# Table of Contents

Academic Programs  26  
Admissions Process  6  
Advisory Boards  48  
Advanced Placement Program  8  
Associate & Certificate Programs  25  
Associate Degree  28  
Calendar  5  
California State University (CSU)  35  
Career Programs  48  
Certificates  25  
Challenges  51  
Complaints  3-4  
Conduct Code  313  
Counseling  19  
Course Repetitions  52  
Descriptions Of Courses  58  
Faculty  321  
Fees & Charges  15  
Financial Assistance  17  
Graduation Requirements for the Associate Degree  28  
Guided Self-Placement  7  
Index  332  
Intersegmental General Education Transfer Curriculum (IGETC)  40  
Pre- and Corequisites  51  
Pre-Collegiate Courses  53  
Rights and Responsibilities  311  
Staff  330  
Student Services and Learning Resources  313  
Telephone Numbers  336  
Transfer  46  
Transfer Degrees  25  
Transfer Model Curriculum  59-81  
University of California (UC)  46  
West Valley College—General Information  2  
West Valley-Mission CCD—General Information  3  

**PHOTOGRAPHS:** West Valley College, a non-profit educational institution, reserves the right to use photography, video, and audio recordings of students and visitors, aged 18 and older, taken or recorded on our property or at college-sponsored events for marketing and promotional purposes. Requests and permission to use specific photographs should be made in writing to the attention of: Graphics/Marketing Dept., West Valley College, 14000 Fruitvale Avenue, Saratoga, CA 95070-5698  

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/.
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
RANDI KINMAN
President
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Vice President
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JACK LUCAS
BOB OWENS
KARL WATANABE

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

Greetings from West Valley College. We are very excited that you will be continuing your studies with us, or that you’ve chosen to start along your path to higher education at West Valley. Many of you are current students at the college who had to make a sudden transition to online teaching and learning. Your strength and determination in completing your courses are to be celebrated and recognized. Well done. You may be a student studying at a four-year university or a recent graduate who had been planning on attending a university you’ve worked so hard to gain admission to. If you have made a decision to alter your plans and join us this year instead, we want you to know we consider the quality of education provided at West Valley to be equal to the most competitive colleges and universities in the country. We are confident you will be happy with your choice. Our university caliber faculty are here because they love to teach, and our dedicated support staff will help you every step of the way. In addition, research studies show that students who start at or attend a community college have a higher success and completion rate at their four-year university. Added bonus: by completing your lower-division courses with us and transferring or returning to a four-year university, you will save tens of thousands of dollars, thus diminishing your lifetime student debt. A wise decision on your part. Most fall classes will be taught online, depending on the continued shelter in place guidelines administered from local, state, and federal health agencies. But if restrictions are lifted or modified, and we transition to face-to-face learning, the health and safety of our students, faculty, and staff will be our priority. During this unprecedented time in history, I have been committed to making sure the college is providing our students with the highest quality instruction, taught by our talented faculty and bolstered by our outstanding student support staff, in an online format that is accessible and convenient for all students. Faculty have been provided comprehensive training in effective online instruction and students have access to live chat or video conference support services from offices like counseling, health services, financial aid, admissions, and more. Our Office of Student Needs has provided thousands of bags of groceries, box lunches, and local restaurant gift cards, as well as laptop checkout and free wireless access, so no student is left behind in this challenging environment. I hope to meet you during one of our online student forums we will hold throughout the semester or, hopefully, after the restrictions have lifted, somewhere on campus. Take care and stay well.

Sincerely,

[Signature]

President, West Valley College
**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 2021-2026 Educational Master Plan Goals**

**Goal 1: Partnerships**
Intentionally build and strengthen existing partnerships internally, as well as with Mission College, other educational partners, business and industry, and community groups.

**Goal 2: Integrated Planning and Institutional Effectiveness**
Drive college strategic decision-making through integrated planning, anchored in student needs, to maximize institutional effectiveness.

**Goal 3: Capacity Building**
Build human resource capacity across WVC through dialogue, training, and development for the College to reach its full potential.

**Goal 4: Program and Enrollment Management**
Adopt a strategic approach to program and enrollment management that is equitable, sustainable, timely, agile, and responsive to changes in business and industry, and to changes in community, societal, and student educational needs.

**Goal 5: Institutional Alignment and Operational Excellence**
Align college plans, structures, systems and processes with WVC mission, vision, and new Educational Master Plan, streamlining and improving efficiency for operational excellence.

**Goal 6: Equity, Anti-racism and Inclusion**
The college will demonstrate anti-racism and inclusion in everything it does, thereby fostering a culture free from psychological harm due to implicit or explicit racist actions and/or policies.

**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 standard written English or the target language.
B. Articulate well-organized thoughts, ideas, and opinions in coherent form demonstrating oral proficiency.

**IV. Technological Competency**
The student will be able to:
A. Identify, use or describe contemporary technologies specific to academic and/or workplace settings.

**V. Personal Responsibility**
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 workplace settings.

**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.
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-Allendale 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 1968, 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 Bayside 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.

Office of College Advancement / WVMCCD Foundation
The West Valley-Mission Community College District Office of Advancement builds relationships and fosters community support to advance the mission and strategic vision of both West Valley and Mission Colleges. Our advancement team works with donors and external partners to secure charitable contributions in support of district and college funding priorities. All charitable contributions are received by the West Valley-Mission Community College Foundation, which provides support ranging from program supplies to internships to scholarships.

The West Valley-Mission Community College District Foundation makes a critical difference in the academic lives of thousands of students every year – and enables both West Valley and Mission College to deliver on their core value of open access to everyone.

The Foundation is governed by a volunteer board of directors and managed by the WVMCCD Office of Advancement.

Melissa Johns, Executive Director, Advancement
Nicole Aguinaldo, Assistant, Office of Advancement
Joanne Cao, Fiancial Analyst, Office of Advancement
Office: (408) 741 – 2164
Email: foundation@wvm.edu
Website: https://wvm.edu/services/wvmfoundation/Pages/default.aspx

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
DISCRIMINATION & SEXUAL HARASSMENT
VOCATIONAL EDUCATION NON-DISCRIMINATORY POLICY

Vocational Education Programs are offered at West Valley College with-out 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 Educ-a-tional 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 pro-grams, it is recom-mended that students take assessment and see a counselor for adequate class selection.

In accordance with approved District Policy and Procedure, the follow-ing 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
14,000 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
14,000 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 muestren 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 Educativo 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, agraviros y preguntas a cerca de:

Acoso sexual, Título IX, e Igualdad de los sexos.
The Associate Vice Chancellor
West Valley College, Personnel Office
14,000 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) dirijase a:
Disability and Educational Support Program
West Valley College
14,000 Fruitvale Avenue
Saratoga, CA 95070-9698
(408) 741-2010

WEST VALLEY COLLEGE NON-DISCRIMINATION STATEMENT ENGLISH | ESPAÑOL | VIET

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.

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 mental, embarazo, estado militar incluyendo tanto aquellos en servicio como a los veteranos, o porque a él/ella se le perciban uno 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.

Drug Free Environment and Smoking Policy

It is the policy of the West Valley-Mission Community College District to main-tain a campus free of the possession, manufacture, use, or distribution of con-trolled substances as listed in the federal Drug-Free Schools and Communities Act (DFSCA). It is the policy of the West Valley-Mission Community College District to promote a safe and healthy campus environment by reducing the health risks associated with smoking. To meet this obligation, smoking, the use of smokeless tobacco and the use of e-cigarette devices are prohibited in all areas of the Mission and West Valley campuses except in parking lot areas that are at least twenty-five (25) feet away from buildings and pathways. Additional information can be found in the District’s Administrative Procedures 3550 and 3570.

Drug Free Environment and Drug Prevention Program

The District shall be free from all drugs and shall prohibit the unlawful use, pos-session, 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 1988 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 campus programs or outside agencies for support, information, and/or enrollment in a drug recovery program.
## College Calendar

### 2021 Summer Session

**June 7 - August 26**

Check the web for schedule mid-March for the dates for the following:
- Web registration for continuing and new students
- June 7, June 14, June 21
  - 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 3-4
  - Fourth of July Holiday

**2021 Fall Session**

<table>
<thead>
<tr>
<th>Period</th>
<th>Dates</th>
<th>Events/Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 30 - December 18</td>
<td></td>
<td></td>
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<tr>
<td>April 20</td>
<td>Web Registration begins</td>
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<tr>
<td>August 19 - 20</td>
<td>Convocation (required of all new students)</td>
<td></td>
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<tr>
<td>August 30</td>
<td>First day of classes</td>
<td></td>
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<tr>
<td>September 12</td>
<td>Last day to add a semester-length class</td>
<td></td>
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<tr>
<td>September 12</td>
<td>Last day to drop a semester-length course without a “W” and receive a refund</td>
<td></td>
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<tr>
<td>September 12</td>
<td>Last day to ADD short term classes: 10% of total days</td>
<td></td>
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<tr>
<td>September 12</td>
<td>Last day to DROP short term classes: 10% of total days</td>
<td></td>
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<tr>
<td>September 16</td>
<td>Deadline to Petition for AA-T/AS-T Degrees for Spring 2021 Transfer</td>
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<tr>
<td>September 16</td>
<td>Deadline to Petition for Fall graduation</td>
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<tr>
<td>November 18</td>
<td>Last day to DROP a semester-length class with a “W”</td>
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<tr>
<td>November 18</td>
<td>Last day to DROP a short term class with a “W”: 75% of total days</td>
<td></td>
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<tr>
<td>Dec. 13 - Dec. 18</td>
<td>Final Exams</td>
<td></td>
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<tr>
<td><strong>Campus Closed</strong></td>
<td>Non Instructional Days</td>
<td></td>
</tr>
<tr>
<td>August 27</td>
<td>All College Day</td>
<td></td>
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<tr>
<td>September 4 - 6</td>
<td>Legal holiday, Labor Day</td>
<td></td>
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<tr>
<td>November 12</td>
<td>Legal holiday, Veterans Day</td>
<td></td>
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<tr>
<td>November 25 - 28</td>
<td>Thanksgiving Holiday</td>
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</tbody>
</table>

### 2022 Winter Session

**January 4 - January 27**

Check the web for schedule in October for the dates for the following:
- Web registration for continuing and new students
- January 4
  - 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
- January 17
  - Martin Luther King Jr. Holiday

### 2022 Spring Session

<table>
<thead>
<tr>
<th>Period</th>
<th>Dates</th>
<th>Events/Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 31 - May 27</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Check the web for schedule mid-November for the dates for the following:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Web registration for continuing and new students</td>
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<tr>
<td>January 31</td>
<td>First day of classes</td>
<td></td>
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<tr>
<td>February 13</td>
<td>Last day to add a semester-length class</td>
<td></td>
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<tr>
<td>February 13</td>
<td>Last day to drop a semester-length class without a “W” and with a refund</td>
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<tr>
<td>February 13</td>
<td>Last day to ADD short term classes: 10% of total days</td>
<td></td>
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<tr>
<td>February 13</td>
<td>Last day to DROP short term classes: 10% of total days</td>
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<tr>
<td>May 2</td>
<td>Last day to drop a semester length class with a “W”</td>
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<tr>
<td>May 2</td>
<td>Last day to DROP a short term class with a “W”: 75% of total days</td>
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<tr>
<td>May 21 - 27</td>
<td>Final Exams</td>
<td></td>
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<tr>
<td>May</td>
<td>Commencement</td>
<td></td>
</tr>
<tr>
<td><strong>Campus Closed</strong></td>
<td>Non Instructional Days</td>
<td></td>
</tr>
<tr>
<td>February 18 - 21</td>
<td>Legal holiday, Presidents’ Day</td>
<td></td>
</tr>
<tr>
<td>March 28 - April 2</td>
<td>Spring Break</td>
<td></td>
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<tr>
<td>March 31</td>
<td>Legal holiday, Cesar Chavez Day</td>
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</tr>
<tr>
<td>May 28 - 31</td>
<td>Legal holiday, Memorial Day</td>
<td></td>
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</tbody>
</table>

### 2022 Summer Session

**June 7 - August 26**

Check the web for schedule mid-March for the dates for the following:
- Web registration for continuing and new students
- June 7, June 14, June 21
  - 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 3-4
  - Fourth of July Holiday
Admissions Process and Student Procedures

Admissions Department
Location: Student Services Center
Phone: (408) 741-2001
Regular Hours: Please visit the West Valley College website for current hours of service.
https://www.westvalley.edu/services/online/admissions.html

Admission Eligibility
The District has an open access policy. Students who are 18 years of age or older or those with a high school diploma, GED or High School Proficiency can complete an application to the colleges. Students can complete a paper or an on-line Application using CCCApply which is linked to each college’s website. Admission to West Valley College or Mission College is under the administration of the Admissions and Records Offices. The Director of Admissions makes final admission determinations. If the Admissions and Records Offices have reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education, an official high school transcript will be requested for confirmation of validity.

Admission of all students includes determination of residency in the State of California. Specific and current admission procedures are published in the most recent versions of the college schedule of classes, catalog, and website. Persons eligible for admission may be high school graduates or equivalent; anyone 18 years of age or older, including those who have not graduated from high school; and transfer, out-of-state, or foreign students.

High school students who have completed the 9th grade are allowed to enroll in college level courses. High school students may participate in either the Concurrent Enrollment Program (CE) or the Dual Enrollment Program (DE). The college level courses are a part of their permanent college record and with permission from a high school administrator can also be used for high school credit.

International Students
West Valley College welcomes international students with a comprehensive curriculum that includes:

- University transfer courses
- Associate degrees and Associate Degree for Transfer
- Occupational training programs
- Personal or skill development opportunities

Obtain an International Student Application from West Valley College by:
- Online: Application Forms
- Phone: (408) 741-2001
- Email: askwvc@westvalley.edu
- Mail: West Valley College, Attention: International Student Counselor/DSO 14000 Fruitvale Avenue, Saratoga, CA 95070-5698

Transfer Students
Students who have attended a college other than West Valley College are welcome to apply.

1. Complete an application to the college.
2. Complete a transcript evaluation form. Credits earned at an accredited college/university are eligible for transfer credit.
3. Students must have completed a minimum of 12 units at the college before an evaluation will be completed.
4. Submit official transcripts for external coursework and/or official AP reports to your transcript evaluation form.
5. Once evaluation is completed, the student will receive an email notification.
6. Schedule an appointment with a West Valley College counselor to review the evaluation.
7. The evaluated units become part of the student’s permanent record at the college and cannot be removed.
8. Major equivalencies must be approved by the department chair and are part of a separate evaluation.

Continuing Education Students
The School of Continuing Education offers noncredit courses and programs that are open to all in-state students who are 18 years of age at no cost. Classes and programs offer skills development and training in the following areas:

- Adapted Physical Education
- Adult Education
- Basic Skills
- Career Education (Vocational)
- Job Training
- Immigrant Education

For more information on course offerings and how to apply, please visit the School of Continuing Education website: https://www.westvalley.edu/schools/continuing-education/

High School Students
High school students who have completed the 9th grade are allowed to enroll in college level courses and are referred to as Concurrently Enrolled students. The college level courses are a part of their permanent college record and can also be used for high school credit as well as college credit.

The Concurrent Enrollment Program has specific dates to submit completed application packets to the college. Concurrent Enrollment students are given a registration date and time once the Application is reviewed for completeness. Concurrent Enrollment students are allowed to register using the student portal. To be considered for admittance as a special part-time student below:

Procedure for Concurrent Enrollment for High School Students
1. Complete an online application. Returning concurrent enrollment students must reapply every term. https://www.westvalley.edu/admissions/apply.html
2. Complete the Concurrent Enrollment Request Form and Health Services Form: https://www.westvalley.edu/high-school-students/concurrent-enrollment.html
3. Prerequisites: If your class requires a prerequisite, submit a copy of your high school transcript or AP scores and/or college transcript to WV.Assessment@wvm.edu. Be sure to include your West Valley ID number and information on the courses you want to take.
4. Prior to registration, all students must complete the Guided Self-Placement and the West Valley Welcome, pre-orientation: https://www.westvalley.edu/admissions/assessment/
5. Courses numbered 900 above (basic skills) and kinesiology courses are NOT available to concurrent enrollment students.
6. Enrollment is limited to 8 units within the district per term.

Dual Enrollment for High School Students
Website: www.westvalley.edu/high-school-students/dual-enrollment/

The Dual Enrollment Program provides high school students an opportunity to enroll in West Valley College courses, tuition free, and receive credit on both their high school and college transcripts. This program only applies to high school students whose districts have a College and Career Access Pathways (CCAPP) agreement with the West Valley College. The Dual Enrollment Program is intended to support students who may not already be college bound or who are underrepresented in higher education. The goal of the program is to develop seamless pathways to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve college and career readiness and achieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.

College Advantage Program for High School Students
Website: https://www.westvalley.edu/high-school-students/college-advantage.html

The College Advantage Program is open to seniors at Campbell Union High School District and the Los Gatos-Saratoga Union High School District. The program will place them on the West Valley College campus for all classes during their senior year, obtaining an early start on transferable college credits. Students may take up to 11 units per regular semester and may enroll in up to two classes in the winter and summer sessions.

Middle College Program for High School Students
Website: https://www.westvalley.edu/high-school-students/middle-college.html

The Middle College Program offers a special opportunity to juniors and seniors from Campbell Union High School District and Los Gatos-Saratoga Union High School District to pursue an academic experience housed entirely at West Valley College. This program is suited for students who are seeking a more challenging academic program and who have the social and academic skills to successfully participate in college level classes. The program is housed entirely on the West Valley College campus, so students are no longer actively involved on their campuses of origin. They do, however, receive a diploma from their “home” high school, and they are allowed to participate in that school’s graduation ceremonies.
Procedures for Assessment, Placement, and Orientation

Guided Self-Placement for English and Math
Website: https://www.westvalley.edu/admissions/assessment/
All students are required to complete the guided self-placement, pre-orientation, 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
3. Navigate the Guided Self-Placement tool.
4. Take a picture or print your results to present at orientation or initial counseling appointment.

Procedures for Auditing Courses

The Colleges of the District allow auditing of courses except for courses in programs that require special presentation and/or program admissions on a limited basis. Each college department will determine which courses may be audited. Priority in class enrollment shall be given to students enrolled in the course for credit toward a degree or certificate. An auditing student is a class observer who attends the class without the requirement of taking tests or completing assignments. The auditing student must submit a college application (if not already enrolled at the college for the given term).

To audit a course, students:
1. Attend the first-class meeting and request permission to audit the course from the instructor. Students must receive approval from the specific instructor by the last day to add the course each term.
2. Obtain and complete an Audit Form from Admissions and Records Office.
3. Bring the Audit Form to the Admissions Office by the third week of the term with a payment of $15/unit fee. Students enrolled in classes to receive credit for ten or more semester units shall not be charged a fee to audit three or fewer units per semester.

High school and F-1/I-20 students are not allowed to audit a course. No student auditing a course shall be permitted to change his or her enrollment to receive credit for the course. An auditing fee as established by California Education Code is payable at the time of enrollment as an auditor, except for students enrolled in ten or more semester units auditing a course with three or fewer semester units.

ESL (English as a Second Language) Orientation and Placement Test
Website: westvalley.edu/admissions/assessment/
ESL Orientation: The ESL Orientation will take the place the day before each placement test and will have the same start time. Beginning Fall 2021, the ESL orientation is mandatory for all new entering ESL students. To request an orientation and placement test appointment, students need to email their contact information and student ID number to the ESL department. During the orientation, students will learn about the ESL program, how to take the placement test, and how to use technology for taking classes.

Placement Test: The ESL placement test will take place the day after the orientation and will be proctored using Zoom.

Orientation
Website: https://www.westvalley.edu/admissions/orientation.html
West Valley Welcome: This is a one-time pre-orientation requirement for all students. It is a virtual experience that will guide you through registration and financial aid steps and introduce you to a wide variety of campus resources so that you can have the best possible start to your academic experience. Beginning April 2021 all new students are required to complete the West Valley Welcome pre-orientation prior to registering for classes.

College Orientation: This is a requirement for priority registration. In order to be eligible for a priority registration date, students must also complete Guided Self-Placement and have an educational plan on file. The following orientation courses offer in depth information about the college and transfer opportunities, career planning and academic success strategies, meet the requirements for priority registration, and offer education planning resources:
- COUN A: College Orientation (1/2 unit)
- COUN 2: Academic and Personal Planning (1 unit)
- COUN 5: College Success (3 units)
- COUN 12: Careers and Lifestyles (3 units)
- LRSV 1: Learning Strategies for College and Careers (3 units)

Procedures for Obtaining Credit for Prior Learning

Credit for prior learning may be earned for eligible courses approved by the college for students who satisfactorily pass an authorized assessment. Authorized assessments may include the evaluation of approved external standardized examinations, military service/training, the evaluation of industry recognized credentials, student-created portfolios, and credit by examination.

Details may be found on the college website and administrative procedure 4235. Students may demonstrate proficiency in a course eligible for Credit for Prior Learning and receive college credit through the approved alternative methods for awarding credit listed below:
- Achievement of a satisfactory score on an Advanced Placement (AP) examination
- Achievement of a satisfactory score on the College Level Examination Program (CLEP)
- Achievement of a satisfactory score on a high-level International Baccalaureate (IB) examination
- Evaluation of military service Joint Service Transcripts (JST)
- Evaluation of industry recognized credential documentation
- Evaluation of student-created portfolios
- Satisfactory completion of an institutional examination, known as Credit by Examination

Determination of Eligibility for Credit for Prior Learning
- The student must be in good standing at the college
- The student must have previously earned credit or noncredit* from the District or be currently registered in the District
- Current students must have an education plan on file
- The course is listed in the current College Catalog
- The student is not currently enrolled in the course to be challenged

Credit by Examination: The student is registered in the District and not currently enrolled in nor received credit for a more advanced course in the same subject

*Noncredit students who are submitting a transcript evaluation request must be registered for credit level coursework or have an approved education plan on file for a credit level major.

- All students must file an application with the Admissions and 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.

External Exams
The following tables provide information on the external exams including:
- Advanced Placement (AP) Examination Program
- College Level Examination Program (CLEP)
- International Baccalaureate (IB) Examination Program

Students intending to transfer to a four-year institution should consult a counselor or the individual college/university regarding its AP, CLEP, and/or IB credit policy for major course work.

Guided Self-Placement for English and Math
Website: https://www.westvalley.edu/admissions/assessment/
All students are required to complete the guided self-placement, pre-orientation, 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
3. Navigate the Guided Self-Placement tool.
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) 741-2658.

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
3. Navigate the Guided Self-Placement tool.
4. Take a picture or print your results to present at orientation or initial counseling appointment.

Procedures for Auditing Courses

The Colleges of the District allow auditing of courses except for courses in programs that require special presentation and/or program admissions on a limited basis. Each college department will determine which courses may be audited. Priority in class enrollment shall be given to students enrolled in the course for credit toward a degree or certificate. An auditing student is a class observer who attends the class without the requirement of taking tests or completing assignments. The auditing student must submit a college application (if not already enrolled at the college for the given term).

To audit a course, students:
1. Attend the first-class meeting and request permission to audit the course from the instructor. Students must receive approval from the specific instructor by the last day to add the course each term.
2. Obtain and complete an Audit Form from Admissions and Records Office.
3. Bring the Audit Form to the Admissions Office by the third week of the term with a payment of $15/unit fee. Students enrolled in classes to receive credit for ten or more semester units shall not be charged a fee to audit three or fewer units per semester.

High school and F-1/I-20 students are not allowed to audit a course. No student auditing a course shall be permitted to change his or her enrollment to receive credit for the course. An auditing fee as established by California Education Code is payable at the time of enrollment as an auditor, except for students enrolled in ten or more semester units auditing a course with three or fewer semester units.
**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-Breath requirements. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breath area.

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

**Language Other Than English (LOTE):** Foreign Language AP Exams can be used to meet this specific area requirement (Area 6A) for IGETC certification.

**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</td>
<td>6 semester units</td>
<td>Area C1 or C2</td>
<td>6 semester units</td>
<td>Area 3A or 3B</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Biology</td>
<td>Bio 10 (4 units)</td>
<td>Natural Sciences</td>
<td>6 semester units</td>
<td>Area B2 and B3</td>
<td>6 semester units</td>
<td>Area 5B and 5C</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>Math 3A (5 units)</td>
<td>Language and Rationality</td>
<td>3 semester units</td>
<td>Area B4</td>
<td>3 semester units*</td>
<td>Area 2A</td>
<td>2.6 semester units**</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>Math 3A (score of 3) 5 units Math 3A+3B (score of 4 or 5) 10 units</td>
<td>Language and Rationality</td>
<td>6 semester units</td>
<td>Area B4</td>
<td>3 semester units*</td>
<td>Area 2A</td>
<td>5.3 semester units**</td>
</tr>
<tr>
<td>Calculus BC/AB Subscore</td>
<td>Math 3A (score of 3) 5 units Math 3A+3B (score of 4 or 5) 10 units</td>
<td>Language and Rationality</td>
<td>3 semester units</td>
<td>Area B4</td>
<td>3 semester units*</td>
<td>Area 2A</td>
<td>5.3 semester units**</td>
</tr>
</tbody>
</table>

**AP CALCULUS EXAM LIMITATIONS:**

^Maximum of one exam, per subject, can be used for credit

*Only one exam may be used toward transfer

**Maximum credit 5.3 semester units for both

<table>
<thead>
<tr>
<th>EXAM</th>
<th>Units Earned</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>Chemistry</td>
<td>Areas B1 and B3 (if taken prior to Fall 2009) 6 semester units</td>
<td>Area 5A (with lab)</td>
<td>4 semester units</td>
<td>Area 3B and 6A 3 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Areas B1 and B3 6 semester units</td>
<td>Area 5A (with lab)</td>
<td>4 semester units</td>
<td>Area 3B and 6A 3 semester units</td>
<td>5.3 semester units</td>
</tr>
<tr>
<td>Chinese Language &amp; Culture</td>
<td>Humanities 3 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>Comparative Government &amp; Politics</td>
<td>Area D series 1 – Social Science 3 units</td>
<td>Area D 3 semester units</td>
<td>3 semester units</td>
<td>Area 4H 3 semester units</td>
<td>2.6 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>2 semester units***</td>
</tr>
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<td></td>
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<td></td>
<td>5.3 semester units****</td>
</tr>
<tr>
<td>EXAM</td>
<td>WVC AA/AS GE Subject Credit</td>
<td>WVC GE</td>
<td>WVC Units Earned toward AA</td>
<td>CSU GE</td>
<td>CSU - Units Earned toward Transfer</td>
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</tr>
<tr>
<td>Computer Science Principles (AB)</td>
<td>CIS 4B/4B.1 (4 units)</td>
<td>N/A</td>
<td>6 semester units^</td>
<td>Area B4 (starting Spring 2020) 3 semester units</td>
<td>6 semester units**</td>
</tr>
<tr>
<td><strong>AP CS EXAM LIMITATIONS:</strong></td>
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<tr>
<td>^ Maximum of one exam, per subject, can be used for credit</td>
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<tr>
<td><strong>Maximum one exam toward transfer</strong></td>
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<tr>
<td>Economics - Macroeconomics</td>
<td>Econ 1A (3 units)</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>3 semester units</td>
<td>Area D 3 semester units</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Economics - Microeconomics</td>
<td>Econ 1B (3 units)</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>3 semester units</td>
<td>Area D 3 semester units</td>
<td>3 semester units</td>
</tr>
<tr>
<td>English Language &amp; Composition</td>
<td>Engl 1A (3 units)</td>
<td>Language and Rationality 3 semester units</td>
<td>6 semester units</td>
<td>Area A2 3 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td>English Language &amp; Composition</td>
<td>Engl 1A+ 3 units toward Area C of WVC GE</td>
<td>Language and Rationality or Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area A2 and C2 6 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td><strong>AP ENGLISH EXAM LIMITATIONS:</strong></td>
<td></td>
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<tr>
<td>*5.3 semester units maximum for both exams</td>
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<tr>
<td>Environmental Science</td>
<td>Area B – Natural Science 3 units</td>
<td>Natural Science 4 semester units</td>
<td>4 semester units</td>
<td>Area 81 and 83 4 semester units</td>
<td>4 semester units</td>
</tr>
<tr>
<td>French Language</td>
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<tr>
<td>French Language &amp; Culture</td>
<td>French 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>
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<tr>
<td>French Literature</td>
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<tr>
<td>German Language</td>
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<tr>
<td>German Language &amp; Culture</td>
<td>Germ 2A 5 units</td>
<td></td>
<td>6 semester units</td>
<td>Area C2 3 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td>Human Geography</td>
<td>Area D series 1 – Social Science 3 units</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>3 semester units</td>
<td>Area D 3 semester units</td>
<td>3 semester units</td>
</tr>
<tr>
<td>European History</td>
<td>Area D series 1 – Social Science 3 units</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 or D6 3 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td>Italian Language &amp; Culture</td>
<td>Area C – Humanities 3 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>
</tr>
<tr>
<td>Japanese Language &amp; Culture</td>
<td>Area C – Humanities 3 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>
</tr>
<tr>
<td>EXAM</td>
<td>WVC AA/AS GE Subject Credit</td>
<td>WVC GE</td>
<td>WVC Units Earned toward AA</td>
<td>CSUGE</td>
<td>CSU - Units Earned toward Transfer</td>
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<tr>
<td>Latin Literature</td>
<td></td>
<td></td>
<td></td>
<td>Area C2 (if taken prior to Fall 2009) 3 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td>Latin</td>
<td>Area C – Humanities 3 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>
</tr>
<tr>
<td>Latin: Vergil</td>
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<td>Area C2 (if taken prior to Fall 2012) 3 semester units</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Music Theory</td>
<td>Area C – Humanities 3 units</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C1 (if taken prior to Fall 2009) 3 semester units</td>
<td>6 semester units</td>
</tr>
<tr>
<td>Physics 1 (Phy B replaced by Phy 1 &amp; 2 (14-15))</td>
<td>Department approval required</td>
<td>Natural Sciences 4 semester units</td>
<td>4 semester units</td>
<td>B1 and B3 4 semester units</td>
<td>4 semester units</td>
</tr>
<tr>
<td>Physics 2 (Phy B replaced by Phy 1 &amp; 2 (14-15))</td>
<td>Department approval required</td>
<td>Natural Sciences 4 semester units</td>
<td>4 semester units</td>
<td>B1 and B3 4 semester units</td>
<td>4 semester units</td>
</tr>
<tr>
<td>Physics B</td>
<td>Phys 2A 5 units</td>
<td>Natural Sciences 4 semester units</td>
<td>6 semester units*</td>
<td>B1 and B3 4 semester units*</td>
<td>6 semester units*</td>
</tr>
<tr>
<td>Physics C – Electricity/Magnetism</td>
<td>Phys 4A+4B 10 units</td>
<td>Natural Sciences 4 semester units</td>
<td>4 semester units*</td>
<td>Area B1 and B3 4 semester units*</td>
<td>4 semester units*</td>
</tr>
<tr>
<td>Physics C - Mechanics</td>
<td>Phys 4A+4B 10 units</td>
<td>Natural Sciences 4 semester units</td>
<td>4 semester units*</td>
<td>Area B1 and B3 4 semester units*</td>
<td>4 semester units*</td>
</tr>
<tr>
<td>AP PHYSICS EXAM LIMITATIONS:</td>
<td></td>
<td></td>
<td></td>
<td>^ Maximum of one exam, per subject, can be used for credit</td>
<td>*Maximum 4 semester units toward GE and 6 semester units toward transfer</td>
</tr>
<tr>
<td>Psychology</td>
<td>Psych 1 3 units</td>
<td>Social/Behavioral Sciences 3 semester units</td>
<td>3 semester units</td>
<td>Area D 3 semester units</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Seminar</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>Span 2A 5 units</td>
<td>Humanities 3 semester units</td>
<td>6 semester units</td>
<td>Area C2 (if taken prior to Fall 2014) 6 semester units</td>
<td>6 semester units</td>
</tr>
<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>
</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>
</tr>
<tr>
<td>Studio Art – 2D Design</td>
<td>Department approval required</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Studio Art – 3D Design</td>
<td>Department approval required</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td>3 semester units</td>
</tr>
<tr>
<td>Studio Art - Drawing</td>
<td>Department approval required</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td>3 semester units</td>
</tr>
<tr>
<td>AP STUDIO ART EXAM LIMITATIONS:</td>
<td></td>
<td></td>
<td></td>
<td>*Maximum 4 semester units toward GE and 6 semester units toward transfer</td>
<td>**Maximum 5.3 semester units for all three AP exams.</td>
</tr>
<tr>
<td>EXAM</td>
<td>WVCAA/AS GE Subject Credit</td>
<td>WVC GE</td>
<td>WVC Units Earned toward AA</td>
<td>CSU GE</td>
<td>CSU - Units Earned toward Transfer</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----------------------------</td>
<td>-----------------------------</td>
<td>----------------------------</td>
<td>--------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>U.S. Government and Politics</td>
<td>Polit 1</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>
</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>
</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>
</tr>
</tbody>
</table>

Updated 5/12/21
**College Level Examination Program (CLEP)**

The College Level Examination Program (CLEP) is an external credit-by-examination program that measures a student’s level of comprehension of introductory college-level material for which students may earn college credit by receiving a satisfactory test score. West Valley College students can receive credit towards an AA/AS degree. Students who are planning to satisfy graduation or transfer requirements by completing the CSU General Education-Breadth certification pattern may apply credit obtained through CLEP per the California State University approved policy AS-2492-10/AA. Each campus in the CSU system determines how it will apply external examinations toward credit in the major. For students not already certified in General Education and/or American Institutions, the campus also determines how to apply credit from such exams toward the local degree requirement.

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 Application to CSU GE Certification 3 semester units toward CSU GE</th>
<th>Column 2 Application to WVC Associate Degree General Education 3 semester units toward AA/AS GE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMERICAN GOVERNMENT</td>
<td>with a passing score of 50 CSU GE Area D8</td>
<td>with a passing score of 50 Social Science Area D</td>
</tr>
<tr>
<td>AMERICAN LITERATURE</td>
<td>with a passing score of 50 CSU GE Area C2</td>
<td>with a passing score of 50 Humanities Area C</td>
</tr>
<tr>
<td>ANALYZING &amp; INTERPRETING LIT</td>
<td>with a passing score of 50 CSU GE Area C2</td>
<td>with a passing score of 50 Humanities Area C</td>
</tr>
<tr>
<td>BIOLOGY</td>
<td>with a passing score of 50 CSU GE Area B2</td>
<td>with a passing score of 50 Natural Science Area B</td>
</tr>
<tr>
<td>CALCULUS</td>
<td>with a passing score of 50 CSU GE Area B4</td>
<td>with a passing score of 50 Language and Rationality Area A</td>
</tr>
<tr>
<td>CHEMISTRY</td>
<td>with a passing score of 50 CSU GE Area B1</td>
<td>with a passing score of 50 Natural Science Area B</td>
</tr>
<tr>
<td>COLLEGE ALGEBRA</td>
<td>with a passing score of 50 CSU GE Area B4</td>
<td>with a passing score of 50 Language and Rationality Area A</td>
</tr>
<tr>
<td>COLLEGE ALGEBRA-TRIG</td>
<td>with a passing score of 50 CSU GE Area B4</td>
<td>With a passing score of 50 Language and Rationality Area A</td>
</tr>
<tr>
<td>COLLEGE MATH</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>ENGLISH COMP (no essay)</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>ENGLISH COMP (with essay)</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>ENGLISH LITERATURE</td>
<td>with a passing score of 50 CSU GE Area C2</td>
<td>with a passing score of 50 Humanities Area C</td>
</tr>
<tr>
<td>FINANCIAL ACCTG</td>
<td>with a passing score of 50 credits earned 3.0</td>
<td>NA</td>
</tr>
<tr>
<td>FRENCH LEVEL I</td>
<td>with a passing score of 50 credits earned 6.0</td>
<td>NA</td>
</tr>
<tr>
<td>FRENCH LEVEL II</td>
<td>with a passing score of 50 CSU GE Area C2</td>
<td>with a passing score of 50 Language and Rationality Area A</td>
</tr>
<tr>
<td>FRESHMAN COLLEGE COMPOSITION</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>GERMAN LEVEL I</td>
<td>with a passing score of 50 credits earned 6.0</td>
<td>NA</td>
</tr>
<tr>
<td>GERMAN LEVEL II</td>
<td>with a passing score of 60 CSU GE Area C2</td>
<td>with a passing score of 60 Humanities Area C</td>
</tr>
<tr>
<td>HISTORY, UNITED STATES I</td>
<td>with a passing score of 50 CSU GE Area D6 and US-1 US History</td>
<td>with a passing score of 50 Social Science Area D Series 2</td>
</tr>
<tr>
<td>HISTORY, UNITED STATES II</td>
<td>with a passing score of 50 CSU GE Area D6 and US-1 US History</td>
<td>with a passing score of 50 Social Science Area D Series 2</td>
</tr>
<tr>
<td>HUMAN GROWTH AND DEVELOPMENT</td>
<td>with a passing score of 50 CSU GE Area E</td>
<td>with a passing score of 50 Social Science Area D Series 1</td>
</tr>
<tr>
<td>HUMANITIES</td>
<td>with a passing score of 50 CSU GE Area C2</td>
<td>with a passing score of 50 Humanities Area C</td>
</tr>
<tr>
<td>INFO SYSTEMS &amp; COMP APPLICATIONS</td>
<td>with a passing score of 50 credits earned 3.0</td>
<td>NA</td>
</tr>
<tr>
<td>INTRO EDUC PSYC</td>
<td>with a passing score of 50 credits earned 3.0</td>
<td>NA</td>
</tr>
<tr>
<td>INTRO BUS LAW</td>
<td>with a passing score of 50 credits earned 3.0</td>
<td>NA</td>
</tr>
<tr>
<td>INTRODUCTORY PSYCHOLOGY</td>
<td>with a passing score of 50 CSU GE Area D9</td>
<td>with a passing score of 50 Social Science Area D Series 1</td>
</tr>
<tr>
<td>INTRODUCTORY SOCIOLOGY</td>
<td>with a passing score of 50 CSU GE Area D0</td>
<td>with a passing score of 50 Social Science Area D Series 1</td>
</tr>
<tr>
<td>NATURAL SCIENCES</td>
<td>with a passing score of 50 CSU GE Area B1 or B2</td>
<td>with a passing score of 50 Natural Science Area B</td>
</tr>
<tr>
<td>PRE-CALCULUS</td>
<td>with a passing score of 50 CSU GE Area B4</td>
<td>with a passing score of 50 Language and Rationality Area A</td>
</tr>
<tr>
<td>PRINC. OF ACCTG</td>
<td>with a passing score of 50 credits earned 3.0</td>
<td>NA</td>
</tr>
<tr>
<td>PRINCIPLES OF MACROECONOMICS</td>
<td>with a passing score of 50 CSU GE Area D2</td>
<td>with a passing score of 50 Social Science Area D Series 1</td>
</tr>
</tbody>
</table>
International Baccalaureate Exams (IB)
West Valley College will grant general education credit towards graduation for some International Baccalaureate Higher Level (HL) examinations. Students must pass the examinations with a score 5, 6, or 7 to earn West Valley College credit. See table for general education credit for IB examinations to West Valley College (WVC), California State University (CSU), and University of California (UC). CSU and UC will accept certain IB exams to meet statewide general education requirements. Individual CSU or UC campuses may accept additional IB exams for credit and/or apply them towards graduation requirements. Students should check with the specific CSU or UC campus for information on how the campus applies IB exam credit.

Column 1 - Applied to Interssegmental General Education Transfer Curriculum (IGETC) certification with a score of 5, 6, or 7. However, credit cannot be duplicated with another course or exam. West Valley College will allow 3 units of elective credit per exam toward degree. Please consult with a counselor for further guidance.

<table>
<thead>
<tr>
<th>IB Exam – HL EXAMS</th>
<th>Column 1 Application to IGETC Certification 3 semester units toward IGETC Area</th>
<th>Column 2 Application to CSU GE Certification 3 semester units toward CSU GE</th>
<th>Column 3 Application to WVC Associate Degree General Education 3 semester units toward AA/AS GE</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOLOGY HL</td>
<td>IGETC Area 5B w/o Lab</td>
<td>With a passing score of 5 CSU GE Area B2</td>
<td>NA</td>
</tr>
<tr>
<td>CHEMISTRY HL</td>
<td>IGETC Area 5A w/o Lab</td>
<td>With a passing score of 5 CSU GE Area B1</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td>ECONOMICS HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5 CSU GE Area D2</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td>GEOGRAPHY HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5 CSU GE Area A5</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td>HISTORY HL (ANY REGION)</td>
<td>IGETC Area 3B or Area 4</td>
<td>With a passing score of 5 CSU GE Area C2 or Area D6</td>
<td>Humanities Area C or Social Sciences Area D</td>
</tr>
<tr>
<td>LANGUAGE A LITERATURE HL (ANY LANGUAGE)</td>
<td>IGETC Area 3B and, for any language other than English, credit for Area 6A is also applied</td>
<td>With a passing score of 4 CSU GE Area C2</td>
<td>Humanities Area C</td>
</tr>
<tr>
<td>LANGUAGE A LANGUAGE AND LITERATURE HL (ANY LANGUAGE)</td>
<td>IGETC Area 3B and, for any language other than English, credit for Area 6A is also applied</td>
<td>With a passing score of 4 CSU GE Area C2</td>
<td>With a passing score of 4 Humanities Area C</td>
</tr>
<tr>
<td>LANGUAGE A1 HL (ANY LANGUAGE)</td>
<td>IGETC Area 3B and, for any language other than English, credit for Area 6A is also applied</td>
<td>With a passing score of 4 CSU GE Area C2</td>
<td>With a passing score of 4 Humanities Area C</td>
</tr>
<tr>
<td>LANGUAGE A2 HL (ANY LANGUAGE)</td>
<td>IGETC Area 3B and, for any language other than English, credit for Area 6A is also applied</td>
<td>With a passing score of 4 CSU GE Area C2</td>
<td>With a passing score of 4 Humanities Area C</td>
</tr>
<tr>
<td>LANGUAGE B HL (ANY LANGUAGE)</td>
<td>IGETC Area 6A</td>
<td>NA</td>
<td>With a passing score of 4 Humanities Area C</td>
</tr>
<tr>
<td>MATHEMATICS HL</td>
<td>IGETC Area 2</td>
<td>With a passing score of 4 CSU GE Area B4</td>
<td>Natural Science Area B</td>
</tr>
<tr>
<td>PHYSICS HL</td>
<td>IGETC Area 5A w/o Lab</td>
<td>With a passing score of 5 CSU GE Area B1</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td>PSYCHOLOGY HL</td>
<td>IGETC Area 4</td>
<td>With a passing score of 5 CSU GE Area D9</td>
<td>Social Science Area D</td>
</tr>
<tr>
<td>THEATRE HL</td>
<td>IGETC Area 3A</td>
<td>With a passing score of 4 CSU GE Area C1</td>
<td>With a passing score of 4 Humanities Area C</td>
</tr>
</tbody>
</table>
Military Service/Joint Service Transcripts

West Valley College Veteran students may earn additional college credits for military schooling and training. Credit is awarded for work satisfactorily completed at the lower division baccalaureate and associate degree levels only, usually as elective units. Students intending to transfer to a four-year institution should consult with the individual university regarding its military credit policy.

To receive credit, students must submit an official transcript to the Admissions and Records Office and request for those transcripts to be evaluated. These may include the following:
- Joint Services Transcript (JST)
- Sailor/Marine American Council on Education Registry Transcript (SMART)
- Army and American Council on Education Registry Transcript Service (AARTS)
- Community College of the Air Force (CCAF) transcript
- Coast Guard Institute (CGI)
- DANTES/USAFI
- Defense Language Institute Foreign Language Transcripts (DLIFLC)
- Defense Manpower Data Center (DMDC) DLPT Examinee Results
- DA Form 330 Language Proficiency Questionnaire
- Verified copies of DD214 or DD295 military records

For example, a Veteran student who submits their DD214 and completion of Basic/Recruit Training will meet the Health and Fitness requirement for the Associate degree and will meet Area E requirements for both Associate Degree GE and CSU GE.

Non-traditional credit may be used to satisfy general education, elective, or major course requirements. West Valley College will not grant non-traditional credit for non-degree applicable (for more information, reference the pre-collegiate coursework table). Credits acquired by the above methods shall not be counted in determining the 12 semester units of credit in residence required for an Associate degree.

For any other advanced placement beyond the items listed above, the student is advised to consult a Veterans counselor. Students should visit the Veterans Resource Center website at www.westvalley.edu/veterans and click the link for the Veterans Benefit Packet.

Industry Recognized Credentials

Students interested in Credit for Prior Learning using industry recognized credential(s) shall receive credit as recommended by the appropriate department chair or faculty designee. If the department chair or faculty designee determines the industry certification adequately measures mastery of the course objectives and content as set forth in the course outline of record, the designee shall notify Admissions and Records. The approval and attached industry recognized credential(s) will be kept on file and recorded on the student transcript.

Student-Created Portfolio Assessment

Students interested in Credit for Prior Learning using a student-created portfolio adequately measures mastery of the course content as set forth in the course outline of record, the designee shall notify Admissions and Records. The approval and attached industry recognized credential(s) will be kept on file and recorded on the student transcript.

Credit by Examination

According to Section 55050 of Title 5 of the California Code of Regulations, community college governing boards are authorized to grant credit by examination if all the following conditions are met:
- The student is registered at West Valley College and is in good standing.
- The student can demonstrate that he/she is especially qualified, through previous training or instruction, to successfully complete such examination.
- The course for which credit is desired is listed in the college catalog.
- The course has been designated as challengeable by exam by the department chair in consultation with appropriate members of the department faculty.
- The examination is approved or prepared, administered, and graded by faculty and other proper authorities. Examinations can only be given when an instructor is available.

Limitations on credit earned through examination:
- Students are cautioned that any credits obtained by any of the methods listed in this section, while accepted by West Valley College, may not be acceptable for credit by any other institution, public or private.
- Credits acquired by examination shall not be counted in determining the 12 semester units of credit in residence required for an Associate degree.
- 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 student's academic record shall be clearly annotated to reflect that credit was earned by examination.
- 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.

Student and Faculty Procedures

- All students must file an application with the Admissions and 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.

Limitations

Students are cautioned that any credits obtained by any of the methods listed in this section, while accepted by West Valley College, may not be acceptable for credit by any other institution, public or private. Students are encouraged to check with that institution on the application of military credit.

