001-2007)

GLASS, SUSAN
Instructor in English (1997-2013)

GOSS, JAMES H.
Business Administration (1966-2002)

GRATON, PAUL
Counselor (1964-1985)

GREEN, THOMAS
Instructor in Biology and Park Management (1985-2008)

GRUBB, GEORGE
Instructor in Physical Science (1965-1979)

HALL, RON
Instructor in Biology (1967-2000)

HAMP, HERLISA
Program Director II, Student Programs (2011-2017)

HEDRICK, CLO ANN
HANCOCK, JOHN
Instructor in Kinesiology (1987-2006)

HANDA, LARRY S.
Instructor in Mathematics (1985-2018)

HANSEN, JAMES D.
Instructor in Sociology (1969-2001)

HARRIS, KENT
Instructor in Mathematics/Physics (1980-2003)

HARRIS, LYDIA
Instructor in Child Studies (1976-2000)

HARTLEY, PHILIP
President (2004-2009)

HERAUF, MICHAEL S.
Counselor (1975-2009)

HEARN, LESTER C., JR.

HERMAN, THEODORE C.
Instructor in Geology (1967-2000)

HERNANDEZ, JOSEPHINE
Counselor (1975-1996)

HINDES, VICTORIA,
Vice President, Student Services (2009-2018)

HOPPER, DIANA
Instructor in History (1981-1997)

HORTON-FOLMER, SUSAN
Coordinator, Educational Transition/Adult Re-entry (1997-2009)

HOWARD, LAURA M.
Instructor in Court Reporting (1979-1998)

HUGHES, HEIDE
Lab Faculty Specialist (1976-2009)

HUGHMANICK, MICHAEL D.
Instructor in Psychology (1970-2013)

HULS, HARRIETT M.
Instructor in Biology (1968-1996)

HUGHMANICK, MICHAEL
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HUSTON, VIVIAN
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HUNTER, GLENNNA
Instructor in Allied Health and Business (1977-1993)

JAMES, JANE
Instructor in Art (1965-1968)

JANKE, EDWARD
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JOHNSON, DONALD M.,
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JOHNSON, WALTER E.
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JUE, MARTIN
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KAAC, LISA
Coordinator, Distance Learning; Instructor in Computer Applications (1999-2018)

KANNER, LEE C.
Instructor in Mathematics (1981-1990)

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Coordinator, Student Health Center (1977-1999)

KENSTOWICZ, JOSEPH
Instructor in Mathematics (1970-2009)

KEREMITSIS, DAWN K.
Instructor in History (1985-1991)

KING, LINDA B.
Instructor in Anthropology (1971-2004)

KINGSLEY, WESTON H. JR.
Instructor in Technical Drafting (1964-1993)

KNIGHT, CAROL,
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Instructor in Mathematics (1984-2007)

KURSAR, EDWARD R.
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LADD, SANDRA
Instructor in Psychology (1971-2009)

LaFAVE, SANDRA A.
Instructor in Philosophy (1986-2011)

LAW, VIRGINIA L.
Instructor in English (1970-1992)

LAWLOR, JOAN
Instructor in Speech (1968-2002)

LAWSON, LINDA
Instructor in Court Reporting (1993-2009)

LEA, BARBARA

LEARY, MICHAEL
Instructor in Photography (1972-2003)

LEDWIT, BEVERLY E.
Instructor in Information Systems (1968-2000)

LEWIS, CAROLYN
Instructor in Reading (1979-1998)

LIN, LUNG YEE

LIVINGSTONE, JOSEPH T.
Counselor (1964-1999)

LIANIDES, SYLVIA P.
Instructor in Biology (1975-1996)

LILY, JANE

LOCK, VIVIAN
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LOFLAND, DONALD
Instructor in Physics (1972-2006)

LORIMER, MICHAEL

LORSON, KATHERINE
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LODI, EDWARD A
Instructor in Mathematics (1965-1998)

LOWRY, JULIE
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LUNDE, ARNE
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MAIA, JULIE
Instructor in English (1990-2015)

MANDELL, JOSEPH D.