Fees and Tuition

Student Fees

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 catalog and schedule of classes. Each student shall be charged a use fee to support the maintenance and operations of the Student Center.

Residence Determination

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 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 (AP 5015) to assure that residence classifications are made in accordance with Education Code and Title 5 Regulations.

Nonresident Tuition

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 (AP 5020) regarding collection, waiver, and refunds of nonresident tuition.
## Fees and Tuition 2021 - 2022

<table>
<thead>
<tr>
<th>Fee type</th>
<th>Amount</th>
<th>Required of</th>
<th>Refunds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>$46 per unit (subject to California legislative change)</td>
<td>California residents</td>
<td>Full refunds for drops through 9-12-21 for a semester length class Varied dates for short-term classes.</td>
</tr>
<tr>
<td>Tuition for Non-Residents</td>
<td>$307 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 9-12-21 for a semester length class.</td>
</tr>
<tr>
<td>International students</td>
<td>$307 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 9-12-21 for a semester length classes Varied dates for short-term classes.</td>
</tr>
<tr>
<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>
</tr>
<tr>
<td>International Student Health Fee</td>
<td>$624</td>
<td>International F1 Students</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Course Material Fee</td>
<td>Variable</td>
<td>Certain Courses indicated in course description</td>
<td>Full refunds for drops through 9-12-21 Varied dates for short-term.</td>
</tr>
<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 through 9-12-21.</td>
</tr>
<tr>
<td>Health Services</td>
<td>$21 fall semester $18 summer term</td>
<td>All students including high school students</td>
<td>Full refund for drops through 9-12-21 exemptions may apply. For details, go to the web: westvalley.edu/services/studentdevelopment/health/healthfee.html</td>
</tr>
<tr>
<td>Web Reg. Web processing fee</td>
<td>$3 for each term</td>
<td>All students using web for college transactions</td>
<td>Not eligible for exemption.</td>
</tr>
<tr>
<td>Representational Fee</td>
<td>$2</td>
<td>All students except high school students</td>
<td>Not eligible for exemption.</td>
</tr>
<tr>
<td>Associated Student Government (ASG) fee</td>
<td>$14</td>
<td></td>
<td>Appeal for exemptions can be made through Admissions and Records Office through 9-12-21.</td>
</tr>
<tr>
<td>Parking fee</td>
<td>West Valley College will provide “no cost parking” permits to registered students during the Summer and Fall 2021. See fees chart for details. westvalley.edu/admissions/fee-schedule.html</td>
<td></td>
<td>Parking permits must be returned to the Admissions and Records Office by 9-12-21.</td>
</tr>
<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>
<td></td>
<td></td>
</tr>
<tr>
<td>Other charges</td>
<td>Duplicate degree $10; degree/certificate cover $10 (Free at Graduation). Nelnet Student Payment Plan (optional) $20.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* The following are considered Basic Fees: Campus Center Use, Health Services, Web Reg. Web processing fee and the Representational Fee are not eligible for exemption. ** All fees are subject to change.
Payment Information

Fees are charged and due at the time of registration. Payments can be made:
1. On the web using Visa or Mastercard; or selecting a payment plan.
2. By mail with check, money order or Cashiers check

Please write student’s College ID number on the front. DO NOT MAIL CASH.

Please send one check per student. Send all payments to:
West Valley College — Admissions Office
14000 Fruitvale Avenue
Saratoga, CA 95070-5698

Nelnet Payment Plans

WVMCCD has partnered with Nelnet Business Solutions to let you pay over time, making college more affordable.

- $20 enrollment fee per semester
- $30 returned payment fee if a payment is returned
- Payments are processed on the 5th of each month and will continue until the balance is paid in full

Simple steps to enroll:
- Log into your college portal
- Under WVCPortal select Registration
- Select Create a Payment Plan at the bottom of the menu

Course Material Fees

Some courses require a mandatory instructional materials fee or an optional fee for purposes of the course. Education Code section 76365 permits colleges to require students to provide various types of instructional materials and enables colleges to sell such materials.

Returned Check Fee

The WVC fee for processing checks returned by a bank due to insufficient funds, stopped payment or closed accounts is $15.00 per check in addition to the original amount and may go as high as $25.00, depending upon the response time on the check clearance. In addition, a delinquency hold will be placed on the student’s records and registration will not be allowed. Passing of N.S.F., stop payment, and account closed checks may be considered a criminal offense and may be referred to the District Attorney’s Office for prosecution.

Use of Social Security Number

Notification of Tax Identification Numbers (TIN) or Social Security Numbers (SSN) Required Collection & Usage. Federal legislation relating to the Hope Tax Credit and Internal Revenue Service (IRS) 1098T production mandates that all colleges report student SSN or TIN numbers to the IRS. This IRS mandate requires colleges to collect the SSN or TIN.

A student may refuse to disclose his or her SSN or TIN to the school but does not use the SSN or TIN as a student identifier. All SSNs and TINs collected as mandated are protected by federal regulations under the Family Educational Rights and Privacy Act (FERPA).

Legislation AB 2210

Education Code section 68075.6 grants an immediate nonresident tuition fee exemption to eligible Special Immigrant Visa (SIV) holders and refugee students who settled in California upon entering the United States. This exemption is granted for one year from the date the student settled in California upon entering the United States. For more information visit https://www.westvalley.edu/admissions/fee-schedule.html

BANKMOBILE FINANCIAL AID REFUND SELECTION

West Valley Mission College District has partnered with BankMobile to deliver your financial aid refund. BankMobile is committed to provide students with clear choices and offer great customer service.

Your choices include:
- Deposit to an existing account
- Deposit to BankMobile Vibe checking account

BankMobile ATM is located in the Bookstore.

Refund Policies

The first set of refunds occurs the week after the add drop period. If you pay with a credit card, your card will be refunded. If you pay by cash or check, a check will be mailed to you.

Please be aware that new registration activity may create a new balance which is due and payable at the time of activity.

- If your class is cancelled, you will automatically receive a refund.
- Parking permits must be returned to Admissions by the last day to add a semester-length class.
- Financial Aid students who withdraw from college prior to completing 60% or more of scheduled class meetings in a semester may owe money back to the federal government. Check with the Financial Aid Office immediately.

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 district to cancel or reschedule a class or to drop a student pursuant to Section 58160.5(g) where the student fails to meet a prerequisite.

A. Semester Length Classes - Refund of enrollment fees: Full refund for semester length classes (does) 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 less than 5 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 for 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)

Delinquencies Posting 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.
Financial Aid

Location: Student Services Center (SSC)
Phone: (408) 741-2024
Regular Hours: Please visit West Valley College website for current hours of service.
westvalley.edu/services/financialaid/

Financial Aid manages programs designed to help students pay for educational and living expenses while they are in school. When students apply for financial aid, we evaluate their circumstances and identify all the financial help available to them through federal, state, and other programs. Most students do not realize they may qualify for one or more of the financial aid programs currently available.

Submit a Free Application for Federal Student Aid (FAFSA) or the CA Dream Act. We will automatically review your eligibility for all Financial Aid programs based on your application data.

FINANCIAL AID PROGRAMS AVAILABLE

California College Promise Grant
CCPG waives 100% enrollment fees and a portion of the parking fee.
Eligibility Criteria:
• You must be a California resident or an AB 540 student as determined by the office of Admissions and Records
• You meet specific income levels, or
• You have demonstrated financial need, of at least $1104, through the FAFSA/CA Dream Act application process, or
• You currently receive benefits from TANF/CalWorks, or SSI/SSP or General Assistance, or
• You are eligible for a dependent veterans fee waiver or approved by the National Guard Adjutant General that you are a dependent, or
• You are eligible as a recipient of the Congressional Medal of Honor, or you are eligible as a dependent of a victim of the September 11, 2001, terrorist attack, or you are eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty.
• The deadline for the CCPG for the 2020-21 academic year is July 31, 2021.

California College Promise Grant Fee Waiver (CCPG)
New State Regulations
Under new state regulations, students will lose eligibility for the CCPG if:
They are on probation for not maintaining a 2.0 GPA (grade point average) for two consecutive primary terms. They have not successfully completed half (50%) or more of the units attempted in two (2) consecutive primary terms. Only Foster Youth are exempt from this policy. Primary terms are FALL and SPRING terms at semester-based schools.
Students who are determined ineligible are also able to regain eligibility or be reinstated by meeting one (1) of the standards below:
• Improve GPA and/or course completion measures to meet the academic and progress standards.
• Successful appeal regarding extenuating circumstances and/or demonstrating significant academic improvement.
• Not attending his/her community college district for two (2) consecutive primary terms.
• Extenuating circumstances are defined as verified cases of accidents, illnesses, or other circumstances beyond the student’s control.
For more information, visit: westvalley.edu/services/student-right-to-know/student_success_act.html#tabs-4

To download an appeal, visit: westvalley.edu/admissions/forms

Grants
Eligibility Criteria:
• 2.0 GPA Minimum
• Declare a major that is at least one year in length.
• Community Grant pays up to $4,000/year for incoming freshmen. Amounts may vary upon funding.
• California College Promise pays up to $3,000/year for First and Second Year Free. Amounts may vary upon funding.
• Cal Grant B pays up to $1,672/year for AA/AS degree or AA-T/AS-T programs
• Cal Grant C pays up to $1,094/year for vocational students not transferring to a 4 year college.
• Cal Grant funding is limited to four (4) academic years. In order to graduate with a Bachelor’s Degree from a 4-year institution within the 4-year limit, you must complete 15 units or more per semester or the equivalent quarter units.
• Cal Grant recipients with dependents will be considered for additional funding.
• Student Success Completion Grant (SSCG): Cal Grant B or Cal Grant C recipients who are enrolled in 12-14.5 units at a California Community College and have remaining unmet need. The SSCG award is $1,298 per year ($494 per semester). Recipients who are enrolled in 15+ units and have remaining unmet need may be eligible for $4,000 per year ($2,000 per semester). The Financial Aid office may award additional students who take sufficient number of units during the summer semester. For more information: CalGrants.org
• Pell Grant pays up to $6,495/year
• Chafee Grant pays up to $5,000/year (former foster youth only)
• Federal Supplemental Education Opportunity Grant (FSEOG) pays up to $2,000/year

Federal Work Study
Eligibility Criteria:
• Same eligibility requirements as with grants.
• Must have remaining unmet financial need after fee waiver and grants are considered
• Must enroll in at least 6 units
• Part time employment
• Work on or off campus
• Pays $14-18/hour ($4,500/year max.)

Federal Direct Student Loans
Loan amount based on financial need after above programs are considered.
Financial need is the difference between the cost of education and the resources available to you. Students must have a completed financial aid file before requesting a Loan Request Packet from the Financial Aid Office.

Scholarships
West Valley College scholarships 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 process starts in December. Awards are announced in late spring, and are awarded for the following school year.
Outside Scholarships: Many foundations, professional associations, religious and ethnic organizations, and corporations offer grants and scholarships.
These awards are based on a wide variety of qualifications including, financial need, academic achievement, religious affiliation, ethnicity, and special interests.

STEPS TO APPLY FOR FINANCIAL AID
Apply for financial aid with the following process.
1. Complete the Free Application for Federal Student Aid (FAFSA). Apply online at: fafsa.ed.gov. Make sure to list the West Valley College school code (001338) on your application to ensure that we receive a copy of your application data. Or current AB540 students may apply for the CA Dream Act Application at: dream.ca.Gov.
2. An email will be sent from Financial Aid indicating how to submit additional documentation. A Financial Aid file is complete when all documents have been submitted and reviewed.
3. A notification of official financial aid awards will be sent when your Financial Aid file is awarded.
4. If you are interested in participating in Federal Work-Study, please contact Kristin Martin at: kristin.martin@westvalley.edu to apply.
5. If you wish to apply for a student loan, please contact Kristin Martin at: kristin.martin@westvalley.edu for a Loan Request Packet.

Special circumstances: If you didn’t initially qualify for all the aid you need, be aware that some students have special circumstances that make them eligible, or increase their award. These may include:
• Changes in dependency status or family size
• Recent unemployment
• Unusually high medical bills or child care costs
• Other situations that may impact the family’s ability to pay

For more information, contact the Financial Aid office at: wvfa@westvalley.edu to request a Professional Judgment packet.
Financial Aid Application Deadlines
- Applications should be renewed each year starting October 1 - June 30, 2022.

Return of Title IV Funds
A student may owe money back to the Department of Education if he/she received federal financial aid and then withdrew before completing 60% of the semester or completed zero units at the end of the term. The federal programs include: Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and the Federal Direct Loan Program. The College is required to determine the amount owed and to bill the student. The student has 45 days to respond. If the student fails to pay the debt, the College is required to notify the National Student Loan Data Service (NSLDS) and at that time, the student becomes ineligible for any further financial aid consideration, regardless of which school the student is attending, until the debt is paid in full.

Financial Aid Updates
Satisfactory Academic Progress (SAP)
Federal regulations have added a new element to monitor academic progress for financial aid students: Pace Quantitative Standard
Pace Quantitative Standard: Maintain a CUMULATIVE completion rate of 66.7% (2/3) of ALL attempted units and a CURRENT completion rate of 66.7% (2/3) at the end of every semester. “Completing” units is defined as receiving a grade of A, B, C, D or P. For additional information please visit westvalley.edu/financialaid/progress

Course Repeatability
Students repeating courses will be allowed to continue to benefit from financial aid based on the course repeatability regulation. Financial Aid will allow one repetition after passing the course. Passing grades are: A, B, C, D, P. Courses from which a student withdraws are not considered repeated coursework. For more information see course repetition sections in this catalog.

Lifetime Pell Grant Limits
Applies to all students regardless of when they received their first Pell grant. Students are eligible to receive Pell grant for up to 12 full time semesters. A student attending as a half-time (6 units) student is considered as having used half of a semester for purposes of tracking the Pell grant limits.

Unusual Enrollment History (UEH)
Unusual Enrollment History (UEH) means the student attends an institution long enough to receive (Title IV) federal student aid funds, leaves without completing the enrollment period, enrolls at another institution, and repeats the pattern of attending just long enough to collect Title IV funds without having earned any academic credits.
If selected, Financial Aid will ask for transcripts for all institutions/universities attended in the last four years. Students will also need to provide their reason(s) for jumping from school to school and submit documentation to back up their situation.

Veteran’s Educational Benefits
New veterans should visit our website: westvalley.edu/veterans or contact the Veteran’s Certifying Official in the Financial Aid Office, located in the Student Services Center (SSC), at least six weeks prior to the first day of school. Processing paperwork early can help avoid delay in receipt of first payment. You must bring a copy of your DD214 or 2384 (NOBE) or Certificate of Eligibility for Ch. 33 (post 911) and any documentation relating to spouse and/or dependents. Returning veterans should allow the same amount of time for their requests. Continuing veterans should check with the Veterans Office as soon as they register each semester.

Student Services and
Learning Resources
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 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.

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) 741-2658.

English as a Second Language (ESL) are required to contact the assessment office for testing.

Students exempt from assessment:
- Anyone who received a score of 3, 4 or 5 on the 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.

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. College staff can provide application assistance, residency determination, process official and unofficial transcript requests, evaluate degree and certificate requests, create student identification cards and many other services. For more information visit 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/Dismissal and Progress Probation/Dismissal.

ASSOCIATED STUDENTS OF WEST VALLEY COLLEGE
(408) 741-2006
westvalley.edu/campuslife
The Associated Students of West Valley College (ASWVC) are a group of student leaders who are dedicated to making West Valley a better place for students. It consists of the Student Senate, the Campus Activities Board, the Executive Board Officers, and Student Committees, as well as senators representing students on other college committees. ASWVC works with campus administration to advocate for student needs, whether it be directly or through committees on campus.
This organization also sponsors student activities and events to create a vibrant student experience on campus. The goal of ASWVC is to facilitate change and promote opportunity for all students and to make West Valley an engaging college, both in the classroom and outside.
COUNSELING SERVICES
(408) 741-2009
westvalley.edu/services/counseling/
The College Counseling Services is staffed by competent, highly-trained and
diverse 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, EOPS, 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 life-styles,
vocational 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 College Orientation, is a course that helps students with
course selection while outlining WVC resources, policies and procedures.
The following courses are transferable: Counseling 2, Academic and Personal
Planning; Counseling 5, College Success; Counseling 12, Careers and Life-
styles; Counseling 12C, Career and Lifestyles; Counseling 24, Personal Growth;
Counseling 45, Successful Study Strategies; Counseling 50, Cross-Cultural
Perspectives.

Learning Outcomes - Courses
After completing courses in Counseling, a student will be able to:

• Identify strategies for making wise choices, goal setting, taking responsibil-
  ity, and thinking critically about life choices;
• Create a plan with long and short term goals to achieve their personalized
  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 success
of students with disabilities in classes and programs. A variety of services and
educational assistance courses are provided in an effort to equalize educational
opportunities for students as they move toward their educational or vocational
goals. Course offerings are listed under Disability and Educational Support
Program, Kinesiology and Continuing Education in this catalog.

Learning Outcomes
Following the completion of the DESP new student intake:

• Students will demonstrate the ability to request approved accommodations.

Support Services
Support services are based on the educational limitations of the disability and
determined through an interactive process.

• 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 application 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 disabilities 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) 749-2311 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 Parking 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/police. “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 college. 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 receivng 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 it's 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.csac.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;

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.csac.ca.gov
California College Promise Grant (CCPG)
The California College Promise Grant (CCPG) waives enrollment fees and a portion of the parking 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 Regulation 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/service/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 eligible 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, 2021 deadline for the 2021-2022 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 Official 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 average in course work attempted.
2. Veterans falling 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

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 to 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.

DRIP COFFEE

Drip Coffee offers coffee and other drinks, as well as Grab-n-Go food items.

There are 3 locations on the West Valley campus:

• In the Campus Center; in the Library; and an outdoor trailer at the north side of the Che Building. It also offers catering services as well. For details on hours and days open, check the website: westvalley.edu/contact

FOOD PANTRY

DRIVE-THRU FOOD DISTRIBUTION

Visit the NEW weekly free food distribution location, and stop by during the following hours to receive free food items. Students and any local community member will need to complete a one time form and receive a client ID.

To receive free food weekly. Please, visit the WVC website for latest updates.

https://www.westvalley.edu/services/student-needs/

FOX roundabout (located across from parking lot 5 & lot 4)

• Every Monday from 9:00AM - 12:00 PM (or, until supplies last)

WEST VALLEY ROOTS COMING SOON!

Student can visit our NEW on campus food pantry located in the Campus Center (CC 313) Across from the Veterans Center. Please, visit the WVC website for latest updates and hours of operation.

https://www.westvalley.edu/services/student-needs/

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 treatments; contraceptive counseling; screenings for blood pressure, pregnancy, and tuberculosis; health assessment; education; and referrals to online and community resources.

Services are provided by a team of health professionals including registered nurses, mental health counselors, and consulting physicians.

Tele-health, including tele-mental health, is available via video/phone and online chat. In addition, students can find information on our 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, online, or in the community.

HONORS

(408) 741-2147
westvalley.edu/learning-communities/honors/

The Honors University Transfer Program provides highly motivated students the opportunity to work closely with instructors and other motivated students in advanced levels of critical thinking, analysis, research, writing, and communication. The goal of the Program is to engage, support, and challenge self-motivated students to pursue a deeper education, enabling them to create opportunities for success in both their personal and professional lives. Honors courses offer enriched educational experiences through our Honors faculty, challenging coursework, typically smaller class sizes, and the opportunity to study with other highly motivated students. Apply here: https://www.westvalley.edu/learning-communities/honors/

Eligibility, Maintenance, & Completion

New and current students that meet the following criteria are encouraged to apply:

• Current WVC Student Qualification:
  Earn a GPA of 3.25 or higher in at least 9 units of transferable coursework

• High School Student Qualification:
  Earn a high school cumulative GPA of 3.5

To maintain active membership in the program, students must maintain a 3.25 cumulative GPA or higher. We recommend that students complete at least 2 honors classes each academic year. Successful completion of the program will require each student to complete 15 units of honors coursework with a cumulative GPA of 3.25 or better. There is no adverse consequence if you do not complete the 15 honors units.

Program Benefits

Students who complete the program will receive a special Honors Graduation Medal during commencement as well as a Permanent Notation on your Academic Transcript that you are an Honor Program Graduate. The honors program has special partnerships with a range of four-year universities that provide advantages in the application and scholarship process. Most notably, our partnership with UCLA’s Transfer Alliance Program significantly increases admissions to UCLA College of Letters and Sciences (continue reading for more details). Other partnerships can be found on the honors program web page.

UCLA Transfer Alliance Program (TAP) - Students who complete the Honors Program at West Valley College receive priority consideration for admission to UCLA College of Letters and Science. Admitted TAP students are also eligible to apply for scholarships reserved for the Transfer Alliance Program. Students are advised to contact the Honors Program Coordinator to discuss eligibility and participation. Learn more about the UCLA TAP at: http://tap.ucla.edu.

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 water polo, soccer, basketball, baseball, softball, swimming, beach volleyball, volleyball and tennis.

Students interested in participating 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) 741-4026
westvalley.edu/services/international/

The International Student Office offers complete services to F1 visa students: facilitates application/admission process, immigration and status advising, counseling and the transition to studying in the United States. To be admitted to the college a student must achieve a minimum TOEFL score: 61ibt (internet based), IELTS, IEP and Step Eiken are also accepted in lieu of TOEFL. Please contact department for accepted tests and minimum scores. The international student advisor holds orientations each semester to acclimate the students to immigration regulations, services available, and personal concerns.
motorcycle parking areas. Motorcycles/motorscooters are prohibited from parking in spaces designated available, free of charge, in designated spaces in parking lot 5. Properly display a permit will result in a citation. Visitor parking (30 minute limit) is It is the responsibility of the driver to properly park the vehicle and display a permit. Improper or non-display of a permit will result in a parking citation. Purchase and/or possession of a permit does not authorize parking on campus. Student Development & Campus Center specifically promotes learning among student organizations, and the Information Desk. 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 permit number and expiration date must be clearly visible from the outside of the vehicle. Improper or non-display of a permit will result in a parking citation. Purchase and/or possession of a permit does not authorize parking on campus. It is the responsibility of the driver to properly park the vehicle and display a valid and authorized permit. Vehicles with car covers are no exception. Failure to properly display a permit will result in a citation. Visitor parking (30 minute limit) is available, free of charge, in designated spaces in parking lot 5. Motorcycles/motorscooters are prohibited from parking in spaces designated for four-wheel vehicles. Designated motorcycle parking is available in parking lots 2, 5, 7. No parking permit is required for motorcycles parking in designated motorcycle parking areas.

Disabled parking—All drivers who are disabled (as defined in the California Vehicle Code Section 295.5) and use a designated disabled parking stall must display a valid placard or specialized license plates issued by the California Department of Motor Vehicles. Failure to display a valid placard or plate will result in a citation and fine of $920. Special parking and loading—Students or Staff members who have special parking or loading needs must contact the District Police in advance. Business cards or notes left on the vehicle are not acceptable and a citation will result. No warnings are issued. This parking information was accurate at the time of publication. However, due to changes in legislation, procedure, or policy, these regulations or procedures are subject to change without written notice. This is a summary of District Parking Policies. Detailed information is available at the Police Business Office or online at: wvm.edu/services/police/parkingtraffic

PUENTE PROJECT
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 Latinx experience through English writing, counseling, and mentoring components. The Puente Program integrates: • Two semester English 1A and 1B 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 community professionals.

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 open to all students who are planning to transfer, are enthusiastic and committed to learning about Latinx experiences, and would like to participate in monthly program events (meetings, trips, tours, and work site visits). For additional information and/or to join Puente, please contact Joe Bucher at joe.bucher@westvalley.edu. Follow us on Instagram: @wvcpuente

SAFETY SERVICES & ASSISTANCE
(408) 741-2092 wvm.edu/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 (741-2092).

STUDENT DEVELOPMENT & CAMPUS CENTER
(408) 741-2006 CAMPUS CENTER 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.

OFFICE FOR 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 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.

Learning Outcomes 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.
STUDENT NEEDS
(408) 741-4081
westvalley.edu/services/students-needs/
The Office of Student Needs provides support for current and former foster youth, wards of the court, unaccompanied homeless youth, undocumented students, and students facing food and housing insecurity. Students who would like to learn more about the various services below, should contact Director of Student Needs Samantha Hernandez. Or visit the office located in Campus Center 302.
- Food resources
- Housing resources
- Emergency Funds

SUCCESS CENTER
(408) 741-2038
westvalley.edu/services/success-center/
The Success Center promotes lifelong 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.

TRANSFER CENTER
(408) 741-2040
westvalley.edu/services/transfer/
The Transfer and Career Center is located in the Student Services Center. 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 Outcomes
Through participation in Transfer Center activities, students will be able to:
- Identify appropriate 4-year colleges/universities that can help them meet their transfer goals;
- Access and complete all steps of the admission process to transfer to a 4-year college/university.

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 campuses;
- 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 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:
- Grant Aid
- Personal, career and academic counseling
- Priority registration
- Additional tutoring services
- Financial aid and Scholarship assistance
- College visits
- Workshops on transfer, career, and financial literacy

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 in their knowledge of transfer information;
- Students will report an improvement in their knowledge of financial literacy.

UMOJA COMMUNITY
(408) 741-2608
westvalley.edu/learning-communities/umoja/
UMOJA 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 UMOJA program, please contact Philip Severe at (408) 741-2493 or philip.severe@westvalley.edu
Lenore Harris at (408)741-2608, lenore.harris@westvalley.edu

The UMOJA 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 UMOJA 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
Welcome Desk: (408) 741-2158
westvalley.edu/veterans

West Valley’s Veterans Resource Center (VRC) is staffed by the Veterans Specialist, Academic Counselor and Peer-Mentors who are dedicated to creating a supportive learning environment where all military connected students thrive through academic success and personal enrichment. The VRC provides a communal space for veterans to study, socialize, connect with peers and access resources to enhance their college experience.

The VRC Team is here to help you access:
- Academic counseling and tutoring resources
- Veterans educational and health benefits information
- Financial aid information and application assistance
- Specialized presentations and workshops
- Connection to on-campus wellness professionals
- Community resources and referrals

Program Services
- Study lounge with computers, free printing, coffee and snacks
- School supplies, textbooks and technology loans
- Personalized academic support and specialized tutoring
- Vet-to Vet peer mentoring and study groups
- VA Work-Study student employment opportunities

CATALOG DISCLAIMER
All information contained in this 2021-2022 catalog is current as of 6/28/21. 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.
# PROGRAM GUIDED PATHWAYS: ASSOCIATE DEGREE, CERTIFICATE & SELECTED TRANSFER PROGRAMS

## ART & DESIGN
- Apparel Design: Level 1 and 2
- Apparel Production
- Architecture
- Art History
- Commercial Music Production
- Creating Music for Film, TV & Gaming
- Dance Specialist
- Entertainment Design & Technology: Performance Technology
- Film, Television, & Electronic Media
- Graphic Design
- Interior Design Fundamentals
- Landscape Architecture
- Liberal Arts: Arts & Humanities
- Marketing/Digital Communications
- Music
- Musical Theater: Music or Theater Focus
- Portfolio Development in Studio-Arts
- Studio Arts
- Theatre Arts
- Theatre Arts: Acting or Film Studies
- Transfer Studies CSU GE-B or IGETC
- Voice Writing

## BUSINESS & PROFESSIONAL STUDIES
- Accounting Clerk
- Administration of Justice: Law Enforcement
- Business Administration
- Bookkeeping Certification
- Child & Adolescent Development
- Communication, Digital Literacy & Leadership
- Court Reporting
- Early Childhood Education
- Early Childhood Program Director
- Early Childhood Teacher Level 1 & 2
- Economics
- Elementary Teacher Education
- Entrepreneurship
- ESL: Careers in Early Childhood Education
- ESL: Careers in Healthcare
- Facility Maintenance Technician
- Finance/Accounting
- Geographic Information Systems
- Human Resources
- Law, Public Policy and Society
- Marketing
- Paralegal
- Park Management
- Proofreading
- Small Business Essentials
- Transcription and Office Support: Machine or Voice Writing
- Transfer Studies CSU GE-B or IGETC
- Unmanned Aircraft System Technology
- Certified Personal Trainer
- Clinical Assistant
- ESL: Careers in Healthcare
- Insurance Billing Specialist
- Kinesiology
- Nutrition and Dietetics
- Public Health Science
- Medical Administrative Assistant
- Medical Assistant
- Medical Office Receptionist
- Orthopedic Technician
- Pilates Instructor
- Transfer Studies CSU GE-B or IGETC

## LANGUAGE ARTS
- Communication, Digital Literacy & Leadership
- Communication Studies
- ESL: Careers in Early Childhood Education
- ESL: Careers in Healthcare
- French
- Italian
- Liberal Arts: Communication & Media
- Spanish
- Professional & Workplace Communication
- Transfer Studies CSU GE-B or IGETC

## SCIENCE, TECHNOLOGY, ENGINEERING & MATH
- Biology
- Biological Sciences
- Botanist Technician
- Computer Science
- Ecology, Biodiversity & Conservation
- Engineering
- Geology
- Geospatial Technology
- Liberal Arts: Science & Math
- Mathematics
- Nutrition & Dietetics
- Physics
- Physics, Applied Physics, Geophysics
- Public Health Science
- Transfer Studies CSU GE-B or IGETC
- Unmanned Aircraft System Technology

## SOCIAL SCIENCE
- Anthropology
- Economics
- Geography
- History
- Psychology
- Political Science

## CONTINUING EDUCATION
- Bookkeeping Certification
- Communication, Digital Literacy & Leadership
- Court Reporting
- Educational Captioning
- Entrepreneurship
- ESL: Careers in Early Childhood Education
- ESL: Careers in Healthcare
- Facility Maintenance Technician
- Proofreading
- Scoping

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The above table represents various programs of study at West Valley College, including Associate Degree for Transfer, Associate Degree, Certificate of Achievement, Certificate of Competency, and Certificate of Completion. Each program is marked with a symbol indicating the type of credential: AA = Associate Degree, AS = Associate Degree for Transfer, AA-T = Associate Degree Transfer, AA-T = Associate Degree Transfer, etc. Additional symbols include X = Certificate of Competency, ø = Certificate of Completion, and A = Certificate of Achievement.

westvalley.edu
14000 Fruitvale Ave, Saratoga, CA 95070
2021-2022 Programs of Study

Academic Programs

Academic Program Opportunities
An academic program is a collection or series of courses that lead to a degree, certificate, or transfer to another institution of higher education. West Valley College provides academic programs that assist students in fulfilling appropriate requirements for students to meet their transfer or career goals. West Valley College offers two curricular programs for students: (1) transfer programs for senior colleges and universities and (2) Associate Degree programs. West Valley College also offers career programs that prepare students for employment.

Career programs offer two options: (1) associate degrees and (2) certificates. AA/AS major degree and certificate requirements are listed in the "Associate Degree, Certificate, and Selected Transfer Programs" section in this catalog. The following information is general in nature. Students interested in transferring to a university are advised to consult a counselor and/or the Transfer Center and the catalog of the Institution to which they intend to apply. West Valley College provides extensive coursework for transfer to UC’s, CSU's and private colleges and universities throughout the United States.

Associate Degrees Opportunities
The associate degree may be sought as either a final educational goal or a major step toward a baccalaureate degree elsewhere. West Valley College currently offers the following associate degrees.

• Associate in Arts in Business (A.A.B.)
• Associate in Arts in Social Science (A.S.S.)
• Associate in Arts in Science (A.S.)
• Associate in Business Administration (A.B.A.)
• Associate in Applied Science in Business Administration (A.A.S.B.)
• Associate in Science in Business (A.S.B.)
• Associate in Science in Liberal Arts and Sciences (A.S.L.S.)
• Associate in Science in Physical Sciences (A.S.P.S.)

Associate in Arts and Science Requirements
Students whose goal is to complete an A.A. or A.S. degree must satisfy the following requirements:

• Completion of a major program requirements as specified by the department.
• Completion of West Valley College (local), CSU-Breadth (CSU-B), or Intersegmental General Education Transfer Curriculum (IGETC) general education pattern.
• A minimum of 60 semester units of degree applicable courses.
• Earn a cumulative grade point average of at least 2.0, including a grade of C or higher in each course taken towards the Major Requirement.
• Complete a minimum of 12 semester units in residence at West Valley College.
• Demonstrate the Graduation Proficiency Requirements in reading, writing, and mathematics.
  ‣ Reading and Writing – English 001A
  ‣ Math 104, 106, 106R, or higher with a grade of "C" or better; or 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 in both semesters

Associate Degree for Transfer
Students whose goal is to complete an Associate Degree for Transfer (ADT), either an AA-T or AS-T, earn a guaranteed admission to a California State University (CSU) campus with junior standing. Students must complete a minimum of 18 semester or 27 quarter units in a major or area of emphasis and an approved set of general-education requirements (CSU GE-Breadth or IGETC). CSU transferable elective units may be needed for students to obtain the minimum of 60 units required for the degree. Additional information can be found in the Transfer section of the catalog.

Associate Degrees for UC Transfer
Students whose goal is to complete a University of California Transfer Pathway (UCTP), Associate’s Degree, must meet or exceed the campus-based GPA, earn guaranteed admission to a University of California campus with junior standing. Student must complete all major requirements and the IGETC general education pattern. UC transferable elective units may be needed for students to obtain the minimum of 60 units required for the degree. Additional information can be found in the Transfer section of the catalog.

Earning Additional Associate Degrees
A student who has already earned an Associate Degree from West Valley College or Mission College may apply for additional Associate Degrees once all required courses and second major (minimum of 15 units, per Title 5 55063) have been completed.

• Continuing students, the general education and major requirements for the second degree are those listed in the College catalog for the academic year in which the student first takes courses for the first degree or any subsequent catalog thereafter.
• Returning students, the requirements are those listed in the College catalog for the year in which the student returns or any subsequent catalog thereafter.

Double Major
Multiple majors may be earned at the same time provided that the following provisions are met:

1. Completion all requirements for the second major. Where the two majors include the same core and elective requirements, the courses may be double-counted for both majors.
2. Completion of General Education and Competency Requirements.
3. Completion of 12 units in residence at West Valley College.

Certificate Programs
CREDIT CERTIFICATES
A Certificate of Achievement is a sequence of courses consisting of 8 or more units of degree-applicable coursework and are approved by the State Chancellor’s Office. Students who successfully petition for a Certificate of Achievement will have the name of the certificate appear on their transcript. Two-thirds of the certificate coursework must be completed in residency. Students must pass all letter-graded certificate-applicable courses with a C or better and all P/NP certificate applicable courses with a P. Credit that students earn in a certificate curriculum may also be used toward satisfaction of the requirements for graduation from the College with an associate degree. Certificate programs do not have general education requirements.

NONCREDIT CERTIFICATES
West Valley College offers two types of noncredit certificates, Certificate of Completion and Certificate of Competency, which prepare students for entry-level employment or further study. A Certificate of Completion is a sequence of courses designed to prepare students to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. A Certificate of Competency is a sequence of courses preparing students to demonstrate achievement in a set of competencies that prepares the student to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. Students must pass all letter-graded certificate-applicable courses with a C or better and all P/NP certificate applicable courses with a P. Noncredit certificate programs do not have general education requirements.

Catalog Rights for Degree or Certificate Consideration
Students who maintain continuous enrollment, meaning they attended at least one semester or summer session during the academic year, may choose to graduate under the catalog in effect at the time they first enrolled at West Valley College or any catalog up to the time of graduation. Students who are considered returning students, meaning those who did not attend for a year or more before returning to college, must follow the catalog requirements in effect at the time of re-enrollment. Documented military, not exceeding two years, will not be considered an interruption of continuous enrollment. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session.

Associate Degree Reciprocity
The West Valley-Mission Community College District has entered into a mutual agreement with seven other community colleges to accept the General Education of these colleges as completed.

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), Ohlone 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.
West Valley College recognizes that a disability may preclude a student from demonstrating required math, reading, and writing competencies or from completing course requirements necessary for an AA or AS degree in the same manner in which nondisabled students are expected. The college also recognizes the need to accommodate students with documented disabilities to the greatest extent possible without compromising a disabled student’s course of study and without compromising the integrity of any student’s degree. For these students, a course substitution will be individually considered under the conditions described in local procedures. Only in the most extreme cases will a course waiver be considered. All policies and procedures that apply to approval of course substitutions or waivers also apply to proficiency requirements. Contact DESP at https://www.westvalley.edu/services/desp/ for further information.

TRANSFER OF COURSEWORK TO WEST VALLEY COLLEGE

Students may substitute coursework completed at other institutions to fulfill program requirements for the Associate Degree or certificate programs at West Valley College. A substitution can be requested to meet the following requirements:

- Specific program requirements for a certificate or major
- General education requirements
- Elective units required for completing associate degrees

For all associate degrees, the unit requirement must be met with courses from West Valley College or other regionally accredited colleges or universities. Students are subject to the residence requirement for the Associate Degree, regardless of the number of units transferred into the college. Note that both the units and the actual grades received from the other college or university will be accepted by West Valley College.

The Office of Admissions & Records will approve equivalencies for specific program or general education requirements when a course that is transferred to West Valley College and is clearly equivalent to a WVC course. This equivalency is determined through the use of assist.org or C-ID articulation, reviewing course outlines, or according to past Department approval and practices.

A department chair may also elect to substitute an appropriate comparable course for one required for a major or certificate offered by that department. Student inquiries with either a specific department or with Admissions and Records should occur as soon as possible after enrolling in courses at West Valley College to ensure timely completion of education goals and graduation.

Students are advised to submit all transcripts for evaluation no later than the semester prior to filling out a certificate or graduation petition in order to allow the necessary time for evaluation.

Substitution Process

To complete a substitution request, students must complete the following steps:

1. Send official transcripts to West Valley College Counseling department
2. Complete the evaluation request form on the Admissions & Records website
3. Complete the substitution request form with a counselor

Once the substitution form is completed, it is then forwarded to either the department chair (for Associate Degrees/Certificates) or articulation officer (for Associate Degrees for Transfer/Associate Degree for UC Transfer Pathways) for review. Students will be notified if a substitution is approved or denied.

Substitution Implications

Completing an evaluation of external transcripts will involve reviewing and including all external coursework to the student’s West Valley College transcript. The inclusion of these records may impact total units attempted/completed as well as affecting the student’s Grade Point Average. Completion of this evaluation is permanent and cannot be undone.

The Office of Admissions & Records will approve the amount of units that will be applied toward electives for graduation after students submit an official transcript. Approved units will be noted on the student’s unofficial and official transcript.

A department chair may also elect to substitute an appropriate comparable course for one required for a major or certificate offered by that department. Student inquiries with either a specific department or with Admissions and Records should occur as soon as possible after enrolling in courses at West Valley College to ensure timely completion of education goals and graduation. Students are advised to submit all transcripts for evaluation no later than the semester prior to filling out a certificate or graduation petition in order to allow the necessary time for evaluation.

West Valley College Online

Online courses use technology to connect students with instructors, support staff and counselors, providing students access to higher education without having to be physically present at a specific place and time. Online learning can reduce students’ travel time and costs while helping meet the demands of busy personal and professional schedules. West Valley College Online delivers courses using Canvas, a course management system that includes chats, discussion forums, email, and video conferencing to meet the needs of various learning styles and to regularly provide opportunities for students to engage with their instructors and with each other. Many online courses fulfill general education and transfer requirements for public and private colleges and universities. The integration of support services and instruction enables West Valley College Online to deliver rigorous education online and to enrich hybrid (courses with both online and face-to-face meetings) and face-to-face courses. Additional information can be found at the West Valley College Online website at https://www.westvalley.edu/distance-education/.

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.
GRADUATION REQUIREMENTS 2021-2022
Associate in Arts (A.A) and Associate in Science (A.S.) Degrees

West Valley College will confer the Associate in Arts (A.A.) or Associate in Science (A.S.) degree upon a student who successfully completes requirements listed below in accordance with WVMCCD Board Policy 4025 and Title 5 § 55063. Graduation requirements (Major, Competency, 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 regular semester, summer session or winter session 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.

West Valley College Local General Education Requirements are waived if students complete one of the following:

I. Transfer General Education Patterns: Students may complete either the CSU GE-B or IGETC.
II. 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, and mathematics.
III. 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 Proficiency requirements at WVC. Students who have earned a Baccalaureate degree from a foreign country must have their transcripts evaluated by a NACES approved service.

West Valley College Local General Education Requirements:

1. RESIDENCY REQUIREMENT: A minimum of 12-degree applicable units must be completed at West Valley College.

2. SCHOLARLY REQUIREMENTS: An overall grade point average of 2.0 in 60 units of work reflected on all college transcripts.

3. 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.

4. BASIC COMPETENCY REQUIREMENTS: Proficiency in the following areas is required for an Associate in Arts and Associate in Science degrees:
   Reading & Writing:
   Completion of the ENGL 001A, English Composition (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 in both semesters.
   Note: High schools have a plus / minus grade option, but West Valley College does not. West Valley College will accept a “C-” from the high school.

5. AREA REQUIREMENTS (GENERAL EDUCATION): Complete a minimum of 25 units from Areas A – G, plus additional courses to meet unit requirements.

AREA A: LANGUAGE AND RATIONALITY – 6 semester/9 quarter units minimum
Complete one course from each section (2 courses total). All courses from Area A must be complete with a "C" (or P) or better.

A1 – English Composition
ENGL 001A English Composition (with a "C" or better)

A2 – Communication & Analytical Thinking
COMM 001 Public Speaking
COMM 001H Honors Public Speaking
COMM 010 Persuasive Speaking
COMM 010H Honors Persuasive Speaking
COMM 020 Argumentation & Debate
COMM 020H Honors Argumentation & Debate
CIST 002 Introduction to Computing (4)
CIST 004A Computer Programming I (C++ Programming) (4)
CIST 004A1 Computer Programming I (Java) (4)
ENGL 001B English Composition
ENGL 001C Critical Thinking & Writing
ENGL 001CH Honors Critical Thinking & Writing
GIST 016A Introduction to Geospatial Technology
MATH 104 Plane Geometry (4)
MATH 105 Pre-Statistics (5)
MATH 106 Intermediate Algebra (5)
MATH 106R Intermediate Algebra Review (4)
MATH 000D Trigonometry
MATH 000G Mathematics for Liberal Arts Students

All courses are three (3) semester units unless otherwise noted.

A2 – Communication & Analytical Thinking
MATH 001 Pre-Calculus Algebra (4)
MATH 002 Pre-Calculus Algebra & Trigonometry (6)
MATH 003A Calculus and Analytical Geometry (5)
MATH 003B Calculus and Analytical Geometry (5)
MATH 003AH Honors Calculus and Analytical Geometry (5)
MATH 003BH Honors Calculus and Analytical Geometry (5)
MATH 004A Intermediate Calculus (5)
MATH 004B Differential Equations (4)
MATH 004C Linear Algebra (4)
MATH 008 Finite Mathematics (3)
MATH 010 Elementary Statistics (4)
MATH 010H Honors Elementary Statistics (4)
MATH 012 Applied Calculus (4)
MATH 014 Math for Elementary School Teachers
MATH 019 Discrete Mathematics (4)
PHIL 002 Introduction to Logic
PHIL 003 Introduction to Ethics**
PHIL 017 Logic & Critical Reasoning
READ 053 Critical & Efficient Reading
SOCI 012 Introduction to Research Methods

Courses indicated by (**) may be used to meet one area requirement only.

Updated 06/07/21
AREA B: NATURAL SCIENCES – 3 Semester/4.5 Quarter Units Minimum

These courses examine the physical universe, its life forms and its natural phenomena. Courses with a lab are underlined.

**Area B Natural Sciences Courses:**
- ANTH 001 Introduction to Physical Anthropology
- ASTR 002 Astronomy Laboratory (1)
- ASTR 005 Planetarium Astronomy
- ASTR 010 Solar System Astronomy
- ASTR 011 Stellar Astronomy
- ASTR 014 Live in the Universe
- ASTR 020 Family of the Sun (4)
- ASTR 020H Honors Family of the Sun (4)
- ASTR 021 Lifestyle of the Stars (4)
- ASTR 021H Honors Lifestyle of the Stars (4)
- ASTR 022 From Big Bang to Black Holes
- BIOL 002 Environmental Biology
- BIOL 002L Environmental Biology Laboratory (1)
- BIOL 010 + 010L Introduction to Biology + Laboratory (4)
- BIOL 011 Human Biology (4)
- BIOL 012 Introduction to Ecology and Wildlife (4)
- BIOL 013 Natural History of California
- BIOL 014 California Plants and Animals (4)
- BIOL 018 Marine Biology (4)
- BIOL 022 Genetics (4)
- BIOL 023 Introduction to Infectious Diseases
- BIOL 024 Bio in the News
- BIOL 035 Biology of Birds (4)
- BIOL 036 Animal Behavior
- BIOL 037 Evolution – Life on Earth
- BIOL 040 Organismal Biology (4)
- BIOL 041 Principles of Animal Biology (5)
- BIOL 042 Principles of Plan Biology (5)
- BIOL 043 Principles of Cell Biology (5)
- BIOL 045 Microbiology (5)
- BIOL 047 Human Anatomy (5)
- BIOL 048 Human Physiology (5)
- BIOL 050 Human Cadaver Dissection (1)

Area B: Courses with a lab are underlined.

AREA C: HUMANITIES – 3 semester/4.5 quarter units minimum

These courses develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation. **NOTE:** Three 1-unit classes alone may not be used to satisfy this category.

**Area C Humanities Courses:**
- ARTS 033A Two-Dimensional Design
- ARTS 033B Intermediate Life Drawing
- ARTS 033D Advanced Life Drawing
- ARTS 049B Intermediate Painting
- ARTS 049D Advanced Painting
- ARTS 062A Basic Photography
- ARTS 062B Black and White Photography
- ARTS 062B Color Photography
- ARTS 096D Studio Photography
- ARTS 095A Ceramics – Handbuilding
- ARTS 095B Ceramics – Handbuilding II
- ARTS 081 3-Dimensional Design
- ARTS 085B Sculpture
- ARTS 088A Metal Sculpture Casting

Area C Humanities Courses:
- ARTS 033A Two-Dimensional Design
- ARTS 033C Color Design
- ARTS 033A Beginning Life Drawing
- ARTS 033B Intermediate Life Drawing
- ARTS 033C Intermediate-Advanced Life Drawing
- ARTS 033D Advanced Life Drawing
- ARTS 047A Beginning Watercolor
- ARTS 047B Intermediate Watercolor
- ARTS 047C Intermediate-Advanced Watercolor
- ARTS 047D Advanced Watercolor
- ARTS 049A Beginning Painting
- ARTS 049B Intermediate Painting
- ARTS 049C Advanced Painting
- ARTS 062A Basic Photography
- ARTS 062B Black and White Photography
- ARTS 062C Color Photography
- ARTS 062D Studio Photography
- ARTS 065A Ceramics – Handbuilding
- ARTS 065B Ceramics – Handbuilding II
- ARTS 081 3-Dimensional Design
- ARTS 085B Sculpture
- ARTS 088A Metal Sculpture Casting

Courses indicated by (**) may be used to meet one area requirement only. Updated 06/07/21
Area C Humanities Courses:

**ITAL 002B** Intermediate Italian (5)
**ITAL 050A** Basic Italian and Culture
**ITAL 050B** Basic Italian and Culture
**JPN 001A** Beginning Japanese (5)
**JPN 001B** Beginning Japanese (5)
**JPN 050A** Basic Japanese Conversation & Cultures (5)
**JPN 050B** Basic Japanese Conversation & Cultures (5)
**MUSC 001** Music History: Medieval, Renaissance, & Baroque
**MUSC 002** Music History: Classical, Romantic & Contemporary
**MUSC 003A** Music Theory Level 1
**MUSC 003B** Music Theory Level 2
**MUSC 004A** Music Theory Level 3
**MUSC 004B** Music Theory Level 4
**MUSC 005** Fundamentals of Music
**MUSC 006** Introduction to Music Education
**MUSC 007** Film Music Appreciation
**MUSC 009** Jazz Music History
**MUSC 010** Music Appreciation
**MUSC 020A** Musicianship Level 1
**MUSC 020B** Musicianship Level 2
**MUSC 026** Techniques of Jazz-Rock Guitar
**MUSC 027** Introduction to Jazz Piano
**MUSC 030A** Beginning Piano, Level 1
**MUSC 030B** Beginning Piano, Level 2
**MUSC 031A** Intermediate Piano, Level 3
**MUSC 031B** Intermediate Piano, Level 4
**MUSC 032A** Beginning Voice, Level 1
**MUSC 032B** Beginning Voice, Level 2
**MUSC 032C** Beg. Voice: Musical Theatre
**MUSC 033A** Intermediate Voice, Level 3
**MUSC 033B** Intermediate Voice, Level 4
**MUSC 036A** Beginning Guitar, Level 1
**MUSC 036B** Beginning/Intermediate Guitar, Level 2
**MUSC 036C** Intermediate Guitar, Level 3
**MUSC 036D** Intermediate/Advanced Guitar, Level 4
**MUSC 040** Chamber Singers
**MUSC 042** Concert Choir
**MUSC 042B** Concert Choir – Classical Music
**MUSC 042C** Concert Choir – Modern Music
**MUSC 042D** Concert Choir – World Music
**MUSC 043A** Techniques of Jazz Improvisation
**MUSC 043B** Jazz Improvisation
**MUSC 048** Symphony Orchestra
**MUSC 049** Symphonic Band
**MUSC 051** Jazz Band
**MUSC 051B** Jazz Ensemble – The Swing Era
**MUSC 051C** Jazz Ensemble – Evolution of the “Stage Band”
**MUSC 051D** Jazz Ensemble – Modern Composers
**MUSC 052A** Jazz Combo: Early
**MUSC 052B** Jazz Combo: Swing
**MUSC 052C** Jazz Combo: Bebop
**MUSC 052D** Jazz Combo: Fusion
**MUSC 053A** Chamber Music: Early
**MUSC 053B** Chamber Music: Classical
**MUSC 053C** Chamber Music: Modern
**MUSC 054** History of Rock and Roll Music
**MUSC 055** World Music History
**MUSC 057** History & Culture of Hip-Hop
**MUSC 061** Jazz Singers
**MUSC 061B** Vocal Jazz Ensemble: Swing
**MUSC 061C** Vocal Jazz Ensemble: Latin Jazz
**MUSC 061D** Vocal Jazz Ensemble: Pop & A Cappella
**MUSC 062A** Solo Performance in Jazz & Popular Music
**MUSC 063A** Introduction to Music Production
**MUSC 063B** Commercial Music Production
**MUSC 064** Sound Design

Courses indicated by (**) may be used to meet one area requirement only.

All courses are three (3) semester units unless otherwise noted.

Updated 06/07/21
Area C Humanities Courses:
MUSC 065C Recording Arts III
MUSC 065A Recording Arts I
MUSC 065B Recording Arts II
MUSC 066 Digital, Audio & Notation
MUSC 067A Creating Music for Film, TV, & Gaming: Foundations
MUSC 067B Creating Music for Film, TV, & Gaming: Techniques
MUSC 068 Cinematic Orchestration for Film, TV & Gaming
MUSC 069A Songwriting, Level 1
MUSC 069B Songwriting, Level 2
MUSC 070 Music Business
NUTR 022 Sports Nutrition
PHIL 001 Introduction to Philosophy
PHIL 005 Introduction to Ethics**
PHIL 004 Comparative Religions**
PHIL 005 Introduction to Social & Political Philosophy
PHIL 021 World Philosophers on Death & the Good Life**
PHIL 022 Philosophy of Religion
SJST 001 Introduction to Social Justice Studies
SPAN 001A Beginning Spanish (5)
SPAN 001B Beginning Spanish (5)
SPAN 003A Advanced Spanish Oral & Written Composition (5)
SPAN 003B Advanced Spanish Oral & Written Composition (5)
THEA 002A Introduction to Theatrical Design
THEA 005A Introduction to Film/Video Production
THEA 005B Film/Video Production II
THEA 006A Writing for Film & Television
THEA 006B Writing for Film & Television II
THEA 007A Acting for Film & Television
THEA 007B Acting/Directing for Film & Television
THEA 010 Introduction to Theater
THEA 010H Honors Introduction to Theater
THEA 011A Script Analysis: Classical
THEA 011B Script Analysis: Modern Realism
THEA 011C Script Analysis: Contemporary/ Absurdist
THEA 012 Survey of Musical Theater
THEA 013 Multicultural Theater
THEA 014A Survey of Film: Horror & Science Fiction

Area D: SOCIAL & BEHAVIORAL SCIENCES
Section 1 – Social and Behavioral Sciences (3 semester units/4.5 quarter units minimum): These courses deal with human, social, psychological, political, and economic institutions and behavior and their historical background, selected from among the following:

Area D1 Courses:
ADMJ 001 Introduction to Administration of Justice
ADMJ 026 Organized Crime
ANTH 002 Introduction to Archaeology
ANTH 003 Introduction to Cultural Anthropology
ANTH 003H Honors Introduction to Cultural Anthropology
ANTH 004 Introduction to Linguistic Anthropology
ANTH 055 Anthropology of Magic, Witchcraft, and Religion**
BUSN 015 The Entrepreneurial Mindset
BUSN 061 Business, Government, and Society
CHST 002 Child Growth and Development
CHST 005 Diversity – Childhood & Culture**
CHST 063 Child, Family and Community
COMM 007 Survey of Communication: Career Building Strategies
COMM 012 Intercultural Communication**
COUN 050 Cross-Cultural Perspectives**
ECON 001A + 002A Principles of Macroeconomics + Lab (4)
ECON 001AH Honors Principles of Macroeconomics
ECON 001B + 002B Principles of Microeconomics + Lab (4)

Area D1 Courses:
ECON 001BH Honors Principles of Microeconomics
ETHN 001 Introduction to Social Justice Studies (same as SJST 001)
ETHN 005 Diversity – Childhood & Culture (same as CHST 005)**
GEOG 002 Introduction to Cultural Geography
GEOG 006 World Regional Geography
HIST 004A Western Civilizations I: Prehistory to 1500 CE
HIST 004B Western Civilizations II: 1500 CE to Present
HIST 005A World History I: Prehistory to 1500
HIST 005B World History from 1500
HIST 012 African American History
HIST 014 History of the Native North Americans
HIST 016 Mexican-American History
HSCI 008 Contemporary Health**
HSCI 010 Human Sexuality**
HSCI 014 Concepts of Public Health & Society
KINT 033 Women in Sports
POLI 002 Comparative Governments
POLI 003 Introduction to Political Science

All courses are three (3) semester units unless otherwise noted.

Courses indicated by (**) may be used to meet one area requirement only. Updated 06/07/21
## Area D1 Courses:
- POLI 003H Honors Introduction to Political Science
- POLI 004 International Relations
- PSYC 001 General Psychology
- PSYC 001H Honors General Psychology
- PSYC 017 Introduction to Social Psychology
- PSYC 025 Introduction to Abnormal Psychology**
- SJST 001 Introduction to Social Justice Studies
- SOCI 001 Introduction to Sociology**
- SOCI 002 Social Problems**
- SOCI 002H Honors Social Problems

## Area D2 Courses:
- SOCI 003 Social Psychology: A Sociological Perspective**
- SOCI 012 Introduction to Research Methods
- SOCI 020 Sociology of Race and Ethnicity**
- SOCI 028 Sociology of Gender**
- SOCI 040 Marriage and Family Sociology**
- SOCI 045 Sociology of Human Sexuality**
- WGQS 001 Introduction to Women’s Studies**
- WGQS 002 Women in the Arts: Multicultural Perspectives**
- WGQS 003 Introduction to Gender and Queer Studies**
- WGQS 004A Women in World Cultures**

### Section 2 – American History and Institutions (3 semester/4 quarter units):
Demonstrate proficiency in American history or American government on via credit by exam OR complete a course with a grade of C (or “P”) or better from one of the following:

#### Area D2 Courses:
- HIST 017A United States History**
- HIST 017B United States History**
- HIST 017H Honors United States History**

#### Area E Courses:
- BUSN 061 Business, Government and Society
- BUSN 078 Business Communication
- CHST 053 Contemporary Education in a Changing Society
- COMM 004 Small Group Discussion
- COMM 008 Interpersonal Communication
- COUN 005 College Success
- COUN 012 Careers and Lifestyles
- COUN 012C Careers and Lifestyles (1)
- COUN 024 Personal Growth
- DANC 001 Ballet: Beginning Level 1
- DANC 002 Ballet: Beginning Level 2
- DANC 003 Ballet: Intermediate
- DANC 004 Ballet: Advanced
- DANC 005 Dance Workshop
- DANC 007 Choreography
- DANC 008 Rehearsal & Performance in Dance
- DANC 011 Jazz Dance: Beginning Level 1
- DANC 012 Jazz Dance: Beginning Level 2
- DANC 013 Jazz Dance Intermediate
- DANC 014 Jazz Dance: Advanced
- DANC 021 Modern Dance: Beginning Level 1
- DANC 022 Modern Dance: Beginning Level 2
- DANC 023 Modern Dance: Intermediate
- DANC 024 Modern Dance: Advanced
- DANC 031 Tap for Musical Theatre: Beginning Level 1
- DANC 032 Tap for Musical Theatre: Beginning Level 2
- DANC 034 Tap for Musical Theatre: Advanced Level 4
- DANC 041 Ballroom & Latin Dance: Beginning
- DANC 042 Ballroom & Latin Dance: Intermediate
- DANC 043 Ballroom & Latin Dance: Advanced
- DANC 044 Lindy Hop & Swing
- DANC 051A World Dance: Flamenco of Spain, Beginning
- DANC 051B World Dance: Flamenco of Spain, Intermediate

Courses indicated by (**) may be used to meet one area requirement only.
All courses are three (3) semester units unless otherwise noted.

**AREA F: Cultural Diversity – 3 semester/4 quarter units minimum**

<table>
<thead>
<tr>
<th>Area F Courses:</th>
<th>Area F Courses:</th>
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<tbody>
<tr>
<td>ANT H 003 Introduction to Cultural Anthropology**</td>
<td>ENGL 046H Honors Contemporary Am. Multi-Cultural Literature**</td>
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<tr>
<td>ANT H 003H Honors Introduction to Cultural Anthropology**</td>
<td>ETHN 005 Diversity – Childhood &amp; Culture (same as CHST 005)**</td>
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<td>ANT H 004 Introduction to Linguistic Anthropology**</td>
<td>ETHN 018 Asian American Literature (same as ENGL 018)**</td>
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<td>ANT H 055 Anthropology of Magic, Witchcraft, and Religion**</td>
<td>MUSC 055 World Music**</td>
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<tr>
<td>ARTS 001E Design in Society**</td>
<td>NUTR 020 World Food Customs &amp; Nutrition</td>
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<td>ARTS 010 American Art: A Multi-Cultural Approach**</td>
<td>PMGT 010 Introduction to Park Management</td>
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<td>ARTS 095 New Media and Social Change**</td>
<td>PHIL 004 Comparative Religions**</td>
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<td>CHST 005 Diversity – Childhood &amp; Culture**</td>
<td>PHIL 021 World Philosophers on Death &amp; the Good Life**</td>
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<td>COMM 012 Intercultural Communication</td>
<td>PSYC 009 Psychology of Women: A Multicultural Perspective</td>
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<td>COUN 050 Cross-Cultural Perspectives**</td>
<td>SOCI 001 Introduction to Sociology**</td>
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<td>DANC 061 Dance in America: A Cultural Perspective**</td>
<td>SOCI 002 Social Problems**</td>
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<td>DANC 061H Honors Dance in America: A Cultural Perspective**</td>
<td>SOCI 002H Honors Social Problems**</td>
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<tr>
<td>ENGL 012 African American Literature**</td>
<td>SOCI 003 Social Psychology: A Sociological Perspective**</td>
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<td>ENGL 012H Honors African American Literature**</td>
<td>SOCI 020 Sociology of Race and Ethnicity**</td>
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<td>ENGL 013 Latino/Chicano Literature**</td>
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<td>ENGL 018H Honors Asian American Literature**</td>
<td>WQGS 001 Introduction to Women’s Studies**</td>
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<td>ENGL 046 Contemporary American Multi-Cultural Literature**</td>
<td>WGSQ 002 Women in the Arts: Multicultural Perspectives**</td>
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**AREA G: KINESIOLOGY ACTIVITY – Physical education or dance activity**

1 unit required – Course must be activity based; no Kinesiology Theory courses.
**GENERAL EDUCATION BREADTH REQUIREMENTS FOR A.A./A.S. DEGREE**

2021-2022 Advising Guide

**Guide Directions:** Check (✓) courses using Completed (C), In Progress (IP), Planned (P). Indicate Advanced Placement (AP) score 3 or higher where appropriate. Proof of AP and official transcripts will be required for transcription evaluation. “H” denotes an Honors course.

### AREA A – Language and Rationality – 6 units minimum (one course from A1 and one from A2)

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<th>Code</th>
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### AREA B – Natural Sciences – 3 units minimum – Laboratory courses are underlined.

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<th>Area</th>
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### AREA C – Humanities – 3 units minimum

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<td>PSYC</td>
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### AREA D – Social & Behavioral Sciences – 6 units minimum – select one course from D1 and D2.

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### AREA E – Lifelong Learning & Self-Development – 3 units minimum

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### AREA F – Cultural Diversity – 3 units minimum

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<tr>
<td>COMM</td>
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<td>BUSN</td>
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<td>ENGL</td>
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<td>HUMN</td>
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<td>PHIL</td>
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<td>PSYC</td>
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</tbody>
</table>

### AREA G – Kinesiology Activity (physical education or dance activity)

<table>
<thead>
<tr>
<th>Area</th>
<th>Code</th>
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</thead>
<tbody>
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</tbody>
</table>

**Note:** Although courses may be noted in multiple areas, a single course may be used to meet only one area requirement.

### Competency, Area, & Scholarly Requirements

- Waiver – Completion of CSU GE-B8/IGETC, reciprocity agreement, or completion of prior bachelor’s degree from accredited university in U.S.
- Residency – 12 units completed at West Valley College
- Scholarly Requirements – 2.0 GPA in at least 60 units of work
- Major – Completed required courses with a C (or “P”) or better
- Reading & Writing Competency – Completed ENGL 001A with a “C” or better
- Math Competency – (a) Complete MATH 104, 106, 106R, or higher with a “C” or better or (b) completion of high school Algebra 2, Integrated Math 3, Common Core Math, or higher with a grade of “C” or better in both semesters
- Area Competency - General Education – Completed 25 units of general education

Requirements are subject to change. Visit [credit courses in Assist.org](https://assist.org) for a complete listing of courses approved for EACH academic year. For the most recent list of courses and details, please review the [Articulation Web page](https://articulation.net).
CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION
2021-2022 Certification Requirements

The CSU General Education Breadth (CSU GE-B) is a 39-unit general education program that allows California Community College students to fulfill lower-division GE requirements for the CSU. At least 60 TRANSFERABLE UNITS of Major and General Education courses are required to transfer. Transfer students should: (1) meet with a counselor to create an EDUCATIONAL PLAN that will assist in identifying appropriate major and GE requirements; (2) request a CSU GE-B CERTIFICATION (when final transcripts are requested) to be sent to the transfer institution; and (3) with a counselor’s assistance, determine eligibility for an Associate’s Degree and/or an Associate’s Degree for Transfer. FULL CERTIFICATION (completion of all areas), PARTIAL CERTIFICATION (completion of all but 2 courses), and CSU GE-B FOR STEM CERTIFICATION (for BIO AS-T only) are available. Completion of the pattern also satisfies requirements for Certificate of Achievement. All courses are 3 units unless otherwise noted.

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 minimum cumulative GPA of 2.0 are required for admission.

**Note: Courses indicated by (**) may be used to meet one area requirement only.**

AREA A: ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING – 3 courses 9 semester/12-15 quarter units
Complete 1 course from each section (3 courses total). All courses from Area A must be completed with a “C” or better.

**A1: Oral Communication**
COMM 001 Public Speaking
COMM 001H Honors Public Speaking
COMM 010 Persuasive Speaking

**A2: Written Communication**
ENGL 001A English Composition

**A3: Critical Thinking**
ENGL 001B English Composition
ENGL 001C Critical Thinking & Writing
ENGL 001CH Honors Critical Thinking & Writing

AREA B: SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING – 9 Semester/12 Quarter Units
Complete at least one course from Biological Science, Physical Science, and Mathematics area. Labs are underlined.

**B1: Physical Sciences:**
ASTR 010 Solar System Astronomy
ASTR 011 Stellar Astronomy
ASTR 014 Live in the Universe
ASTR 020 Family of the Sun (4)
ASTR 020H Honors Family of the Sun (4)
ASTR 021 Life of the Stars (4)
ASTR 021H Honors Life of the Stars (4)
ASTR 022 From Big Bang to Black Holes
BIOL 013 Natural History of California
CHEM 001A, 001B General Chemistry (5/ea)
CHEM 002 Introductory Chemistry (4)
CHEM 012A, 012B Organic Chemistry (5/ea)
CHEM 030A, 030B Fundamentals of Chemistry (4/ea)
GEOG 001 Intro Physical Geography
GEOG 001A Physical Geology (4)

**B2: Life Sciences:**
ANTH 001 Introduction to Physical Anthropology
BIOL 002 Environmental Biology
BIOL 010 + 010L Introduction to Biology + Laboratory (4)
BIOL 011 Human Biology (4)
BIOL 012 Introduction to Ecology and Wildlife (4)
BIOL 013 Natural History of California
BIOL 014 California Plants and Animals (4)
BIOL 018 Marine Biology (4)
BIOL 022 Genetics (4)
BIOL 023 Introduction to Infectious Diseases

**B1: Physical Sciences:**
GEOL 001A Honors Physical Geology (4)
GEOL 001B Historical Geology (4)
GEOL 0012 Earth Science with Lab (4)
GEOL 015 Geology of California
GEOL 020 Field Geology
OCEA 010 Introduction to Oceanography (4)
PHYS 001 Introduction to Physics Problem Solving
PHYS 002A General Physics – Mechanics (5)
PHYS 002B General Physics – Electricity & Magnetism (5)
PHYS 004A Engineering Physics – Mechanics (5)
PHYS 004B Engineering Physics – Electricity & Magnetism (5)
PHYS 004C Engineering Physics – Light, Heat, and Waves (5)
PHYS 004D Advanced Topics in Modern Physics
PHYS 010 Introduction to Physics (4)
PSCI 010 Physical Science Survey
PSCI 020 Weather and Climate
B2: Life Sciences:
BIOL 045 Microbiology (5)
BIOL 047 Human Anatomy (5)
BIOL 048 Human Physiology (5)
BIOL 055 Biology of Sex
BIOL 056 Ecology of the Sierra Nevada

B2: Life Sciences:
BIOL 058 Field Ecology
BIOL 059 Climate Change
PSYC 002 Experimental Psychophysiology (4)
PSYC 002H Honors Experimental Psychophysiology (4)
PSYC 007 Physiological Psychology

B3: Laboratory Activity
BIOL 002L, BIOL 050, GEOL 012 or one of the selected science courses from B1 or B2 above must be a laboratory course. The lab courses are underlined.

ASTR 002 Astronomy Laboratory can be taken either concurrently or after the completion of ASTR 010 or 011.

B4 Mathematics/Quantitative Reasoning:
MATH 000D Trigonometry
MATH 000G Mathematics for Liberal Arts Students
MATH 001 Pre-Calculus Algebra (4)
MATH 002 Pre-Calculus Algebra & Trigonometry (6)
MATH 003A Calculus and Analytical Geometry (5)
MATH 003AH Honors Calculus and Analytical Geometry (5)
MATH 003B Calculus and Analytical Geometry (5)
MATH 003BH Honors Calculus and Analytical Geometry (5)

B4 Mathematics/Quantitative Reasoning:
MATH 004A Intermediate Calculus (5)
MATH 004B Differential Equations (4)
MATH 004C Linear Algebra (4)
MATH 006 Finite Mathematics (3)
MATH 010 Elementary Statistics (4)
MATH 010H Honors Elementary Statistics (4)
MATH 012 Applied Calculus (4)
MATH 014 Math for Elementary School Teachers
MATH 019 Discrete Mathematics (4)

Area C: ARTS AND HUMANITIES – 9 semester/12-15 quarter units
Complete three (3) courses with at least one course in Arts and one course in Humanities.

Area C1: Arts Courses
ARCH 046 History of Architecture
ARCH 047 History of Modern Architecture
ARCH 048 History of Modern Architecture
ARTS 001A Survey of Western Art I
ARTS 001AH Honors Survey of Western Art I
ARTS 001B Survey of Western Art II
ARTS 001BH Honors Survey of Western Art II
ARTS 001D Survey of Modern Art
ARTS 001DH Honors Art of the 20th Century
ARTS 001E Design in Society
ARTS 001G History of Photography
ARTS 001J Survey of Non-Western Art: Africa, Oceania, & Indigenous North America
ARTS 004 Art Appreciation
ARTS 007 The Art of Asia
ARTS 010 American Art: A Multi-Cultural Approach
ARTS 012A Art of Pre-Historic Mexico
ARTS 012B Art of Colonial & Modern Mexico
ARTS 013 African-American Art History
ARTS 014 Women in Art History
DANC 061 Dance in America: A Cultural Perspective
DANC 061H Honors Dance in America: A Cultural Perspective
FDAT 032 History of Fashion
MUSC 001 Music History: Medieval, Renaissance, & Baroque
MUSC 002 Music History: Classical, Romantic & Contemporary
MUSC 003A Music Theory Level I
MUSC 003B Music Theory Level II
MUSC 004A Music Theory Level III
MUSC 004B Music Theory Level IV
MUSC 005 Fundamentals of Music
MUSC 007 Film Music Appreciation
MUSC 009 Jazz Music History
MUSC 010 Music Appreciation
MUSC 054 History of Rock and Roll Music
MUSC 055 World Music
THEA 010H Honors Introduction to Theatre
THEA 011A Script Analysis: Classical
THEA 011B Script Analysis: Modern Realism
THEA 011C Script Analysis: Contemporary/ Absurdist
THEA 012 Survey of Musical Theater
THEA 013 Multicultural Theater
THEA 014A Survey of Film: Horror & Science Fiction
THEA 014B Survey of Film: Westerns and Musicals
THEA 014C Survey of Film: Gangster & Detective Films
THEA 014D Survey of Film: Superhero Cinema
THEA 014E Survey of Film: The Star Wars Trilogies
THEA 015 Introduction to Film Studies
THEA 016 American Cinema
WGQS 002 Women in the Arts: Multicultural Perspectives**

Area C2: Humanities Courses:
ARTS 095 New Media and Social Change
ASLA 60A American Sign Language I (5)
ASLA 60B American Sign Language II (5)
ENGL 005A Survey of English
ENGL 005B Survey of English 2
ENGL 006A World Literature
ENGL 006AH Honors World Literature
ENGL 006B World Literature 2
ENGL 006BH Honors World Literature 2
ENGL 007A American Literature 1
ENGL 007B American Literature 2
ENGL 010 Children’s Literature
ENGL 012 African American Literature
ENGL 012H Honors African American Literature
ENGL 013 U.S. Latino Literature
ENGL 013H Honors U.S. Latino Literature
ENGL 018 Asian American Literature
ENGL 018H Honors Asian American Literature
ENGL 041 Literature & Film
ENGL 041H Honors Literature & Film
ENGL 043 Classical Mythology
ENGL 043H Honors Classical Mythology

Courses indicated by (**) may be used to meet one area requirement only.

Updated 06/07/21
### Area D: Social and Behavioral Sciences - 2 courses, 6 semester/8 quarter units

Note: Biology AS-T majors can defer 1 course until after transfer.

<table>
<thead>
<tr>
<th>Area D Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 001 Introduction to Administration of Justice</td>
</tr>
<tr>
<td>ADMJ 026 Organized Crime</td>
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<tr>
<td>ANTH 002 Introduction to Anthropology</td>
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<tr>
<td>ANTH 003 Introduction to Cultural Anthropology</td>
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<tr>
<td>ANTH 003H Honors Introduction to Cultural Anthropology</td>
</tr>
<tr>
<td>ANTH 004 Introduction to Linguistic Anthropology</td>
</tr>
<tr>
<td>ANTH 055 Anthropology of Magic, Witchcraft, and Religion</td>
</tr>
<tr>
<td>BUSN 061 Business, Government, and Society</td>
</tr>
<tr>
<td>CHST 002 Child Growth and Development*</td>
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<tr>
<td>CHST 005 Diversity – Childhood &amp; Culture</td>
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<tr>
<td>CHST 063 Child, Family and Community**</td>
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<tr>
<td>COMM 012 Intercultural Communication**</td>
</tr>
<tr>
<td>COUN 050 Cross-Cultural Perspectives**</td>
</tr>
<tr>
<td>ECON 001A + 002A Principles of Macroeconomics + Lab (4)</td>
</tr>
<tr>
<td>ECON 001AH Honors Principles of Macroeconomics</td>
</tr>
<tr>
<td>ECON 001B + 002B Principles of Microeconomics + Lab (4)</td>
</tr>
<tr>
<td>ECON 001BH Honors Principles of Microeconomics</td>
</tr>
<tr>
<td>ETHN 005 Diversity – Childhood &amp; Culture (same as CHST 005)</td>
</tr>
<tr>
<td>GEOG 002 Introduction to Cultural Geography</td>
</tr>
<tr>
<td>GEOG 006 World Regional Geography</td>
</tr>
<tr>
<td>HIST 004A Western Civilizations I: Prehistory to 1500 CE**</td>
</tr>
<tr>
<td>HIST 004B Western Civilizations II: 1500 CE to Present**</td>
</tr>
<tr>
<td>HIST 005A World History I: Prehistory to 1500**</td>
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<tr>
<td>HIST 005B World History from 1500**</td>
</tr>
<tr>
<td>HIST 012 African American History**</td>
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<tr>
<td>HIST 014 History of the Native North Americans**</td>
</tr>
</tbody>
</table>

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### AREA C2: Humanities Courses:

| ENGL 044 | The Bible as Literature |
| ENGL 046 | Contemporary American Multi-Cultural Literature |
| ENGL 046H | Honors Contemporary Am. Multi-Cultural Literature |
| ENGL 047 | Introduction to Poetry |
| ENGL 047H | Honors Introduction to Poetry |
| ENGL 048 | Introduction to Shakespeare |
| ENGL 048H | Honors Introduction to Shakespeare |
| ENGL 049 | Modern Fiction |
| ENGL 049H | Honors Modern Fiction |
| ENGL 071 | Writing Fiction |
| ENGL 072 | Writing Poetry |
| ETHN 001 | Social justice Studies (same as SJST 001) |
| ETNH 001 | African American History** |
| ETNH 005 | Diversity – Childhood & Culture (same as CHST 005) |
| FRNC 001A | Beginning French (5) |
| FRNC 001B | Beginning French (5) |
| FRNC 002A | Intermediate French (5) |
| FRNC 002B | Intermediate French (5) |
| FRNC 003A | Advanced French Oral & Written Composition (5) |
| FRNC 003B | Advanced French Oral & Written Composition (5) |
| GERM 001A | Beginning German (5) |
| GERM 001B | Beginning German (5) |
| GERM 002A | Intermediate German (5) |
| GERM 002B | Intermediate German (5) |
| HIST 004A | Western Civilizations I: Prehistory to 1500 CE** |
| HIST 004B | Western Civilizations II: 1500 CE to Present** |
| HIST 005A | World History I: Prehistory to 1500** |
| HIST 005B | World History from 1500** |
| HIST 012A | African American History** |
| HIST 014 | History of the Native North Americans** |

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### AREA C2: Humanities Courses:

| HIST 017A | United States History** |
| HIST 017B | United States History** |
| HIST 017BH | Honors United States History** |
| HIST 020 | History & Geography of California** |
| HUMN 001A | Human Values in & from the Arts – the Ancient World to the Early Renaissance |
| HUMN 001B | Human Values in and from the Arts – the Renaissance to the Modern Age |
| ITAL 001A | Beginning Italian (5) |
| ITAL 001B | Beginning Italian (5) |
| ITAL 002A | Intermediate Italian (5) |
| ITAL 002B | Intermediate Italian (5) |
| ITAL 050A | Basic Italian and Culture |
| ITAL 050B | Basic Italian and Culture |
| JPN 001A | Beginning Japanese (5) |
| JPN 001B | Beginning Japanese (5) |
| PHIL 001 | Introduction to Philosophy |
| PHIL 004 | Comparative Religions |
| PHIL 005 | Introduction to Social & Political Philosophy |
| PHIL 021 | World Philosophers on Death & the Good Life |
| PHIL 022 | Philosophy of Religion |
| SJST 001 | Social Justice Studies |
| SPAN 001A | Beginning Spanish (5) |
| SPAN 001B | Beginning Spanish (5) |
| SPAN 002A | Intermediate Spanish (5) |
| SPAN 002B | Intermediate Spanish (5) |
| SPAN 003A | Advanced Spanish Oral & Written Composition (5) |
| SPAN 003B | Advanced Spanish Oral & Written Composition (5) |
| THEA 013 | Multicultural Theater |
| WQGS 002 | Women in the Arts: Multicultural Perspectives** |
| WQGS 003 | Introduction to Gender & Queer Studies** |
| WQGS 004A | Women in World Cultures** |

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### Area C3: One additional course from either C1 or C2. (Biology AS-T majors can defer Area C3 until after transfer).

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Courses indicated by (**) may be used to meet one area requirement only.
Area D Courses:

- SOCI 020 Sociology of Race and Ethnicity**
- SOCI 040 Marriage and Family Sociology**
- SOCI 045 Sociology of Human Sexuality**

Courses indicated by (**) may be used to meet one area requirement only.

CSU Graduation Requirements: It is not required by all CSU’s to complete American Institutions requirements prior to transfer but it is STRONGLY RECOMMENDED to complete one of the following sequences to meet these requirements prior to transfer.

**Note:** These courses meet their respective GE area requirement (i.e., Area C2 or D) as well as the American Institution requirement.

<table>
<thead>
<tr>
<th>American Institutions Requirement Options</th>
<th>American Institutions Requirement Options</th>
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</thead>
<tbody>
<tr>
<td>HIST 012 + POLI 001 or 001H</td>
<td>HIST 017A + HIST 020</td>
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<tr>
<td>HIST 014 + POLI 001 or 001H</td>
<td>HIST 017A + POLI 001 or 001H</td>
</tr>
<tr>
<td>HIST 016 + POLI 001 or 001H</td>
<td>HIST 017B or 017H + POLI 001 or 001H</td>
</tr>
</tbody>
</table>

**Area E: LIFELONG LEARNING AND SELF-DEVELOPMENT** – 3 units minimum

Choose courses from the following to total at least three (3) semester units.

Area E Courses:

- CHST 002 Child Growth and Development**
- CHST 063 Child, Family and Community**
- COMM 004 Small Group Discussion
- COMM 008 Interpersonal Communication
- COMM 012 Intercultural Communication**
- COUN 005 College Success
- COUN 012 Careers and Lifestyles
- COUN 012C Careers and Lifestyles (1)
- COUN 024 Personal Growth
- COUN 050 Cross-Cultural Perspectives**
- HSCI 008 Contemporary Health**
- HSCI 010 Human Sexuality**
- HSCI 012 Understanding Stress–A Multidisciplinary Perspective
- KINS/KINA/DANC (Up to 2 units allowed)
- COMM 004 Small Group Discussion
- COMM 008 Interpersonal Communication
- COMM 012 Intercultural Communication**
- COUN 005 College Success
- COUN 012 Careers and Lifestyles
- COUN 012C Careers and Lifestyles (1)
- COUN 024 Personal Growth
- COUN 050 Cross-Cultural Perspectives**
- HSCI 008 Contemporary Health**
- HSCI 010 Human Sexuality**
- HSCI 012 Understanding Stress–A Multidisciplinary Perspective
- KINS/KINA/DANC (Up to 2 units allowed)
- COMM 004 Small Group Discussion
- COMM 008 Interpersonal Communication
- COMM 012 Intercultural Communication**
- COUN 005 College Success
- COUN 012 Careers and Lifestyles
- COUN 012C Careers and Lifestyles (1)
- COUN 024 Personal Growth
- COUN 050 Cross-Cultural Perspectives**
- HSCI 008 Contemporary Health**
- HSCI 010 Human Sexuality**
- HSCI 012 Understanding Stress–A Multidisciplinary Perspective
- KINS/KINA/DANC (Up to 2 units allowed)

**Area F: ETHNIC STUDIES** – 3 units minimum

Choose a course of course from the following to total at least three (3) semester units.

Currently, West Valley College will not be offering any courses in this area for the 2021-22 academic year. Students should consult with a counselor to plan to complete this requirement next year or seek options at other institutions.

**Important Note to students:** Area F is a new CSU General Education requirement for new students or returning students who have lost/broken continuous enrollment prior to the 2021-2022 academic year. Students who were enrolled in the previous academic year, or have maintained continuous enrollment, can follow their catalog rights so the student will not be held to this requirement by the CSU system. Exercising one’s catalog rights can allow students to defer to the previous CSU GE-B requirements (i.e., needing 3 courses/9 units in Social Sciences/Area D). For clarification, please schedule a meeting with a counselor. [https://www.westvalley.edu/services/online/index.html](https://www.westvalley.edu/services/online/index.html)
CSU General Education Requirements

<table>
<thead>
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<th>Area</th>
<th>Code</th>
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<tbody>
<tr>
<td>Area A – Oral Communication, Written Communication, and Critical Thinking – 3 courses</td>
<td>A1</td>
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<tr>
<td>A2 – Written Communication</td>
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<tr>
<td>A3 – Critical Thinking/English Composition</td>
<td>A3</td>
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</tr>
</tbody>
</table>

**Area B – Scientific Inquiry & Quantitative Reasoning – 9 semester/12 quarter units**

| B1 – Physical Sciences | B1 |
| B2 – Biological Sciences | B2 |
| B3 – Laboratory Activity | B3 |
| B4 – Quantitative Reasoning | B4 |

**Area C – Arts and Humanities – 3 courses required – 9 semester or 12-15 quarter units**

| C1 – ARTS: ARCH 046, 047; ARTS 001A, 001AH, 001B, 001BH, 001D, 001BH, 001E, 001G, 001J, 004, 007, 010, 012A, 012B, 013, 014; DANC 061, 061H; DAT 032; MUSC 001, 002, 003A, 003B, 004A, 004B, 005, 007, 009, 010, 014, 015, 016; THEA 010, 010H, 011A, 011B, 011C, 013, 014A, 014B, 014C, 014D, 014E, 015, 016; WGSQ 002 |
| C2 – HUMANITIES: ARTS 095; ASLA 060A, 060B; ENGL 005A, 005B, 006A, 006AH, 006B, 006BH, 007A, 007B, 010, 012, 012H, 013, 013H, 018, 018H, 041, 041H, 043, 043H, 044, 046H, 047, 047H, 048, 048H, 049, 049H, 071, 072; ETHN 018; FRNC 001A, 001B, 002A, 002B, 003A, 003B; GERM 001A, 001B, 002A, 002B; HIST 004A, 004B, 005A, 005B, 012, 014, 016, 017A, 017B, 017BH, 020; HUMN 001A, 001B; ITAL 001A, 001B, 002A, 002B; JPNS 001A, 001B; PHIL 001, 004, 005, 021, 022; SSST 001; SPAN 001A, 001B, 002A, 002B, 003A, 003B; THEA 010; WGSQ 002, 003, 004A |
| C3 – Choose Additional Course from C1 or C2 (not required for BIOL AS-T majors) | C3 |

**Area D – Social and Behavioral Sciences – 2 courses required – 6 semester or 8 quarter units**

| D1 – ADMJ 001, 002; ANTH 002, 003, 004, 005, 006, 007, 008, 009, 010, 011; COMM 012; COUN 050; ECON 001A + 002A, 001A + 001BH, 001AH + 002B, 001BH; ETHN 001, 005; GEOG 002, 006; HIST 004A, 004B, 005A, 005B, 012, 014, 016, 017A, 017B, 017BH, 020; HSCI 006, 010, 014; KINT 033; POLI 001; 001H, 002, 003, 003H, 004; PSYC 001, 001H, 017, 025; SSST 001; SOCI 001, 002, 002H, 003, 003H, 004, 005, 006, 007, 008, 009, 010, 012, 014; KINS/KINA/DANC |

**Area E – Lifelong Learning & Self-Development – 3 units minimum**

| E1 – CHST 002, 003; COMM 004, 008, 012; COUN 005, 012, 012C, 024, 050; HSCI 008, 010, 012, 014; KINS/KINA/DANC Up to 2 units allowed; KINT 033, 044; LIBR 004; LSVQ 001; NUTR 009, 012, 030; READ 053; SOCI 001, 002, 003, 004, 020, 040, 045 |

**Area F – Ethnic Studies – 3 semester or 4 quarter units**

**Note:** This is a new CSU General Education requirement for students starting Fall 2021. We are currently not offering courses for the 2021-22 year. Please consult with a counselor for more details/guidance.

**Note:** Although courses may be noted in multiple areas, a single course may be used to meet only one area requirement.

**CSU Graduation Requirements:** It is not required by all CSU's to complete American Institutions requirements prior to transfer but it is STRONGLY RECOMMENDED to complete one of the following sequences to meet these requirements prior to transfer.

**Note:** These courses meet their respective GE area requirement (i.e., Area C2 or D) as well as the American Institution requirement.

**American Institutions Requirement Options**

<table>
<thead>
<tr>
<th>Requirement Options</th>
<th>CSU Graduation Requirement Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 012 + POLI 001 or 001H</td>
<td>HIST 017A + HIST 020</td>
</tr>
<tr>
<td>HIST 014 + POLI 001 or 001H</td>
<td>HIST 017A + POLI 001 or 001H</td>
</tr>
<tr>
<td>HIST 016 + POLI 001 or 001H</td>
<td>HIST 017B or 017BH + POLI 001 or 001H</td>
</tr>
</tbody>
</table>

Requirements are subject to change. Visit credit courses in Assist.org website for a complete listing of courses approved for EACH academic year. For the most recent list of courses and details, please review the Articulation Web page.

Courses indicated by (**) may be used to meet one area requirement only.
INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM
2021-2022 Certification Requirements

The Intersegmental General Education Transfer Curriculum (IGETC) is a general education program which allows California Community College students to fulfill lower-division general education (GE) requirements for either the CSU or UC system without the need, after transfer, to take additional lower-division GE requirements. SIXTY (60) UC TRANSFERABLE UNITS of Major and GE courses with a grade of “C” (or P) are required for transfer. Transfer students should: (1) meet with a counselor to create an EDUCATIONAL PLAN that will assist in identifying appropriate major and GE requirements; (2) request an IGETC CERTIFICATION (when final transcripts are requested) to be sent to the transfer institution; and (3) with a counselor’s assistance, determine eligibility for an Associate's Degree and/or an Associate’s Degree for Transfer. FULL CERTIFICATION (completion of all areas), PARTIAL CERTIFICATION (completion of all but 2 courses), and IGETC FOR STEM CERTIFICATION (for BIO AS-T only) are available. All courses are 3 units unless otherwise noted. Completion of the pattern also satisfies requirements for Certificate of Achievement in Transfer Studies.

**Note: Courses indicated by (**) may be used to meet one area requirement only.**

AREA 1: ENGLISH COMMUNICATION – 2-3 courses, 6-9 semester/12-15 quarter units
UC Transfers—Complete one course from both Group A and B. CSU Transfers & AA-T/AS-Ts–Complete one course from Group A, B and C.

<table>
<thead>
<tr>
<th>Group A: English Composition</th>
<th>Group B: Critical Thinking</th>
<th>Group C: Oral Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001A English Composition</td>
<td>ENGL 001B English Composition</td>
<td>(CSU Transfer and AA-T/AS-Ts)</td>
</tr>
<tr>
<td></td>
<td>ENGL 001C Critical Thinking &amp; Writing</td>
<td>COMM 001 Public Speaking</td>
</tr>
<tr>
<td></td>
<td>ENGL 001CH Honors Critical Thinking &amp; Writing</td>
<td>COMM 001H Honors Public Speaking</td>
</tr>
<tr>
<td></td>
<td>PHIL 003 Introduction to Ethics</td>
<td>COMM 010 Persuasive Speaking</td>
</tr>
<tr>
<td></td>
<td>PHIL 017 Logic &amp; Critical Reasoning</td>
<td>COMM 010H Honors Persuasive Speaking</td>
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</table>

AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING - 1 course

<table>
<thead>
<tr>
<th>Area 2 Courses:</th>
<th>Area 2 Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 00G Mathematics for the Liberal Arts Student</td>
<td>MATH 004A Intermediate Calculus (5)*</td>
</tr>
<tr>
<td>MATH 001 Pre-Calculus Algebra (4)*</td>
<td>MATH 004B Differential Equations (4)*</td>
</tr>
<tr>
<td>MATH 002 Pre-Calculus Algebra &amp; Trigonometry (6)*</td>
<td>MATH 004C Linear Algebra (4)*</td>
</tr>
<tr>
<td>MATH 003A Calculus and Analytical Geometry (5)*</td>
<td>MATH 008 Finite Mathematics</td>
</tr>
<tr>
<td>MATH 003AH Honors Calculus and Analytical Geometry (5)*</td>
<td>MATH 010 Elementary Statistics (4)*</td>
</tr>
<tr>
<td>MATH 003B Calculus and Analytical Geometry (5)*</td>
<td>MATH 010H Honors Elementary Statistics (4)*</td>
</tr>
<tr>
<td>MATH 003BH Honors Calculus and Analytical Geometry (5)*</td>
<td>MATH 012 Applied Calculus (4)*</td>
</tr>
<tr>
<td></td>
<td>MATH 019 Discrete Mathematics (4)*</td>
</tr>
</tbody>
</table>

*UC Transfer Credit is limited for most MATH courses. See credit course listing in assist.org for details.

AREA 3: ARTS AND HUMANITIES – 3 courses, 9 semester/12-15 quarter units
One course must be selected from the Arts; another course from the Humanities; and a third course from either area. Biology AS-T majors can defer the third course until after transfer.

<table>
<thead>
<tr>
<th>Group 3A: Arts Courses</th>
<th>Group 3A: Arts Courses</th>
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</thead>
<tbody>
<tr>
<td>ARCH 046 History of Architecture</td>
<td>DANC 061 Dance in America: A Cultural Perspective</td>
</tr>
<tr>
<td>ARCH 047 History of Modern Architecture</td>
<td>DANC 061H Honors Dance in America: A Cultural Perspective</td>
</tr>
<tr>
<td>ARTS 001A Survey of Western Art I</td>
<td>MUSC 001 Music History: Medieval, Renaissance, &amp; Baroque</td>
</tr>
<tr>
<td>ARTS 001AH Honors Survey of Western Art I</td>
<td>MUSC 002 Music History: Classical, Romantic &amp; Contemporary</td>
</tr>
<tr>
<td>ARTS 001B Survey of Western Art II</td>
<td>MUSC 003A Music Theory Level I</td>
</tr>
<tr>
<td>ARTS 001BH Honors Survey of Western Art II</td>
<td>MUSC 003B Music Theory Level II</td>
</tr>
<tr>
<td>ARTS 001D Survey of Modern Art</td>
<td>MUSC 004A Music Theory Level III</td>
</tr>
<tr>
<td>ARTS 001DH Honors Art of the 20th Century</td>
<td>MUSC 004B Music Theory Level IV</td>
</tr>
<tr>
<td>ARTS 001E Design in Society</td>
<td>MUSC 005 Fundamentals of Music</td>
</tr>
<tr>
<td>ARTS 001G History of Photography</td>
<td>MUSC 007 Film Music Appreciation</td>
</tr>
<tr>
<td>ARTS 001J Survey of Non-Western Art: Africa, Oceania, &amp; Indigenous North America</td>
<td>MUSC 009 Jazz Music History</td>
</tr>
<tr>
<td>ARTS 004 Art Appreciation</td>
<td>MUSC 010 Music Appreciation</td>
</tr>
<tr>
<td>ARTS 007 The Art of Asia</td>
<td>MUSC 054 History of Rock and Roll Music</td>
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<tr>
<td>ARTS 010 American Art: A Multi-Cultural Approach</td>
<td>MUSC 055 World Music</td>
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<tr>
<td>ARTS 012A Art of Pre-Historic Mexico</td>
<td>THEA 010 Introduction to Theater</td>
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<tr>
<td>ARTS 012B Art of Colonial &amp; Modern Mexico</td>
<td>THEA 010H Honors Introduction to Theater</td>
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<tr>
<td>ARTS 013 African-American Art History</td>
<td>THEA 011A Script Analysis: Classical</td>
</tr>
<tr>
<td>ARTS 014 Women in Art History</td>
<td>THEA 011B Script Analysis: Modern Realism</td>
</tr>
<tr>
<td></td>
<td>THEA 011C Script Analysis: Contemporary/ Absurdist</td>
</tr>
</tbody>
</table>

Courses indicated by (**) may be used to meet one area requirement only. Updated 06/07/21
## AREA 4: SOCIAL AND BEHAVIORAL SCIENCES - 3 courses, 9 semester/12-15 quarter units

Complete at least three courses from at least two disciplines. Biology AS-T majors can defer 1 course until after transfer.