MARKUM, JOSEPH A. JR.
Instructor in Electronics (1965-1990)

MARTINEZ, MAC
Instructor in Spanish (1964-1986)

MATHIESON, PEGGY
Instructor Paralegal (2004-2016)

McCANN, STEVEN
Instructor in Kinesiology (1997-2019)

McCRAHON, BETTY
Instructor in Business (1966-1988)

MCGINLEY, LEANN
Assessment Coordinator (2001-2017)

McGOLDRICK, LARRI
Student Health Coordinator (1979-1987)
MILLER, GEORGE  
Instructor in Real Estate (1969-1994)

MIRCH, EDWARD C.  
Instructor in Business (1976-1998)

MORGAN, ALEX  
Instructor in Computer Applications (1997-2009)

MORTENSEN, GWENNA  
Counselor (1965-1987)

MORRIS, L. RONALD  
M.S., Instructor in Biology (1968-1999)

MOUNTEER, K. GENE  
Instructor in English (1969-1994)

MOWATT, WILLIAM D  
Instructor in English (1969-1998)

MURPHY, DONN  
Instructor in Sociology (1968-2009)

NASH, CAROLYN  
Counselor (1981-2018)

NERENBERG, LILLIAN  
Instructor in Political Science (1965-1990)

NYQUIST, GENE  
Instructor in Kinesiology (1967-1989)

O’BRIEN, BETTY  
Instructor in Reading (1985-1994)

O’BRIEN, PAUL  
Instructor in Chemistry (1978-1998)

OGLE, DAVID  
Instructor in Art (1973-2009)

OLIVER, JENNIFER  
Program Manager, Center for Excellence (1998-2009)

ORTON, GEORGE  
Instructor in English (1970-1993)

OTT, BILL  
Counselor (1965-1997)

OVERSTREET, SUZANNE  
Instructor in English as a Second Language (1965-2013)

PARSONS, ALICE  
Instructor in Kinesiology (1966-1980)

PAVAN, CAROL  
Counselor (2001-2019)

PEARCE, FRANK  
Instructor in Biology (1981-1999)

PEASE, JACK G.  
Instructor in Mathematics (1964-1992)

PECK, R. “JIM”  
Learning Specialist (1975-2006)

PECKHAM, DONALD  
Instructor in Kinesiology (1969-1988)

PELTZ, STEPHEN K.  
Program Director, Distance Learning and Instructional Technology (1976-2008)

PERRY, WILLIAM J.  
Instructor in Business (1976-1993)

PETERS, EDWARD  
Instructor in Chemistry (1965-1987)

PIROFSKI, FLORENCE  
Instructor in Child Studies (1981-2010)

PLUTYNSKI, LINDA  
Instructor in English (1993-2003)

POLEY, GEORGE  
Instructor in Chemistry (1964-1978)

POMPOSO, TOM  
Instructor in Foreign Languages (1966-1993)

PROCHASKA, FRED  
Dean, Career Education and Workforce Development (1986-2011)

PROUDFOOT, BILL  
Librarian (1994-2010)

PRUCHA, ISABEL  
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PUGNO, DAVID  
Instructor in Computer and Information Systems (1975-2005)

RANKIN, JOHN  
Instructional Lab Faculty (1982-1992)

REASONS, DON  
Instructor in Geography (1964-1987)

REED, JUDY  
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RICKSECKER, EARL  
Counseling (1978-2000)

RINEHART, ANN  
Instructor in Art (1975-1988)

RIVERA, MICHAEL  
Counselor (1969-1987)

ROIZEN, MOISES  
Instructor in Art (1971-2002)

ROMER, NANCY  
EOP/CARE Director (1996-2005)

ROOT, JAMES F.  
Instructor in Kinesiology (1972-2002)

ROSE, RICHARD G.  

ROSSMANN, LYNN  
Counselor (1976-2006)

RUSSELL, ROBERT G.  
Instructor in Mathematics (1964-1993)

RYAN, DAVID  
Instructor in English as a Second Language (2004-2011)

SABIN, PETER S.  
Instructor in Architecture (1975-1993)

SAMUELS, JOE  
Vice President, Instruction (1986-2006)

SANDERS, PAUL D.  
Instructor in Communication Studies (1981-2013)

SARLO, JOHN  
Instructor in Kinesiology (1964-2005)

SCHOCK, KENNETH  
Instructor in Business (1965-2009)

SCHREIBSTEIN, LEN  
Coordinator, Disability & Educational Support Program (1992-2009)

SCHWENDINGER, DICK  
Instructor in Kinesiology (1964-1987)

SCOTT, MARVIN  
Instructor in Music and Humanities (1965-1977)

SEEFELDT, GUNTER  
Instructor in Foreign Languages (1969-1993)

SEQUIST, JACK  

SENTENEY, JACK C.  