### Area 4 Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archeology</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
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<tr>
<td>ANTH 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
</tr>
<tr>
<td>ANTH 004</td>
<td>Introduction to Linguistic Anthropology</td>
</tr>
<tr>
<td>ANTH 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
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<tr>
<td>CHST 002</td>
<td>Child Growth and Development</td>
</tr>
<tr>
<td>CHST 005</td>
<td>Diversity – Childhood &amp; Culture</td>
</tr>
<tr>
<td>CHST 063</td>
<td>Child, Family, and Community</td>
</tr>
<tr>
<td>COMM 012</td>
<td>Intercultural Communication</td>
</tr>
<tr>
<td>COUN 050</td>
<td>Cross-Cultural Perspectives</td>
</tr>
<tr>
<td>ECON 001A + 002A</td>
<td>Principles of Macroeconomics + Lab (4)</td>
</tr>
<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
</tr>
<tr>
<td>ECON 001B + 002B</td>
<td>Principles of Microeconomics + Lab (4)</td>
</tr>
<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
</tr>
</tbody>
</table>

Courses indicated by (**) may be used to meet one area requirement only.

**Updated 06/07/21**
### Area 4 Courses:

- **ENTH 005** Diversity – Childhood & Culture *(same as CHST 005)*
- **GEOG 002** Introduction to Cultural Geography
- **GEOG 006** World Regional Geography
- **HSCI 008** Contemporary Health
- **HSCI 010** Human Sexuality
- **HSCI 014** Concepts of Public Health and Society
- **HIST 004A** Western Civilizations I: Prehistory to 1500 CE *(**)*
- **HIST 004B** Western Civilizations II: 1500 CE to Present *(**)*
- **HIST 005A** World History I: Prehistory to 1500**
- **HIST 005B** World History from 1500**
- **HIST 012** African American History**
- **HIST 014** History of the Native North Americans**
- **HIST 016** Mexican-American History**
- **HIST 017A** United States History**

### Area 5: PHYSICAL AND BIOLOGICAL SCIENCES - 2 courses, 7-9 semester/9-12 quarter units

Complete one course from the Biological Sciences and one from the Physical Sciences. One of the two courses must have a lab and lab courses are underlined.

#### Group 5A: Physical Sciences:

- **ASTR 010** Solar System Astronomy**
- **ASTR 011** Stellar Astronomy**
- **ASTR 014** Live in the Universe
- **ASTR 020** Family of the Sun (4)
- **ASTR 020H** Honors Family of the Sun (4)
- **ASTR 021** Lifestyle of the Stars (4)
- **ASTR 021H** Honors Lifestyle of the Stars (4)
- **ASTR 022** From Big Bang to Black Holes
- **CHEM 001A, 001B** General Chemistry (5/ea)*
- **CHEM 002** Introductory Chemistry (4)
- **CHEM 012A, 012B** Organic Chemistry (5/ea)*
- **CHEM 030A, 030B** Fundamentals of Chemistry (4/ea)
- **GEOG 001** Intro Physical Geography
- **GEOG 001AH** Honors Physical Geography (4)
- **GEOG 001** Intro Physical Geography
- **GEOL 001AH** Honors Physical Geography (4)
- **GEOL 001** Intro Physical Geography
- **GEOL 012** Introduction to Oceanography (4)
- **PHYS 001** Introduction to Physics Problem Solving
- **PHYS 002A** General Physics – Mechanics (5)*
- **PHYS 002B** General Physics – Electricity & Magnetism (5)*
- **PHYS 004A** Engineering Physics – Mechanics (5)*
- **PHYS 004B** Engineering Physics – Electricity & Magnetism (5)*
- **PHYS 004C** Engineering Physics – Light, Heat, and Waves (5)*
- **PHYS 004D** Advanced Topics in Modern Physics
- **PHYS 010** Introduction to Physics (4)
- **PSCI 010** Physical Science Survey
- **PSCI 020** Weather and Climate

#### Group 5B: Life Sciences:

- **ANTH 001** Introduction to Physical Anthropology
- **BIOL 002** Environmental Biology
- **BIOL 010** + 010L Introduction to Biology + Laboratory (4)
- **BIOL 011** Human Biology (4)
- **BIOL 012** Introduction to Ecology and Wildlife (4)
- **BIOL 013** Natural History of California
- **BIOL 014** California Plants and Animals (4)
- **BIOL 018** Marine Biology (4)
- **BIOL 022** Genetics (4)
- **BIOL 023** Introduction to Infectious Diseases
- **BIOL 024** Bio in the News
- **BIOL 035** Biology of Birds (4)
- **BIOL 036** Animal Behavior
- **BIOL 037** Evolution – Life on Earth
- **BIOL 038** Biodiversity and Extinction: Hotspots, Crisis and Conservation

#### Group 5C: Laboratory Requirement

**Note:** **ASTR 002** Astronomy Laboratory can be taken either concurrently or after the completion of ASTR 010 or 011.

* UC Transfer credit is limited for SCIENCE courses. See limitation information for the specific department on [credit course listing](http://assist.org).
AREA 6: LANGUAGE OTHER THAN ENGLISH – UC IGETC REQUIREMENT ONLY

(Biology AS-T majors can defer Area 6 until after transfer.)
Proficiency equivalent to two years of high school study in the same language with a grade of “C” or better OR completion of one of the following (Student must present documentation to show proficiency):

1. **ASLA** 060A, **FRNC** 001A, **GERM** 001A, **ITAL** 001A, **JPNS** 001A, **SPAN** 001A, or other first level language course or higher
2. A score of 3 or higher on the Foreign Language AP Exam or 5 or higher on the IB HL Exam
3. Satisfactory score on the SAT II: Subject Test in languages other than English
4. Satisfactory completion of two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English.
5. Verified competency by a California Community College (CCC), California State University (CSU) or University of California (UC) faculty member. IGETC LOTE Certification Form required. (LOTE: Language Other than English)
## INTERSECTMENT GENERAL EDUCATION TRANSFER CURRICULUM

### 2021-2022 Certification and Certificate of Achievement Advising Guide

Directions: Check (✓) courses as 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 transcripts is required for transcript evaluation. "H" denotes Honors courses.

**Note:** For many majors, completion of IGETC courses with a grade of C or better fulfills lower division general education requires to transfer to the UC & CSU systems. Please consult with a counselor. A full or partial "certification" may be requested on a Transcript Request form available in the Admissions & Records office or on the WVC website. For CSU American Institution graduation requirements, see CSU GE Advising Guide.

### Courses

#### Area

<table>
<thead>
<tr>
<th>Area</th>
<th>Code</th>
<th>C</th>
<th>IP</th>
<th>P</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area 1 – English Communication</strong></td>
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<tr>
<td>CSU – 3 courses required: one course each from Area 1A, Area 1B, and Area 1C</td>
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<tr>
<td>UC – 2 courses required: one course each from Area 1A and Area 1B</td>
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<tr>
<td><strong>AREA 2 – Mathematical Concepts and Quantitative Reasoning</strong></td>
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<tr>
<td>1 course of at least 3 semester or 4-5 quarter units</td>
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<tr>
<td><strong>AREA 3 – Arts and Humanities</strong></td>
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</tr>
<tr>
<td>3 courses required - 9 semester or 12-15 quarter units: At least one from Arts (3A), one from Humanities (3B) and a third course from either 3A or 3B.</td>
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<tr>
<td><strong>AREA 4 – Social and Behavioral Sciences</strong></td>
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<tr>
<td>3 courses required - 9 semester or 12-15 quarter units: The 3 courses are required from at least two different disciplines. Only 2 courses required for Biology AS-T Majors.</td>
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<tr>
<td><strong>AREA 5 – Physical and Biological Sciences</strong></td>
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<tr>
<td>2 courses required - 7-9 semester or 9-12 quarter units</td>
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<tr>
<td><strong>AREA 6 – Language other than English (UC REQUIREMENT ONLY)</strong></td>
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<tr>
<td>Proficiency equivalent to two years of high school study in the same language with a grade &quot;C-&quot; or better, OR complete a course below or higher level foreign language course. If completed in high school, submit official transcripts to Admissions and Records.</td>
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</tbody>
</table>

Note: Although courses may be noted in multiple areas, a single course may be used to meet only one area requirement.

Requirements are subject to change. Visit credit courses in Assist.org for a complete listing of courses approved for EACH academic year. For the most recent list of courses and details, please review the Articulation Web page.
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 particular California colleges 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 check with a counselor to determine how 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 C-ID database at www.c-id.net for specific information on C-ID course designations. Counselors can always help students interpret or explain this information. The following is a list of West Valley College courses with C-ID designation approval as of May, 2021. For a regularly updated list, please go to www.c-id.net, select courses, then select search. When searching, make sure to select California Community Colleges under the college type, then select West Valley College and courses could be searched by discipline or C-ID number. This list will be updated regularly as courses receive approval for C-ID designation.

<table>
<thead>
<tr>
<th>C-ID Number</th>
<th>WVC Course Number</th>
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<tbody>
<tr>
<td>MATH 140</td>
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<td>MATH 160</td>
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<td>MATH 210</td>
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<td>THEA 011B</td>
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<td>THTR 116</td>
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<td>THTR 151</td>
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<td>THTR 152</td>
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<td>THTR 172</td>
<td>THEA 045B</td>
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<td>THEA 047A</td>
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<td>THTR 175</td>
<td>THEA 044A</td>
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<td>THTR 191</td>
<td>THEA 070A, THEA 070B</td>
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<td>THTR 191</td>
<td>THEA 070C, THEA 070D</td>
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</tbody>
</table>
Transfer

West Valley College is committed to creating partnerships with college and universities to ensure a smooth transfer experience. Many of our partners fall into three categories: California State Universities, Universities of California, and Private/Out of State Universities. 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 selecting classes that satisfy both the lower division general education and major requirements. We recommend that students work with a counselor regularly to get step-by-step updated transfer information and guidance. Website: http://www.westvalley.edu/services/transfer/

Transfer Credit

Many students who plan to earn a university degree find it to their advantage to complete their lower division 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 acceptance 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 transfer approval of required subject matters.

General Education Certification for Transfer Students

Careful educational planning will enable students to complete their general education requirements for transfer. “Certification” or “Partial Certification” may be requested on a Transcript Request Form available in the Admissions and Records Office.

Articulation Agreements

Articulation agreements detail an agreement between schools. These details include course equivalencies, major preparation, and transfer pathways. Student seeking information on course/major articulation agreements between West Valley College and other California State University (CSU) or University of California (UC) systems can find these details at www.assist.org. Articulation agreements to private or out-of-state universities are typically found on the university’s website. A list of current partners where agreements are established can be found on the West Valley College articulation website www.westvalley.edu/services/articulation/

California State University (CSU)

Bakersfield, Chico, Channel Islands, Dominguez Hills, Fresno, Fullerton, East Bay, Humboldt, Long Beach, Los Angeles, Maritime Academy, Monterey Bay, Northridge, Cal Poly Pomona, Sacramento, San Bernardino, San Diego, San Francisco, San Jose, Cal Poly San Luis Obispo, San Marcos, Sonoma, Stanislaus

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. Although a student may apply to transfer once eligibility criteria has been met, students may earn up to 70 semester units toward a CSU degree at an accredited California Community College.

CSU Transfer Student Admission Eligibility - West Valley College students interested in transferring to the CSU system can transfer one of three ways: Associate Degree for Transfer - An Associate Degree for Transfer (ADT) is a guaranteed pathway for transfer into the California State University (CSU) system. After earning an Associate of Arts for Transfer (AA-T) or Associate of Science for Transfer (AS-T) degree, students will be guaranteed admission to a CSU campus with junior standing. While admission to a student’s campus of choice is not guaranteed, students will be given priority consideration for admission to any CSU campus that offers a program that has been designated as “similar” by CSU. For more information, refer to the Associate Degree for Transfer section in this catalog. If you have been awarded or are pursuing an AA-T or AS-T degree from your California Community College and wish to transfer to the California State University, you must:

• have earned or be completing an approved Associate Degree for Transfer (AA-T or AS-T) at the time you apply;
• have completed a minimum of 18 semester or 27 quarter units in a major or area of emphasis and an approved set of general-education requirements (CSU GE-Breadth or IGETC);
• submit your application for admission to CSU campuses for an open term by the published deadline;
• submit all requested transcripts and documents by published deadlines;
• meet CSU admission eligibility requirements for the programs to which you are applying; and
• comply with any other prescribed admission requirements.

Upper Division Transfer - If you will have at least 60 semester or 90 quarter transferable units completed by the time you enter a CSU, you are considered an upper-division transfer applicant. To be admitted to the California State University as an upper-division transfer (UDT) student, you must:

• have completed a minimum of 60 semester or 90 quarter units of transferable coursework;
• have an overall college GPA of at least 2.00; your GPA is calculated using all your transfer units attempted. In high-demand majors and campuses, a GPA of 2.00 may not be sufficient to be admitted;
• be in good standing at the last college or university attended. In simple terms, “good standing” means you are eligible to re-enroll at your last college or university;
• have completed a minimum of 10 general education courses (30 semester units or 45 quarter units) of basic skills courses, with a grade of C or better, and, specifically, the “golden four” (Oral Communication, Written Communication, Critical Thinking, Quantitative Reasoning; refer to CSU GE Breadth/IGETC for course options).

Lower Division Transfer - Due to enrollment demands, most CSU campuses restrict or prohibit the admission of lower-division transfer (LDT) students who have earned fewer than 60 transferable semester units (90 quarter units). Requirement for LDT are as follows:

• have completed a “g” course requirements in high school;
• have graduated from high school (received a high school diploma or General Educational Development, or GED, certificate);
• meet the Eligibility Index required of a first-time freshman;
• have achieved an overall college GPA of at least 2.00 (This GPA is calculated using all your transfer units attempted. In case of high-demand majors and campuses, a GPA of 2.00 may not be sufficient to be admitted);
• be in good standing at the last college or university you attended. (In simple terms, “good standing” means you are eligible to re-enroll at your last college or university); and
• have completed, with a grade of C or better, a course in GE Section A2 in written communication and a course in GE section B4 in mathematics or quantitative reasoning.

University of California (UC)

Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, San Diego, Santa Barbara, Santa Cruz

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 Transfer Admission Guarantee.

Transfer Admission Guarantee (TAG) - West Valley College participates in “Transfer Admission Guarantee (TAG),” which guarantee qualifying students admission to one of the six participating campuses of the University of California. To be eligible, students must have completed a minimum number of transferable units and have a grade point average that meets the acceptable admission requirements at the university of their choice. The six participating universities are UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Barbara, and UC Santa Cruz. Each university specifies eligible programs a student may pursue through TAG as well as detail minimum requirements in fulfilling these agreements. For more information and/or to apply for a Transfer Admission Guarantee, the student should contact a counselor or the Transfer Center. For more details refer to the UC Admission Website: https://admission.berkeley.edu/admission-requirements/transferring/transfer-admission-guarantee-tag.html

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 www.transfer.ucop.edu. The minimum transfer requirements are:

• 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. No more than 14 semester units of the 60 semester units can be taken Pass/No Pass.
• Complete a course pattern requirement to include:
  • two transferable college courses (3 semester or 4-5 quarter units each) in English composition; and
  • one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning; and
• 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 in-semester college course work.

UC Transfer Pathway, Pathways+, & the UC Transfer Pathway (UCTP) Associate Degree

UC Transfer Pathway – The University of California system has developed roadmaps to the most sought-after majors. The pathways guide help students gain a competitive edge across the UC system. Review the UC Admissions website for more details: https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/transfer-pathways/

Pathways+ – Once a UC Transfer Pathway is identified, complete the required major preparatory courses while you are at West Valley College. Then, you will need to see if your intended campus offers Transfer Admission Guarantee. Keep in mind that GPA and UC minimum requirements to be eligible. These details can be found on the UC Admissions website: https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/pathways-plus.html

UCTP Associate Degree – The UCTP Associate’s Degree in Chemistry and Physics is an extension of Pathways+. Similarly to Pathways+, securing guaranteed admission in Chemistry or Physics, students must:

• Complete the Transfer Pathway,
• Meet or exceed the required campus-based TAG GPA (campsuses vary in a range of 2.8 - 3.4 GPA minimums)
• Submit a TAG application by September 30, and
• Apply for admission by November 30.

Students completing one of these degrees has completed lower division preparation in the major of physics or chemistry, should be able to graduate within two years attending at full time status, and is guaranteed admission to the UC system with a minimum 3.5 GPA. Similar to Associate Degrees for Transfer created for the CSU system, guaranteed admission is to the system, not an individual campus.

Honors University Transfer Program

The Honors University Transfer Program provides highly motivated students the opportunity to work closely with instructors and other motivated students in advanced levels of critical thinking, analysis, research, writing, and communication. The goal of the Program is to engage, support, and challenge self-motivated students to pursue a deeper education, enabling them to create opportunities for success in both their personal and professional lives. Honors courses offer enriched educational experiences through our Honors faculty, challenging coursework, typically smaller class sizes, and the opportunity to study with other highly motivated students. Learn more and apply here: https://www.westvalley.edu/learning-communities/honors/

Eligibility, Maintenance, & Completion

New and current students that meet the following criteria are encouraged to apply:

• Current WVC Student Qualification:
  o Earn a GPA of 3.25 or high in at least 9 units of transferable coursework
• High School Student Qualification:
  o Earn a high school cumulative GPA of 3.5

To maintain active membership in the program, students must maintain a 3.25 cumulative GPA or higher. We recommend that students complete at least 2 honors classes each academic year. Successful completion of the program will require each student to complete 15 units of honors coursework with a cumulative GPA of 3.25 or better. There is no adverse consequence if you do not complete the 15 honors units.

Program Benefits

Students who complete the program will receive a special Honors Graduation Medal during commencement as well as a Permanent Notation on your Academic Transcript that you are an Honor Program Graduate. The honors program has special partnerships with a range of four-year universities that provide advantages in the application and scholarship process. Most notably, our partnership with UCLA’s Transfer Alliance Program significantly increases admission to UCLA College of Letters and Sciences. Admitted TAP students are also eligible to apply for scholarships reserved for the Transfer Alliance Program. Students are advised to contact the Honors Program Coordinator to discuss eligibility and participation. Learn more about the UCLA TAP at: http://tap.ucla.edu.

Private & Out of State

West Valley College is growing our partnerships with universities within and outside of California. Our partners have identified a range of articulation agreements that include acceptance of transfer general education, agreements for students who complete Associate Degrees for Transfer, as well as specific course to course agreements that will support each students’ pathway to achieving their academic goals. As this section highlights opportunities with a few out of state universities, a list of current university partners in and out of state can be found on the articulation website: www.westvalley.edu/services/articulation/

University of Hawaii at Manoa – Aloha Pathways

West Valley College offers an articulation agreement that provides students the opportunity to guarantee their transfer to the College of Social Sciences at University of Hawaii at Manoa. WVC students need to successfully complete one of the 14 degree pathways below to earn guaranteed admission with junior standing.

Associate Degrees for Transfer

<table>
<thead>
<tr>
<th>West Valley College Major</th>
<th>UH Manoa Major</th>
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</thead>
<tbody>
<tr>
<td>Administration of Justice</td>
<td>Sociology, or Women’s Studies</td>
</tr>
<tr>
<td>Anthropology</td>
<td>Anthropology</td>
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<tr>
<td>Business Administration</td>
<td>Economics</td>
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<tr>
<td>Child &amp; Adolescent Development</td>
<td>Sociology, or Pre-Psychology</td>
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<tr>
<td>Communication Studies</td>
<td>Journalism, or Communicology</td>
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<tr>
<td>Early Childhood Education</td>
<td>Sociology</td>
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<td>Economics</td>
<td>Economics</td>
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<td>Geography</td>
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<td>Political Science</td>
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<tr>
<td>Psychology</td>
<td>Psychology</td>
</tr>
<tr>
<td>Social Justice</td>
<td>Ethnic Studies, Sociology, or Women’s Studies</td>
</tr>
<tr>
<td>Sociology</td>
<td>Sociology</td>
</tr>
</tbody>
</table>

*Note: Additional General Education units may be required and students may be admitted prior to achieving junior standing. Qualifying students may also be eligible to participate in the Western Undergraduate Exchange Tuition program, which provides a significant tuition discount (150% of in-state tuition), making the cost of room and board at UH equivalent to room and board at San Jose State University. For more information, please visit: http://westvalley.edu/services/academic-success/transfercenter/uh-manoa.html

Historically Black Colleges and Universities

Historically Black Colleges and Universities

West Valley College offers a guaranteed transfer pathway to nine historically black colleges and universities. Historically black colleges and universities were established primarily to serve the higher education needs of the black community; however, they are open to students of any ethnicity. Students with a 2.5 GPA or higher are guaranteed admission to HBCU partner schools using either of the following two options: (1) complete a minimum of 30 transferable units or (2) completing a transfer level-associate degree (ADT). For more information, please visit: https://coctransfer.org/hbcu/
Career Programs

Credit 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.

Certificate Recognition at Graduation
Students earning a certificate of achievement approved by the California Community College State Chancellors Office will be included in the graduation ceremony.

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Vanessa Payne, Retired Sergeant, San Jose Police Department
Jason Reardon, Captain, San Jose CHF Commander
Chief Chris Roten, West Valley/Mission District Police Department
Derek Rush, Assistant Chief, Santa Clara Police Department
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Don Rocha, Director, Santa Clara County Parks
Teri Rogoway, Santa Clara Open Space Authority
Tom Smith, Park Management Program - Emeritus
Richard Tejeda, Saved by Nature
Frank Weland, Santa Clara County Parks, Senior Ranger

Pilates Instructor Advisory Board
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Vera Szepesi, Esprit de Core Pilates Studio
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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. Students must not exceed the limit of 16 semester units of general and occupational work experience combined.

Occupational Work Experiences Courses:
ADMJ 043
CHST 035A
CTRP 044
ELED 020A
FDAT 084
HTCH 054A
INTD 090A
INTD 090B
INTD 090C
INTD 090D
PARA 029B
PMGT 020B
WRKX 303

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.

General Work Experience Course:
WRKX 302G
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.
Illegal Distribution of Copyrighted Materials

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.

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/assessment)

• Copy of pertinent section(s) of the college catalog
• Copy of pertinent section(s) of the schedule of classes
• 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

Multiple and Overlapping Enrollments

Multiple Enrollments: Pursuant to Title 5, a student may not be enrolled in more than one section of a course in a given semester unless the length of the course provides that the student is not enrolled in more than one section at any given time.

Overlapping Enrollments: Students may not enroll in two or more courses where the meeting times for the courses overlap, unless the student provides a valid justification, other than scheduling convenience, of the need for an overlapping schedule that does not exceed 10% of class meeting time. The student makes up the overlapping hours at some other time during the same week under the supervision of the instructor of the course. The Chief Instructional Officer or designee approves and ensures the make-up is arranged.
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 48 Symphony Orchestra
MUSC 051 Jazz Band
MUSC 056 Percussion Ensemble
MUSC 061 Jazz Singers

Intercollegiate Athletics Courses:

KINA 9.01 Intercollegiate Baseball-Men
KINA 9.02 Intercollegiate Basketball-Men
KINA 9.03 Intercollegiate Men’s Basketball-Post-Season Fundamentals
KINA 9.04 Intercollegiate Tennis-Women
KINA 9.07 Intercollegiate Soccer-Men
KINA 9.08 Intercollegiate Soccer-Women
KINA 9.09 Intercollegiate Softball-Women
KINA 9.10 Intercollegiate Swimming-Men
KINA 9.11 Intercollegiate Swimming-Women
KINA 9.16 Intercollegiate Beach Volleyball-Women
KINA 9.17 Intercollegiate Volleyball-Women
KINA 9.18 Intercollegiate Water Polo-Men
KINA 9.20 Women’s Intercollegiate Water Polo
KINA 9.30 Intercollegiate Pre-Season Conditioning
KINA 9.31 Athletic Tennis-Skills and Techniques
KINA 9.41 Athletic Baseball - Skills and Techniques
KINA 9.42 Athletic Basketball - Skills and Techniques
KINA 9.47 Athletic Men’s Soccer - Skills and Techniques
KINA 9.48 Athletic Women’s Soccer - Skills and Techniques
KINA 9.49 Athletic Softball-Skills and Techniques
KINA 9.55 Athletic Men’s Water Polo - Skills and Techniques
KINA 9.56 Athletic Women’s Water Polo - Skills and Techniques
KINA 9.60 Post Season Conditioning

Substandard Work

A student may repeat any course in which a substandard final grade (D, F or NP) was earned, or for which the student withdrew (W). 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 TWICE under this policy. If a student does not pass the same course twice (with an A, B, C, or P), he or she must submit an Academic Appeals petition in order to register for that class again. 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 of 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.
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 are included in the general education/breadth 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.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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MATH PROGRESSION CHART

Non-STEM Majors

10H Elementary Statistics
10C Optional Co-req
14 Math for Elem. School
G Math for Liberal Arts

Business Majors

12 Applied Calculus
12C Optional Co-req
10/10H Elementary Statistics
10C Optional Co-req

STEM Majors

1C Pre-Calculus
1 Pre-Calculus
D Trigonometry
3A Calculus I
3B Calculus II
4A Intermediate Calculus
4B Differential Equations
4C Linear Algebra

Summer/Winter Bootcamps

903P Prep for NCMA 108 and 109
106P Prep for Math 106 and G
104R Geom Rev for Math D and 2
TMP1 Prep for Math 1, D, 2 and 12
TMP2 Prep for Math 3A
NCMA 110 Prep for Math 10

NOTES:
1) Pre-transfer classes have no pre-req.
2) Math 104, 105, 106, 106R are AA/AS applicable
3) Math 105 ONLY prepares students for Math 10 is not appropriate for Business majors.
4) Only take Math 104/104R if you did not pass two semesters of high school geometry.

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.

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 NOTES:
1) Since transfer requirements vary between UC, CSU and majors, students are strongly recommended to see a Counselor.
2) Noncredit Math 10 support class available.

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/](https://web.wvm.edu/placement-tool-wv/)

#### A

- **ENGL 1A**
  - (3 transferable units)
  - English Composition

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

- **ENGL 1C**
  - (3 transferable units)

  or

- **ENGL 905**
  - (3 non-transferable units)
  - English Fundamentals

  or

- **LRSV 941C**
  - (3 non-transferable units)

*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.*

#### 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

- **ENGL 1C**
  - (3 transferable units)

  or

- **ENGL 1B**
  - (3 transferable units)

  or

- **ENGL 1C**
  - (3 transferable units)

*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.*
English as a Second Language

Listening & Speaking
- ESLW 960 (6 Units) Foundations in ESL
- Level 1: ESLW 961LS (4 Units) Basic Listening & Speaking 1
- Level 2: ESLW 962LS (4 Units) Basic Listening & Speaking 2
- Level 3: ESLW 963LS (4 Units) Oral Communication 1
- Level 4: ESLW 964LS (4 Units) Oral Communication 2
- Level 5: ESLW 65LS (4 Units) Academic Listening & Speaking

Grammar & Writing
- ESLW 960 Multi-Skill Foundations in ESL
- Level 1: ESLW 961GW (4 Units) Basic Grammar & Writing 1
- Level 2: ESLW 962GW (3 Units) Basic Grammar & Writing 2
- Level 3: ESLW 963GW (3 Units) Sentence Development
- Level 4: ESLW 964GW (3 Units) Paragraph Development
- Level 5: ESLW 65GW (4 Units) Composition in ESL

Reading & Vocabulary
- ESLW 960 Multi-Skill Foundations in ESL
- Level 1: ESLW 961RV (4 Units) Basic Reading & Vocabulary 1
- Level 2: ESLW 962RV (3 Units) Basic Reading & Vocabulary 2
- Level 3: ESLW 963RV (3 Units) Intermediate Reading & Vocabulary 1
- Level 4: ESLW 964RV (3 Units) Intermediate Reading & Vocabulary 2
- Level 5: ESLW 65RV (3 Units) Academic Reading & Vocabulary
### How To Read Course Descriptions

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

---

### 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 the catalog section on “Transfer” and to consult a counselor. Refer to assist.org for up-to-date articulation.
West Valley College is the place to be for transferring to the California State University (CSU) system. We are a leader among colleges in the Bay Area that offer ADTs, with 30 programs available, and more to come. Students who complete the 60-unit degrees are guaranteed admission with junior standing to the CSU system. With the ADT you will be required to complete a maximum of 60 upper division units to earn your baccalaureate degree in a similar major.

**THE BENEFITS**

- Reduces the need to take unnecessary courses
- Eliminates confusion caused by different CSU major requirements
- Guarantees CSU admission

---

**OUR GROWING LIST OF ADT DEGREES INCLUDES**

- Administration of Justice
- Anthropology
- Art History
- Biology
- Business Administration
- Child & Adolescent Development
- Communication Studies
- Early Childhood Education
- Economics
- Elementary Teacher Education
- English
- Film, Television, & Electronic Media
- Geography
- Geology
- History
- Kinesiology
- Law, Public Policy & Society
- Mathematics
- Music
- Nutrition & Dietetics
- Philosophy
- Physics
- Political Science
- Psychology
- Public Health Science
- Social Justice Studies
- Sociology
- Spanish
- Studio Arts
- Theatre Arts

westvalley.edu/adt
**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.

**Recommended Course Sequence:**

- **Fall, Year 1 (6 Units):**
  - ADMJ 001, Any Course from List B
- **Spring, Year 1 (6 Units):**
  - Any Course from List A, Any Course from List B
- **Fall, Year 2 (6 units):**
  - ADMJ 002, Any Course from List A

<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>
</tbody>
</table>

**List A:** Complete 2 Courses (6 units) from List A not already used or courses listed below. (6-7 units)

- ADMJ 014 Alcohol, Narcotics and Drug Abuse | 3
- ADMJ 015 Sexual Assault Investigation | 3
- ADMJ 023 Police Report Writing | 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
- PSYC 001 General Psychology | 3
- SOCI 001 Introduction to Sociology | 3
- MATH 010 OR MATH 010H Honors Elementary Statistics | 4

**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.

**Recommended Course Sequence: Only includes the program major requirements.**

- **Fall, Year 1 (6 Units):**
  - ADMJ 001, Any Course from List B
- **Spring, Year 1 (6 Units):**
  - Any Course from List A, Any Course from List B
- **Fall, Year 2 (6 units):**
  - ADMJ 002, Any Course from List A

**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 address 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

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core Courses: 9 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTH 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003 OR ANTH 003H</td>
<td>Introduction to Cultural Anthropology Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select one: 3 units minimum.</td>
<td></td>
<td></td>
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<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010 OR MATH 010H</td>
<td>Elementary Statistics Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>List B: Select one or any list A course not already used.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC 002 OR PSYC 002H</td>
<td>Experimental Psychophysiology Honors Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>GEOL 001A OR GEOL 001AH</td>
<td>Physical Geology Honors Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 012</td>
<td>Earth Science with Lab</td>
<td>4</td>
</tr>
<tr>
<td>List C: Select one or any List A or List B course not already used.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTH 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Introduction to Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>COMM 012</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 004</td>
<td>Comparative Religions</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 19-22
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.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (6-7 Units):
ANTH 003 or 003H AND Any Course from List A

Spring, Year 1 (7-8 Units):
ANTH 002 AND Any Course from List B

Fall, Year 2 (3 Units):
ANTH 001

Spring, Year 2 (3 Units):
Any Course from List C

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 is designed to provide lower-division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Art History or an emphasis in Art History.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core Courses: 9 units</td>
<td></td>
</tr>
<tr>
<td>ARTS 001A OR ARTS 001AH</td>
<td>Survey of Western Art I Honors Survey of Western Art I</td>
</tr>
<tr>
<td>ARTS 001B OR ARTS 001BH</td>
<td>Survey of Western Art II Honors Survey of Western Art II</td>
</tr>
<tr>
<td>ARTS 031A</td>
<td>Beginning Drawing</td>
</tr>
<tr>
<td>List A (select one): 3 units</td>
<td></td>
</tr>
<tr>
<td>ARTS 007</td>
<td>The Art of Asia</td>
</tr>
<tr>
<td>ARTS 010</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North America</td>
</tr>
<tr>
<td>ARTS 012A</td>
<td>Art of Pre-Hispanic Mexico</td>
</tr>
<tr>
<td>ARTS 012B</td>
<td>Art of Colonial and Modern Mexico</td>
</tr>
<tr>
<td>List B (select one): 3 units</td>
<td></td>
</tr>
<tr>
<td>ARTS 033A</td>
<td>Two-Dimensional Design</td>
</tr>
<tr>
<td>ARTS 061</td>
<td>3-Dimensional Design</td>
</tr>
<tr>
<td>ARTS 035A</td>
<td>Beginning Life Drawing</td>
</tr>
<tr>
<td>ARTS 055</td>
<td>Introduction to Computer Arts</td>
</tr>
<tr>
<td>ARTS 065A</td>
<td>Ceramics-Handbuilding</td>
</tr>
<tr>
<td>ARTS 067A</td>
<td>Ceramics-Potter’s Wheel</td>
</tr>
<tr>
<td>ARTS 062A</td>
<td>Basic Photography</td>
</tr>
<tr>
<td>ARTS 085A</td>
<td>Sculpture</td>
</tr>
<tr>
<td>ARTS 031B</td>
<td>Expressive Drawing</td>
</tr>
<tr>
<td>ARTS 033C</td>
<td>Color Design</td>
</tr>
<tr>
<td>ARTS 049A</td>
<td>Beginning Painting</td>
</tr>
<tr>
<td>List C (select one): 3 units (including any course from List A or B not already used)</td>
<td></td>
</tr>
<tr>
<td>ARTS 001D OR ARTS 001DH</td>
<td>Survey of Modern Art Honors Art of the 20th Century</td>
</tr>
<tr>
<td>ARTS 001E</td>
<td>Design in Society</td>
</tr>
<tr>
<td>ARTS 001G</td>
<td>History of Photography</td>
</tr>
<tr>
<td>ARTS 010</td>
<td>American Art: A Multicultural Approach</td>
</tr>
<tr>
<td>ARTS 013</td>
<td>African-American Art History</td>
</tr>
<tr>
<td>ARTS 014</td>
<td>Women in Art History</td>
</tr>
</tbody>
</table>
ASSOCIATE IN SCIENCE IN BIOLOGY FOR TRANSFER DEGREE (AS-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 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<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>
</tbody>
</table>

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units
ARTS 031A, ARTS 001B or 001BH

Spring, Year 1: 6 units
Any Course from List A

Fall, Year 2: 3 units
Any Course from List B

Spring, Year 2: 3 units
Any Course from List B

ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER DEGREE (AS-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 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 (AS-T in Business Administration) will be able to:

- apply generally accepted accounting theories and procedures to corporate, financial and managerial budgeting;
- apply business theories and practices to researching and critically analyzing contemporary business issues;
- analyze economic models as they apply to market economies and specific product and factor markets;
- solve problems using appropriate mathematical symbols, operations, techniques and apply knowledge of legal principles to facilitate resolution of business problem.

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

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 010</td>
<td>Financial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 011</td>
<td>Managerial Accounting</td>
<td>5</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>Course ID</td>
<td>Title</td>
<td>Units</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
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</tr>
<tr>
<td>BUSB 028</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
</tbody>
</table>

List A: Choose one course

- MATH 012 Applied Calculus 4
- MATH 010/010H Elementary Statistics/Honors Elementary Statistics 4
- MATH 008 Finite Mathematics 3

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

- BUS 051 Introduction to Business 3

Total Major Units: 31-32
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 8 units
- ACCT 010, BUSB 028

**Spring, Year 1:** 9 units
- ACCT 011, ECON 001A and 002A

**Fall, Year 2:** 7-8 units
- ECON 001B and 002B, Any Course from List A

**Spring, Year 2:** 6-7 units
- Any Courses from List B

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**ASSOCIATE IN ARTS IN CHILD AND ADOLESCENT DEVELOPMENT FOR TRANSFER DEGREE**

*(AA-T in Child and Adolescent Development)*

The Associate in Arts in Child and Adolescent Development for Transfer degree (AA-T in Child and Adolescent Development) is a 60-unit program which provides students the lower division coursework required for transfer to a CSU institution for the major in Child and Adolescent Development for the goal of teaching in the elementary schools of California or entering advanced careers with children and families.

Students who complete the Associate in Arts in Child and Adolescent Development for Transfer degree (AA-T in Child and Adolescent Development) will be able to:

- Integrate the developmental theories of child development into the implementation of teaching practices and curriculum and demonstrate a broad understanding of biological, social, cognitive, and cultural factors influencing children's development and learning.

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;
- obtain 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.

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<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHST 002</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 001H</td>
<td>Honors General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

List A: Select 3 courses (9-15 units)

- ANTH 003 OR ANTH 003H Introduction to Cultural Anthropology/Honors Introduction to Cultural Anthropology 3
- SOCI 001 Introduction to Sociology 3
- SOCI 020 Sociology of Race and Ethnicity 3
- CHST 063 Child, Family, and Community 3
- CHST 087 Observation and Assessment 3

**OR select maximum of 2 courses (3 - 6 units) any course not listed above**

- CHST 001 Principles & Practices of Teaching Young Children 3
- CHST 005 Diversity - Childhood & Culture 3
- CHST 035 Practicum in Early Childhood Education 3
- CHST 053 Contemporary Education in a Changing Society 3
- CHST 066 Child Safety, Health and Nutrition 3
- CHST 070 Infant-Toddler Development & Care 3
- CHST 090 Introduction to Curriculum 3
- HSCI 008 Contemporary Health 3

**Total Major Units:** 31-32
**GE Units (CSU GE or IGETC):** 39 or 37
**Total Degree Units:** 60
associate degree for transfer

ASSOCIATE IN ARTS IN COMMUNICATION STUDIES FOR TRANSFER DEGREE (AA-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 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.

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

Total Major Units: 19-25

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

Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (example): 13 units

CHST 002, CHST 003, MATH 010, PSYC 001

Spring, Year 1 (example): 6 units

CHST 001, CHST 005

ASSOCIATE IN SCIENCE IN EARLY CHILDHOOD EDUCATION FOR TRANSFER DEGREE (AS-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:

- Demonstrate ethical standards and professional behaviors that deepen understanding, knowledge and commitment to the Early Childhood profession.
- Design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children.
- 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.
- Develop strategies that promote partnerships between programs, teachers, families, and their communities.
- Design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children.
- 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.
- 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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<tbody>
<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>
</tr>
<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>
</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

Recommended Course Sequence: Only includes the program major requirements.

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
ASSOCIATE IN ARTS IN ECONOMICS FOR TRANSFER DEGREE (AA-T in Economics)

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.

ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER DEGREE (AA-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 professional skills with children, families, and colleagues in the elementary school setting;
• Utilize child development theories to design developmentally appropriate curriculum for school-age 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ELED 020</td>
<td>Introduction to Elementary Teaching</td>
<td>2</td>
</tr>
<tr>
<td>AND</td>
<td>Field Experience in Elementary Teaching</td>
<td>1</td>
</tr>
<tr>
<td>CHST 002</td>
<td>Child Growth and Development</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 002</td>
<td>Introductory Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Fundamentals of 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 (number Systems)</td>
<td>3</td>
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<tr>
<td>COMM 001</td>
<td>Public Speaking</td>
<td>3</td>
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<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
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<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>POLI 001</td>
<td>American Government</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors American Government</td>
<td>3</td>
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<tr>
<td>List A: Select one course (3 units)</td>
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<td></td>
</tr>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001CH</td>
<td>American Literature 1</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>American Literature 2</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>
<tr>
<td>List B: Select one course (3 units)</td>
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<td></td>
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<tr>
<td>ARTS 004</td>
<td>Art Appreciation</td>
<td>3</td>
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<tr>
<td>MUSC 010</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>THEA 010</td>
<td>Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
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</tbody>
</table>

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

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (10 Units):
BIOL 010 AND 010L, CHST 002, ELED 020 AND 020A

Spring, Year 1 (15 Units):
CHEM 002, GEOL 012, MATH 014, PHYS 010

Fall, Year 2 (12 Units):
COMM 001, ENGL 001A, GEOG 006, Any Course from List B

Spring, Year 2 (15 Units):
ENGL 001B, HIST 005A, HIST 017A, POLI 001, Any Course from List A

Associate in Arts in English for Transfer Degree (AA-T in English)

The Associate in Arts in English for Transfer degree (AA-T) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major 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.

<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>OR</td>
<td>Honors Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select two:</td>
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<td></td>
</tr>
<tr>
<td>ENGL 007A</td>
<td>American Literature 1</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 007B</td>
<td>American Literature 2</td>
<td>3</td>
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<tr>
<td>ENGL 005A</td>
<td>Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 005B</td>
<td>Survey of English Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006A</td>
<td>World Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006B</td>
<td>World Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors World Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>List B: Select one from below or any List A course not already used:</td>
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<td></td>
</tr>
<tr>
<td>ENGL 010</td>
<td>Children’s Literature</td>
<td>3</td>
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<tr>
<td>ENGL 012</td>
<td>African American Literature</td>
<td>3</td>
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<tr>
<td>ENGL 018</td>
<td>Asian American Literature</td>
<td>3</td>
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<tr>
<td>Course ID</td>
<td>Title</td>
<td>Units</td>
</tr>
<tr>
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<td>--------------------------------------------</td>
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</tr>
<tr>
<td>ENGL 041</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Classical Mythology</td>
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</tr>
<tr>
<td>ENGL 044</td>
<td>The Bible As Literature</td>
<td>3</td>
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<tr>
<td>ENGL 046</td>
<td>Contemporary American Multi-Cultural Litera-</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Contemporary American Multi-Cultural Literature</td>
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</tr>
<tr>
<td>ENGL 047</td>
<td>Introduction to Poetry</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 048</td>
<td>Introduction to Shakespeare</td>
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<tr>
<td>OR</td>
<td>Honors Introduction to Shakespeare</td>
<td>3</td>
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<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Modern Fiction</td>
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</tr>
<tr>
<td>ENGL 070</td>
<td>Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 071</td>
<td>Writing Fiction</td>
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<tr>
<td>ENGL 072</td>
<td>Writing Poetry</td>
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<tr>
<td>List C: Select one from below or any List A or B course not already used.</td>
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<tr>
<td>ENGL 013</td>
<td>U.S. Latino Literature</td>
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<tr>
<td>FRNC 001A</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 001B</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 002A</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 002B</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 003A</td>
<td>Advanced French Oral and Written Composit-</td>
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</tr>
<tr>
<td>FRNC 003B</td>
<td>Advanced French Oral and Written Composit-</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>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>
<td>5</td>
</tr>
<tr>
<td>ITAL 002B</td>
<td>Intermediate Italian</td>
<td>5</td>
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<tr>
<td>JPNS 001A</td>
<td>Beginning Japanese</td>
<td>5</td>
</tr>
<tr>
<td>JPNS 001B</td>
<td>Beginning Japanese</td>
<td>5</td>
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<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 001B</td>
<td>Beginning Spanish</td>
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</tr>
<tr>
<td>SPAN 002A</td>
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<td>SPAN 002B</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003A</td>
<td>Advanced Spanish Oral and Written Composit-</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written Composit-</td>
<td>5</td>
</tr>
<tr>
<td>HUMN 001A</td>
<td>Human Values in and from the Arts - the Ancient World to the Early Renaissance</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 001B</td>
<td>Human Values in and from the Arts - the Renaissance to the Modern Age</td>
<td>3</td>
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</table>

### Course ID | Title                                      | Units |
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>THEA 010</td>
<td>Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</td>
</tr>
</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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 - example courses listed (6 Units):**
- ENGL 001A AND ENGL 005A or ENGL 006A or 006AH or ENGL 007A

**Spring, Year 1 - example courses listed (6 Units):**
- Required Core Course AND ENGL 005B or ENGL 006B or 006BH or ENGL 007B

**Fall, Year 2 (3-5 Units):**
- Required Core Course AND ENGL 005B or ENGL 006B or 006BH or ENGL 007B

**Spring, Year 2 (3-5 Units):**
- Any Course from List C or Any Course from List B

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### ASSOCIATE IN ARTS IN FILM, TELEVISION, AND ELECTRONIC MEDIA FOR TRANSFER DEGREE

(AA-T in Film, Television, and Electronic Media)

The Associate in Arts in Film, Television, and Electronic Media 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 Radio-Television-Film, Television-Film, Television, Video, Film, and Electronic Arts.

Students who complete this program will be able to:

- analyze cinema as a literary form and cinema as entertainment by comparing film genres and cinematic techniques;
- demonstrate both the technical and aesthetic aspects of film and digital cinema production and demonstrate knowledge of basic production techniques;
- prepare and develop a short treatment and screenplay for a narrative film; demonstrate an understanding of audio used in studio and on-location production for radio, television and film;
- create and edit a short film which requires the organization of a work schedule, an analysis of raw footage, and a digital editing plan; and demonstrate knowledge of Film/TV production best practices, professional behavior and accountability.

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

### Course ID | Title                                      | Units |
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>THEA 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 015</td>
<td>Introduction to Film Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A – 6 units**
- MUSC 065A Recording Arts I 3
- THEA 005A Introduction to Film/Video Production 3

**List B – 3 units**
- THEA 005B Film/Video Production II 3
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 007A</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 007B</td>
<td>Acting for Film and Television II</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: 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 014D</td>
<td>Survey of Film: Superhero Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014E</td>
<td>Survey of Film: The Star Wars Trilogies</td>
<td>3</td>
</tr>
<tr>
<td>THEA 019A</td>
<td>Visual Spectacle: Practical Effects and Motion Graphics for Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 016</td>
<td>American Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 004</td>
<td>Digital Video Editing</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

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units
THEA 005A; THEA 015

Spring, Year 1: 6 units
THEA 005A, Any Course from List C

Fall, Year 2: 3 units
MUSC 065A

Spring, Year 2: 3 units
THEA 005B

ASSOCIATE IN ARTS IN GEOGRAPHY FOR TRANSFER DEGREE (AA-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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 001</td>
<td>Intro Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 002</td>
<td>Introduction to Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEOG 006</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
</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

Special transfer pathway to University of Hawaii at Manoa.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 3 units
GEOG 002 OR GEOG 006

Spring, Year 1: 3 units
GEOG 001

Fall, Year 2: 6-7 units
Any Course from List A AND Any Course from List B

Spring, Year 2: 6-7 units
Any Course from List B AND Any Course from List A

ASSOCIATE IN SCIENCE IN GEOLOGY FOR TRANSFER DEGREE (AS-T in Geology)

The Associate in Science in Geology for Transfer degree (AS-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 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIST 016A</td>
<td>Introduction to Geospatial Technology</td>
<td>3</td>
</tr>
<tr>
<td>PSCI 020</td>
<td>Weather and Climate</td>
<td>3</td>
</tr>
</tbody>
</table>

List B Courses (select 2 courses or anything from Required Core not used): 6 to 8 units

- ANTH 002 Introduction to Archaeology 3
- ANTH 003 Introduction to Cultural Anthropology 3
- ANTH 003H Honors Introduction to Cultural Anthropology 3
- GEOL 001A Physical Geology 4
- GEOL 001AH Honors Physical Geology 4
- HIST 017A United States History 3
- HIST 017B United States History 3
- HIST 017BH Honors United States History 3
- MATH 010 Elementary Statistics 4
- MATH 010H Honors Elementary Statistics 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
### ASSOCIATE IN ARTS IN HISTORY FOR TRANSFER DEGREE (AA-T in History)

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.
- 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 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.

### Recommended Course Sequence:

**Fall, Year 1: 9 units**

- CHEM 001A, GEOL 001A or 001AH

**Spring, Year 1: 5 units**

- CHEM 001B

**Fall, Year 2: 9 units**

- GEOL 001B, MATH 003A

**Spring, Year 2: 5 units**

- MATH 003B

<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>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 001B</td>
<td>Historical Geology</td>
<td>4</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>
</tbody>
</table>

Total Major Units 28

Total Program Units 60

<table>
<thead>
<tr>
<th>List B: Select one course from Group 1: 3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 005A</td>
</tr>
<tr>
<td>OR</td>
</tr>
<tr>
<td>HIST 004A</td>
</tr>
<tr>
<td>OR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>List B: Select one course from Group 2: 3-4 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 002</td>
</tr>
<tr>
<td>ANTH 003</td>
</tr>
<tr>
<td>POLI 001</td>
</tr>
<tr>
<td>POLI 001H</td>
</tr>
<tr>
<td>PSYC 001</td>
</tr>
<tr>
<td>SOCI 001</td>
</tr>
<tr>
<td>WGQS 001</td>
</tr>
<tr>
<td>WGQS 003</td>
</tr>
</tbody>
</table>

Total Units 18 - 19

GE Units (CSU GE or IGETC) 39 or 37

### 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 aqautics, 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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>OR</td>
<td>Honors United States History</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select two: 6 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 006</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 007</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>EDCI 001</td>
<td>Introduction to Exercise Science</td>
<td>3</td>
</tr>
<tr>
<td>EDCI 002</td>
<td>Introduction to Exercise Science</td>
<td>3</td>
</tr>
<tr>
<td>EDCI 003</td>
<td>Introduction to Exercise Science</td>
<td>3</td>
</tr>
<tr>
<td>EDCI 004</td>
<td>Introduction to Exercise Science</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 60

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

### 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
• 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>Required Core Courses: 13 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINT 030</td>
<td>Introduction to Kinesiology</td>
<td>3</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>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aquatics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINS 2.04</td>
<td>Swimming-Beginning</td>
<td>1</td>
</tr>
<tr>
<td>KINS 2.05</td>
<td>Swimming-Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>KINS 2.06</td>
<td>Swimming-Advanced</td>
<td>1</td>
</tr>
<tr>
<td>KINS 2.07</td>
<td>Master’s Swimming</td>
<td>1</td>
</tr>
<tr>
<td>KINS 2.02</td>
<td>Lifeguard Training</td>
<td>1</td>
</tr>
<tr>
<td>Combatives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINS 6.02</td>
<td>Karate-Beginning</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.03</td>
<td>Self-Defense</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.06</td>
<td>Karate - Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.07</td>
<td>Kickboxing</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.08</td>
<td>Boxing</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.10</td>
<td>Karate - Advanced</td>
<td>1</td>
</tr>
<tr>
<td>KINS 6.01</td>
<td>MMA - Mixed Martial Arts</td>
<td>1</td>
</tr>
<tr>
<td>Dance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANC 002</td>
<td>Ballet: Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>DANC 003</td>
<td>Ballet: Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANC 012</td>
<td>Jazz Dance: Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>DANC 013</td>
<td>Jazz Dance: Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANC 022</td>
<td>Modern Dance: Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>DANC 023</td>
<td>Modern Dance: Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANC 041</td>
<td>Ballroom and Latin Dance: Beginning</td>
<td>1</td>
</tr>
<tr>
<td>DANC 042</td>
<td>Ballroom and Latin Dance: Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANC 051A</td>
<td>World Dance: Flamenco of Spain, Beginning</td>
<td>1</td>
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<tr>
<td>DANC 001</td>
<td>Ballet: Beginning Level 1</td>
<td>1</td>
</tr>
<tr>
<td>DANC 051B</td>
<td>World Dance: Flamenco of Spain, Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANC 011</td>
<td>Jazz Dance: Beginning Level 1</td>
<td>1</td>
</tr>
<tr>
<td>DANC 021</td>
<td>Modern Dance: Beginning Level 1</td>
<td>1</td>
</tr>
<tr>
<td>Fitness</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINS 4.03</td>
<td>Fitness Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.13</td>
<td>Fitness Walking</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.14</td>
<td>Fitness, Water Exercise</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.16</td>
<td>Fitness Weight Training</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.24</td>
<td>Total Fitness for Men</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.29</td>
<td>Body Sculpting</td>
<td>1</td>
</tr>
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</table>

Course ID | Title                                      | Units |
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>KINS 11.01</td>
<td>Yoga for Health</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.08</td>
<td>Pilates Mat Workout</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.09</td>
<td>Intermediate Pilates Mat Workout</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.04</td>
<td>Advanced Yoga</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.03</td>
<td>Gentle Restorative Exercise</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.02</td>
<td>Intermediate Yoga</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.35</td>
<td>Trail Running</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.33</td>
<td>Cardio Cross Training</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.32</td>
<td>Boot Camp</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.31</td>
<td>Core Training</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.30</td>
<td>Functional Fitness</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.20</td>
<td>Fitness, Weight Training II</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.05</td>
<td>Fitness - Aqua Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.28</td>
<td>Fitness Jogging</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.25</td>
<td>Total Fitness for Women</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.12</td>
<td>Fitness-Stretch and Flex</td>
<td>1</td>
</tr>
</tbody>
</table>

Individual Sports |
| KINS 7.02 | Badminton-Beginning                         | 1     |
| KINS 7.03 | Badminton-Intermediate                      | 1     |
| KINS 7.10 | Golf-Beginning                              | 1     |
| KINS 7.11 | Golf-Intermediate                           | 1     |
| KINS 7.12 | Golf-Advanced                               | 1     |
| KINS 7.18 | Beginning Tennis                            | 1     |
| KINS 7.20 | Intermediate Tennis                         | 1     |
| KINS 7.21 | Advanced Tennis                             | 1     |
| KINS 7.23 | Scuba Diving                                | 2     |
| KINS 7.26 | Studio Cycling                              | 1     |
| KINS 7.24 | Scuba Diving-Advanced                       | 2     |
| KINS 7.27 | Studio Cycling Advanced                     | 1     |
| KINS 12.20| Open Water Diver                            | 1.5   |
| KINS 12.22| Advanced Marine Diver                       | 1.5   |

Team Sports |
<p>| KINS 8.03 | Baseball/Softball-Advanced                  | 1     |
| KINS 8.04 | Beginning Basketball                        | 1     |
| KINS 8.05 | Intermediate Basketball                     | 1     |
| KINS 8.06 | Advanced Basketball                         | 1     |
| KINS 8.08 | Soccer-Beginning                            | 1     |
| KINS 8.09 | Soccer-Advanced                             | 1     |
| KINS 8.10 | Soccer-Intermediate                         | 1     |
| KINS 8.12 | Baseball/Softball-Beginning                 | 1     |
| KINS 8.13 | Baseball/Softball-Intermediate              | 1     |
| KINS 8.15 | Volleyball-Beginning                        | 1     |
| KINS 8.16 | Volleyball-Intermediate Skills              | 1     |
| KINS 8.17 | Volleyball-Advanced Skills                  | 1     |</p>
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINS 8.18</td>
<td>Beach Volleyball</td>
<td>1</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>
<tr>
<td>CHEM 30A</td>
<td>Fundamentals of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>General Physics- Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 011</td>
<td>Human Biology</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Major Units: 24 – 28
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

**Recommended Course Sequence:** *Only includes the program major requirements.*

**Fall or Winter, Year 1:** 3 Units
- KINT 030

**Fall, Year 1:** 5 Units
- BIOL 047

**Spring, Year 1:** 9-10 Units
- BIOL 048; Any Course from List A

**Fall, Year 2:** 4-5 Units
- Any Course from List A

**Spring, Year 2:** 3-5 units
- 3-5 units from Individual Sports OR Combatives OR Aquatics OR Team Sports OR Fitness OR Dance

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**ASSOCIATE IN ARTS IN LAW, PUBLIC POLICY AND SOCIETY FOR TRANSFER DEGREE (AA-T in Law, Public Policy and Society)**

The Associate in Arts in Law, Public Policy and Society for Transfer Degree (AA-T) is designed to provide a solid, multi-disciplinary lower-division preparation for students who intend to transfer to a California State University (CSU) for a bachelor's degree in Political Science, Public Policy, Law, Sociology, Economics, Criminal Justice, Criminology, Global Intelligence and National Security, International Relations, Philosophy, or similar major.

Students who complete the Associate in Arts in Law, Public Policy, and Society Transfer degree (AA-T in Law, Public Policy, and Society) will be able to:
- analyze Political Science concepts and theories, evaluate diverse viewpoints related to the human experience, and articulate evidence-based arguments.

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.

**List A:** Select up to Two Courses from Two of the areas listed below: (NOTE: courses must not have been used above): 6-7 units

### Area 1: Administrative of Justice/Criminal Justice/Criminology
- 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 008 Juvenile Procedures 3
- ADMJ 021 Community Relations 3
- ADMJ 100G Introduction to Corrections 3

### Area 2: Business
- BUSN 028 Business Law 3

### Area 3: Economics
- ECON 001A Principles of Macroeconomics 3
  **AND** ECON 002A Principles of Macroeconomics Lab 1
- ECON 001AH Honors Principles of Macroeconomics 3
  **AND** ECON 002AH Honors Principles of Macroeconomics Lab 1
- ECON 001B Principles of Microeconomics 3
  **AND** ECON 002B Principles of Microeconomics Lab 1
- ECON 001BH Honors Principles of Microeconomics 3
  **AND** ECON 002BH Honors Principles of Microeconomics Lab 1
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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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>
<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>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Major Units: 23-24
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE (AA-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. MUSC 042 or 048 or 049 are 1-unit courses that must be repeated 4 times to meet the CSU transfer requirement as appropriate to the student’s course of study. MUSC 030A-030G is a genre-specific 1-unit course that must be repeated 4 times to meet the requirement as appropriate to the student’s course of study.

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.
• 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.

NOTE: Majors will be required to pass a Piano Proficiency examination prior to graduation from their transfer institution, which may include sight reading a two-part grade 1 selection and playing two stylistically contrasting pieces from Bartok’s Mikrokosmos Book II, transposing a simple chorale at sight, a two-part grade 1 selection and playing two stylistically contrasting pieces from Bartok’s Mikrokosmos Book II, transposing a simple chorale at sight, harmonizing a melody, improvising a melody from a given chord progression. Enrolling in MUSC 31A/B Intermediate Piano, using available elective units, is encouraged.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 003A</td>
<td>Music Theory Level 1</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 003B</td>
<td>Music Theory Level 2</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 004A</td>
<td>Music Theory Level 3</td>
<td>4</td>
</tr>
<tr>
<td>MUSC 020A</td>
<td>Musicianship Level 1</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 020B</td>
<td>Musicianship Level 2</td>
<td>1</td>
</tr>
</tbody>
</table>

Applied Music Requirement: Complete a total of 4 units taken over a minimum of 4 semesters of one strand of MUSC 039ABCDEFG (MUSC 039ABCDEFG is a 1 unit course, specific to instrument types, that must be repeated 4 times to meet CSU transfer requirement).

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 039A</td>
<td>Applied Music: Brass</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039B</td>
<td>Applied Music: Woodwind</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039C</td>
<td>Applied Music: Strings</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039D</td>
<td>Applied Music: Percussion</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039E</td>
<td>Applied Music: Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039F</td>
<td>Applied Music: Guitar</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 039G</td>
<td>Applied Music: Voice</td>
<td>1</td>
</tr>
</tbody>
</table>

Music List A Requirement: Take 3-4 units from the following list.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 031A</td>
<td>Intermediate Piano Level 3</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Major Units 23-24
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (6 units):
MUSC 003A, MUSC 020A, MUSC 039G, MUSC 042

Spring, Year 1 (6 units):
MUSC 003B, MUSC 020B, MUSC 039G, MUSC 042

Fall, Year 2 (6 units):
MUSC 004A, MUSC 039G, MUSC 042

Spring, Year 2 (5-6 units):
MUSC 039G, MUSC 042, List A Requirement

ASSOCIATE IN SCIENCE IN NUTRITION AND DIETETICS FOR TRANSFER DEGREE (AS-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 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 (AS-T in Nutrition and Dietetics) will be able to:

1) identify the role of nutrients and healthy food preparation for optimal health and well being;
2) clearly communicate nutrition concepts in oral and written formats;
3) use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions;
4) select appropriate foods for a healthy diet and disease risk reduction;
5) apply knowledge of the physical and biological sciences to the function of nutrients in metabolic processes;
6) apply knowledge of social, physical and biological science to address human nutrition issues;
7) utilize research outcomes and statistics to interpret a nutrition issue.

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;
• 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>Course ID</td>
<td>Title</td>
<td>Units</td>
</tr>
<tr>
<td>-----------</td>
<td>----------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>PSYC 001</td>
<td>General Psychology</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>BIOL 045</td>
<td>Microbiology</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td><strong>List A: Select a Minimum of One Course: 4 – 5 units</strong></td>
<td></td>
</tr>
<tr>
<td>CHEM 012A</td>
<td>Organic 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>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>MATH 010H</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td><strong>List B: Select One Course: 3 - 6 units</strong></td>
<td></td>
</tr>
<tr>
<td>BIOL 011</td>
<td>Human Biology</td>
<td>4</td>
</tr>
<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 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>CHEM 012A</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>ECON 002A</td>
<td>Principles of Macroeconomics Lab</td>
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<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
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<tr>
<td>AND</td>
<td>ECON 002AH</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
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</tr>
<tr>
<td>AND</td>
<td>ECON 002B</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>ECON 002BH</td>
<td>1</td>
</tr>
<tr>
<td>MATH 001</td>
<td>Pre-Calculus Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 002</td>
<td>Pre-Calculus Algebra and Trigonometry</td>
<td>6</td>
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<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>MATH 010H</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>General Physics – Mechanics</td>
<td>5</td>
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<tr>
<td>PHYS 002B</td>
<td>General Physics – Electricity and Magnetism</td>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 012</td>
<td>Human Growth and Development</td>
<td>3</td>
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</tbody>
</table>

**Total Major Units:** 28-32

**Total Program Units:** 60

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 11 units
CHEM 001A; NUTR 015; PSYC 001

**Spring, Year 1:** 10 units
BIOL 045; CHEM 001B

**Fall, Year 2:** 4-5 units
Any Course from List A

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**Spring, Year 2:** 3-6 units
Any Course from List B

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**ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE (AA-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;
- 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.

<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>
</tr>
<tr>
<td>PHIL 001</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>PHIL 003</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>List A: Select one or any Required Core course not already used: 3 Units</strong></td>
<td></td>
</tr>
<tr>
<td>PHIL 004</td>
<td>Comparative Religions</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 005</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 017</td>
<td>Logic &amp; Critical Reasoning</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>List B: Select two or any List A courses not already used: 6 units</strong></td>
<td></td>
</tr>
<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to Present</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 022</td>
<td>Philosophy of Religion</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>List C: Select one or any List A or List B course not already used: 3 Units</strong></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 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>
</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>
</tr>
<tr>
<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>HIST 017BH</td>
<td>3</td>
</tr>
<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
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<tr>
<td>HUMN 001A</td>
<td>Human Values in and from the Arts - the Ancient World to the Early Renaissance</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 001B</td>
<td>Human Values in and from the Arts - the Renaissance to the Modern Age</td>
<td>3</td>
</tr>
</tbody>
</table>
ASSOCIATE IN SCIENCE IN PHYSICS FOR TRANSFER DEGREE (AS-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 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>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>
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</table>

**Required Core Courses: 30 units**

<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>
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</tr>
<tr>
<td>PHYS 004B</td>
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<tr>
<td>PHYS 004C</td>
<td>Engineering Physics-Light, Heat and Waves</td>
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<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
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<td>MATH 003B</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 004A</td>
<td>Intermediate Calculus</td>
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</tbody>
</table>

**Total Major Units** 30

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

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE (AA-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 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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (5 Units):**
- MATH 003A
- PHIL 001 OR PHIL 003
- POLI 001H

**Spring, Year 1 (3 Units):**
- POLI 002
- WGQS 004A

**Fall, Year 2 (10 Units):**
- MATH 004A, PHYS 004A
- POLI 003H
- MATH 010H

**Spring, Year 2 (5 Units):**
- PHYS 004C

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLI 001</td>
<td>American Government</td>
<td>3</td>
</tr>
<tr>
<td>POLI 001H</td>
<td>Honors American Government</td>
<td>3</td>
</tr>
<tr>
<td>POLI 002</td>
<td>Comparative Governments</td>
<td>3</td>
</tr>
<tr>
<td>POLI 004</td>
<td>International Relations</td>
<td>3</td>
</tr>
<tr>
<td>POLI 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POLI 003H</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>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>ADMJ 001</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A (Select three): 9-10 units**

- POLI 002
- POLI 004
- POLI 003
- POLI 003H
- MATH 010
- MATH 010H
- ADMJ 001
- ANTH 002

**List B: Select two from below or any List A course not already used: 6 – 8 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tbody>
<tr>
<td>MATH 009</td>
<td>Calculus and Analytic Geometry</td>
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</tr>
<tr>
<td>MATH 009A</td>
<td>Calculus and Analytic Geometry</td>
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<td>MATH 010H</td>
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</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>ADMJ 001</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
</tr>
</tbody>
</table>
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.

### Recommended Course Sequence: Only includes the program major requirements.

**Fall, Year 1 (example courses listed): 3 units**
- POLI 001 or 001H

**Spring, Year 1: 3-4 units**
- Any Course from List A

**Fall, Year 2: 6-7 units**
- Any Course from List A, Any Course from List A OR List B

**Fall, Year 2 (4 Units):**
- MATH 10 or MATH 10H

**Spring, Year 2: 6-7 units**
- Any Course from List A, Any Course from List B OR List A

### Required Core Courses: 11 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 003</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 004</td>
<td>Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 005</td>
<td>Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 006</td>
<td>Honors Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 007</td>
<td>Honors Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 008</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 009</td>
<td>Honors Principles of Macroeconomics Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Major Units:** 18-21

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

**Total Program 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.

**List A: 3 or 4 units**
- PSYC 002
- ECON 001A
- ECON 002A

**List B: 3 or 4 units from below or from List A not already used**
- PSYC 004
- BIOL 011
- PSYC 007

**List C: 3 or 4 units from below or from list A and B not already used**
- MATH 010 or MATH 010H
- POLI 001 or 001H
- MATH 010 or MATH 010H

**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.

**Recommended Course Sequence: Only includes the program major requirements.**

**Fall, Year 1: 7 units**
- PSYC 001; MATH 010 OR 010H
ASSOCIATE IN SCIENCE IN PUBLIC HEALTH SCIENCE FOR TRANSFER DEGREE (AS-T in Public Health Science)

Public Health is a dynamic field that provides career opportunities in a wide variety of settings, including federal, state, and local health agencies, community health departments, healthcare organizations, hospitals, allied health providers, HMO’s, research organizations, crisis agencies, educational institutions, and many other areas.

The Public Health Science for Transfer degree (AS-T in Public Health Science) is designed to prepare students for related programs at the bachelor's degree level and provides comprehensive preparation for upper-division work in health-related majors. Students will be able to apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences. Additionally, the degree provides an introduction to various career pathways within this field.

Public Health Science includes the science of protecting and improving the health of people and their communities. It bridges the gap between scientific discoveries and the application of 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.

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. 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 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:

- 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 minimum grade point average (GPA) of 2.0.
- a grade of C or better in all courses required for the major or area of emphasis.

### Course ID | Title | Units
--- | --- | ---
MATH 010 OR MATH 010H | Elementary Statistics/Honors Elementary Statistics | 4
BIOL 010 AND BIOL 010L | Introduction to Biology/Introduction to Biology Lab | 3
CHEM 002 OR CHEM 001A | Introductory Chemistry/General Chemistry | 4
PSYC 001 | General Psychology | 3
BIOL 047 | Human Anatomy | 5
BIOL 048 | Human Physiology | 5
NUTR 015 | Human Nutrition | 3
HSCI 010 | Human Sexuality | 3
BIOL 045 | Microbiology | 5

Total Major Units: 34-37  
GE Units (CSU GE or IGETC): 39 or 37  
Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

#### Fall, Year 1 (11 Units):
- BIOL 010 and 010L, HSCI 008, MATH 010 or 010H

#### Spring, Year 1 (10-11 units):
- HSCI 014, PSYC 001, CHEM 001A or 002

#### Fall, Year 2 (8-10 units):
- BIOL 047, Any Course from List A

#### Spring, Year 2 (5 units):
- BIOL 048

ASSOCIATE IN ARTS IN SOCIAL JUSTICE STUDIES FOR TRANSFER DEGREE (AA-T in Social Justice Studies)

The Associate in Arts in Social Justice Studies for Transfer degree (AA-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 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 (AA-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 (AA-T) will be able to from various disciplinary perspectives, recognize, analyze, research, promote awareness and write about:

- Intersecting systems of oppression; the dynamics of power and privilege; prejudice and discrimination;
- Theories and practices of social change; resistance and empowerment; movements and activism;
- 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;

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<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>
</tbody>
</table>
Students must complete the following requirements:

- a minimum of 18 semester or 27 quarter units in the major or area of emphasis.
- earn a grade of C or better in all courses required for the major or area of emphasis.
- 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.

Course ID | Title |
--- | --- |
SOC 001 | Introduction to Sociology |
FRNCH 001A | Beginning French |
JPN 001A | Beginning Japanese |
RUSS 001A | Beginning Russian |
SPAN 001A | Beginning Spanish |

**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 |
- HIST 014 | History of the Native North American |
- HIST 016 | Mexican-American History |

**Area 2: Arts and Humanities**
- ART 007 | The Art of Asia |
- ART 010 | American Art: A Multicultural Approach |
- ART 013 | African-American Art History |
- ART 014 | Women in Art History |
- WGS 002 | Women in the Arts: Multicultural Perspectives |
- WGS 003 | Introduction to Gender Studies |
- WGS 004A | Women in World Cultures from Prehistory to 1500 CE |

**Area 3: Social Science**
- ANTHR 003 | Introduction to Cultural Anthropology |
- ANTHR 003H | Honors Introduction to Cultural Anthropology |
- GEOG 002 | Intro Cultural Geography |
- SOC 028 | Sociology of Gender |
- POLIT 003 | Introduction to Political Science |
- ECON 001 | Principles of Macroeconomics |
- ECON 001B | Principles of Microeconomics |

**Area 4: Quantitative Reasoning and Research Methods**
- MATH 010 | Elementary Statistics |
- MATH 010H | Honors Elementary Statistics |
- PSYCH 002 | Experimental Psychophysiology |
- PSYCH 002H | Honors Experimental Psychophysiology |

**Area 5: Major Preparation**
- ART 007 | The Art of Asia |
- ART 001J | Survey of Non-Western Art: Africa, Oceania, and Indigenous North America |
- WGS 001 | Introduction to Women’s Studies |
- ENGL 012 | African-American Literature |
- ENGL 018 | Asian American Literature |
- HIST 005B | World History from 1500 |
- HUMAN 001B | Human Values in and from the Arts |
- PHIL 001 | Introduction to Philosophy |
- PSYCH 001 | General Psychology |
- SOC 001 | Introduction to Sociology |
- FRNCH 001A | Beginning French |
## ASSOCIATE IN ARTS IN SOCIOLOGY FOR TRANSFER DEGREE (AA-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:
- analyze the major dimensions of the diversity of human social experiences using scientific discourse,
- identify and distinguish various major theoretical perspectives within sociology and how these differ from other social science disciplines,
- and evaluate social science research methodologies and apply empirical research to human behavior.

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

### Course Information

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 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>OR</td>
<td>MATH 010H</td>
<td>4</td>
</tr>
</tbody>
</table>

**List A: Any two of the following courses: 6 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 003</td>
<td>Social Psychology: A Sociological Perspective</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 040</td>
<td>Marriage and Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: Any 1 of the following courses or any course not used above: 3 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>
</tbody>
</table>

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## ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER DEGREE (AA-T in Spanish)

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;
- 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 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;
- 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.

### Course Information

<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>
</tbody>
</table>
ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER DEGREE (AA-T in Studio Arts)

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.

Total Major Units: 24-25
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 001B</td>
<td>Survey of Western Art II</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Survey of Western Art II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 033A</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 081</td>
<td>3-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
</tr>
<tr>
<td>List A (select one): 3 units</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Drawing
- ARTS 035A | Beginning Life Drawing | 3 |
- ARTS 031B | Expressive Drawing | 3 |

Painting
- ARTS 049A | Beginning Painting | 3 |

Ceramics
- ARTS 065A | Ceramics-Handbuilding | 3 |
- ARTS 067A | Ceramics-Potter’s Wheel | 3 |

Sculpture
- ARTS 085A | Sculpture | 3 |

Digital Arts
- ARTS 055 | Introduction to Computer Arts | 3 |

Photography
- ARTS 062A | Basic Photography | 3 |

Color
- ARTS 033C | Color Design | 3 |

Second Semester
- ARTS 049B | Intermediate Painting | 3 |
- ARTS 057A | Animation I | 4 |
- ARTS 065B | Ceramics-Handbuilding II | 3 |
- ARTS 067B | Ceramics-Potter’s Wheel | 3 |
- ARTS 085B | Sculpture | 3 |

Total Major Units: 24-25
GE Units (CSU GE or IGETC): 39 or 37
Total Degree Units: 60
ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER DEGREE (AA-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 Intersessional 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 ID** | **Title** | **Units**
--- | --- | ---
THEA 010 | Introduction to Theatre | 3
THEA 010H | Honors Introduction to Theater | 3
THEA 040A | Acting One | 3

**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>
</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>
</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

**Recommended Course Sequence**: *Only includes the program major requirements.*

- **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

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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>
<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/Absurdist</td>
<td>3</td>
</tr>
<tr>
<td>THEA 045B</td>
<td>Stagecraft</td>
<td>3</td>
</tr>
</tbody>
</table>
Accounting

THE FACULTY
Randy R. Castello
Nancy Ghodrat
Jim Henderson

DIVISION  Che School of Professional Studies
DEAN  Renee Paquier
DEPARTMENT CO-CHAIR  Jim Henderson
PHONE  408-741-4609
EMAIL  jim.henderson@westvalley.edu
DEPARTMENT CO-CHAIR  Lance Shoemaker
PHONE  408-741-2436
EMAIL  lance.shoemaker@westvalley.edu
COUNSELING  408-741-4068

Certificate: Accounting Clerk

ACCOUNTING: (Business Administration) For transfer information see assist.org and/or consult with a counselor.

ACCOUNTING CLERK
Certificate of Achievement

The Accounting Clerk Certificate at West Valley College focuses on helping students develop bookkeeping and accounting clerk's skills using current accounting/bookkeeping software.

Upon completion of this certificate, students will be able to

• Utilize current accounting software to compute, classify, and record numerical data to keep financial records complete for 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 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 and will be able to apply the principles of business communications in a variety of business settings.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 060</td>
<td>Accounting Fundamentals Quickbooks</td>
<td>4</td>
</tr>
<tr>
<td>BUSN 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 070</td>
<td>Effective Office Skills</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 16

Recommended Course Sequence:

Fall, Year 1 (3 Units):
BUSN 046, Prerequisites (ACCT 010 or 050, ENGL 001A), if necessary.

Spring, Year 1 (13 Units):
ACCT 060, BUSN 062, BUSN 070, BUSN 078

*COURSES Used to Meet Prerequisite Requirements Must Have Been Completed with a Grade of C or Pass or Better.

ACCT 010 FINANCIAL ACCOUNTING
5 units
Lecture 5 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID ACCT 110
This course 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, financial statements, statement analysis, and the application of generally accepted accounting principles. It also includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics.

ACCT 011 MANAGERIAL ACCOUNTING
5 units
Lecture 5 units; lab 0 units
Prerequisite: ACCT 010
Acceptable for credit: University of California, California State University
C-ID ACCT 120
This course is the study of how managers use accounting information in decision-making, planning, directing operations, and controlling. This class focuses on cost terms and concepts, cost behavior, cost systems, cost control, cost-volume-profit planning, and performance analysis in manufacturing and service environments. This class includes a discussion of ethical issues in a managerial accounting environment.

ACCT 050 ACCOUNTING FOR SMALL BUSINESS
1 unit
Lecture 1 unit; lab 0 units
This course is designed as a non-theoretical, practical approach to accounting with special emphasis on accounting for small service-oriented business entities. This includes the basic bookkeeping cycle, change fund and petty cash accounting, preparing bank reconciliations, and basic payroll accounting. Pass/No Pass Option

ACCT 060 ACCOUNTING FUNDAMENTALS: QUICKBOOKS
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. Pass/No Pass Option
# Administration of Justice

## The Faculty
Victor Castillo
Timothy Morgan

### Division
Che School of Professional Studies

### Dean
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### Department Chair
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### DEPARTMENT CHAIR
Stacy Hopkins

### Dean
Renee Paquier

### Division
Che School of Professional Studies

### Faculty

**Associate in Science in Administration of Justice (Justice Studies): Transfer**
See assist.org and/or consult with a counselor.

**Prominent Emphasis**

**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.
- 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.

**Required Core Courses: (6 units)**

<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>
</tbody>
</table>

**List A: Complete 2 Courses (6 units)**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ 004</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 005</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 008</td>
<td>Juvenile Procedures</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 021</td>
<td>Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 041</td>
<td>Introduction to Forensics</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 100G</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 003</td>
<td>Principles &amp; Procedures of the Justice</td>
<td>3</td>
</tr>
</tbody>
</table>

**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)**

<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>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors 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.

**Recommended Course Sequence:** *Only includes the program major requirements.*

**Fall, Year 1 (6 Units):**
ADMJ 001, Any Course from List B

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

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

**Administration of Justice: Law Enforcement**

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.

**Catalog**

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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.

Recommended Course Sequence: Only includes the program major requirements.

<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>ADMJ 003</td>
<td>Principles &amp; Procedures of the Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 004</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 005</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 021</td>
<td>Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 023</td>
<td>Police Report Writings</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 008</td>
<td>Juvenile Procedures</td>
<td>3</td>
</tr>
<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>
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<td>Motorcycle Prison and Street Gangs</td>
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<td>Career Planning in Criminal Justice</td>
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<td>Firearms Terminology and Safety</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 041</td>
<td>Introduction to Forensics</td>
<td>3</td>
</tr>
<tr>
<td>ADMJ 100G</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
</tbody>
</table>

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

Recommended Course Sequence: Only includes the program major requirements.

**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

**Spring, Year 2** (6 Units):
- 6 Units from Electives List

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*PREREQUISITES AND COREQUISITES are MANDATORY.

*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 of 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. 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 explores 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 and dynamic relationship between communities and the justice system in addressing crime and conflict. It emphasizes the challenges and prospects of administering justice within a diverse multicultural population. Topics may include conflicting values in culture, religion, and law.

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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, offender rights, legal issues, and alternatives to incarceration including community corrections, probation and parole. The course addresses adult, juvenile and special needs offenders, corrections specialists, staff and administration as a profession and previews special challenges for the future of corrections.

ADMJ 034 CAREER PLANNING IN CRIMINAL JUSTICE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This introductory course is designed to inform students about potential careers in the Criminal Justice System. The content emphasizes the application, testing, and background screening processes 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

ADMJ 041 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 042 PROPERTY AND EVIDENCE MANAGEMENT IN LAW ENFORCEMENT
3 units
Lecture 3 units; lab 0 units
Advisory: ADMJ 004 and ADMJ 041
Acceptable for credit: California State University
This course covers all aspects of basic Evidence and Property Management in a law enforcement agency. Students have the opportunity to learn best practices, laws, policies and procedures for the collection, intake, storage and disposition of property. Special focus is on the importance of specific types of property such as guns, currency, drugs and biological evidence. Pass/No Pass Option

ADMJ 043 ADMINISTRATION OF JUSTICE INTERNSHIP
2 units
Work Experience units: 2
Prerequisites: ADMJ 001 & ADMJ 002 & ADMJ 023
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 051 RACE, CLASS AND GENDER IN CRIMINAL JUSTICE
3 units
Lecture 3 units; lab 0 units
Advisory: ADMJ 001 and ADMJ 021
Acceptable for credit: California State University
This course examines the role of race, class, and gender in the criminal justice system, with close attention to questions of racial profiling, mass incarceration, and the question of discrimination in criminal justice. The course also examines unique issues raised by race, class, and gender when analyzed in relationship to crime and the criminal justice system.

ADMJ 100G INTRODUCTION TO CORRECTIONS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID AJ 200
This course is designed to provide the student with an overview of the history and trends of corrections. It focuses on the legal issues, specific laws and general operation of correctional institutions. The relationship between corrections and other components of the judicial system are also examined. 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 address 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

#### Course ID Title Units

**Required Core Courses: 9 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 001</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>ANTH 003H Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A: Select one: 3 units minimum.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>MATH 010H Honors Elementary Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

**List B: Select one or any List A course not already used.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>PSYC 002H Honors Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
</tbody>
</table>

**List C: Select one or any List A or List B course not already used.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
<td>3</td>
</tr>
<tr>
<td>GEOS 002</td>
<td>Introduction to Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>COMM 012</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 004</td>
<td>Comparative Religions</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Major Units**

<table>
<thead>
<tr>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>19-22</td>
</tr>
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</table>

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

<table>
<thead>
<tr>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>39 or 37</td>
</tr>
</tbody>
</table>

**Total Degree Units**

<table>
<thead>
<tr>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
</tr>
</tbody>
</table>

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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (6-7 Units):**

- ANTH 003 or 003H AND Any Course from List A

**Spring, Year 1 (7-8 Units):**

- ANTH 002 AND Any Course from List B

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

- ANTH 001

**Spring, Year 2 (3 Units):**

- Any Course from List C

### ANTHROPOLOGY

**A.A. Degree**

The Associate of Arts in Anthropology Degree (AA in Anthropology) is designed to provide lower division education to students planning to transfer to a four-year 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;
- demonstrate a core knowledge base in anthropology appreciating and reflecting on human diversity in the past and present;
- articulate key concepts and events in the process of human evolution;
- apply scientific methodologies, including descriptive, quantitative, or qualitative;
- and demonstrate a holistic perspective on cultural, environmental, and/or biological systems that address cultural values, change, and interactions.

#### Course ID Title Units

**Required Core Courses: 9 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</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>OR</td>
<td>ANTH 003H Honors Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A: Select one: 3 units minimum.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</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>MATH 010H Honors Elementary Statistics</td>
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**List B: Select one or any List A course not already used.**

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
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<td>OR</td>
<td>PSYC 002H Honors Experimental Psychophysiology</td>
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<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
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**List C: Select one or any List A or List B course not already used.**

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<thead>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>AND</td>
<td>Principles of Macroeconomics Lab</td>
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**Total Major Units**

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

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**Total Degree Units**

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>AND ECON 002AH</td>
<td>Honors Principles of Macroeconomics Lab</td>
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<tr>
<td>ECON 001B</td>
<td>Principles of Microeconomics</td>
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<td>AND ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
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<tr>
<td>ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
<td>3</td>
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<tr>
<td>AND ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
<td>1</td>
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<tr>
<td>GEOG 001</td>
<td>Intro Physical Geography</td>
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<tr>
<td>GEOG 002</td>
<td>Introduction to Cultural Geography</td>
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<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
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<tr>
<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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<td>HIST 005B</td>
<td>World History from 1500</td>
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<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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<td>HIST 016</td>
<td>Mexican-American History</td>
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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>
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<tr>
<td>OR HIST 017BH</td>
<td>Honors United States History</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>POLI 002</td>
<td>Comparative Governments</td>
<td>3</td>
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<tr>
<td>POLI 004</td>
<td>International Relations</td>
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<td>PSYC 001</td>
<td>General Psychology</td>
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<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
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<tr>
<td>OR PSYC 002H</td>
<td>Honors Experimental Psychophysiology</td>
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<tr>
<td>PSYC 007</td>
<td>Psychological Psychology</td>
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<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural Perspective</td>
<td>3</td>
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<td>PSYC 012</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
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<td>PSYC 025</td>
<td>Introduction to Abnormal 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>SOCI 002</td>
<td>Social Problems</td>
<td>3</td>
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<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
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<tr>
<td>SOCI 040</td>
<td>Marriage and Family Sociology</td>
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<tr>
<td>SOCI 045</td>
<td>Sociology of Human Sexuality</td>
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<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</td>
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<tr>
<td>ANTH 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
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<tr>
<td>POLI 001</td>
<td>American Government</td>
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<tr>
<td>OR POLI 001H</td>
<td>Honors American Government</td>
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**Course ID**
- POLI 003
- OR
- POLI 003H
- Honors Introduction to Political Science

**Units**
- 3

**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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 - example course listed (3 Units):**
- ANTH 003 OR 003H

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

**Fall, Year 2 (6 Units):**
- ANTH 002 and Any Course from Elective Courses

**Spring, Year 2 (8-9 Units):**
- Any Courses from 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 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

*PREREQUISITES AND COREQUISITES are MANDATORY.*
*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
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. As an honors course, there is a focus on analytical writing and exploring the field through reading primary source research. This course is a study of culture and social behavior 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.

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
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 supernatural beliefs and rituals 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
Shannon Price

DEPARTMENT CHAIR
Diane Hurd

PHONE
408-741-2110

EMAIL
diane.hurd@westvalley.edu

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.

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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:

- Architect
- Landscape Architect
- Historic Preservation Architecture
- Interior Design
- Construction 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.
- Identify professional, ethical and societal responsibilities including respect for diversity.

After completion of an A.S. in Architecture a student will be able to:

- Use computer graphic standards. 
- Architectural Graphic Standards.
- Apply principals of structural design.
- Select construction materials based upon their properties and methods of installation.
- Use computer graphics applications associated with architectural projects.
- Develop architectural drawings including construction drawings and presentation drawings.
- 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.
- 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.
- Identify professional, ethical and societal responsibilities including respect for diversity.

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

**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:

- 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.

**Course ID** | **Title** | **Units**
--- | --- | ---
ARCH 043 | Styles in Architecture | 2
ARCH 045 | Architectural Building Codes | 3
ARCH 048 | Digital Tools for Architecture | 2
ARCH 050 | Construction Materials & Methods | 3
ARCH 051 | Architectural Graphics: Drawing & Sketching | 3
ARCH 052 | Architectural Graphics: Color Rendering | 3
ARCH 053 | Introduction to Architectural & Environmental Design | 3
ARCH 056 | Basic Architectural Design | 3
ARCH 061 | Architectural Design I | 3
ARCH 062 | Architectural Design II | 3
ARCH 063 | Architectural Design III | 3

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 9 units
ARCH 051, ARCH 056, 3 units from Electives

**Spring, Year 1:** 12 units
ARCH 050, ARCH 052, ARCH 053, ARCH 061

**Summer, Year 1:** 4 units
ARCH 045, ARCH 057

**Fall, Year 2:** 7 units
ARCH 043, ARCH 048, ARCH 062

**Spring, Year 2:** 6 units
ARCH 063, 3 units from Electives

**Total Major Units:** 38-40

**Total Program Units:** 69-79

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

**Course Title**

**Required Core Courses:** 31 units

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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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>
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<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>
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<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>
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</tr>
<tr>
<td>ARCH 053</td>
<td>Introduction to Architectural &amp; Environmental Design</td>
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<tr>
<td>ARCH 056</td>
<td>Basic Architectural Design</td>
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<td>ARCH 061</td>
<td>Architectural Design I</td>
<td>3</td>
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<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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**Elective Courses:** Students must take a minimum of 7 units from the following list: 7 - 9 Units

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<thead>
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<th>Units</th>
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<tbody>
<tr>
<td>ARCH 047</td>
<td>History of Modern Architecture</td>
<td>3</td>
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<tr>
<td>ARCH 048</td>
<td>History of Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 049</td>
<td>Introduction to Rhino</td>
<td>3</td>
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<tr>
<td>ARCH 057</td>
<td>Architectural Model Making</td>
<td>1</td>
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<tr>
<td>ARCH 058</td>
<td>Introduction to Revit Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 060</td>
<td>Green Building &amp; Sustainable Design</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 064</td>
<td>Architectural Practice</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 066</td>
<td>Advanced Revit Architecture</td>
<td>3</td>
</tr>
</tbody>
</table>

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
• Apply building codes, zoning codes, and ADA (Americans with Disabilities Act) regulations.
• 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.

Students, upon completion of this certificate, are prepared to work as technicians in the following careers:
1. Architecture
2. Landscape Architecture
3. Interior Design
4. Structural Engineering
5. Manufacturing Technology
6. Construction Management
7. Architectural Graphics

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.

LANDSCAPE ARCHITECTURE: Transfer
See assist.org and/or consult with a counselor.

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 abilities in landscape design with 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

LANDSCAPE ARCHITECTURE
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>
<td>3</td>
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<tr>
<td>ARCH 051</td>
<td>Architectural Graphics: Drawing &amp; Sketching</td>
<td>3</td>
</tr>
<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>
<td>3</td>
</tr>
<tr>
<td>ARCH 057</td>
<td>Architectural Model Making</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Certificate Units: 33
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.

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.

Recommended Course Sequence: Only includes the program major requirements.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 058</td>
<td>Intro to Revit Architecture</td>
<td>3</td>
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<tr>
<td>ARCH 061</td>
<td>Architectural Design I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 062</td>
<td>Architectural Design II</td>
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</tr>
<tr>
<td>ARCH 072</td>
<td>History of Landscape Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 078</td>
<td>Landscape Construction Technology</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 081</td>
<td>Landscape Plants: Summer &amp; Autumn</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 082</td>
<td>Landscape Plants: Winter &amp; Spring</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 084</td>
<td>Sustainability in Landscape Architecture</td>
<td>3</td>
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</table>

Elective Courses: 13 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ARCH 040</td>
<td>Fundamentals of Historic Preservation</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 043</td>
<td>Styles in Architecture</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 045</td>
<td>Architectural Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 046</td>
<td>History of Architecture</td>
<td>3</td>
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<tr>
<td>ARCH 047</td>
<td>History of Modern Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 052</td>
<td>Architectural Graphics: Color Rendering</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 50
Total Degree Units: 75

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.

Recommended Course Sequence:

Fall, Year 1: 12 Units
ARCH 056, ARCH 058, ARCH 072, ARCH 081

Spring, Year 1: 12 Units
ARCH 047, ARCH 050, ARCH 061, ARCH 082

Summer, Year 1: 4 Units
ARCH 045, ARCH 057

Fall, Year 2: 11 Units
ARCH 043, ARCH 046, ARCH 051, ARCH 084

Spring, Year 2: 12 Units
ARCH 052, ARCH 053, ARCH 062, ARCH 076

Note: ARCH 040 is a deactivated course.

LANDSCAPE ARCHITECTURE 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 WVC 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.

Not included in above unit total are the courses used to meet prerequisite requirements, which must have been completed with a grade of C or Pass or better.

Certificate of Achievement: 26 units

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
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. 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 units
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 human-made forms and basic architectural rendering. Pass/No Pass Option

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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 color literacy, three-dimensional drawing techniques, and an understanding of color rendering. Additional topics include natural and human-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 units
Acceptable for credit: California State University
This course is a 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 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 I
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 have the opportunity to develop design skills by conceptualizing and representing architectural ideas and making aesthetic judgments about building design. Design problems studied in the course range from those of the immediate environment of the individual to that of small social groups. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit. Pass/No Pass Option

ARCH 062 ARCHITECTURAL DESIGN II
3 units
Lecture 1.5 units; lab 1.5 unit
Prerequisite: 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 III
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 unit
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 unit
Prerequisite: ARCH 058
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 is intended to familiarize 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 and 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

* PREREQUISITES AND COREQUISITES are MANDATORY
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 prehistoric 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 groundcovers 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 xeriscaping, 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 Challas
Christopher Cryer
Mitra Fabian
Dan Fenstermacher
Ron Guzman
Cynthia Napoli-Abella Reiss

DIVISION Cilker School of Art and Design
DEAN Shannon Price
DEPARTMENT CHAIR Mitra Fabian
PHONE 408-741-2517
EMAIL mitra.fabian@westvalley.edu
COUNSELING 408-741-2009

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

Certificate:
Portfolio Development in 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 Criticism
• 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
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 is designed to provide lower-division education to students planning to transfer to a CSU institution in pursuit of a baccalaureate degree in Art History or 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 selected unknown works of art to the artist, culture, country, and/or style, giving the reasons for attribution;
- Respond to works of art on both intellectual and emotional levels;
- Recognize and analyze iconography specific to non-western cultures.

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.