SHELLECK, SYLVIA A.  
Counselor (1975-2006)

SHERWOOD, PATRICIA  
Instructor in Art (1978-1998)

SHUE, TERRY  
Instructor in Child Studies (1997-2019)
SIMPSON, CLAUDINE H.
Instructor in Kinesiology (1969-1996)

SKAIFE, LINDA
Instructor in Foreign Languages (2001-2006)

SMITH, DeBOYD
Instructor in Biological Science (1964-1978)

SMITH, ERNEST
Vice President, Student Services (2006-2009)

SMITH, JAMES E.
Instructor in Administration of Justice (1993-2014)

SMITH, JIM

SMITH, LESTER
Instructional Dean (1969-1985)

SMITH, ROSS
Counselor, Disability and Educational Support Program (2004-2018)

SMITH, SUSAN
Instructor in Reading (2000-2007)

SMITH, THOMAS A.
Instructor in Park Management (1964-1991)

SOHNS, FIONA I.
Instructor in English (1968-2003)

STALEY, HUGH
Counselor (1964-1976)

STEWART, WILLIAM E.
Instructor in English (1970-1996)

STILLWELL, DONALD F.

STONER, DONALD A.
Instructor in Biology (1964-1992)

STRANDGAARD, TORBEN
Instructor in Interior Design (1976-1988)

STUMP, VIRGINIA
Instructor in English (1964-1979)

SULLIVAN, A. FAY
Instructor in English (1967-1987)

SUTTER, ROBERT
Instructor in Kinesiology (1965-1983)

SWENSON, LARRY G.
Instructor in Psychology (1964-1998)

TANG, CLAYTON
Instructor in Business and Accounting (1964-1989)

TEMKIN, DOUGLAS
Instructor in English (1990-2011)

THELIN, PETER
Instructor in Economics (1970-2006)

THOMAS, LEWIS
Instructor in Journalism (1964-1979)

TREVES, CARMEN
Instructor in English (1990-2009)

TREBBE, EDWIN S.
Counselor (1955-1993)

TRULSSON, BERTON
Instructor in Speech (1967-1985)

TSUTSUMI, DIANE Y.
Instructor in Kinesiology (1976-2003)

TUSCHER, MELVIN F.
Instructor in Mathematics (1964-1993)

VAN HOOK, CATHLEEN
Instructor in Mathematics (1992-2009)

VARTY, DANIEL G.
Instructor in History (1970-2002)

VIRDEH, FRED
Instructor in Mathematics (1981-2002)

WALLACE, KAREN
Instructor in English (1985-2011)

WEBB, IAN A.
Instructor Computer Specialist, Lab Faculty Specialist (1968-1998).

WEISBERG, EVELYN
Instructor in Early Childhood Education (1968-1980)

WELBORN, HAROLD
Instructor in Administration of Justice (1967-1979)

WHEELER, SIV
Instructor in History (1967-2002)

WILCZAK, JAMES
Instructor in Mathematics (1984-2009)

WILSON, WOODROW
Instructor in Business (1964-1986)

WINTON, JANIN
Counselor/Instructor (1964-1991)

WHITNEY, WILLIAM E.
Instructor in Political Science (1966-2005)

WONG, WANDA

WORLEY, JOAN
Instructor in Kinesiology (1981-2014)

YUKAWA, PATRICIA A.
Counselor/Instructor (1989-2014)

ZIEGLER, DON
Dean of Admissions and Records (1964-1983)

Staff

ADAMS, JAMES, 2017
Senior Library Media Technician
B.A., English & Comparative Literature, San Jose State University

AIMONETTI, CATHY, 2002
Administrative Assistant, School of Continuing Education, Office of Instruction

ARCHER LAKHANI, ESTHER, 2010
Instructional Technician, Music
B.A. University of California, Berkeley; M.M. University of Michigan, Ann Arbor

BABAKAN, AZAR, 2001
Program Analyst, Student Services
B.S., Business, Purdue University; M.S., Statistics, Virginia Polytechnic Institute & State University

BADAL, SHAMIRAN, 2015
Program Assistant, Disability & Educational Support Program
B.A., Communicative Disorders and Sciences, San Jose State University

BAILEY, REBECCA, 2016
Instructional Technician, Biology
B.S., Chemistry and French, Wheaton College, IL; M.S., Agronomy, University of Wisconsin, Madison IL

BALANZA, JUVYLYN, 2018
Financial Aid Advisor

BARIFE, DOONU, 2017
Management Analyst, Office of Instruction
B.A., English, Santa Clara University

BERTOLUCCI, NICHOLAS, 2015
Athletic Operations Technician

BRECKENRIDGE, DONNA, 2013
Management Assistant, Administrative Services
A.A., Social Sciences, West Valley College; B.A., Public Relations, SJSU

CARREIRO, MICHELLE, 2004
Senior Library Media Technician
A.A., Library Technology Science, Foothill College

CARTER, GERALD, 1998
Performing Arts Program Technician
CASTANEDA, MELISSA, 2019
Instructional Technician, Biology

CERESA, MELISSA, 2001
Program Specialist, Veteran's Resource Center

CHEVALIER, JOLIE, 2015
Enrollment & Financial Services Advisor
B.A. Developmental Psychology, San Francisco State University; M.A. Forensic Psychology Argosy University.