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

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units
ARTS 001A, ARTS 001B or 001BH

Fall, Year 2: 3 units
Any Course from List B, ARTS 001A or 001AH

Spring, Year 1: 6 units
Any Course from List B, ARTS 001A or 001AH

Spring, Year 2: 3 units
Any Course from List B

ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER DEGREE (AA-T in Studio Arts)

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.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units
ARTS 001A, ARTS 001B or 001BH

Fall, Year 2: 3 units
Any Course from List B, ARTS 001A or 001AH

Spring, Year 1: 6 units
Any Course from List B

Spring, Year 2: 3 units
Any Course from List B
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 033A</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 081</td>
<td>3-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 031A</td>
<td>Beginning Drawing</td>
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List A (select one): 3 units

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<tr>
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<tbody>
<tr>
<td>ARTS 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>OR ARTS 001AH</td>
<td>Honors Survey of Western Art I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 007</td>
<td>The Art of Asia</td>
<td>3</td>
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<tr>
<td>ARTS 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North America</td>
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<tr>
<td>ARTS 001E</td>
<td>Design in Society</td>
<td>3</td>
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List B: Select three (9-10 units) Curricular Areas

**Drawing**

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<tbody>
<tr>
<td>ARTS 035A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
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<tr>
<td>ARTS 031B</td>
<td>Expressive Drawing</td>
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**Painting**

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<tbody>
<tr>
<td>ARTS 049A</td>
<td>Beginning Painting</td>
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**Ceramics**

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<tbody>
<tr>
<td>ARTS 065A</td>
<td>Ceramics-Handbuilding</td>
<td>3</td>
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<tr>
<td>ARTS 067A</td>
<td>Ceramics-Potter's Wheel</td>
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**Sculpture**

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<tr>
<th>Course ID</th>
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<tbody>
<tr>
<td>ARTS 085A</td>
<td>Sculpture</td>
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**Digital Arts**

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<tr>
<td>ARTS 055</td>
<td>Introduction to Computer Arts</td>
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**Photography**

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<tr>
<td>ARTS 062A</td>
<td>Basic Photography</td>
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**Color**

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<tbody>
<tr>
<td>ARTS 033C</td>
<td>Color Design</td>
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Second Semester

<table>
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<tbody>
<tr>
<td>ARTS 049B</td>
<td>Intermediate Painting</td>
<td>3</td>
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<tr>
<td>ARTS 057A</td>
<td>Animation I</td>
<td>4</td>
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<tr>
<td>ARTS 065B</td>
<td>Ceramics-Handbuilding II</td>
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<tr>
<td>ARTS 067B</td>
<td>Ceramics-Potter's Wheel</td>
<td>3</td>
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<tr>
<td>ARTS 085B</td>
<td>Sculpture</td>
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Total Major Units: 24-25

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

Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units

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<tr>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARTS 001B; ARTS 031A</td>
<td>Beginning Drawing</td>
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Spring, Year 1: 3 units

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<tbody>
<tr>
<td>ARTS 033A</td>
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</tbody>
</table>

Fall, Year 2: 3 units

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<th>Title</th>
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<tr>
<td>ARTS 081</td>
<td>Beginning Drawing</td>
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Spring, Year 2: 3 units

<table>
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<tr>
<th>Course ID</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Any Course from List A</td>
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</table>

Fall & Spring, Year 2: 9 units

9 units from List B

**PORTFOLIO DEVELOPMENT IN STUDIO ARTS**

Certificate of Achievement

The Certificate of Portfolio Development in Studio Arts is a 24-27 unit certificate designed to provide students with a broad experience in a variety of media along with the opportunity to progress in a specific area of concentration.

The certificate as a stand-alone is appropriate for the returning professional who is seeking to develop their Studio Arts portfolio. The certificate, in conjunction with the Associate Degree for Transfer (AD-T) in Studio Arts is appropriate for the competitive portfolio-review requirements of the BFA (Bachelor of Fine Arts) bound transfer student.

Students complete a shared core of 15-units in drawing, 2D & 3D design, digital media and photography; while also completing 3 additional courses in one of the following discipline areas: Drawing/Painting, Sculpture/Ceramics, Photography, or Animation.

Upon successful completion of this program, a student will be able to effectively:

- demonstrate a fundamental understanding of design principles, art concepts and vocabulary across a variety of media
- utilize industry standard tools and techniques in order to produce professional quality work in a particular genre (form, style, or subject matter)
- manage the research, concept design, planning, production, exhibition and distribution of original work
- give and receive constructive critical feedback both in writing and verbal communications
- recognize parallel applications in other media

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 031A</td>
<td>Beginning Drawing</td>
<td>3</td>
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<tr>
<td>ARTS 055</td>
<td>Introduction to Computer Arts</td>
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<td>ARTS 033A</td>
<td>Two-Dimensional Design</td>
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<tr>
<td>ARTS 062A</td>
<td>Basic Photography</td>
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<tr>
<td>ARTS 061</td>
<td>3-Dimensional Design</td>
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</tbody>
</table>

Complete 3 courses from one concentration (Animation, Drawing/Painting, Photography, Sculpture/Ceramics): 9-12 units

**Concentration: Animation**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ARTS 057A</td>
<td>Animation I</td>
<td>4</td>
</tr>
<tr>
<td>ARTS 057B</td>
<td>Animation II</td>
<td>4</td>
</tr>
<tr>
<td>ARTS 057C</td>
<td>Animation III</td>
<td>4</td>
</tr>
</tbody>
</table>

**Concentration: Drawing/Painting**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ARTS 031B</td>
<td>Expressive Drawing</td>
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<tr>
<td>ARTS 031C</td>
<td>Representational Drawing</td>
<td>3</td>
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<tr>
<td>ARTS 033C</td>
<td>Color Design</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 035A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 035B</td>
<td>Intermediate Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 035C</td>
<td>Intermediate-Advanced Life Drawing</td>
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<tr>
<td>ARTS 035D</td>
<td>Advanced Life Drawing</td>
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<tr>
<td>ARTS 047A</td>
<td>Beginning Watercolor</td>
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</tr>
<tr>
<td>ARTS 047B</td>
<td>Intermediate Watercolor</td>
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</tr>
<tr>
<td>ARTS 047C</td>
<td>Intermediate-Advanced Watercolor</td>
<td>3</td>
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</tbody>
</table>
Fall, Year 2 (6 Units)
Any Concentration Course, ARTS 055

Spring, Year 2 (6 Units)
Any Concentration Course, ARTS 081

Recommended Course Sequence:
Animation
Fall, Year 1 (6 Units):
ARTS 031A, ARTS 055
Spring, Year 1 (7 Units):
ARTS 057A, ARTS 033A
Fall, Year 2 (7 Units)
ARTS 057B, ARTS 081
Spring, Year 2 (7 Units)
ARTS 057C, ARTS 062A

**ARTS 001A 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
This course is a general survey of painting, sculpture, and architecture in the West 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. As an honors course, there is a focus on analytical writing and exploring pre-historic to Gothic art through primary and secondary source research. This course is a general survey of painting, sculpture, and architecture in the West 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.

**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 West 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 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
Honors Survey of Art II uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing, exploring the work through primary source research. Additionally, there is an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally not suitable for larger undergraduate classes. This course examines visual culture as it develops from the Early Renaissance in Italy and Northern Europe through Modern Art. Emphasis is given to the social, political, historical, and economic forces that give meaning and context to the art. The art is also examined through the lens of critical theory.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARTS 047D</td>
<td>Advanced Watercolor</td>
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<tr>
<td>ARTS 049A</td>
<td>Beginning Painting</td>
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<tr>
<td>ARTS 049B</td>
<td>Intermediate Painting</td>
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<tr>
<td>ARTS 049C</td>
<td>Intermediate-Advanced Painting</td>
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<tr>
<td>ARTS 049D</td>
<td>Advanced Painting</td>
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<tr>
<td><strong>Concentration: Photography</strong></td>
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<tr>
<td>ARTS 062B</td>
<td>Black and White Photography</td>
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<tr>
<td>ARTS 062C</td>
<td>Color Photography</td>
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<tr>
<td>ARTS 062D</td>
<td>Studio Photography</td>
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<tr>
<td><strong>Concentration: Sculpture/Ceramics</strong></td>
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<tr>
<td>ARTS 065A</td>
<td>Ceramics-Handbuilding</td>
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<td>ARTS 065B</td>
<td>Ceramics-Handbuilding II</td>
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<td>ARTS 065C</td>
<td>Ceramics-Handbuilding III</td>
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<tr>
<td>ARTS 065D</td>
<td>Advanced Handbuilt Ceramics IV</td>
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<tr>
<td>ARTS 067A</td>
<td>Ceramics-Potter’s Wheel</td>
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<td>ARTS 067B</td>
<td>Ceramics-Potter’s Wheel</td>
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<td>ARTS 085A</td>
<td>Sculpture</td>
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<td>ARTS 085B</td>
<td>Sculpture</td>
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<tr>
<td>ARTS 088A</td>
<td>Metal Sculpture Casting</td>
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<tr>
<td>ARTS 088B</td>
<td>Metal Sculpture Casting</td>
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</tbody>
</table>

Total Certificate Units: 24-27

**Recommended Course Sequence:**

**Drawing/Painting**

Fall, Year 1 (6 Units):
ARTS 031A, ARTS 033A

Spring, Year 1 (6 Units):
Any Concentration Course, ARTS 081

Fall, Year 2 (6 Units)
Any Concentration Course, ARTS 062A

Spring, Year 2 (6 Units)
Any Concentration Course, ARTS 055

**Recommended Course Sequence:**

**Sculpture/Ceramics**

Fall, Year 1 (6 Units):
ARTS 031A, ARTS 081

Spring, Year 1 (6 Units):
Any Concentration Course, ARTS 033A

Fall, Year 2 (6 Units)
Any Concentration Course, ARTS 062A

Spring, Year 2 (6 Units)
Any Concentration Course, ARTS 055

**Recommended Course Sequence:**

**Photography**

Fall, Year 1 (6 Units):
ARTS 031A, ARTS 062A

Spring, Year 1 (6 Units):
Any Concentration Course, ARTS 033A
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 West during 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. As this is an Honors class, there is a focus on analytical writing, exploring the field through reading primary source research and an emphasis on a high degree of student leadership and participation in class discussions and other interactive teaching/learning techniques that are generally not found in larger undergraduate classes. This course examines visual culture--painting, sculpture, architecture, installation, site-specific, performance and digital art--in the West from the Impressionists to the present day, emphasizing the evolution of changing attitudes toward form and content. Visual culture is analyzed through the lens of modern and postmodern critical theory.

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 basic 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  
This course traces the technical developments and aesthetic trends in photography from its invention in the nineteenth century to the present day. It 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 in the non-western world and includes Africa, Oceania and Indigenous North America using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural and historical values. 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  
Lecture 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  
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 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 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 brief survey of 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

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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 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 031B EXPRESSIVE DRAWING
3 units
Lecture 2 units; lab 1 unit
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 forms 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 are 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. Pass/No Pass Option

ARTS 033C COLOR DESIGN
3 units
Lecture 2 units; lab 1 unit
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. 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
Prerequisite: ARTS 035A
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
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 035D ADVANCED LIFE DRAWING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
Advisory: ARTS 035B
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 are introduced to basic techniques and applications of traditional materials associated with painting in aqueous media. 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

- PREREQUISITES AND COREQUISITES are MANDATORY
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 effects, 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 also have the opportunity to continue research begun in ARTS049 of materials and techniques and to 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 styles 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
C-ID ARTS 250
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. Pass/No Pass Option

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 BLACK AND WHITE PHOTOGRAPHY
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course continues the investigation begun in ARTS 062A 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
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
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 along with 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 is an intermediate course in ceramics hand-building techniques, kilns, clay body construction, and ceramic decorative effects. The course includes art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students the 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 burn-out, and various firing techniques. The course gives students an opportunity to develop a critical awareness and knowledge 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 judgment. Pass/No Pass Option

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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. It 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
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 multimedia, and photography have assisted in causing social change around the world through images. Evidence of social change from significant historical photographic images from famous 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. Pass/No Pass Option

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
Astronomy

THE FACULTY
Benjamin Mendelsohn
Doug Epperson
Hélène Flohic

DIVISION
Science and Math
DEAN
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DEPARTMENT CHAIR
Doug Epperson
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COUNSELING
408-741-2162

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, spectroscopes, 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). 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

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 course considers the origin and evolution of life on Earth and the possibility of life elsewhere in the Universe. Applying the disciplines of astrophysics, biology, geology, and planetary science, students have the opportunity to study the chemical basis for life, the limits of life on earth and look for the markers of life in other places in the solar system. The course also examines the possibilities for life outside of the solar system. 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, 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 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 trans disciplinary 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

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
Aviation

THE FACULTY
Christopher Cruz
Benjamin Mendelsohn

DIVISION Che School of Professional Studies
DEAN Renee Paquier
DEPARTMENT CONTACT Chris Cruz
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EMAIL chris.cruz@westvalley.edu
COUNSELING Maryam Fard
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Certificate:
Unmanned Aircraft System Technology

UNMANNED AIRCRAFT TECHNOLOGY
Certificate of Achievement

This certificate is designed to prepare students to enter the workplace with new skills to enhance their current positions and create new opportunities in the field of Unmanned Aircraft Technology. Students have the opportunity to learn and apply skills through hands-on experience working directly in both public and private sector organizations. The required coursework provides students with the opportunity to develop skills to manage and plan flight operations and to collect and process imagery data for analysis. Students develop skills that they can apply in multiple applications including agriculture, natural and cultural resources management, emergency response, aerial videography, and photography. Students prepare for and complete practice exams for the FAA Part 107 exam. Upon completion of this certificate, students will be able to:

- Demonstrate basic knowledge of aircraft systems, including airframe, power plants, and flight instruments.
- Demonstrate basic knowledge of aircraft systems, including fixed-wing and rotor-wing UAS systems.
- Demonstrate image analysis techniques with Unmanned Aircraft derived images.
- Select the correct aircraft and sensor to accomplish the data collection mission.
- Demonstrate basic knowledge of the National Airspace and all the FAA regulations regarding drone use in the United States.

Potential careers for students upon completing the certificate are UAS Remote Pilot, UAS Maintenance Technician, UAS Avionics Technician, Aerial Videographer, and Image Analyst Technician.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVIA 030A</td>
<td>Aviation - Pilot Ground School</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 030B</td>
<td>Introduction to Unmanned Aircraft Systems</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 030C</td>
<td>UAS Image Analysis and Visualization</td>
<td>3</td>
</tr>
<tr>
<td>AVIA 030D</td>
<td>UAS Flight Operations and Flight Planning</td>
<td>3</td>
</tr>
<tr>
<td>PMGT 020A</td>
<td>Employment Preparation</td>
<td>1</td>
</tr>
<tr>
<td>PMGT 020B</td>
<td>Internship</td>
<td>2</td>
</tr>
<tr>
<td>GIST 016A</td>
<td>Introduction to Geospatial Technology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GIST 016G</td>
<td>Introduction to Remote Sensing</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units: 18

Recommended Sequence:
Fall, Year 1: 9 units (sample student selection)
AVIA 030A, AVIA 030B, GIST 016G

Spring, Year 1: 9 units
AVIA 030C, AVIA 030D, PMGT 020A, PMGT 020B

AVIA 030A AVIATION - PILOT GROUND SCHOOL
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
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
Acceptable for credit: California State University
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
Acceptable for credit: California State University
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
Acceptable for credit: California State University
This course provides students with the opportunity to develop skills to operate and plan flights, including both fixed wing and rotor wing aircraft.

AVIA 030E DRONE VIDEOGRAPHY AND PHOTOGRAPHY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is designed to provide students with the knowledge and skills required to complete photography and videography projects with Drones. This course will explore the different sensors and techniques used. It will also discuss how images are used for analysis.

For related courses
(See Park Management)
THE FACULTY
Rachel Anderson
Leticia Gallardo
Michelle Geary
Cheryl Hackworth
Nathan Norris
Christine Peters-Stanton
Molly Schrey
Peter Svensson

DEPARTMENT CO-CHAIRS
Leticia Gallardo & Christine Stanton

COUNSELING
408-741-2162

PREREQUISITES AND COREQUISITES are MANDATORY. Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

Career Options
- Athletic Trainer
- Biologist
- Biotechnology
- Botanist
- Cell Biologist
- Chiropractic
- Conservation Biologist
- Dentist
- ECG Technician
- Ecologist
- Educator
- Environment
- Environmental Lawyer
- Genetic Engineering
- Geneticist
- Habitat Restoration
- Marine Biologist
- Medical Assistant
- Medical Researcher
- Medicine
- Microbiologist
- Molecular Biologist
- Naturalist
- Nurse
- Nutritionist
- Occupational Therapist
- Park Management
- Pharmacist
- Physical Therapist
- Physician’s Assistant
- Researcher
- Science Writer/ Journalist
- Scientific Illustration
- Sports Medicine
- Ultrasound Technician
- Veterinary Medicine
- Wild Life Biologist
- X-ray Technician
- Zoologist

ASSOCIATE IN SCIENCE IN BIOLOGY FOR TRANSFER DEGREE (AS-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 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.

<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>List A: Students should take either PHYS 002A and PHYS 002B OR PHYS 004A and PHYS 004B. 25 units</td>
<td></td>
<td></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>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>OR</td>
<td>Engineering Physics - Electricity and Magnetism</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
</tr>
</tbody>
</table>

PREREQUISITES AND COREQUISITES are MANDATORY.
Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
### BIOLOGICAL SCIENCES

**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.

#### 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

#### Course ID | Title | Units
--- | --- | ---
BIOL 041 | Principles of Animal Biology | 5
BIOL 042 | Principles of Plant Biology | 5
BIOL 043 | Principles of Cell Biology | 5
BIOL 045 | Microbiology | 5
BIOL 047 | Human Anatomy | 5
BIOL 048 | Human Physiology | 5

**Electives List A. 2 Courses Different from above**

- BIOL 002 AND BIOL 002L: Environmental Biology and Environmental Biology Laboratory | 3 and 1
- BIOL 010 AND BIOL 010L: Introduction to Biology and Introduction to Biology Lab | 3 and 1

<table>
<thead>
<tr>
<th>Course ID</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BIOL 011</td>
<td>Human Biology</td>
<td>4</td>
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<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>
<tr>
<td>BIOL 023</td>
<td>Introduction to Infectious Diseases</td>
<td>3</td>
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<tr>
<td>BIOL 024</td>
<td>Bio in the News</td>
<td>3</td>
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<tr>
<td>BIOL 025</td>
<td>Lab Technician Methods</td>
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<tr>
<td>BIOL 027</td>
<td>Scientific Literacy and Technical Writing</td>
<td>1</td>
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<tr>
<td>BIOL 036</td>
<td>Animal Behavior</td>
<td>3</td>
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<tr>
<td>BIOL 035</td>
<td>Biology of Birds</td>
<td>4</td>
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<tr>
<td>BIOL 037</td>
<td>Evolution - Life on Earth</td>
<td>3</td>
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<tr>
<td>BIOL 038</td>
<td>Biodiversity and Extinction: Hotspots, Crisis and Conservation</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 040</td>
<td>Organismal Biology</td>
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<td>BIOL 041</td>
<td>Principles of Animal Biology</td>
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<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 050</td>
<td>Human Cadaver Dissection</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 055</td>
<td>Biology of Sex</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 056</td>
<td>Ecology of the Sierra Nevada</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 048</td>
<td>Human Physiology</td>
<td>5</td>
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<tr>
<td>BIOL 058</td>
<td>Field Ecology</td>
<td>3</td>
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<tr>
<td>BIOL 059</td>
<td>Climate Change</td>
<td>3</td>
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<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 030A</td>
<td>Fundamentals of Chemistry</td>
<td>4</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.

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- **ADVISORY** is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
ECOLOGY, BIODIVERSITY AND CONSERVATION
A.S. Degree

The goals of the Ecology, Biodiversity and Conservation Associate 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 associate 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 coursework exposes students to the stunning biological resources and deep interconnections of natural systems. This degree is designed for students who have a passionate interest in the natural world who wish to pursue employment opportunities in natural resources within the parks, open space and land management fields. These positions include field research assistants, open space technicians, park interpreters or maintainers, natural resource managers or environmental advocates with governmental and non-governmental organizations. The Ecology, Biodiversity and Conservation degree can also be used for transfer to four-year universities with the appropriate course selection. Students will 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, Evolution, Behavior and Evolution, Conservation Biology, Wildlife Management, Conservation, and Resource Studies.

Career Options:


After completing an A.S. in Ecology, Biodiversity, and Conservation degree, 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 materials.
- Evaluate and demonstrate ability to make informed decisions pertaining to the environment.

### Course ID | Title | Units
--- | --- | ---
BIOL 012 | Introduction to Ecology and Wildlife | 4
BIOL 013 | Natural History of California | 3
**OR**
BIOL 014 | California Plants and Animals | 4
**AND**
BIOL 040 | Organismal Biology | 4
**OR**
BIOL 041 | Principles of Animal Biology | 5
**AND**
BIOL 042 | Principles of Plant Biology | 5

List A: Select 2 courses different from above: 6 - 9 Units

BIOL 002 | Environmental Biology | 3
BIOL 013 | Natural History of California | 3
BIOL 014 | California Plants and Animals | 4
BIOL 018 | Marine Biology | 4
BIOL 024 | Bio in the News | 3
BIOL 035 | Biology of Birds | 4
BIOL 036 | Animal Behavior | 3
BIOL 037 | Evolution - Life on Earth | 3
BIOL 038 | Biodiversity and Extinction: Hotspots, Crisis and Conservation | 3
BIOL 043 | Principles of Cell Biology | 5
BIOL 055 | Biology of Sex | 3
**OR**
BIOL 056 | Ecology of the Sierra Nevada | 3
**OR**
BIOL 058 | Field Ecology | 3
**OR**
BIOL 059 | Climate Change | 3

List B: Select a minimum of 2 courses from below, or one course may be from List A: 5 - 10 Units

BIOL 002L | Environmental Biology Laboratory | 1
BIOL 027 | Scientific Literacy and Technical Writing | 1
CHEM 001A | General Chemistry | 5
**OR**
CHEM 001B | General Chemistry | 5
**OR**
CHEM 012A | Organic Chemistry | 5
**OR**
CHEM 012B | Organic Chemistry | 5
**OR**
CHEM 030A | Fundamentals of Chemistry | 4
**OR**
CHEM 030B | Fundamentals of Chemistry | 3
**OR**
GEOL 001A | Physical Geology | 4
**OR**
GEOL 001AH | Honors Physical Geology | 4
**OR**
GEOL 015 | Geology of California | 3
**OR**
MATH 003A | Calculus and Analytic Geometry | 5
**OR**
MATH 003AH | Honors Calculus and Analytical Geometry | 5
**OR**
MATH 010 | Elementary Statistics | 4
**OR**
MATH 010H | Honors Elementary Statistics | 4
**OR**
PHYS 004A | Engineering Physics-Mechanics | 5
**OR**
PHYS 004B | Engineering Physics - Electricity and Magnetism | 5
**OR**
PHYS 004C | Engineering Physics-Light, Heat and Waves | 5

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
**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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>BIOL 010</td>
<td>Introduction to Biology</td>
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<tr>
<td>BIOL 010L</td>
<td>Introduction to Biology Lab</td>
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<td>CHEM 030A</td>
<td>Fundamentals of Chemistry</td>
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<tr>
<td>BIOL 045</td>
<td>Microbiology</td>
<td>5</td>
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<tr>
<td>BIOL 027</td>
<td>Scientific Literacy and Technical Writing</td>
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<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**: 8 units (Sample Courses Shown)
  - BIOL 002 or BIOL 037, BIOL 013
- **Spring, Year 1**: 9 units (Sample Courses Shown)
  - BIOL 025, BIOL 026, BIOL 027, BIOL 045
- **BIOL 002 ENVIRONMENTAL BIOLOGY**: 3 units
  - Lecture 3 units; lab 0 units

  **Acceptable for credit**: University of California, California State University

  This survey course provides a foundation in environmental issues such as global warming, overfishing, endangered species, human population growth, habitat destruction, energy usage, air and water pollution, resource usage as well as over-consumption in an effort to build sustainable solutions towards solving these problems.

  **BIOL 002L ENVIRONMENTAL BIOLOGY LABORATORY**: 1 unit
  - Lecture 0 units; lab 1 unit

  **Corequisite**: BIOL 002

  **Acceptable for credit**: University of California, California State University

  This course is an introduction to methods and analysis in environmental biology in both laboratory and field settings. It includes an introduction to and applications of the scientific method. Principles of ecology, environmental science, sustainability are explored.

- **ADVISORY** is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog.
BIOL 010 INTRODUCTION TO BIOLOGY
3 units
Lecture 3 units; lab 0 units
Corequisite: BIOL 010L
Acceptable for credit: University of California, California State University
This is an introductory course in general 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, evolution, ecology, cell function and structure, cell energy, DNA and biotechnology, as well as how organisms interact with their internal and external environment. Concurrent enrollment in both BIOL 010/010L is required. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 not both.

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 class is designed for non-science majors and supports concepts presented in lecture and provides a hands-on experience. Emphasis is on using critical thinking skills to understand and apply biological principles to better understanding topics in general biology. Concurrent enrollment in both BIOL 010/010L is required. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 not both.

BIOL 011 HUMAN BIOLOGY
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
This is an introductory course in general biology designed for non-science majors with an emphasis on the human body. 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 experimentation. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 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 biodiversity of California in both the classroom and field settings. Natural history, ecology, stewardship, and conservation of select regions of California are covered. Class meetings are supplemented by field trip(s). Students must successfully complete class preparatory requirements in order to participate in any overnight field trip(s). Students are responsible for transportation and costs associated with travel, meals, camping equipment and related field trip 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. 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.

* PREREQUISITES AND COREQUISITES are MANDATORY
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
### 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. Pass/No Pass Option

### 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 the 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 speciation.

**BIOL 042 PRINCIPLES OF PLANT BIOLOGY**
5 units
Lecture 3 units; lab 2 units
Prerequisite: 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 offers 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 sciences. 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 any College 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: University of California, 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, student 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 fascinating 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.

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 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 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 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)

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Business Administration and Real Estate

THE FACULTY
Karina Dundurs
Jim Henderson
Lance Shoemaker
Lale Yurtseven

DIVISION  The School of Professional Studies
DEAN  Renee Paquier
DEPARTMENT CO-CHAIR  Jim Henderson
PHONE  408-741-4609
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DEPARTMENT CO-CHAIR  Lance Shoemaker
PHONE  408-741-2436
EMAIL  lance.shoemaker@westvalley.edu
COUNSELING  408-741-4068

Degrees:
A.S.-T, Business Administration
A.S., Business Administration

Certificates:
Entrepreneurship
Finance/Accounting
Human Resources
Marketing
Small Business Essentials

BUSINESS: Transfer: (Includes Accounting, Administrative Careers, Finance, Human Resource Administration, International Business, Management, Marketing.

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

Associate in Science in Business Administration for Transfer Degree
(AS-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 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 (AS-T in Business Administration) will be able to:
• apply generally accepted accounting theories and procedures to corporate, financial and managerial budgeting;
• apply business theories and practices to researching and critically analyzing contemporary business issues;
• analyze economic models as they apply to market economies and specific product and factor markets;
• solve problems using appropriate mathematical symbols, operations, techniques and apply knowledge of legal principles to facilitate resolution of business problem.

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.

ADVISORY is a recommended preparation, NOT a REQUIREMENT.
This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog.

115
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>
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<th>Title</th>
<th>Units</th>
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<td>ACCT 010</td>
<td>Financial Accounting</td>
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<tr>
<td>ACCT 011</td>
<td>Managerial Accounting</td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<td>AND</td>
<td>Principles of Macroeconomics Lab</td>
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<tr>
<td>ECON 001AH</td>
<td>Honors Principles of Macroeconomics</td>
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<td>AND</td>
<td>Honors Principles of Macroeconomics Lab</td>
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<td>AND</td>
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<tr>
<td>BUSN 028</td>
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List A: Choose one course

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<tr>
<td>MATH 010</td>
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<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
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<tr>
<td>MATH 008</td>
<td>Finite Mathematics</td>
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List B: Choose two courses (may choose any course from list A not already used in addition to those listed below)

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<th>Title</th>
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<tbody>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
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</table>

Total Major Units: 31-32

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

Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 8 units
ACCT 010, BUSN 028

Spring, Year 1: 9 units
ACCT 011, ECON 001A and 002A

Fall, Year 2: 7-8 units
ECON 001B and 002B, Any Course from List A

Spring, Year 2: 6-7 units
Any Courses from List B

Helpful BUSINESS ADMINISTRATION

A.S. Degree

The Business Administration A.S. 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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<td>BUSN 028</td>
<td>Business Law</td>
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<td>BUSN 062</td>
<td>Business Mathematics</td>
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<td>BUSN 070</td>
<td>Effective Office Skills</td>
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<td>CIST 002</td>
<td>Introduction to Computing</td>
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<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 024</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSN 036</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSN 061</td>
<td>Business, Government, and Society</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete one of the following concentrations (Finance/Accounting, Marketing, Human Resources, or Entrepreneurship emphasis): 12 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 010</td>
<td>Financial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 060</td>
<td>Accounting Fundamentals: Quickbooks</td>
<td>4</td>
</tr>
<tr>
<td>BUSN 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSN 006</td>
<td>Negotiation Principles</td>
<td>3</td>
</tr>
<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>
</tr>
<tr>
<td>BUSN 081</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSN 006</td>
<td>Negotiation Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 034</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 066</td>
<td>Human Relations in Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 068</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSN 005</td>
<td>Introduction to Project Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 015</td>
<td>The Entrepreneurial Mindset</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 054</td>
<td>Small Business Start Up and Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units 35

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

1. All major requirements
CATALOG

ADVISORY is a recommended preparation, NOT a REQUIREMENT.

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/

ENTREPRENEURSHIP Certificate of Achievement

The Entrepreneurship Certificate of Achievement requires the successful completion of 5 required core courses (15 units) and 4 required courses with an entrepreneurship concentration (12 units). This program provides Career Technical Education opportunities in the areas of small business start-up and management, marketing, consumer behavior, and developing an entrepreneurial mindset. This certificate provides a specialized focus in creating a foundation for implementing product development and small business administration.

Upon completion of this program a student should be able to:

- Identify new offerings and business opportunities, analyze small business strategies, and evaluate rewards and risks of starting a new business venture.
- Demonstrate small business start-up skills specific to operating an enterprise that successfully competes in today's ever-changing marketplace.

Upon successful completion of this certificate, career opportunities exist in entrepreneurship, small business marketing, and product design and production in the field of small business start-ups.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 028</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 061</td>
<td>Business, Government, and Society</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 024</td>
<td>International Business Management</td>
<td>3</td>
</tr>
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<td>BUSN 036</td>
<td>Strategic Management</td>
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<td>BUSN 054</td>
<td>Small Business Start Up and Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 005</td>
<td>Introduction to Project Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 27

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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete 15 units from the following list: 15 units</td>
<td></td>
<td></td>
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<tr>
<td>BUSN 028</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
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</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td>BUSN 061</td>
<td>Business, Government, and Society</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 024</td>
<td>International Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 036</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td>Complete the following 3 courses: 12 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACCT 010</td>
<td>Financial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 060</td>
<td>Accounting Fundamentals Quickbooks</td>
<td>4</td>
</tr>
<tr>
<td>BUSN 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 27

HUMAN RESOURCES Certificate of Achievement

The Human Resources Certificate of Achievement requires the successful completion of 5 required core courses (15 units) plus 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:

- Complete 15 units from the following list: 15 units
- Complete the following 3 courses: 12 units
- Total Certificate Units 27

Recommended Course Sequence

Fall, Year 1, example courses (11 Units):
ACCT 010, BUSN 028, BUSN 061

Spring, Year 1, example courses (16 Units):
ACCT 060, BUSN 024, BUSN 046, BUSN 062, BUSN 078

Recommended Course Sequence

Fall, Year 1 (15 Units):
BUSN 005, BUSN 015, BUSN 028, BUSN 054, BUSN 051 or 061

Spring, Year 1 (12 Units): BUSN 056, BUSN 062, BUSN 078, BUSN 024 or 036
• Demonstrate an understanding of the Human Resources functions (recruiting, compensation, benefits, legal considerations).
• Demonstrate an understanding of the 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.

### 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 028</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
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<tr>
<td>BUSN 076</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 051</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>BUSN 061</td>
<td></td>
</tr>
<tr>
<td>BUSN 024</td>
<td>International Business Management</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>BUSN 036</td>
<td></td>
</tr>
<tr>
<td>BUSN 006</td>
<td>Negotiation Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 28

Recommended Course Sequence:

**Fall, Year 1, example courses (15 Units):**
BUSN 006, BUSN 034, BUSN 061, BUSN 066, BUSN 068

**Spring, Year 1, example courses (12 Units):**
BUSN 024, BUSN 028, BUSN 062, BUSN 078

### Small Business Essentials Certificate of Achievement

The Small Business Essentials Certificate of Achievement requires the successful completion of 8 required core courses (18 units). Students have the opportunity to develop skills that enable them to provide complete office management support services in a small business environment, including accounting, use of Excel, PowerPoint, Microsoft Word documents, PDF files, G-Suite, and Office 365, proper office protocol, and professional and ethical communication.

After completing the certificate, students should be able to:

• Maintain the accounting records for a small business.

• Select and apply software applications to support a small business.

• Demonstrate the ability to communicate professionally and ethically in a small business environment.

Upon completing this certificate, students can qualify for small business jobs and careers as an administrative assistant, office manager, or clerical positions.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ACCT 050</td>
<td>Accounting for Small Business</td>
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</tr>
<tr>
<td>BUSN 044</td>
<td>Presentation, PowerPoint</td>
<td>1</td>
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<tr>
<td>BUSN 046</td>
<td>Excelling With Excel</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 047</td>
<td>Adobe Acrobat and PDF</td>
<td>1</td>
</tr>
<tr>
<td>BUSN 062</td>
<td>Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 070</td>
<td>Effective Office Skills</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 043</td>
<td>MS Office - Beginning Office Computing</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>BUSN 043A</td>
<td></td>
</tr>
<tr>
<td>BUSN 043B</td>
<td>Office 365 &amp; G-Suite Interoperability</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Certificate Units 18

Recommended Course Sequence:

**Fall, Year 1 (12 Units):**
ACCT 050, BUSN 043 or 043A, BUSN 044, BUSN 046, BUSN 047, BUSN 070
Catalog

Advisory is a recommended preparation, not a requirement.

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/.

Spring, Year 1 (6 Units):
BUSN 062, 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. 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 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. This includes 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 the law and its relevance to business in general. The course is about the meaning and sources of law in business, organization of courts and court procedures, and the fundamental principles of the law in various aspects of business, with a particular focus on contract law. A fundamental understanding of common law principles is achieved by analyzing selected cases, court decisions, and business transactions. Topics covered include sources of law and ethics, constitutional law, the court system, contracts, torts, agency, labor and employment, real property, product liability, criminal law, business organizations, and judicial and administrative processes. Pass/No Pass Option

BUSN 028H HONORS BUSINESS LAW
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID BUS 125
Honors Business Law uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. The course requires a higher level of critical legal analysis beyond the non-honors section. 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 fundamental understanding of common law principles is achieved by analyzing selected cases and court decisions, and business transactions. Topics covered include an introduction to the legal process, 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 introduction to human resource management in public and private organizations. Specific areas of human resource management to be studied are: the principles and methods involved in recruitment, selection and placement of employees; affirmative action programs, training and development; performance appraisals; compensation and benefits; legal aspects of human resource 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, implementation 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 strategies. This course covers careers in selling in various fields. This course examines how to prospect, qualify, and make an effective sales presentation. Students taking this class have the opportunity to 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 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 opportunity 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
Prerequisite: BUSN 043 or BUSN 043A
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 Option

### 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 comprehensive 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 EXCELLING 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 capabilities 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 and an introduction to macro capabilities are covered. 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 documents to the PDF format. Also, the course covers enhancing PDF files with bookmarks, thumbnails, and links. Converting digital forms and web documents 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 course provides the student an introduction to American business in a global and culturally diverse environment, providing an overview of economics, ethics, management, marketing, operations, information management, accounting, and finance.
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 focuses on the kind of businesses most people start – small businesses in traditional markets. The course covers 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 financing, inventory and operations management, human resource management and rewards and risks of starting a small business. 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:
Course  Units
RLST 090 Principles of Real Estate  3
RLST 091 Real Estate Practice  3

And one of the following:
BUSN 028 Business Law  3
RLST 092 Real Estate Economics  3
RLST 093A Legal Aspects of Real Estate  3
RLST 094C Real Estate Appraisal Principles & Procedures  3
RLST 095A Real Estate Finance  3
RLST 096A Real Estate Investment I  3
RLST 099 Property Management  3

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
**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

*PREREQUISITES AND COREQUISITES are MANDATORY.*
*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
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's 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 successful techniques and practices in the management of income property including acquisition, analysis, legal considerations, marketing techniques, maintenance, records and insurance. 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, calorigraphy, Lewis structures, molecular geometry, oxidation-reduction, equilibrium, electron configurations and intermolecular forces.

Chemistry

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Chemistry at West Valley College
The Chemistry Department at West Valley College offers a series of chemistry courses designed to meet transfer requirements for students majoring in any scientific field including Chemistry, Biology, Physics, Engineering and all health sciences. Most science students will take the courses Chemistry 1A, Chemistry 1B, Chemistry 12A, and Chemistry 12B in this order, as far as their major requires. Additionally, we offer a course, Chemistry 2 (equivalent to a year of high school chemistry), designed specifically for students who require preparation or review of the more basic chemical concepts to ensure success in future chemistry courses (meaning this class could be taken before Chemistry 1A). Most non-science students will take Chemistry 30A and Chemistry 30B in this order as far as their major requires. All chemistry courses at West Valley College (except CHEM 050) include a hands-on practical component where students conduct chemical experiments in a modern, well-equipped laboratory. Our student-focused faculty understand that chemistry is a challenging field of study and pride ourselves on making chemistry accessible to all students and being readily available to students both inside the classrooms and laboratories, as well as during office hours.

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.

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, calorigraphy, 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 consists of data-driven analyses of chemical principals and techniques, including the synthesis of a variety of 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, energy, 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 160S
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
C-ID CHEM 160S
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 0 unit
Advisory: CHEM 002, ENGR 010 and PHYS 001
Acceptable for credit: California State University
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.
The Associate in Arts in Child and Adolescent Development for Transfer Degree (AA-T in Child and Adolescent Development) is a 60-unit program designed to prepare students to work in a variety of early childhood and elementary school settings and satisfy the early childhood education coursework required by the Department of Social Services Community Care Licensing Title 22 and the State Department of Education Title 5 regulations.

Students who complete the Associate in Arts in Child and Adolescent Development for Transfer degree (AA-T in Child and Adolescent Development) will be able to:

- Integrate the developmental theories of child development into the implementation of teaching practices and curriculum and demonstrate a broad understanding of biological, social, cognitive, and cultural factors influencing children’s development and learning.

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;
- obtain 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.

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
ASSOCIATE IN SCIENCE IN EARLY CHILDHOOD EDUCATION FOR TRANSFER DEGREE
(AS-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.
- earn a grade of C or better in all courses required for the major or area of emphasis.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis.
- obtain 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.

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.

**Recommended Course Sequence:**

**Fall, Year 1 (example): 13 units**
- CHST 002
- CHST 063
- MATH 010
- PSYC 001

**Spring, Year 1 (example): 6 units**
- CHST 001
- CHST 005

**ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER DEGREE
(AA-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 professional skills with children, families, and colleagues in the elementary school setting;
- utilize child development theories to design developmentally appropriate curriculum for school-age 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.A.-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.

**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
EARLY CHILDHOOD EDUCATION

A.S. Degree

The Associate in Science in Early Childhood Education (A.S. in Early Childhood Education) is designed to prepare students to qualify for a variety of world permits issued by the Commission on 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. 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.

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: Only includes the program major requirements.

Fall, Year 1 (10 Units):
BIOL 010 AND 010L, CHST 002, ELED 020 AND 020A

Spring, Year 1 (15 Units):
CHEM 002, GEOL 012, MATH 014, PHYS 010

Fall, Year 2 (12 Units):
COMM 001, ENGL 001A, GEOG 006, Any Course from List B

Spring, Year 2 (15 Units):
ENGL 001B, HIST 005A, HIST 017A, POLI 001, Any Course from List A

Total Major Units: 38
Total Degree Units: 60

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: Only includes the program major requirements.

Fall, Year 1 (12 Units):
CHST 001, CHST 002, CHST 063, CHST 066

Spring, Year 1 (15 Units):
CHST 005, CHST 034A, CHST 067, CHST 080, CHST 087

Fall, Year 2 (11 Units):
CHST 035, CHST 035A, CHST 058, CHST 059

- Apply for and receive a Master Teacher, Site Supervisor, or Program Director permit from the California Department of Education Child Development Teacher Permit Matrix.

Possible career options are: Teacher, Master Teacher, Site Supervisor, Parent Educator, Program Director, and Early Intervention Assistant.
EARLY CHILDHOOD PROGRAM DIRECTOR
Certificate of Achievement

The Early Childhood Program Director Certificate of Achievement requires the successful completion of 12 units of required core courses. This program provides Career Technical Education opportunities in the supervision and administration of early childhood programs. These programs may be infant, toddler, preschool, pre-K, or school-age centers. The required coursework for the certificate emphasizes the supervision and professional development of teaching staff, the accounting and fiscal health of the operating budget, the marketing of the program, the coordination of program curriculum, and the development of a system to meet the current regulations of Title 22 Community Care licensing, Title 5 CA Department of Education and/or NAEYC accreditation (National Association for the Education of Young Children). In addition, knowledge of children with special needs and inclusive practices inform EC administrators about best program policies and procedures.

Upon completion of this program a student will be able to:

- Oversee and supervise a licensed early childhood program operated as a single or multiple-site according to current Title 22 or Title 5 regulations, and/or NAEYC accreditation standards.

This program provides the student with the course work required by the State of California Department of Social Services and the Department of Education Child Development Permit which enables the student to be employed as an administrator in a state-funded program, or public or private setting.

Students completing the certificate have demonstrated skills to fulfill the responsibilities of an administrator of an early childhood program which includes setting up and maintaining a healthy budget and keeping track of operating costs, planning for and facilitating professional staff development, interviewing and hiring teaching staff, conducting employee teacher evaluations, facilitating the problem resolution process involving teaching staff, children, and families, and maintaining currency with Title 22 and 5 regulations.

Examples of employers include:

- before/after school-age care
- infant programs
- toddler programs
- preschool programs
- pre-kindergarten
- transitional kindergarten
- kindergarten

This certificate satisfies California Department of Education Title 5 coursework requirements for the Child Development Program Director and Site Supervisor Permit.

It also satisfies the Department of Social Services Title 22 Community Care Licensing requirements for qualified directors in a licensed early childhood program.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CHST 064</td>
<td>Supervision and Administration I</td>
<td>3</td>
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<tr>
<td>CHST 065</td>
<td>Supervision and Administration II</td>
<td>3</td>
</tr>
<tr>
<td>CHST 085</td>
<td>Adult Supervision in Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>CHST 034A</td>
<td>Introduction to the Child With Special Needs</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Certificate Units 12

Recommended Course Sequence:

Fall, Year 1 (6 Units):
CHST 034A, CHST 064

Spring, Year 1 (6 Units):
CHST 065, CHST 085

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.

Upon completion of 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.
- Meet the requirements to 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.

Course ID | Title                                      | Units |
<table>
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<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 034A</td>
<td>Introduction to the Child With Special Needs</td>
<td>3</td>
</tr>
<tr>
<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>
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Choose one of the following options: 3 units

- CHST 070 Infant-Toddler Development & Care 3

OR

- ELED 020 Introduction to Elementary Teaching 2
  AND
  - ELED 020A Field Experience in Elementary Teaching 1

Choose 3 units from the following electives: 3 units

- CHST 058 EC Language and Literacy Curriculum 3
- CHST 059 EC Music and Movement Curriculum 3
- CHST 060 Early Childhood STEM Curriculum 3
- CHST 067 EC Creative Arts Curriculum 3

Total Certificate Units 21

Recommended Sequence:

Fall, Year 1 (12 Units):
CHST 001, CHST 002, CHST 063, CHST 066

Spring, Year 1 sample courses listed (9 Units):
CHST 034A, CHST 058, CHST 070

* PREREQUISITES AND COREQUISITES are MANDATORY.

* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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.
- Meet the requirements to 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>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CHST 005</td>
<td>Diversity - Childhood &amp; Culture</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>CHST 035A Field Experience in Early Childhood Education</td>
<td>2</td>
</tr>
<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>
</tr>
<tr>
<td>CHST 088A</td>
<td>The Outdoor Environment</td>
<td>1</td>
</tr>
<tr>
<td>CHST 053</td>
<td>Contemporary Education in a Changing Society</td>
<td>3</td>
</tr>
<tr>
<td>CHST 070</td>
<td>Infant-Toddler Development &amp; Care</td>
<td>3</td>
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<tr>
<td>CHST 058</td>
<td>EC Language and Literacy Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CHST 059</td>
<td>EC Music and Movement Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CHST 060</td>
<td>Early Childhood STEM Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CHST 067</td>
<td>EC Creative Arts Curriculum</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete the following courses: 15 units
Complete 6 units from the following list (not already completed from Level 1 Certificate): 6 units

Total Certificate Units 21

Recommended Sequence:

Fall, Year 1 - example courses (12 Units):
CHST 053, CHST 058, CHST 080, CHST 087

Spring, Year 1 (8 Units):
CHST 005, CHST 035, CHST 035A

Summer, Year 1 (1 Unit):
CHST 088A

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 and anti-racism goals in order to better inform teaching practices and/or program development. Pass/No Pass Option

CHST 033A FAMILY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

The course focuses on a strength-based approach to interviewing families, assessing and building family communication skills, assessing and connecting families with community resources within a framework of cultural competency. This course prepares students to work with children and families in a variety of settings such as community based organizations and larger social service or educational agencies. It is recommended for students interested in working in Social Services, Health Services and Education settings that require skills in family assessment, intervention and referral. Pass/No Pass Option

CHST 033B FAMILY DEVELOPMENT
3 units
Lecture 3 units; lab 0 units

This course provides students with the opportunity to apply the skills acquired in CHST 33A by practicing the skills required to help coach families to set and reach their goals for healthy self-reliance. Advanced skills and competencies in the areas of establishing healthy boundaries, home visits, group conferencing and making and following through on referrals to community agencies are covered. This course is designed for students interested in working in social services, health services, and education settings that require skills in family assessment, intervention, and referral. Pass/No Pass Option
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 is designed for students who are considering a career in special education or desire to work with children and families with special needs. The course provides an overview of common disabilities of children and the impact on families. Educational issues, techniques, methods of intervention, and case management are explored. An examination of public law, the Individuals with Disabilities Act (IDEA), and the development of the Individual Family Services Plan (IFSP) and Individual Educational Plan (IEP) are included. Teaching practices and philosophies of inclusion in childhood development programs and schools are discussed and adaptations and intervention methods designed. Observation of children is required. Pass/No Pass Option

CHST 035 PRACTICUM IN EARLY CHILDHOOD EDUCATION
3 units
Lecture 3 units; lab 0 units
Prerequisites: CHST 001, CHST 002, CHST 063, CHST 080
Corequisite: CHST 035A
Acceptable for credit: California State University
C-ID ECE 210
In this course students have the opportunity to practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students have the opportunity to utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child-centered, play-oriented approaches to teaching, learning, and assessment and knowledge of curriculum content areas are emphasized as student teachers have the opportunity to design, implement, and evaluate experiences that 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 035A FIELD EXPERIENCE IN EARLY CHILDHOOD EDUCATION
2 units
Work Experience Units: 2
Prerequisites: CHST 001, CHST 002, CHST 063, CHST 080
Corequisite: CHST 035
Acceptable for credit: California State University
This course provides students with the opportunity to apply knowledge of young children’s growth and development and developmentally appropriate curriculum by working under the supervision of a certified early childhood teacher in an early childhood setting. A minimum of 120 hours is required. Pass/No Pass Option

CHST 053 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 focuses on American education and its policies with an international perspective, including its impact on children, families, and communities, and the challenges of teaching in a diverse society. Additional topics include classroom experiences, educational philosophies, curriculum standards, assessment, teacher responsibilities, and parent partnerships. This course also covers the international perspective on school systems, pedagogy, achievement, beginning school, and pre-kindergarten practices in today’s global society. Pass/No Pass Option

CHST 058 EC LANGUAGE AND LITERACY CURRICULUM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course presents an overview of developmentally appropriate language and literacy experiences for young children from birth through age 8. Topics include the developmental stages of receptive and expressive language, conversations, print awareness, phonemic awareness, reading, writing, and bilingual development. Students have the opportunity to use language arts materials, design print-rich environments, and plan language and literacy experiences for young children. Pass/No Pass Option

CHST 059 EC MUSIC AND MOVEMENT CURRICULUM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course presents an overview of developmentally appropriate music and movement experiences for young children from birth through age 8. Topics include the role of music in the classroom, singing and the human voice, children’s exploration of musical instruments, movement and motor development, instructional approaches to music and movement curriculum, cultural influences, integrating music and movement into other curriculum areas, and leading games and circle time. Pass/No Pass Option

CHST 060 EARLY CHILDHOOD STEM CURRICULUM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course provides an examination of cognitive development in young children within the context of early childhood Science, Technology, Engineering and Math (STEM) curriculum. Emphasis is on developmentally appropriate learning experiences which enhance children’s thinking and understanding of the physical and social world. Additional topics include brain development, implications of Piaget’s and Vygotsky’s theory of constructivism, teacher-learner interactions, and using content standards for science and mathematics. Pass/No Pass Option
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 examines the developing child in a societal context focusing on the interrelationship of family, school, and community and emphasizes historical and socio-cultural facts. The processes of socialization and identity development are highlighted, showing the importance of respectful reciprocal relationships that support and empower families. Pass/No Pass Option

CHST 064 SUPERVISION AND ADMINISTRATION I
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is an in-depth study of effective application of management and supervision procedures in early childhood programs. Topics include the unique goals, role and responsibility of the director, licensing and other regulation requirements, administrative structure and governance, budgeting, staff selection, program operation, policies and procedures, marketing, program assessment, and professional advocacy. 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 EC CREATIVE ARTS CURRICULUM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course presents an overview of developmentally appropriate creative art experiences for young children from birth through age 8. 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. Other topics include the documentation of art expression, how culture impacts children’s art processes and products, and the factors that impact the development of creative expression and aesthetics in children. 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 ADULT SUPERVISION IN EARLY CHILDHOOD PROGRAMS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is a study of methods and principles of program and professional assessment, evaluation, and communication appropriate for individuals who supervise adult teachers, parents, and volunteers in early childhood programs. A variety of professional and program instruments including NAEYC and NAFCC Accreditation self-study materials designed for use in assessing staff performance and program quality are discussed in an in-depth analysis of on-going assessment and its importance in program and professional development. In addition, self-assessment, leadership style, communication styles and career development are examined. 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 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, offering many opportunities for children to explore, create, discover, and learn. Topics include playground design, enhancing outside play and learning opportunities, teacher and parent education, curriculum planning, and daily routines that support active participation in the outdoor environment. Pass/No Pass Option

ETHN 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 is an inter-disciplinary study of race, class, gender, and ethnicity. 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 and anti-racism 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-bias and anti-racism goals in order to better inform teaching practices and/or program development. Pass/No Pass Option

Communication Studies

THE FACULTY
Meg Farrell
Jared Fujishin
John Harrigan
Michelle Zajac

DIVISION Language Arts
DEAN Jennifer Johnson
DEPARTMENT CHAIR Meg Farrell
PHONE 408-741-2490
EMAIL meg.farrell@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Communication Studies
A.A., Communication Studies

The Communication Studies Department invites you to apply theories and practical techniques to build the confidence necessary to effectively communicate in the workplace and in groups, job interviews, and your personal relationships. The skills you will learn in our seven-course curriculum are directly applicable to your everyday personal, academic, and professional life. Our instructors are not only experts in creating transformative, academically robust, and inclusive learning communities within our classrooms; we are also dedicated to cultivating equity, a growth mindset, and overall student success. We are committed to helping you discover how to listen intentionally, think critically, and speak passionately.

Highlights
• Exemplary teaching faculty dedicated to coaching students on how to improve their communication competencies using transformative instructional practices that bridge theoretical concepts with lived experiences to create a personalized educational journey
• Course offerings in fulfillment of the Professional and Workplace Communication Certificate, Communication Studies AA degree, Communication Studies AA-T degree, and IGETC and CSU transfer requirements
• State of the art facilities provide students with access to modern presentation technologies
• Distance Education Certified instructors
• Winter, Spring, Summer and Fall 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 (AA-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;
- 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.

Course ID | Title | Units
--- | --- | ---
COMM 001 | Public Speaking | 3
COMM 010 | Persuasive Speaking | 3
COMM 010H | Honors Persuasive Speaking | 3
COMM 020 | Argumentation and Debate | 3
COMM 007 | Survey of Communication: Career Building Strategies | 3
COMM 008 | Interpersonal Communication | 3
COMM 004 | Small Group Discussion | 3
COMM 012 | Intercultural Communication | 3
SOCI 001 | Introduction to Sociology | 3
ANTH 003 | Introduction to Cultural Anthropology | 3
PSYC 001 | General Psychology | 3
ENGL 001B | Critical Thinking Through Literature | 3
ENGL 001C | Critical Thinking and Writing | 3
ENGL 001CH | Honors Critical Thinking and Writing | 3

Total Major Units | 18

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.

Note: Some transferring institutions will count no more than 12 community college units toward a communication major. Communication units above that number transfer as general electives.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (6 Units):
COMM 001, COMM 008

Spring, Year 1 (6 Units):
COMM 004, COMM 007

Fall, Year 2 (3 Units):
COMM 012

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/theories of communication. The A.A. in Communications Studies is suitable for preparation for a baccalaureate in Communication Studies, Speech Communication, or Communication. Students may also be prepared for entry level positions in related occupations.

After completing an A.A. in Communication Studies, a student will be able to:
- Identify and explain concepts/theories of communication;
- Demonstrate effective communication skills in a variety of settings.

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<td>Public Speaking</td>
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<tr>
<td>COMM 010H</td>
<td>Honors Persuasive Speaking</td>
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Total Major Units | 18

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.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (6 Units):
COMM 001, COMM 008

Spring, Year 1 (6 Units):
COMM 004, COMM 007

Fall, Year 2 (3 Units):
COMM 012

Spring, Year 2 (3 Units):
COMM 020

PROFESSIONAL AND WORKPLACE COMMUNICATION

Certificate of Achievement

The Professional and Workplace Communication Certificate is a 12-unit certificate designed to provide students lower division course work to build communication skills applicable to the everyday workplace environment. The certificate coursework is intended to help students become more confident and effective dealing with interpersonal and intercultural communication common in a global workplace and in professional communication environments. The certificate focuses on skills that gives students the opportunity to acquire the ability to identify and explain concepts and practically apply...
CATALOG

ADVISORY is a recommended preparation, NOT a REQUIREMENT.

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog

competent, professional, and smart career-related communication skills such as business presentations, conflict management, interviewing, cross-cultural competence, active listening, team and relationship building, leadership, and more.

Upon successful completion of this program, a student will be able to:

- Demonstrate improved workforce communication skills
- Demonstrate and apply communication theories and strategies
- Demonstrate successful verbal and nonverbal workplace skills
- Demonstrate the abilities to effectively communicate at work
- Design and deliver business presentations
- Build relationships and teams
- Develop leadership skills
- Implement conflict management strategies
- Conduct and prepare for interviews
- Employ cross-cultural competencies

This Certificate will result in improved confidence and effectiveness in the global workplace and in professional communication environments.

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<td>COMM 012</td>
<td>Intercultural Communication</td>
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</tbody>
</table>

Total Certificate Units 12

Recommended Course Sequence:

Fall, Year 1 (6 Units):
COMM 001, COMM 012

Spring, Year 1 - example course (6 Units):
COMM 007, COMM 008

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
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. The communication process is also evaluated.

COMM 007 SURVEY OF COMMUNICATION: CAREER BUILDING STRATEGIES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID COMM 180
This introductory survey course focuses primarily on the foundations of interpersonal communication, small group communication, and public speaking. Students are also introduced to the breadth of the communication discipline including organizational and intercultural communication. Additionally, students have the opportunity to examine and practice human communication principles and theories at a basic level, as well as to develop critical thinking and career communication competencies in a variety of contexts.

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 verbal and nonverbal transactions occurring in both personal and professional interpersonal contexts. It includes the study and application of various interpersonal communication skills in order to build healthier relationships, such as active listening, conflict management strategies, and identity construction within social and cultural contexts. This course gives students the opportunity to practically apply theory and research within their various 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 methods and basic principles of critical inquiry, argument, advocacy, as well as classical and dialogical debate structures. Students are introduced to brief preparation, rhetorical theory, testing evidence, evaluating evidence sources, advancing reasoned positions, and effectively presenting and defending those positions. Analysis, presentation, and the evaluation of oral and written arguments are covered including identifying logical fallacies in reasoning and language. This course includes preparing and presenting two or more oral debates within the physical presence of the live classroom audience.

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 Science

THE FACULTY
Takyui Liu
DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Takyui Liu
PHONE 408-741-2675
EMAIL takyui.liu@westvalley.edu
COUNSELING 408-741-2162

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 SCIENCE: 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).

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 issues from 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, 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:

1. programmers
2. software developers
3. software quality assurance analysts and testers
4. computer engineers
5. engineering technician

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<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>CIST 005A</td>
<td>Introduction to Python</td>
<td>4</td>
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<tr>
<td>CIST 004A</td>
<td>Computer Programming I (C++ Programming)</td>
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<td>OR</td>
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<tr>
<td>CIST 004A1</td>
<td>Computer Programming I (Java)</td>
<td>4</td>
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<tr>
<td>MATH 019</td>
<td>Discrete Mathematics</td>
<td>4</td>
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</tbody>
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PREREQUISITES AND COREQUISITES are MANDATORY.
Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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<tr>
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<tbody>
<tr>
<td>CIST 004B</td>
<td>Data Structures using Advanced C++</td>
<td>4</td>
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<td>OR</td>
<td>Data Structures using Advanced Java</td>
<td>4</td>
</tr>
<tr>
<td>CIST 004B1</td>
<td>Data Structures using Advanced C++</td>
<td>4</td>
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<tr>
<td>CIST 039</td>
<td>Microcomputer Assembler Programming</td>
<td>4</td>
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<tr>
<td>CIST 005B</td>
<td>Advanced Python</td>
<td>4</td>
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<tr>
<td>OR</td>
<td>C Programming</td>
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Total Certificate Units: 24

Recommended Sequence:

Fall, Year 1: 8 units
- CIST 004A or 004A1, CIST 005A

Spring, Year 1: 8 units
- MATH 019, CIST 004B or 004B1

Fall, Year 2: 8 units
- CIST 039, CIST 005B or CIST 037

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. Pass/No Pass Option

CIST 004A COMPUTER PROGRAMMING I (C++)
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 memory allocation, flow control, logic, objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming, documentation and software testing skills, algorithmic problem-solving, programming methodologies, and to write and debug small to medium-sized programs. Pass/No Pass Option

CIST 004B DATA STRUCTURES USING ADVANCED C++
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 122

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 DATA STRUCTURES USING ADVANCED 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 provides an introduction to data structures and analysis of algorithms including concepts of abstract data types, generics, separate compilation, information hiding, dynamic allocation, linked lists, stacks, queues, hashing, binary trees and graphs, as well as sorting and searching algorithms. The course includes both lecture and programming in Java. This is a continuation of CIST 004A1 intended for students majoring in Computer Science. 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
C-ID COMP 132

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/sets, 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
C-ID COMP 132

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 05B 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 007 C PROGRAMMING
4 units
Lecture 4 units; lab 0 units
Prerequisite: CIST 004A or CIST 004A1
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. Pass/ No Pass Option

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
CIST 039 MICROCOMPUTER ASSEMBLER PROGRAMMING
4 units
Lecture 4 units; lab 0 units
Prerequisite: CIST 004A or CIST 004B1
Advisory: CIST 004B or CIST 004B1
Acceptable for credit: University of California, California State University
This course introduces the fundamental concepts of computer organization and assembly language programming. It studies the basic Instruction Set Architecture and hardware of a modern computer processor. It explores how computer systems execute programs; the representation of characters, integers, and floating point values; and the manipulate data, working from a high level programming language down to the hardware. Topics also include the processor pipeline, memory hierarchy, and calling conventions. Programs will emphasize assembly language coding standards and debugging techniques. Pass/No Pass Option

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. Pass/No Pass Option

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, awk 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
Maryam Fard
Jean Finch
Maria Garcia Scheper
Tom Golbetz
Hideo Ikeda
Jennifer Keh
Bickie Lee
Erika Llantero
Marta Mora-Evans
Melissa Salcido
Leticia Sanchez-Mendoza Hernandez
Phillip Severa
Claudio Silva
Michael West
James Winkler

DIVISION Student Services
DEAN Murrell Green
DEPARTMENT CO-CHAIR Philip Severe
PHONE 408-741-2493
EMAIL philip.severe@westvalley.edu
DEPARTMENT CO-CHAIR Melissa Salcido
PHONE 408-741-2102
EMAIL melissa.salcido@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 COLLEGE ORIENTATION
0.5 units
Lecture 0.5 units; lab 0 units
College Orientation is an introductory course that highlights community college, career, and transfer opportunities as well as strategies for academic success. The course includes an orientation to West Valley College programs and services, rules and regulations, 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

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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
COUN 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 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 awareness of themselves and others, and identifying their personal strengths, challenge areas, and potential for personal growth. This course promotes growth by giving students opportunities to develop decision-making strategies, conflict resolution skills, assertive training techniques, and stress management tools. By cultivating awareness and compassion practices, students also have the opportunity to learn how to regulate their attention and emotions, reduce reactivity and distress, and cultivate healthier relationships. Students also have the opportunity to learn to recognize physical, mental, and emotional experiences, and to develop effective communication skills, so they can express thoughts and feelings and improve and enrich their relationships with others. 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 055 COURT REPORTING AND RELATED TECHNOLOGIES

THE FACULTY
Margaret Ortiz

DIRECTOR: Eric Gabriel
PROGRAM COORDINATOR: Margaret Ortiz
PHONE: 408-741-2559
EMAIL: maggie.ortiz@westvalley.edu

Court Reporting program courses and certificates are now being offered, tuition free, in the School of Continuing Education section of the catalog under Court Reporting & Captioning.

The Court Reporting and Captioning 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.

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.

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

COUN 044 COURT REPORTING INTERNSHIP
1 unit
Work Experience Units: 1
Acceptable for credit: California State University
This course provides supervised internship training mandated by the Court Reporters Board of California. Transcript production of actual court and deposition proceedings is required in this course. Pass/No Pass Only
Dance

THE FACULTY
Ann Malimuth-Onn, Dance Program Coordinator
DIVISION Cilker School of Art and Design
DEAN Shannon Price
DEPARTMENT CHAIR Lou De La Rosa
PHONE (408) 741-4663
EMAIL Lou.DeLaRosa@westvalley.edu
COUNSELING 408-741-2009

Certificate:
Dance Specialist

Highlights:
• Instruction in Ballet, Jazz, Modern, Tap by professional dancers for dance and musical theater students
• Instruction in Ballet and Latin Dance in evening for lifelong Learners
• Instruction in World Dance: Flamenco
• Musical Theater Collaborative of Departments of Music & Dance and Theater

★ DANCE SPECIALIST Certificate of Achievement

The Dance Specialist Certificate of Achievement requires the successful completion of a total of 18 semester units and is designed to provide students with theoretical knowledge and the practical skills necessary for the following careers: dance studio instructor, dance teaching assistant, choreographer, and performer. This certificate will prepare the student to successfully teach dance in a privately-owned dance studio, a health club, YMCA, theater setting, or as a dance assistant in an academic and/or religious institution. Through this certificate program, students gain proficiency in leadership, communication, performance awareness, and artistic techniques.

Students who complete the Dance Specialist Certificate of Achievement will be able to:
• Demonstrate expertise in one dance form through performance and choreography of steps and combinations.
• Demonstrate proficiency as a dance instructor by choreographing and performing in more than one dance style.
• Demonstrate proper technique and rhythmic responses to music in performance.
• Analyze a traditional dance form within the context of the following: power, resistance, and/or diaspora.
• Choreograph a dance in a specific area of emphasis and document preparation in one area of production such as costume, publicity, or set design.

There are no prerequisites for enrolling in this certificate program, but placement within each technique class will be based upon an audition prior to entrance in the program.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANC 001</td>
<td>Ballet: Beginning Level 1</td>
<td>1</td>
</tr>
<tr>
<td>DANC 002</td>
<td>Ballet: Beginning Level 2</td>
<td>1</td>
</tr>
<tr>
<td>DANC 003</td>
<td>Ballet: Intermediate Level 3</td>
<td>1</td>
</tr>
<tr>
<td>DANC 004</td>
<td>Ballet: Advanced Level 4</td>
<td>1</td>
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<tr>
<td>DANC 011</td>
<td>Jazz Dance: Beginning Level 1</td>
<td>1</td>
</tr>
</tbody>
</table>

Acceptable for credit: University of California, California State University

This course is an introduction to the discipline, aesthetics, traditions, and historical background of classical ballet at a beginning level. Previous ballet experience is not required at this level. Pass/No Pass Option

Recommended Sequence:
Fall, Year 1 (5 Units):
DANC 061 OR 061H, DANC 001, DANC 011
Spring, Year 1 (4 Units):
DANC 002, DANC 012, DANC 021, DANC 060
Fall, Year 2 (4 Units)
DANC 003, DANC 013, DANC 022, DANC 031
Spring, Year 2 (5 Units)
DANC 004, DANC 005, DANC 007, DANC 023, DANC 032

DANC 001 BALLET: BEGINNING LEVEL 1
1 unit
Lecture 0 units; lab 1 unit

PREREQUISITES AND COREQUISITES are MANDATORY.

Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
DANC 002 BALLET: BEGINNING LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 001
Acceptable for credit: University of California, California State University
This is the second course in the beginning level ballet sequence, designed to provide students the opportunity to develop advanced level skills in the discipline of classical ballet, building upon skills and knowledge acquired in DANC 001. An emphasis is placed on exploring the historical court dance forms of the Renaissance through the contemporary era. Pass/No Pass Option

DANC 003 BALLET: INTERMEDIATE LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 002
Acceptable for credit: University of California, California State University
This course is the third in the classical ballet sequence designed as a detailed study of the discipline, aesthetic traditions, and historical background of classical ballet, building upon skills and knowledge developed in DANC 002. An emphasis is placed on exploring the historical court dance forms of the Renaissance through the contemporary era. Pass/No Pass Option

DANC 004 BALLET: ADVANCED LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 003
Acceptable for credit: University of California, California State University
This course is the fourth in the classical ballet sequence and is designed to provide students the opportunity to develop advanced level skills in the discipline of classical ballet, building upon skills and knowledge acquired in DANC 001, 002, and 003. This course focuses on perfecting technique and developing advanced performance skills. Topics and skill development areas include grand adage combinations, and petite allegro and grand allegro combinations. Pass/No Pass Option

DANC 005 DANCE WORKSHOP
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to provide beginning level dance students with an opportunity to work intensively on their technique and performance skills in a specific dance area.

DANC 006 DANCE INTENSIVE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course is designed to provide intermediate to advanced dance students an opportunity to expand and develop their technical skills, style, and performance technique in a specific area of dance such as jazz, modern, tap, ballet, flamenco, or ballroom. Dance techniques are intended to build strength, flexibility, and control. Rhythmic responses to music are emphasized along with the cultural history of the dance form and related terminology. Pass/No Pass Option

DANC 007 CHOREOGRAPHY
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students an overview of the field of choreography and a study of the elements of dance composition as related to a specific form of dance, such as Jazz, Modern, Ballet, and Tap, based on individual student need. Emphasis is placed on creating masks, costumes, and props. Students participate in a community and college performance. Pass/No Pass Option

DANC 008 REHEARSAL AND PERFORMANCE IN DANCE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides students an opportunity to rehearse and perform dances in an informal setting at the college and at various locations in the community. Emphasis is on group participation in all areas of dance production. The course includes dance warm-ups, techniques, choreography, group and solo rehearsals, and performances. Pass/No Pass Option

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 is the first of four courses in jazz dance. This course introduces the student to the historical role of jazz dance and emphasizes the learning of basic jazz dance technique including isolation exercises and introduction to basic rhythms. Through basic movement sequences, choreographic studies, views and discussions, this course concentrates on technique, style, improvisation, and composition. The course involves significant physical study. The primary objective of this class is to build competence in basic jazz dance technique and terminology and to develop an appreciation of the historical role of jazz dance in America. 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
This is the second of four courses in jazz dance. This course focuses on learning and refining beginning to intermediate jazz dance technique building upon skills learned in DANC 011, including movement isolation, traveling sequences, and syncopated rhythms. Through technique, choreography, film viewings and discussions, this course reinforces jazz dance technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to refine competence in beginning jazz dance technique and terminology and to foster an appreciation of aesthetic principles. Pass/No Pass Option

DANC 013 JAZZ DANCE: INTERMEDIATE LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 012
Acceptable for credit: University of California, California State University
This is the third of four courses in jazz dance. This course builds upon skills learned in DANC 011 and 012, and provides students with the opportunity to increase and refine performance techniques and knowledge in the various styles of the jazz idiom at the intermediate level. Technique in this course concentrates on floor sequences emphasizing deep contraction and increased stretch, center exercises with changes of level, multiple leaping and turning traveling combinations, simultaneous isolation techniques, and performance to syncopated rhythms. Pass/No Pass Option

DANC 014 JAZZ DANCE: ADVANCED LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 013
Acceptable for credit: University of California, California State University
This course builds upon skills learned in DANC 011, 012, and 013. The primary objective of this class is to refine competence in advanced jazz dance technique and terminology and to build performance skills at the advanced level. Pass/No Pass Option

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
DANC 014 JAZZ DANCE: ADVANCED LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 013
Acceptable for credit: University of California, California State University
This is the last of four courses in jazz dance. Through advanced exercises, choreography, film viewing and discussions this course concentrates on technique, style, and finesse, building on skills learned in DANC 011, 012 and 013. The primary objective of this class is to build competence in advanced jazz dance technique using syncopation to develop a nuanced appreciation of aesthetic principles in jazz dance. Technical skills include increased ability to perform multiple piccuette and chaîné turns, fan and hitch kicks, axle jumps, a variety of leaps, falls, coordinated isolations, and 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 the first of four courses in modern dance. This course introduces the student to the historical background of modern dance, elements of dance composition, and emphasizes basic modern dance technique. The course involves significant physical study including floor and center movement sequences, traveling sequences and basic choreographic exercises. Through the practice of modern dance technique, film viewing and discussions, the primary objective of this course is to build competence in basic technique and terminology, to develop an appreciation of the role of modern dance in America, and to foster an appreciation of aesthetic principles. 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 is the second of four courses in modern dance. Through the practice of modern dance technique, choreographic studies, film viewing and discussions, this course builds on skills learned in DANC 021 and further develops the student's performance abilities and historical understanding in the field of modern dance. The primary objective of this course is to foster an appreciation of aesthetic principles, and to build competence in dance technique at the beginning 2 level, with a focus on techniques of contraction and release, fall and recovery, floor patterns and quality of movement. Pass/No Pass Option

DANC 023 MODERN DANCE: INTERMEDIATE LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 022
Acceptable for credit: University of California, California State University
This is the third of four courses in modern dance. Through the practice of modern dance technique, choreographic studies, film viewing and discussions, this course builds on skills learned in DANC 021 and 022 and further refines the student's technical abilities and historical understanding in the field of modern dance. The primary objective of this course is to foster an understanding of Laban's movement analysis principles, and to increase flexibility, balance, strength and agility in the performance of both lyrical and dramatic choreographic studies at the intermediate level. Pass/No Pass Option

DANC 024 MODERN DANCE: ADVANCED LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 023
Acceptable for credit: University of California, California State University
This is the last of four courses in modern dance. Designed for the advanced level modern dance student, this course builds on skills learned in DANC 021, DANC 022 and DANC 023 and further refines the student's technical abilities in modern dance focusing on movement phrases which include complex arabesque, jumps, sissone, split leaps, turns and leaps into rolls that travel, axial movements, and falls and recoveries into jumps. Through the development and performance of modern dance studies at the advanced level, including improvisation as a compositional strategy, this course reinforces the understanding of the choreographic process. Pass/No Pass Option

DANC 031 TAP FOR MUSICAL THEATRE: BEGINNING LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: California State University
This course introduces the student to the historical role of tap dance in musical theater and emphasizes the learning and refining of basic tap technique. Through exercises, choreography, and discussions, this course concentrates on technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to build competence in basic tap dance technique and terminology and to develop an appreciation of the role of tap dance in musical theater. Pass/No Pass Option

DANC 032 TAP FOR MUSICAL THEATRE: BEGINNING LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 031
Acceptable for credit: California State University
This course focuses on learning and refining beginning to intermediate tap technique for musical theater, building upon skills learned in DANC 031. Through exercises, choreography in vaudeville, lyric and clogging styles, and discussions, this course reinforces beginning technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to refine competence in beginning tap dance technique and terminology and to foster an appreciation of aesthetic principles. Pass/No Pass Option

DANC 033 TAP FOR MUSICAL THEATRE: INTERMEDIATE LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 032
Acceptable for credit: California State University
This course focuses on learning and refining intermediate tap technique as applied to musical theater, building upon skills learned in DANC 031 and 032. This course concentrates on three beat and four beat steps, exercises that focus on line of the body and includes an introduction to tap improvisation. Pass/No Pass Option

DANC 034 TAP FOR MUSICAL THEATRE: ADVANCED LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: DANC 033
Acceptable for credit: California State University
This course focuses on learning and refining advanced tap dance technique for musical theater. Through advanced exercises, choreography, and discussions, this course concentrates on technique, style, and finesse, building on skills learned in DANC 031, 032 and 033. The primary objective of this class is to build competence in advanced tap dance technique using polyrhythmic steps and syncopation to develop a nuanced appreciation of aesthetic principles. Pass/No Pass Option

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 the 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 Rumba, Paso Doble, Cha-cha, Samba, and current 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  
Prerequisite: DANC 051A  
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 pasada 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 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

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 in their area of emphasis, as well as design costumes, makeup, and lighting for a performance in a studio theater. Pass/No Pass Option

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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

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
Digital Media

THE FACULTY
Jean McIntosh
Jeff Rascov

DEPARTMENT CHAIR Diane Hurd
PHONE 408-741-2110
EMAIL diane.hurd@westvalley.edu
COUNSELING 408-741-4068

Degree:
A.A., UX and App Design

Certificates:
Graphic Design
Marketing/Digital Communications
UX 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 App Design, and certificates in Graphic Design, and Marketing/Digital Communications.

髻 UX AND APP DESIGN
A.A. Degree

The A.A. degree in UX and App Design prepares students for entry-level positions in the field and/or transfer to a bachelor’s degree program in a like discipline. Students learn foundation skills in strategic thinking, planning, iterative prototyping, and acquiring proficiency with the range of technology platforms used in interactive design. Students plan, develop, test, and market web and app design solutions with an emphasis on visual flow, functionality, and code using optimum parameters, accessibility standards, and user experience guidelines. In completing the program students will have an entry-level portfolio that can help them transition to doing an internship, freelance, or contract positions. The portfolio can also be tailor for applying to bachelor’s degree programs. In either a work or school scenario the portfolio is the aspiring designer’s professional tool for advancement.

Students completing the degree have demonstrated skills in the design and development of digital products including: websites, smartphone and tablet apps, and digital interfaces.

After completing the degree in UX and App Design, a student will be able to:
1. Plan, develop, test and market web and app products
2. Apply UX and UI standards to digital products
3. Apply programming languages to layout and user interactions for digital products
4. Follow standard user interface guidelines for accessible interfaces
5. Sketch wireframe drawings for interface elements and layout
6. Create portfolios in alignment with professional and educational goals and identity.

Upon completion of the program, students are prepared for employment in web and app design and may be prepared for employment in:
• Front end web developer or designer
• Multimedia Artist
• App Developer
• User Interface Designer
• User Experience Designer
• Graphic Designer
• Interactive Media Designer

髻 UX AND APP DESIGN
Certificate of Achievement

The Certificate in UX and App Design prepares students for entry-level positions in the field and/or transfer to a bachelor’s degree program in a like discipline. Students learn foundation skills in strategic thinking, planning, iterative prototyping, and acquiring proficiency with the range of technology platforms used in interactive design. Students plan, develop, test and market web and app design solutions with an emphasis on visual flow, functionality, and code using optimum parameters, accessibility standards and user experience guidelines. In completing the program students will have an entry-level portfolio that can help them transition to doing an internship, freelance or contract positions. The portfolio can also be tailored for applying to bachelor’s degree programs. In either a work or school scenario the portfolio is the aspiring designer’s professional tool for advancement.

Students completing the degree have demonstrated skills in the design and development of digital products including: websites, smartphone and tablet apps, and digital interfaces.

髻 PREREQUISITES AND COREQUISITES are MANDATORY
髻 Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
After completing the Certificate in UX and App Design, a student will be able to:

- Demonstrate the skills and knowledge needed to apply UX and UI standards to digital products
- Apply programming languages to layout and user interactions for digital products
- Follow standard user interface guidelines for accessible interfaces
- Sketch wireframes designs for user interface prototypes
- Apply programming languages to deliver websites and Apps online and in App store
- Write design proposals for marketing, app design, or marketing of digital products

Upon completion of the program, students are prepared for employment in web and app design and may be prepared for employment in:

- Front end web developer or designer
- Multimedia Artist
- App Developer
- User Interface Designer
- User Experience Designer
- Graphic Designer
- Interactive Media Designer
- Digital and Social Marketer
- Visual Designer

Upon completion of the program, students are prepared for employment in graphic design and may be prepared for employment as a:

- Graphic Production assistant
- Front end visual designer
- Graphic Artist
- Content producer for social media and blogging platforms
- Digital asset manager

Upon completion of the certificate students will be able to:

- Plan, develop, design, and pitch graphic design solutions to a client.
- Iterate and prepare designs and digital assets for client and publishing needs
- Communicate effectively to a specific audience using appropriate color strategies, layout, and typographic solutions.
- Utilize the design process in order to realize a design project.
- Be proficient in a range of graphic applications and software, and the various platforms necessary for producing ‘on message’ graphic design solutions.
- Edit and manage a range of digital assets specific to the parameters of a given project.

Upon completion of the program, students are prepared for entry level work in graphic design and may be prepared for employment as a:

- Graphic Production assistant
- Front end visual designer
- Graphic Artist
- Digital designer
- Content producer for social media and blogging platforms
- Digital asset manager

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>DIGM 001</td>
<td>The Creative Suite for Graphic Designers</td>
<td>3</td>
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<tr>
<td>DIGM 003</td>
<td>Introduction to Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 014C</td>
<td>Digital Illustration: Illustrator</td>
<td>4</td>
</tr>
<tr>
<td>DIGM 020A</td>
<td>Interface Design</td>
<td>4</td>
</tr>
<tr>
<td>DIGM 086</td>
<td>Portfolio Development</td>
<td>3</td>
</tr>
<tr>
<td>DIGM 021A</td>
<td>Web Development 1</td>
<td>4</td>
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<tr>
<td>DIGM 021B</td>
<td>Web Development 2</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
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<tr>
<td>DIGM 021M</td>
<td>Introduction to App Design</td>
<td>4</td>
</tr>
<tr>
<td>DIGM 021X</td>
<td>Application Design and Development 2</td>
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**Total Certificate Units:** 25

**Recommended Sequence:**

**Fall, Year 1:** 14 units
DIGM 001, DIGM 003, DIGM 020A, DIGM 021A or DIGM 021M

**Spring, Year 1:** 11 units
DIGM 014C, DIGM 086, DIGM 021B or DIGM 021X

**GRAPHIC DESIGN Certificate of Achievement**

The Graphic Design Certificate provides the opportunity for students to develop their creative potential, explore design areas, learn foundational design principles and processes and discover career opportunities in graphic design and related design fields. The courses offered in the program balance the basic and vital aspects of graphic design and how they are applied in the field with a grounding dose of historical context so students can appreciate the role graphic design has played over the course of time.

The Graphic Design program focuses on conceptual and creative thinking, visual storytelling, and emphasizes the acquisition of technical skills so students can plan and execute the design of visual communications. Some attention is given to how various media and platforms require specific approaches. The program emphasizes design exploration in print, web, and video. It encourages creative problem solving by focusing on critical thinking and process-oriented design explorations. Upon successful completion of the program, entry-level career opportunities exist in graphic and or front-end visual design, graphic production, content production for social media and blog development, and emerging positions that deal with managing digital assets. Students also have foundation skills to transfer to four-year graphic design programs or related fields. Upon completing the program students have realized a portfolio of design work tailored to each individuals’ needs.

Upon completion of the certificate students will be able to:

- Plan, develop, design, and pitch graphic design solutions to a client.
- Iterate and prepare designs and digital assets for client and publishing needs
- Communicate effectively to a specific audience using appropriate color strategies, layout, and typographic solutions.
- Utilize the design process in order to realize a design project.
- Be proficient in a range of graphic applications and software, and the various platforms necessary for producing ‘on message’ graphic design solutions.
- Edit and manage a range of digital assets specific to the parameters of a given project.

Upon completion of the program, students are prepared for entry level work in graphic design and may be prepared for employment as a:

- Graphic Production assistant
- Front end visual designer
- Graphic Artist
- Digital designer
- Content producer for social media and blogging platforms
- Digital asset manager

<table>
<thead>
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<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCH 051</td>
<td>Architectural Graphics: Drawing &amp; Sketching</td>
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<tr>
<td>DIGM 001</td>
<td>The Creative Suite for Graphic Designers</td>
<td>3</td>
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<tr>
<td>DIGM 002</td>
<td>Introduction to Electronic Communication</td>
<td>3</td>
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<tr>
<td>DIGM 003</td>
<td>Introduction to Graphic Design</td>
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<td>DIGM 004</td>
<td>Principles of Design</td>
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<tr>
<td>DIGM 011</td>
<td>Blogs and Site Development: WordPress</td>
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<td>DIGM 014C</td>
<td>Digital Illustration: Illustrator</td>
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<tr>
<td>DIGM 022A</td>
<td>Digital Video 1</td>
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<td>DIGM 086</td>
<td>Portfolio Development</td>
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<tr>
<td>DIGM 099</td>
<td>Introduction to Typography</td>
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**Total Certificate Units:** 31

**Recommended Sequence:**

**Fall, Year 1:** 9 units
ARCH 051, DIGM 001, DIGM 003

**Spring, Year 1:** 8 units
DIGM 004, DIGM 014C

**Fall, Year 2:** 7 units
DIGM 002, DIGM 011, DIGM 099

**Spring, Year 2:** 7 units
DIGM 022A, DIGM 086
**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>
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<tr>
<td>BUSN 056</td>
<td>Marketing Principles</td>
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<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
<td>3</td>
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<tr>
<td>DIGM 001</td>
<td>Digital Applications Basic</td>
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<tr>
<td>DIGM 011</td>
<td>Blogs and Site Development: WordPress</td>
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<td>DIGM 021A</td>
<td>Web Development 1</td>
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<td>DIGM 025</td>
<td>Introduction to Internet Marketing</td>
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<tr>
<td>DIGM 025A</td>
<td>Advanced Internet Marketing</td>
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<td>DIGM 025B</td>
<td>Social Media Marketing</td>
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<td>3 units of Electives</td>
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<td>DIGM 002</td>
<td>Introduction to Electronic Communication</td>
<td>3</td>
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<tr>
<td>DIGM 003</td>
<td>Introduction to Graphic Design</td>
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<td>DIGM 099</td>
<td>Introduction to Typography</td>
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</table>

Total Certificate Units 20

**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, Any Course from Electives

**DIGM 001 THE CREATIVE SUITE FOR GRAPHIC DESIGNERS**

3 units
Lecture 2 unit; lab 1 unit

Acceptable for credit: California State University

This course provides an overview of the Adobe Creative Suite used in graphic design and the graphic arts. The course also focuses on examining and developing the technical and intuitive skills designers use to visually and psychologically convey messages to an audience.

**DIGM 002 INTRODUCTION TO ELECTRONIC COMMUNICATION**

3 units
Lecture 3 unit; lab 0 units

Acceptable for credit: University of California, 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 principals, 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

Students have the opportunity to learn 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 PHOTOSHOP FOR DESIGNERS**

3 units
Lecture 2 units; lab 1 unit

Acceptable for credit: California State University

This course is designed for students who want to learn advanced techniques using Photoshop. The course focuses on developing design solutions for a variety of media and platforms and provides advanced instruction on image editing, compositing techniques, and the creation of design specific art work. This course is intended for students who have completed DIGM 001 or students who have previous experience using Photoshop.

Pass/No Pass Option

*PREREQUISITES AND COREQUISITES are MANDATORY.*

*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
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 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 introduces topics pertinent to foundation skills in web marketing. The course focuses on determining customer need, building a marketing framework, developing a brand’s story, and strategies for traffic acquisition and developing long term relationships with customers. Other topics covered include: search engine optimization, web analytics and using a diverse range of media (video, ads, blogs) in order to develop a compelling marketing campaign. Pass/No Pass Only

DIGM 025A ADVANCED INTERNET MARKETING
1 unit
Lecture 1 unit; lab 0 units
Advisor: DIGM 025
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 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 DEVELOPMENT
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This course is designed for students committed to developing a portfolio for work, transfer, and other purposes. The course 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
Advisor: 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 Jauregui
Erika Llantero
Cheryl Miller

DIVISION Student Services
DEPARTMENT CHAIR Cheryl Miller
PHONE 408-741-2620
TTY 408-741-2658
EMAIL 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
The semester following the completion of the DESP new student intake:
- Students will demonstrate the ability to request approved accommodations.

Adapted Physical Education
(See Kinesiology or School of Continuing Education)

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 a Math 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 and short essay development and organization. The course employs the writing process in development of college-level paragraphs and essays. Pass/No Pass Option

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 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
PHONE 408-741-2538
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.

⁽ⁿ⁾ ASSOCIATE IN ARTS IN ECONOMICS FOR TRANSFER DEGREE (AA-T in Economics)
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.
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>OR ECON 001AH</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>
</tr>
<tr>
<td>OR 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>OR ECON 001BH</td>
<td>Honors Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 002B</td>
<td>Principles of Microeconomics Lab</td>
<td>1</td>
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<tr>
<td>OR ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 012</td>
<td>Applied Calculus</td>
<td>4</td>
</tr>
<tr>
<td>OR MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>List A: Select one course: 3-5 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 008</td>
<td>Finite Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 003B</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 010</td>
<td>Financial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 011</td>
<td>Managerial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>CIST 002</td>
<td>Introduction to Computing</td>
<td>4</td>
</tr>
<tr>
<td>BUSN 076</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>List B: Select one or any List A course not already used.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 004C</td>
<td>Linear Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 004A</td>
<td>Intermediate Calculus</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Major Units 22-27
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

Special transfer pathway to University of Hawaii at Manoa.

Recommended Course Sequence: Only includes the program major requirements.

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):
Any Course from List A

Spring, Year 2 (4-5 Units):
MATH 004C or MATH 004A

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.

After completing an A.A. degree in Economics, a student will 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.

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<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>OR 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 001BH</td>
<td>Honors 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 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>MATH 010</td>
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<tr>
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<td>Applied Calculus</td>
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</tr>
<tr>
<td>MATH 003A</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
</tbody>
</table>

Electives (12 units from the following, from at least 4 fields)

- ANTH 001: Introduction to Physical Anthropology
- ANTH 002: Introduction to Archaeology
- ANTH 003: Introduction to Cultural Anthropology
- GEOG 001: Intro Physical Geography
- GEOG 002: Intro Cultural Geography
- HIST 003: Asian American History
- HIST 004: Western Civilization I: Prehistory to 1500 CE
- HIST 004B: Western Civilization II: 1500 CE to present
- HIST 005: World History: Prehistory to 1500
- HIST 005B: World History From 1500
- HIST 012: African American History
- HIST 014: History of the Native North Americans
- HIST 016: Mexican-American History
- HIST 017A: United States History
- HIST 017B: United States History
- HIST 017BH: Honors United States History
- HIST 020: History and Geography of California
- POLI 001: American Government
- POLI 002: Comparative Governments
- POLI 003: Introduction to Political Science
- POLI 004: International Relations
- PSYC 001: General Psychology
- PSYC 002: Experimental Psychophysiology
- PSYC 007: Physiological Psychology
- PSYC 009: Psychology of Women: a Multicultural

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 202
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 the role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. Pass/No Pass Option

ECON 001AH HONORS PRINCIPLES OF MACROECONOMICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: MATH 903 or MATH 903R or LRSV 945.
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 equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and macroeconomic growth. This class must be taken concurrently with online laboratory ECON 2AH.

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 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.

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog
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)
<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>POLI 001</td>
<td>American Government</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLI 001H</td>
<td>Honors 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>
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<tbody>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
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<td>OR</td>
<td></td>
<td></td>
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<tr>
<td>ENGL 001CH</td>
<td>Honors 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>
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</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>ARTS 004</td>
<td>Art Appreciation</td>
<td>3</td>
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<tr>
<td>MUSC 010</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>THEA 010</td>
<td>Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 001A</td>
<td>Survey of Western Art I</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Major Units: 52

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

Total Degree Units: 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (10 Units):
- BIOL 010 AND 010L, CHST 002, ELED 020 AND 020A

Spring, Year 1 (15 Units):
- CHEM 002, GEOL 012, MATH 014, PHYS 010

Fall, Year 2 (12 Units):
- COMM 001, ENGL 001A, GEOG 006, Any Course from List B

Spring, Year 2 (15 Units):
- ENGL 001B, HIST 005A, HIST 017A, POLI 001, Any Course from List A

**ELED 020A FIELD EXPERIENCE IN ELEMENTARY TEACHING**

1 unit
- Work Experience 1 unit
- Corequisite: ELED 020
- Acceptable for credit: University of California, California State University
- C-ID EDUC 200

This course provides students with the opportunity to apply knowledge of school-age children and appropriate curriculum by working under the supervision of a certified teacher in a public school setting (a minimum of 60 hours is required). Pass/No Pass Option

**ELED 020 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

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
# Engineering

## THE FACULTY
Takyiu Liu  
Thomas Sanford  

DIVISION  Science and Math  
DEAN  Laura Hyatt  
DEPARTMENT CHAIR  Takyiu Liu  
PHONE  408-741-2675  
EMAIL  takyiu.liu@westvalley.edu  
COUNSELING  408-741-2162

### Degree:
A.S., Engineering  

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

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

### UNIVERSITY 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 will be able to demonstrate aptitude for analysis and problem-solving using scientific principles.

After completing an A.S. degree in Engineering, a student will be able to:
- Identify and 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.

### Required Courses: 21 Units

<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>
<tr>
<td>PHYS 004A</td>
<td>Engineering Physics-Mechanics</td>
<td>5</td>
</tr>
</tbody>
</table>

### Electives: Choose two courses: 6 - 7 Units

### Total Major Units: 27 - 28

### Total Program Units: 60

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.

**NOTE:** Only CHEM 001A is required for the A.S. degree. Transfer students may need to take additional chemistry courses to complete the requirements for a B.S. degree. Please consult with a counselor to determine campus-specific requirements.

### 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.

### Recommended Course Sequence: Only includes the program major requirements.
#### Fall, Year 1: 14 units
- CHEM 001A  
- ENGR 020  
- PHYS 004A

#### Spring, Year 1: 7 units
- ENGR 010  
- 3 Units from Electives

#### Fall, Year 2: 3 units
- ENGR 025  

#### Spring, Year 2: 3-4 units
- 3 Units from Electives

### ENGINEERING TECHNOLOGY: Transfer:

See assist.org for info or the Counseling Center

#### 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
Advisory: MATH 902P
Acceptable for credit: University of California, California State University
This course provides an opportunity for students to use concepts acquired in ENGR 004 in a more complex way. This course reviews 2D and addresses advanced topics in the construction of two and three dimensional drawing and solid modeling. Pass/No Pass Option

ENGR 010 INTRODUCTION TO ENGINEERING
4 units
Lecture 3 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID ENGR 110
This introductory course explores the different engineering disciplines to assist students in a choice of a major in engineering. Prospective engineering students have the opportunity to learn about experimentation, data analysis, problem-solving, engineering software, basic computer programming, and the engineering design process. Pass/No Pass Option

ENGR 020 ENGINEERING GRAPHICS
4 units
Lecture 3 units; lab 1 unit
Prerequisite: MATH 000D
Acceptable for credit: University of California, 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 advances the use of computer-aided design (CAD). Topics include the intermediate development of visualization skills; orthographic projections; architectural and mechanical dimensioning, design and tolerancing. Pass/No Pass Option

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. The course also provides an introduction into the mechanics of materials including basic material failure mechanisms.