CLOMAN, GARY, 1998
Information Technology Analyst

COLLINS, LACEY, 2018
Instructional Technician, Art

COLON, DANIEL, 2010
Maintenance Worker, Campus Center

CORONADO, ROSA, 2013
Program Specialist, EOPS

DaROZA, CINTHIA, 2015
Instructional Technician, Biology

DEGIVE, VERONICA, 2014
Financial Aid Systems Specialist
B.S. Social Science, Cal Poly San Luis Obisbo

DE LA CRUZ, JEFFERSON, 2018
Graphic Designer, Marketing
A.A., Computer Science, San Joaquin Delta College; B.S., Graphic Communications, Cal Poly State University; M.A., Leadership Education Administration, Santa Clara University

DIAL, MIQUEAS, 2015
Research Analyst, President's Office
M.S., in Computer Systems Management, University of Maryland; Ed.D., in Higher Education, University of Houston

DILLON, MEREDITH, 2004
Assistant Athletic Trainer
A.A., Sports Medicine and A.A., Liberal Arts, Santa Barbara City College; B.S., Physical Education, Cal Poly San Luis Obisbo; M.A., Kinesiology, San Jose State University

DIPETRO, ERICA, 2018
Enrollment & Financial Services Advisor

DOMINGUE, PERTILLA, 2018
Administrative Assistant, Academic Senate

EBRAHEMI, LILI, 2013
Financial Assistant, Student Activities

EPPLEY, TERRY, 2001
Program Specialist, Student Services
A.A., Math and A.S., Physics, West Valley College.

ESPINOSA, JUAN, 2017
Research Analyst, Career Programs & Workforce Development

FISK, JULIANN, 2015
Administrative Assistant, Counseling
B.A. (Hons), Business Studies, University of Brighton, UK; M.A., Play Therapy, Roehampton University, UK

FLANIGAN, RYAN, 2014
Program Specialist, Adult Education
A.A., Communication Studies, West Valley College; A.A., Liberal Arts, West Valley College

FLYNN, PAULA, 2010
Administrative Specialist, Language Arts

GAULT, MAX, 2008
Instructional Technology Analyst, Distance Education, Office of Instruction
A.A., Liberal Arts, West Valley College

GOLDMAN, ELLEN, 2013
Instructional Technician, Foreign Language/ESL

GUINNANE, STEPHEN, 2011
Instructional Technician, Chemistry

GUTIERREZ, GLORIA, 2015
Executive Assistant, WV President's Office

HEMBRY, JOHANNA, 2017
Administrative Assistant

HARRIS, MONA, 2013
Administrative Specialist, School of Continuing Education
A.A., Business West Valley College; B.S., Business Administration/Accounting, Cal Poly-SLO

HOOPES, JULIE, 2015
Administrative Assistant, Counseling

IZZI, SHALIEN, 2016
Program Specialist, Title III Program
B.A., Business Administration, St. Mary's College

JACKSON, CHRISTOPHER, 2016
Instructional Technology Technician, Disability & Educational Support Program

JOHNSON, KATHLEEN, 2018
Athletic Trainer

JOHNSON, MICHAEL, 1999
Instructional Technician, Art
B.S., Engineering Mathematics, Tulsa University; M.S., Applied Mathematics, North Carolina State University

JUAREZ, REBECCA, 2018
Program Assistant, EOPS

KAMIL, FATIMA, 2018
Career & Transfer Advisor

KARETS, ELENA, 2013
Student Records Advisor, Admissions & Records
A.A., Liberal Arts, West Valley College; A.A., Business, West Valley College

KELLY, LYNN, 2013
Administrative Specialist, Che School of Professional Studies
B.S. Electrical Engineering, California State University, Northridge CA; M.B.A. Master of Business Administration, Golden Gate University, San Francisco CA

KING, JASON, 2015
Duplicating Services Assistant

LA SALA, PATRICE, 2014
Program Assistant, Title IV-E

LAKEW, YALEMWORK, 2001
Administrative Assistant, Student Development

LANGWORTHY, TERESA, 1995
Administrative Specialist, Social Sciences

LOBATO, ANA, 2016
Enrollment & Financial Services Advisor
B.A., University of California, Santa Cruz

MACIEL, A., ELIZABETH, 1998
Supervisor, Financial Services
B.S., Business, University of Phoenix

MAGELES, GEORGE, 2002
Community Resource Coordinator, Student Health Services
B.A., Psychology, University of Southern Maine; M.A., Counseling Psychology, University of San Francisco

MARTIN, ALEKSANDRA, 2015
Administrative Specialist, Science & Math

MARTIN, KRISTIN, 2014
Financial Aid Advisor
B.A., Social Work, San Jose State University

McCONNELL, REBECCA, 1995
Administrative Specialist, Career & Workforce Development
Career Services, Grants and Contracts
B.A., Psychology, San Jose State University; M.A., Psychology, John F. Kennedy University; Marriage & Family Therapist - emphasis

McMAHON, LORETTA, 2001
Student Services Technician, Student Support Services

McPHEETERS, LORRIE, 2019
Instructional Technician – Costumes, Theater Department

McVEY, SONIA, 2013
Management Assistant, Office of Instruction
MENESES, JULIE, 2007
Enrollment & Financial Services Advisor
A.A., Liberal Arts Emphasis in Social and Behavioral Sciences, West Valley College

MEYERS, ROBERTA, 2015
Senior Child Development Specialist

MIRANDA, LYDIA, 2001
Program Assistant, Community Education

MORRISON, ROBERT, 2018
Instructional Technician, Art

NAVA, ELISA, 1998
Senior Child Development Specialist
A.A., Early Childhood Education.

NEGASH, ABRAHAM, 2018
Senior Library Media Technician

NEVAREZ, SONIA, 2017
Financial Aid Advisor

NGUYEN, DONNA, 2011
Management Analyst
B.A., Marketing, Santa Clara University

NIEMANN, DANIEL, 2013
Senior Information Technology Analyst

NOORMANESH, BEHIN, 2008
Financial Aid Advisor
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OCHOA, ELIZABETH 2005
Financial Aid Systems Specialist

OKAMOTO, KAREN, 2017
Administrative Assistant, Office of Instruction

PEREZ-NELSON, ROSE, 2017
Administrative Specialist, Cilker School of Art & Design

PHAM, LIEN, 1998
Supervisor, Financial Aid Services
A.S., Biological Science, West Valley College, Saratoga

POLLOCK, LESLIE, 2015
Financial Analyst, Administrative Services
B.S., Business Management, San Jose State University

PORTILLO, LUIS, 2016
Management Analyst, Office of Instruction
M.S., Industrial and Organizational Psychology, San Jose State University

REHFELD, KIRA, 2016
Graphic Designer

RODRIGUEZ, SALVADOR, 2015
Custodian, Campus Center

SABOURI, VIDA, 2012
Senior Library Media Technician

SCALETTA, MICHAEL, 1994
Program Specialist, Disability & Educational Support Program
B.A., Interdisciplinary Studies

SIAS, ANGELA, 2007
Management Assistant, Student Services

SMITH, KENNETH, 2017
Instructional Technician, Physics & Engineering

SMITH, TRACY, 2017
Instructional Technician, Costumes

SOUTHWORTH, TANYA, 2015
Administrative Specialist, Disability & Educational Support Program
B.S., Organizational Behavior and Leadership, University of San Francisco

SPECHT, DARLENE, 2010
Office Coordinator, Student Health Services

SPILMAN, LAURA, 2018
Senior Child Development Specialist

SPINK, PATRICK, 2017
Administrative Specialist Health & Human Development/Athletics
B.S., Justice Studies, San Jose State University; M.P.A., Public Affairs Management, Notre Dame de Namur University

SWALEN, MARY, 1994
Instructional Technician, Court Reporting

TONG, SUSIE, 2008
Administrative Specialist, TRIO Program

TRAN, THUY, 2001
Administrative Assistant, Library & Instruction

TRINH, TU-LAN, 1997
Senior Student Records Advisor
A.A., Business, West Valley College

UNDERWOOD, SANDY (STAR), 2013
Program Specialist, Community Education

VAUGHN, MEGHAN, 2006
Program Analyst, Health Services Mental Health Initiative

VELEZ, ELIZABETH, 2005
Enrollment & Financial Services Advisor

VINSON, CHER, 2016
Financial Analyst, Administrative Services

WANG, JENNIFER, 2018
Senior Child Development Specialist

WASHINGTON, ANDREA, 2019
Administrative Assistant, Student Equity & Success

WEST, DIANA, 2005
Office Assistant

YEE, ALFRED, 2008
Instructional Technology Technician
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