ENGR 060 PROGRAMMING AND PROBLEM-SOLVING IN MATLAB
3 units
Lecture 2 units; lab 1 unit
Prerequisite: MATH 003A
Acceptable for credit: California State University
C-ID ENGR 220
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 063 DIGITAL AND ANALOG CIRCUITS
3 units
Lecture 2 units; lab 1 unit
Advisory: MATH 106 or MATH 106R
Acceptable for credit: California State University
This course focuses on Logic gates, emphasizing CMOS and TTL Design Techniques. This course also covers Combinational Circuits, Counters, Registers, Multiplexers, Semiconductor Theory, Operational Amplifiers, Device applications, Signal Generators, Voltage Regulators, and Power Supplies. Pass/No Pass Option

ENGR 098 INTRODUCTION TO CIRCUIT ANALYSIS
4 units
Lecture 3 units; lab 1 unit
Prerequisite: 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
Prerequisites: PHYS 004A, MATH 003B or MATH 003BH
C-ID ENGR 130
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 O2 Water Distribution Operator’s examinations.
English

THE FACULTY
Leigh Burrill
Bill Davis
Rebecca Cisneros-Diaz
Nicole Cuttler
Janine Gerzanics
Dulce Gray
Lenore Harris
Cathy Jones
Vicky Kalivitis
Jess Lerman
Nils Michals
Eric Pape
Jeanette Richey
Leslie Saito-Liu
Danielle Shaw
Christina Stevenson
Jennifer Wagner

DIVISION Language Arts
DEAN Jennifer Johnson
DEPARTMENT CHAIR Leigh Burrill
PHONE 408-741-4054
EMAIL Leigh.Burrill@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
• Technical Communications

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

English

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

The Associate in Arts in English for Transfer degree (AA-T) is a 60 unit program which provides students the lower division coursework required for transfer to a CSU institution for the major 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 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.

Course ID     Title                                Units

Required Core Courses: Select two:

<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>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
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</table>

List A: Select two:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 007A</td>
<td>American Literature 1</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 007B</td>
<td>American Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 005A</td>
<td>Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 005B</td>
<td>Survey of English Literature 2</td>
<td>3</td>
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<tr>
<td>ENGL 006A</td>
<td>World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006AH</td>
<td>Honors World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006B</td>
<td>World Literature 2</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 006BH</td>
<td>Honors World Literature 2</td>
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List B: Select one from below or any List A course not already used.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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<tbody>
<tr>
<td>ENGL 010</td>
<td>Children's Literature</td>
<td>3</td>
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<tr>
<td>ENGL 012</td>
<td>African American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 018</td>
<td>Asian American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 041</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 043</td>
<td>Classical Mythology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 043H</td>
<td>Honors Classical Mythology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 044</td>
<td>The Bible As Literature</td>
<td>3</td>
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</tbody>
</table>

ENGLISH: For transfer information see assist.org and/or consult with a counselor.
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENGL 046</td>
<td>Contemporary American Multi-Cultural Literature</td>
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<td>OR</td>
<td></td>
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<tr>
<td>ENGL 046H</td>
<td>Honors Contemporary American Multi-Cultural Literature</td>
<td>3</td>
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<tr>
<td>ENGL 047</td>
<td>Introduction to Poetry</td>
<td>3</td>
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<tr>
<td>ENGL 048</td>
<td>Introduction to Shakespeare</td>
<td>3</td>
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<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 048H</td>
<td>Honors Introduction to Shakespeare</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 049H</td>
<td>Honors Modern Fiction</td>
<td>3</td>
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<tr>
<td>ENGL 070</td>
<td>Creative Writing</td>
<td>3</td>
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<tr>
<td>ENGL 071</td>
<td>Writing Fiction</td>
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<tr>
<td>ENGL 072</td>
<td>Writing Poetry</td>
<td>3</td>
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**List C: Select one from below or any List A or B course not already used.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENGL 013</td>
<td>U.S. Latino Literature</td>
<td>3</td>
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<tr>
<td>FRNC 001A</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 001B</td>
<td>Beginning French</td>
<td>5</td>
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<tr>
<td>FRNC 002A</td>
<td>Intermediate French</td>
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</tr>
<tr>
<td>FRNC 002B</td>
<td>Intermediate French</td>
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<tr>
<td>FRNC 003A</td>
<td>Advanced French Oral and Written Composition</td>
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<tr>
<td>FRNC 003B</td>
<td>Advanced French Oral and Written Composition</td>
<td>5</td>
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<tr>
<td>GER 01A</td>
<td>Beginning German</td>
<td>5</td>
</tr>
<tr>
<td>GER 01B</td>
<td>Beginning German</td>
<td>5</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>
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<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>
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<tr>
<td>JPNS 001A</td>
<td>Beginning Japanese</td>
<td>5</td>
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<td>JPNS 001B</td>
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<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>
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<tr>
<td>SPAN 002B</td>
<td>Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003A</td>
<td>Advanced Spanish Oral and Written Composition</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written Composition</td>
<td>5</td>
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<tr>
<td>HUMN 001A</td>
<td>Human Values in and from the Arts - the Ancient World to the Early Renaissance</td>
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<tr>
<td>HUMN 001B</td>
<td>Human Values in and from the Arts - the Renaissance to the Modern Age</td>
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<tr>
<td>BUSN 078</td>
<td>Business Communication</td>
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<tr>
<td>THEA 010</td>
<td>Introduction to Theater</td>
<td>3</td>
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<tr>
<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
<td>3</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

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1** - example courses listed (6 Units):
- ENGL 001A AND ENGL 005A or ENGL 006A or 006AH or ENGL 007A

**Spring, Year 1** - example courses listed (6 Units):
- Required Core Course AND ENGL 005B or ENGL 006B or 006BH or ENGL 007B

**Fall, Year 2** (3-5 Units):
- Required Core Course AND ENGL 005B or ENGL 006B or 006BH or ENGL 007B

**Spring, Year 2** (3-5 Units):
- Any Course from List C or Any Course from List B

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**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.

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.

Upon completion of this degree students 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;
- Write research papers that demonstrate the effective evaluation, integration, and MLA documentation of sources.

**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

Note: Some career options require more than two years of college study.
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Critical Thinking Through Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Critical Thinking and Writing</td>
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<tr>
<td>ENGL 006A</td>
<td>World Literature</td>
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<td>OR</td>
<td>Honors World Literature</td>
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<tr>
<td>ENGL 006B</td>
<td>World Literature 2</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors World Literature 2</td>
<td>3</td>
</tr>
<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>OR</td>
<td>Latino/Chicano Literature</td>
<td>3</td>
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<td>OR</td>
<td>Honors U.S. Latino Literature</td>
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<tr>
<td>ENGL 018</td>
<td>Asian American Literature</td>
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<td>OR</td>
<td>Honors Asian American Literature</td>
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<tr>
<td>ENGL 041</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 043</td>
<td>Classical Mythology</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Classical Mythology</td>
<td>3</td>
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<tr>
<td>ENGL 044</td>
<td>The Bible as Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Contemporary American Multi-Cultural Literature</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Contemporary American Multi-Cultural Literature</td>
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<tr>
<td>ENGL 047</td>
<td>Introduction to Poetry</td>
<td>3</td>
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<td>OR</td>
<td>Introduction to Shakespeare</td>
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<tr>
<td>OR</td>
<td>Honors Introduction to Shakespeare</td>
<td>3</td>
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<tr>
<td>ENGL 049</td>
<td>Modern Fiction</td>
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<td>OR</td>
<td>Honors Modern Fiction</td>
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<tr>
<td>ENGL 070</td>
<td>Creative Writing</td>
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<td>ENGL 071</td>
<td>Writing Fiction</td>
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<td>ENGL 072</td>
<td>Writing Poetry</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>
<td>2</td>
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</tbody>
</table>

**Total Program Units:** 60

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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 3 units
ENGL 001A

**Spring, Year 1:** 6 units (Example Course Shown)
ENGL 001B OR ENGL 001C, ENGL 005A

**Fall, Year 2:** 6 units (Example Courses Shown)
ENGL 005B, ENGL 043

**Spring, Year 2:** 6 units (Example Courses Shown)
ENGL 006A, ENGL 070

**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

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

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 synthesizes 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 and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; and analysis of language use and its implications in argument writing. Students in this course have the opportunity to 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: writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course offers instruction and practice in methods of critical thinking and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; and analysis of language use and its implications in argument writing. Students in this course have the opportunity to 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
Acceptable for credit: University of California, California State University
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
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
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 2
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
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 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 007B AMERICAN LITERATURE 2
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
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
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 190

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
C-ID ENGL 145

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 012H HONORS AFRICAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID ENGL 130

Honors African American Literature uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. 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 013 U.S. LATINO LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 135

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 experienced by American Latinos. Pass/No Pass Option

ENGL 006B WORLD LITERATURE 2
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
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 2
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
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. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. 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 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 007A AMERICAN LITERATURE 1
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 130

This course surveys major American literary traditions from the colonial period to the Civil War. Pass/No Pass Option

ENGL 007AH HONORS AMERICAN LITERATURE 1
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
C-ID ENGL 130

Honors American Literature uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines American literature from the colonial period to the Civil War. Students have the opportunity to examine how literature reflects the experiences of Americans 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

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
ENGL 019H HONORS U.S. LATINO LITERATURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Honors U.S. Latino Literature examines the cultural, artistic, historical, critical, and theoretical significance of the works of several American Latinos. Students have the opportunity to engage with a wide range of film and literature—often including adaptations of one into the other—as they analyze and evaluate the techniques used by artists in both media. Pass/No Pass Option

ENGL 018 ASIAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course provides a cross-cultural comparative study of the literary works of several Asian American authors. 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 018H HONORS ASIAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: California State University
Honors Asian American Literature uses the pedagogical methods common to all Honors courses: trans-disciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there will be a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines and contextualizes representative literary texts written in (or translated to) English by authors who have self-identified as American Latinos and have addressed the varied traditions, conflicts, and transformations experienced by American Latinos.

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 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 041H HONORS LITERATURE AND FILM
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: California State University
Honors Literature and Film uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines cultural, artistic, historical, critical and theoretical aspects of selected works of literature and film. Students have the opportunity to engage with 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.

ENGL 043 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
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. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This 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 047 INTRODUCTION TO POETRY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A, READ 053
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 047H HONORS INTRODUCTION TO POETRY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: California State University
Honors Introduction to Poetry uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This 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 analytical essays that require research and high-level critical thinking.

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 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 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 and movements 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 001B
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

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 or READ 961 or LRSV 942
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

ETHN 018 ASIAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course provides a cross-cultural comparative study of the literary works of several Asian American authors. 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
English as a Second Language

THE FACULTY
Sylvia Ortega
Ann Marie Wasserbauer

DIVISION     Language Arts
DEAN         Jennifer Johnson
DEPARTMENT CHAIR Sylvia Ortega
PHONE        408-741-2465
EMAIL        sylvia.ortega@westvalley.edu
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: It is strongly recommended that students enroll concurrently in 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 961GW
Advisory: It is strongly recommended that students enroll concurrently in 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: It is strongly recommended that students enroll concurrently in 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: It is strongly recommended that students enroll concurrently in 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: It is strongly recommended that students enroll concurrently in 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 960
Advisory: It is strongly recommended that students enroll concurrently in 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 comprehension of verbal instructions, vocabulary in context, and ideas in sentences, monologues, and dialogues. Students are given the opportunity to develop clear pronunciation of common words, phrases, and pronunciation patterns of stress and intonation in English. Pass/No Pass Option

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Lecture Units</th>
<th>Lab Units</th>
<th>Prerequisite</th>
<th>Advisory</th>
<th>Description</th>
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<tr>
<td>ESLW 962LS</td>
<td>Basic Listening and Speaking 2</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>ESLW 961LS</td>
<td>It is strongly recommended that students enroll concurrently in ESLW 962GW and ESLW 962RV</td>
<td>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</td>
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<tr>
<td>ESLW 963LS</td>
<td>Oral Communication 1</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>ESLW 962LS</td>
<td>It is strongly recommended that students enroll concurrently in ESLW 963RV and ESLW 963GW</td>
<td>The course is designed to provide instruction and extensive practice in comprehending 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, speculating, 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</td>
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<tr>
<td>ESLW 964LS</td>
<td>Oral Communication 2</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>ESLW 963LS</td>
<td>It is strongly recommended that students enroll concurrently in ESLW 964GW and ESLW 964RV</td>
<td>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</td>
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<tr>
<td>ESLW 065LS</td>
<td>Academic Listening &amp; Speaking</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>ESLW 964LS</td>
<td>It is strongly recommended that students enroll concurrently in ESLW 065GW and ESLW 065RV</td>
<td>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</td>
</tr>
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ESLW 961RV BASIC READING AND VOCABULARY 1
4 units
Lecture 4 units; lab 0 units
Prerequisite: ESLW 960
Advisory: It is strongly recommended that students enroll concurrently in ESLW 961GW and ESLW961LS
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 for ESL students at a low-intermediate level. This course gives non-native speakers of English the opportunity to develop reading skills and increase their active vocabulary through adapted readings about real people, places, events, and ideas using the most common 2000 English words. Materials and discussions are designed to increase students’ ability to relate their life experiences to the reading topics. 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.
This course emphasizes reading and vocabulary development for ESL students at an intermediate level. The course gives non-native speakers of English the opportunity to develop reading skills and increase their active vocabulary through adapted readings about real people, places, events, and ideas using the 3000 most common English words. Materials and discussions are designed to increase students’ ability to analyze and summarize passages on familiar and unfamiliar topics, identify the main ideas and supporting details, and use reading strategies such as skimming, scanning, predicting, and identifying the organizational patterns. 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.
This course emphasizes reading and vocabulary development for ESL students at a high-intermediate level in a variety of social, business, and/or academic situations. The course gives non-native speakers of English the opportunity to develop their reading comprehension and reading skills such as identifying the writer’s attitude. The course allows students to increase their active vocabulary using the 4000 most common English words, including some academic vocabulary, and provides students the opportunity to use current vocabulary resources, syntactic knowledge, and new and idiomatic expressions to share their ideas. Pass/No Pass Option

ESLW 065RV ACADEMIC READING & VOCABULARY
3 units
Lecture 3 units; lab 0 units
Prerequisite: ESLW 964RV
Advisable: It is strongly recommended that students enroll concurrently in 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
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.

Recommended Course Sequence:

### 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.

#### Required Courses (38 units):

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>FDAT 030</td>
<td>Introduction to Fashion Design</td>
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<tr>
<td>FDAT 032</td>
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<td>FDAT 044</td>
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<td>FDAT 076</td>
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#### Required Core Courses: 24 units

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#### Total Certificate Units 24

#### Recommended Elective

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<td>FDAT 084</td>
<td>Fashion Design Internship</td>
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</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.

#### Recommended Course Sequence: Only includes the program major requirements.

**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

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- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
• Evaluate, organize, maintain, interpret and communicate information.
• Prepared for entry to mid-level positions in fashion design, trend forecasting, prototype sample development, and sourcing.

Students may seek additional educational training at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

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### Apparel Production A.S. Degree

The Apparel Production A.S. 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.

Students completing the Apparel Production, A.S. degree 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.

After completing this degree, students will be prepared for entry level positions in patternmaking, technical design, electronic patternmaking, grading, and marker making. Students may seek additional educational training at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

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**Course Sequence:**

**Fall, Year 1 (12 Units):**
- FDAT 030, FDAT 051, FDAT 052A, FDAT 055

**Spring, Year 1 (12 Units):**
- FDAT 044, FDAT 052B, FDAT 056, FDAT 070

**Fall, Year 2 (11 Units):**
- FDAT 032, FDAT 057, FDAT 066, FDAT 076

**Spring, Year 2 (12 Units):**
- FDAT 019, FDAT 081, FDAT 087, choose 1 course from Elective Course List

---

**APPAREL PRODUCTION A.S. Degree**

The Apparel Production A.S. 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.

Students completing the Apparel Production, A.S. degree 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**
--- | --- | ---
FDAT 019 | Computer Patternmaking | 3
FDAT 030 | Introduction to Fashion Design | 3
FDAT 032 | History of Fashion | 3
FDAT 044 | Fashion Drawing | 3
FDAT 051 | Basic Apparel Construction | 3
FDAT 052A | Fabric Analysis 1 | 3
FDAT 052B | Fabric Analysis 2 | 3
FDAT 055 | Apparel Manufacturing | 3
FDAT 056 | Patternmaking 1 | 3
FDAT 057 | Patternmaking 2 | 3
FDAT 066 | Technical Design | 2
FDAT 070 | Elements & Principles of Design | 3
FDAT 076 | Creative Apparel Design | 3
FDAT 081 | Line Development | 3
FDAT 087 | CAD: Technical Drawings and Specifications | 3

**Elective Courses: 3 units:**
- FDAT 020 | Couture Embellishment | 3
- FDAT 058 | Fashion Draping | 3
- FDAT 084 | Fashion Design Internship | 3

**Total Certificate Units Recommended:** 47

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**Recommended Course Sequence:**

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**APPAREL PRODUCTION A.S. Degree**

The Apparel Production A.S. 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.

Students completing the Apparel Production, A.S. degree 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.

After completing this degree, students will be prepared for entry level positions in patternmaking, technical design, electronic patternmaking, grading, and marker making. Students may seek additional educational training at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

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**Course ID** | **Title** | **Units**
--- | --- | ---
FDAT 019 | Computer Patternmaking | 3
FDAT 030 | Introduction to Fashion Design | 3
FDAT 051 | Basic Apparel Construction | 3
FDAT 052A | Fabric Analysis 1 | 3
FDAT 052B | Fabric Analysis 2 | 3
FDAT 055 | Apparel Manufacturing | 3
FDAT 056 | Patternmaking 1 | 3
FDAT 057 | Patternmaking 2 | 3
FDAT 066 | Technical Design | 2
FDAT 070 | Elements & Principles of Design | 3
FDAT 076 | Creative Apparel Design | 3
FDAT 081 | Line Development | 3
FDAT 087 | CAD: Technical Drawings and Specifications | 3

**Plus 3 units of electives from the following:**
- FDAT 020 | Couture Embellishment | 3
- FDAT 027 | Professional Image | 3
- FDAT 084 | Fashion Design Internship | 3
- FDAT 082 | Sustainable Design | 3

**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

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (12 Units):**
- FDAT 030, FDAT 051, FDAT 052A, FDAT 055

**Spring, Year 1 (12 Units):**
- FDAT 044, FDAT 052B, FDAT 056, FDAT 070

**Fall, Year 2 (11 Units):**
- FDAT 032, FDAT 057, FDAT 066, FDAT 076

**Spring, Year 2 (12 Units):**
- FDAT 019, FDAT 081, FDAT 087, choose 1 course from Elective Course List

---

**APPAREL PRODUCTION A.S. Degree**

The Apparel Production A.S. 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.

Students completing the Apparel Production, A.S. degree 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.

After completing this degree, students will be prepared for entry level positions in patternmaking, technical design, electronic patternmaking, grading, and marker making. Students may seek additional educational training at a 4-year institution such as Cal Poly Pomona, UC Davis, Fashion Institute of Technology or private fashion schools.

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**Course ID** | **Title** | **Units**
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FDAT 019 | Computer Patternmaking | 3
FDAT 030 | Introduction to Fashion Design | 3
FDAT 051 | Basic Apparel Construction | 3
FDAT 052A | Fabric Analysis 1 | 3
FDAT 052B | Fabric Analysis 2 | 3
FDAT 055 | Apparel Manufacturing | 3
FDAT 056 | Patternmaking 1 | 3
FDAT 057 | Patternmaking 2 | 3
FDAT 066 | Technical Design | 2
FDAT 070 | Elements & Principles of Design | 3
FDAT 076 | Creative Apparel Design | 3
FDAT 081 | Line Development | 3
FDAT 087 | CAD: Technical Drawings and Specifications | 3

**Plus 3 units of electives from the following:**
- FDAT 020 | Couture Embellishment | 3
- FDAT 027 | Professional Image | 3
- FDAT 084 | Fashion Design Internship | 3
- FDAT 082 | Sustainable Design | 3

**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

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (12 Units):**
- FDAT 030, FDAT 051, FDAT 052A, FDAT 055

**Spring, Year 1 (12 Units):**
- FDAT 044, FDAT 052B, FDAT 056, FDAT 070

**Fall, Year 2 (11 Units):**
- FDAT 032, FDAT 057, FDAT 066, Any Course from Electives
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.

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<td>FDAT 087</td>
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Total Certificate Units: 29

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, Any Course from Electives

**Fall, Year 2 (8 Units):**
- FDAT 055, FDAT 057, FDAT 066

**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 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 class covers 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 by manipulating 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 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
Advisory: 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
Work Experience Units: 3
Advisory: FDAT 056, FDAT 052A, FDAT 044 and FDAT 030
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 and 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, Gender and Queer Studies)
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

ASSOCIATE IN ARTS IN GEOGRAPHY FOR TRANSFER DEGREE (AA-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.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 3 units
GEOG 001 OR GEOG 006

Spring, Year 1: 3 units
GEOG 001

Fall, Year 2: 6-7 units
Any Course from List A AND Any Course from List B

Spring, Year 2: 6-7 units
Any Course from List B AND Any Course from List A

GEODESY

A.A. Degree
The Associate in Arts in Geography Degree (A.A. in Geography) is designed to provide lower division education to students planning to transfer to a four-year institution in pursuit of a baccalaureate degree in Geography.

After completing this degree in Geography, a student will be able to:

- Compare and contrast different types of landforms.
- Analyze the controls, distribution, and classification of world climates.
- Analyze spatially related problems related to current/recent geopolitical events.

Career Opportunities

The study of geography offers students a wide array of potential career paths. Geography graduates often go on to work at colleges, universities as teachers and researchers. Opportunities also exist with federal and state governments and non-governmental organizations in the form of social science and public health analysis, community planning and cultural advocacy. Some geography graduates find employment in the fields of regional planning, natural resource management, retail site location analysis, real estate, or GIS (Geographic Information Systems).

Examples of careers for Geography majors include:

- Education / Outreach
- Geographic Information System (GIS) Analysis
- Regional Planning
- Natural Resource Management
- Retail Site Location Analysis
- Real Estate
- Community Development
- Human Rights / Social Justice Advocacy
- Human / Social Services
- International Development / Affairs

The Associate in Arts in Geography Degree (A.A. in Geography) is primarily transfer oriented. It prepares students to enter 4-year Geography programs at the university level.

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<td>Andrew Kindon</td>
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</tr>
<tr>
<td>PHONE</td>
<td>408-741-2554</td>
<td></td>
</tr>
<tr>
<td>EMAIL</td>
<td><a href="mailto:andrew.kindon@westvalley.edu">andrew.kindon@westvalley.edu</a></td>
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<tr>
<td>Course ID</td>
<td>Title</td>
<td>Units</td>
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<tr>
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<tr>
<td>GEOG 001</td>
<td>Intro Physical Geography</td>
<td>3</td>
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<tr>
<td>GEOG 002</td>
<td>Introduction to Cultural Geography</td>
<td>3</td>
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<tr>
<td>GEOG 006</td>
<td>World Regional Geography</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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</table>

Elective Courses: at least 9 units

| ANTH 001  | Introduction to Physical Anthropology                                | 3     |
| ANTH 002  | Introduction to Archaeology                                          | 3     |
| OR        | Honors Introduction to Cultural Anthropology                         | 3     |
| BIOL 059  | Climate Change                                                       | 3     |
| ECON 001A | Principles of Macroeconomics                                        | 3     |
| AND       | Principles of Macroeconomics Lab                                    | 1     |
| OR        | Honors Principles of Macroeconomics                                  | 3     |
| AND       | Principles of Macroeconomics Lab                                    | 1     |
| ECON 001B | Principles of Microeconomics                                         | 3     |
| AND       | Principles of Microeconomics Lab                                    | 1     |
| OR        | Honors Principles of Microeconomics                                  | 3     |
| AND       | Principles of Microeconomics Lab                                    | 1     |
| GEOL 001A | Physical Geology                                                     | 4     |
| OR        | Honors Physical Geology                                              | 4     |
| GEOL 001B | Historical Geology                                                   | 4     |
| GEOL 012  | Earth Science with Lab                                               | 4     |
| GEOL 015  | Geology of California                                                | 3     |
| GEOL 020  | Field Geology                                                        | 2     |
| GIST 016A | Introduction to Geospatial Technology                                | 3     |
| GIST 016B | Mobile GIS                                                           | 3     |
| GIST 016C | Spatial Analysis for GIS                                             | 3     |
| GIST 016G | Introduction to Remote Sensing                                       | 3     |
| GIST 016I | GIS Programming and the Web                                          | 3     |
| HIST 004A | Western Civilization I: Prehistory to 1500 CE                        | 3     |
| HIST 004B | Western Civilization II: 1500 CE to present                          | 3     |
| 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     |

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<td>HIST 017B</td>
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<td>OR</td>
<td>Honors United States History</td>
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<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
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<tr>
<td>OR</td>
<td>Honors Introduction to Political Science</td>
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</tr>
<tr>
<td>POLI 001</td>
<td>American Government</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors American Government</td>
<td>3</td>
</tr>
<tr>
<td>POLI 002</td>
<td>Comparative Governments</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Introduction to Political Science</td>
<td>3</td>
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<tr>
<td>POLI 004</td>
<td>International Relations</td>
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<tr>
<td>PSCI 010</td>
<td>Physical Science Survey</td>
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<tr>
<td>PSCI 020</td>
<td>Weather and Climate</td>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
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<td>OR</td>
<td>Honors General Psychology</td>
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<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural Perspective</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors United States History</td>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
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<tr>
<td>OR</td>
<td>Honors Social Problems</td>
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<td>SOCI 002</td>
<td>Social Problems</td>
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<td>OR</td>
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<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
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</table>

Total Major Units: 22
Total Program Units: 60

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: Only includes the program major requirements.

**Fall, Year 1: 6 units**
- GEOG 001, 3 units from Electives

**Spring, Year 1: 6 units**
- GEOG 002, 3 units from Electives

**Fall, Year 2: 6 units**
- GEOG 006, 3 units from Electives

**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

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
**GEOG 002 INTRODUCTION TO 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 systems of human technologies and cultural practices as developed in particular regions of the earth through time by human populations. People’s relationship to the land is observed through the description and explanation of changes made on the earth’s surface by human cultures. 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. Identifying and evaluating the importance of significant features of a region are also covered.

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**Geology**

**THE FACULTY**
Robert Lopez

DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Doug Epperson
PHONE 408-741-4862
EMAIL Doug.Epperson@westvalley.edu
COUNSELING 408-741-2162

**Degrees:**
A.S.-T, Geology
A.S., Geology

Geology is for explorers, for people interested in their surroundings and in the physical processes that shape the land. Explorers study mountains and valleys, oceans and atmospheres, earth and life through time, and the origins of the universe. Geology is a multidisciplinary science that applies the concepts of biology, chemistry, physics, mathematics, and engineering to the natural world. The multidisciplinary approach is what makes geology exciting and challenging for students with broad scientific interests and curiosity of how natural systems work through time and space. The blend of scientific reasoning and historical perspective gives geologists an important role in society where they can apply their skills to the complex interaction of humans and the natural systems (geologic hazards and natural resources). The exploration of geology is a hands-on discipline that is realized by working with hand specimens in the lab and seeing the earth system through field experience.

At West Valley College, students of geology can choose from a variety of courses offered through the Department of Geology and Department of Oceanography. Many of our courses fulfill the transfer requirements to four-year universities. Students should consult with the university they plan to attend to make sure that all lower division transfer requirements have been fulfilled.

**Highlights:**
The Geology/Oceanography Department offers:
- Transferable courses (all courses fully transferable to CSU; all courses except GEOL 020, and GEOL 030 fully transferable to UC).
- Half day and whole day field trips in the San Francisco and Monterey Bay regions.
- Course Web Pages and Online Study Guides.

**Career Options**
Fields of study include:
- engineering geology
- environmental geology
- geobiology
- geochemistry
- geophysics
- hydrogeology
- oceanography
- paleontology
- volcanology

Most job opportunities available to geology graduates are in the private industry of engineering geology (evaluating sites for homes, commercial buildings, highways, tunnels, and other construction), environmental geology (environmental impact studies, evaluation and remediation of contaminated sites), and hydrogeology (development and control of water resources). Geologists are also employed in the development and acquisition of earth’s natural resources (oil, gas, coal, metallic and non-metallic ores). Government agencies (federal, state, county, and city) also employ geologists at all levels for planning and regulation (inspection and monitoring) activities. A degree in geology is an excellent background for teaching science at the secondary school level.

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

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
ASSOCIATE IN SCIENCE IN GEOLOGY FOR TRANSFER DEGREE (AS-T in Geology)

The Associate in Science in Geology for Transfer degree (AS-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 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.

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.

Recommended Course Sequence: Only includes the program major requirements.

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 001A 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 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 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  
This 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 solar system. 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, completion of the geologic mapping exercise, 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  

**German**  
(See World Languages)
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
Applicable 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.
Health Care Technologies

FACULTY
Kris Gaiero
Faraneh Javan

DIVISION Health and Human Development
DEAN John Vlahos
DEPARTMENT CHAIR Kris Gaiero
PHONE 408-741-4019
EMAIL kris.gaiero@westvalley.edu
COUNSELING 408-741-4068

Degree: A.S., Medical Assistant

Certificates:
Clinical Assistant
Insurance Billing Specialist
Medical Administrative Assistant
Medical Assistant
Medical Office Receptionist
Orthopedic Technician

MEDICAL ASSISTANT CAREER OPTIONS
• ECG Technician
• Insurance Billing and Coding
• Insurance Account Representative
• Medical Administrative Assistant
• Medical Reception
• Medical Office Manager

CLINICAL ASSISTANT CAREER OPTIONS
• Clinical Assistant

INSURANCE BILLING SPECIALIST CAREER OPTIONS
• Insurance Biller
• Medical File Clerk
• Medical Records Technician, entry-level
• Patient Account Representative
• Medical Secretary
• Medical Administrative Assistant
• Medical Office Management

MEDICAL ADMINISTRATIVE ASSISTANT CAREER OPTIONS
• Medical Office Management
• Medical File Clerk
• Medical Records Technician, entry-level
• Medical Secretary
• Admitting Clerk
• Hospital Unit Coordinator

MEDICAL OFFICE RECEPTIONIST CAREER OPTIONS
• Medical Office Receptionist

ORTHOPEDIC TECHNICIAN CAREER OPTIONS
• Orthopedic Technician

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.

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. Required prior to entry into an 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 entry. After completing a Medical Assistant A.S. degree, a student will be able to:
1. Demonstrate the ability to assist medical care providers in delivering patient care.
2. Demonstrate the ability to manage medical front office tasks and responsibilities.
3. Demonstrate the ability to access and input patient information using electronic medical records systems.

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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<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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<tr>
<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
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<td>HTCH 005</td>
<td>Basic Medical Terminology</td>
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<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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<td>HTCH 041</td>
<td>Medical Office Business Procedures</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>
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<td>HTCH 044</td>
<td>Electronic Medical Records</td>
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<td>HTCH 055</td>
<td>Vital Signs and Assisting with Medical Examinations</td>
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<td>HTCH 057</td>
<td>Sterile Techniques</td>
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<td>Laboratory Techniques</td>
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<td>HTCH 063</td>
<td>Medication Administration</td>
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<td>HTCH 064</td>
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Total Major Units: 42
Total Program Units: 64

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 Clinical Assistant program is designed for those who are interested in working in a back office setting in a clinic or outpatient facility. Duties would include obtaining/record patient's height, weight, temperature, and blood pressure, obtaining health histories, performing basic lab tests, 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 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.

Possible career pathways include: Clinical Medical Assistant, EKG Technician, Emergency Department Technician, and Orthopedic Technician (if an additional 240-hour internship in Orthopedics is completed.)

After completing a Clinical Assistant certificate, a student will be able to:

1. Demonstrate the ability to perform basic medical front office responsibilities.
2. Demonstrate the ability to assist medical care providers in delivering patient care.
3. Demonstrate the ability to access and input patient information using electronic medical records systems.

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<td>HTCH 058</td>
<td>Laboratory Techniques</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 063</td>
<td>Medication Administration</td>
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</table>

Recommended Course Sequence:
- **Fall, Year 1:** 9 units
  - HTCH 001, HTCH 004, HTCH 005, HTCH 055
- **Spring, Year 1:** 9 units
  - HTCH 006, HTCH 007, HTCH 008, HTCH 044
- **Fall, Year 2:** 9 units
  - HSCI 003, HTCH 002, HTCH 041, HTCH 042, HTCH 063
- **Spring, Year 2:** 13 units
  - HTCH 043, HTCH 054A, HTCH 057, HTCH 058, HTCH 064
- **Summer, Year 2:** 2 units
  - HTCH 054A

---

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 54A).

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 knowledge needed to work with diagnostic and procedural coding systems.
- Demonstrate the skills and knowledge needed to ensure accuracy of medical claim coding.
- 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**
- **Medical Office Management.**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
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</tr>
<tr>
<td>HTCH 002</td>
<td>Medical Information Processing</td>
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<td>HTCH 005</td>
<td>Advanced Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HTCH 006</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 044</td>
<td>Electronic Medical Records</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 054A</td>
<td>Internship for Health Care Technologies</td>
<td>2</td>
</tr>
<tr>
<td>HTCH 055</td>
<td>Vital Signs and Assisting with Medical Examinations</td>
<td>2</td>
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<td>HTCH 057</td>
<td>Sterile Techniques</td>
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<td>HTCH 058</td>
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**Total Certificate Units:** 34.5

Recommended Course Sequence:
- **Fall, Year 1 (11 Units):**
  - HTCH 001, HTCH 002, HTCH 044, HTCH 005, HTCH 055
- **Spring, Year 1 (15 Units):**
  - HTCH 006, HTCH 007, HTCH 008, HTCH 057, HTCH 058, HTCH 064
- **Fall, Year 2 (6.5 Units):**
  - HTCH 041, HTCH 044, HTCH 063
- **Summer, Year 2 (2 Units):**
  - HTCH 054A
CATALOG

This ADVISORY is a recommended preparation, NOT a REQUIREMENT.

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.

**MEDICAL ADMINISTRATIVE ASSISTANT Certificate of Achievement**

The Medical Administrative Assistant program focuses on the many and 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.

The following are required prior to entry into an internship:

1. A Statement of Eligibility for internship
2. Medical Office Business Procedures
3. Basic Medical Accounting and Record
4. Medical Ethics & Law
5. Communication for Health Care Personnel
6. Basic Medical Accounting and Record
7. Electronic Medical Records

Recommended Sequence:

**Fall, Year 1: 11 units**
- HTCH 001, HTCH 002, HTCH 005, HTCH 008, HTCH 042

**Spring, Year 1: 12.5 units**
- HTCH 006, HTCH 007, HTCH 041, HTCH 043

**Summer, Year 1: 2 units**
- HTCH 054A

**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 the Medical Assistant Certificate, students will be able to:

1. Demonstrate the ability to manage medical front office tasks and responsibilities.
2. Demonstrate the ability to access and input patient information using electronic medical records systems.
3. Demonstrate the ability to assist medical care providers in delivering patient care.

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:

1. A Statement of Eligibility for internship
2. Medical Office Business Procedures
3. Basic Medical Accounting and Record
4. Medical Ethics & Law
5. Communication for Health Care Personnel
6. Many facilities are requiring background checks and drug testing prior to entry (HTCH 54A is required.)

Career Paths Include:

1. ECG Technician
2. Insurance billing and coding
3. Insurance Account Representative
4. Medical Administrative Assistant
5. Medical Reception
6. Medical Office Manager

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<tbody>
<tr>
<td>HTCH 001</td>
<td>Introduction to Health Care</td>
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<td>HTCH 002</td>
<td>Medical Information Processing</td>
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<td>Basic Medical Terminology</td>
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<td>HTCH 041</td>
<td>Medical Office Business Procedures</td>
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<td>HTCH 042</td>
<td>Insurance Billing and Coding</td>
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<td>HSCI 003</td>
<td>CPR / AED - Basic Life Support for Providers and Professionals</td>
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<td>Communication for Health Care Personnel</td>
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<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
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<td>HTCH 044</td>
<td>Electronic Medical Records</td>
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**Required Core Courses: 25.5 units**

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<td>HTCH 002</td>
<td>Medical Information Processing</td>
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<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
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<td>Advanced Medical Terminology</td>
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<td>HTCH 007</td>
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<td>HTCH 041</td>
<td>Medical Office Business Procedures</td>
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<tr>
<td>HTCH 043</td>
<td>Basic Medical Accounting and Record</td>
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**Recommended Electives:**

- HTCH 044 Electronic Medical Records | 2

**Total Certificate Units:** 25.5

- **Fall, Year 1:** 11 units
- **Spring, Year 1:** 12.5 units
- **Summer, Year 1:** 2 units

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- **ADVISORY** is a recommended preparation, **NOT a REQUIREMENT.**
- **This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog**
**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 professionals recommendations. 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
- skilled nursing facilities

After completing the Orthopedic Technician certificate, a student will be able to:

1. Apply and remove plaster and fiberglass casts;
2. Assist patients with the safe use of walking aids such as canes, walkers, and crutches; and
3. Fit and adjust orthopedic traction equipment and braces under the guidance of a physician;
4. Fabricate and apply splints as directed by the physician.

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**ORTHOPEDIC TECHNICIAN**

Certificate of Achievement

The goal of the Orthopedic Technician program is to provide Career Technical Education opportunities in the healthcare field. The program provides the skills to work in a medical clinic, medical office, or hospital setting. The program offers hands-on training in orthopedic skills such as: the application and removal of plaster and synthetic casts, assist others to safely use walking aids such as canes, walkers, and crutches, and adjust equipment as necessary, and set up and make adjustments to certain types of traction under the guidance of a physician. Under the guidance of a surgeon, Orthopedic Technicians fabricate splints and manage other simple medical technology, including braces and cast removal.

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. 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:

1. Apply and remove plaster and fiberglass casts;
2. Assist patients with the safe use of walking aids such as canes, walkers, and crutches;
3. Fit and adjust orthopedic traction equipment and braces under the guidance of a physician;
4. Fabricate and apply splints as directed by the physician.
HTCH 001 INTRODUCTION TO HEALTH CARE
1 unit
Lecture 1 unit; lab 0 units
This course is a survey of the health care delivery system and the development of health care ancillary fields. It is recommended that students take this during their first semester in the Health Care Technologies Department. Pass/No Pass Option

HTCH 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.

HTCH 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. Students have the opportunity to learn the basic anatomical and physiological components associated with each body system.

HTCH 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

HTCH 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

HTCH 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.

HTCH 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 methods 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.

HTCH 041 MEDICAL OFFICE BUSINESS PROCEDURES
3 units
Lecture 2 units; lab 1 unit
Advise: 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
Advise: 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 an EMR environment. Pass/No Pass Option
HTCH 054A INTERNSHIP FOR HEALTH CARE TECHNOLOGIES
2 units
Work Experience Units: 2
Prerequisites:
Medical Assistant Certificate/AS; Clinical Assistant Certificate: Prerequisites: HTCH 006 & HTCH 055 & HTCH 057 & HTCH 058 & HTCH 063 & HTCH 064.
Orthopedic Technician Certificate: Prerequisites: HTCH 006 & HTCH 055 & HTCH 057 & HTCH 064.
Medical Administrative Assistant Certificate: Prerequisites: HTCH 006 & HTCH 041 & HTCH 042 & HTCH 043 & HTCH 044.
Insurance Billing Specialist: Prerequisites: HTCH 006 & HTCH 041 & HTCH 042 & HTCH 043.
Medical Office Receptionist: Prerequisites: HTCH 002 & HTCH 005 & HTCH 041.
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 055 VITAL SIGNS AND ASSISTING WITH MEDICAL EXAMINATIONS
2 units
Lecture 1 unit; lab 1 unit
Advisory: HTCH 005
This course covers the duties and responsibilities of the clinical area of a medical office. Topics include equipment and supplies control; medical asepsis; assisting with physical examinations (positioning, height, weight, and vision screening); vital signs determination (temperature, pulse, respiration and blood pressure); and pharmacology. Pass/No Pass Option

HTCH 056 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 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 of sterilization and sterile technique. Students also have the opportunity to learn about assisting with examinations, procedures, and minor office surgeries. Relevant 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, and interpretation of normal and abnormal test results. 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 AND ORTHOPEDIC TECHNOLOGY
2.5 units
Lecture 1.5 units; lab 1 unit
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

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 408-741-4009

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:

- Identify, compare and contrast the factors that contribute to public health disparities.
- Obtain a minimum grade point average (GPA) of 2.0.
- Gain an understanding of the biopsychosocial basis for health and healthy populations.
- Understand the significance and impact on individual and public health.
- Identify and compare risk factors for disease and disability as well as factors that contribute to health disparities.
- 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)

Public Health is a dynamic field that provides career opportunities in a wide variety of settings including federal, state, and local health agencies, community health departments, healthcare organizations, hospitals, allied health providers, HMO's, research organizations, crisis agencies, educational institutions, and many other areas.

The Public Health Science for Transfer degree (AS-T in Public Health Science) is designed to prepare students for related programs at the bachelor's degree level and provides comprehensive preparation for upper-division work in health-related majors. Students will be able to apply a multidimensional approach to health that incorporates the study of social, behavioral, and physiological sciences. Additionally, the degree provides an introduction to various career pathways within this field.

Public Health Science includes the science of protecting and improving the health of people and their communities. It bridges the gap between scientific discoveries and the application of 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.

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.

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 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:

- 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.
- obtaination 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.

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<td>Elementary Statistics 4</td>
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<td>Microbiology 5</td>
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Total Major Units 34-37
GE Units (CSU GE or IGETC) 39 or 37
Total Degree Units 60

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (11 Units):
BIOL 010 and 010L, HSCI 008, MATH 010 or 010H

Spring, Year 1 (10-11 units):
HSCI 014, PSYC 001, CHEM 001A or 002

Fall, Year 2 (8-10 units):
BIOL 047, Any Course from List A

Spring, Year 2 (5 units):
BIOL 048

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
HSCI 003 CPR / AED - BASIC LIFE SUPPORT FOR PROVIDERS AND PROFESSIONALS
0.5 units
Lecture 0.5 units; 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 “BLS - Basic Life Support for Providers” of the American Heart Association. Pass/No Pass Only

HSCI 004 FIRST AID AND CPR/AED
0.5 units
Lecture 0.5 units; lab 0 units
Acceptable for credit: California State University
This standard First Aid and CPR/AED course prepares individuals to respond to life-threatening emergencies, injuries, and sudden illness. This course covers CPR for adults, children, and infants, the use of AEDs (automated external defibrillators), and basic first aid. Scenarios are provided to facilitate discussion, analysis, and application of appropriate care in first aid emergencies.

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 101
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
C-ID PHS 101
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

HSCI 014 CONCEPTS OF PUBLIC HEALTH AND SOCIETY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PHS 101
The course provides an introduction to an interdisciplinary approach to factors that influence health and disease. Topics include an analysis of the social determinants of health, health disparities among various populations and strategies for eliminating illness and disease. In addition, students will be introduced to the epidemiology of infectious and chronic disease, the prevention and control of diseases in the community, and the history and accomplishments of public health. Pass/No Pass Option

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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.

ASSOCIATE IN ARTS IN HISTORY FOR TRANSFER DEGREE (AA-T in History)
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.
• 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core Courses: 6 units</td>
<td></td>
<td></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>OR</td>
<td>Honors United States History</td>
<td>3</td>
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List A: Select two: 6 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 004A</td>
<td>Western Civilization I: Prehistory to 1500 CE</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005B</td>
<td>World History From 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 004B</td>
<td>Western Civilization II: 1500 CE to Present</td>
<td>3</td>
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</table>

List B: Select one course from Group 1: 3 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<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>
</tr>
<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>
</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>WGQS 001</td>
<td>Introduction to Women's Studies</td>
<td>4</td>
</tr>
<tr>
<td>WGQS 003</td>
<td>Introduction to Gender Studies</td>
<td>3</td>
</tr>
</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.

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

ADVISORY is a recommended preparation, NOT a REQUIREMENT.
This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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>
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</thead>
<tbody>
<tr>
<td></td>
<td>Required Core Courses: 12 units</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>
</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></td>
<td>Elective Courses: 6 units</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>
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<tr>
<td>HIST 012</td>
<td>African American History</td>
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<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>
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<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
<td>3</td>
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</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.

Recommended Course Sequence: Only includes the program major requirements.

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 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 1500 to the present. The course starts with the Reformation, English Revolution, the Scientific Revolution/Enlightenment and the French Revolution. The course continues with 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: Asia/Pacific Islands, Africa, 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 a 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 190

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 200

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 ecologi- cal lifestyle of Native Americans. Pass/No Pass Option

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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. Pass/No Pass Option

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 mis-sionization period up to the present day.

Honors University Transfer Program

COORDINATOR:
Sam Liu
PROVOST: Stacy Gleixner, Ph.D.
PHONE 408-741-2147
EMAIL sam.liu@westvalley.edu
COUNSELOR: Michael West
PHONE 408-741-4037
EMAIL michael.west@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
The Honors University Transfer Program provides highly motivated students the opportunity to work closely with instructors and other motivated students in advanced levels of critical thinking, analysis, research, writing, and communication. The goal of the Program is to engage, support, and challenge self-motivated students to pursue a deeper education, enabling them to create opportunities for success in both their personal and professional lives. Honors courses offer enriched educational experiences through our Honors faculty, challenging coursework, typically smaller class sizes, and the opportunity to study with other highly motivated students. Learn more and apply here: https://www.westvalley.edu/learning-communities/honors/

Eligibility, Maintenance, & Completion
New and current students that meet the following criteria are encouraged to apply:
• Current WVC Student Qualification: Earn a GPA of 3.25 or high in at least 9 units of transferable coursework
• High School Student Qualification: Earn a high school cumulative GPA of 3.5
To maintain active membership in the program, students must maintain a 3.25 cumulative GPA or higher. We recommend that students complete at least 2 honors classes each academic year. Successful completion of the program will require each student to complete 15 units of honors coursework with a cumulative GPA of 3.25 or better. There is no adverse consequence if you do not complete the 15 honors units.

Program Benefits
Students who complete the program will receive a special Honors Graduation Medal during commencement as well as a Permanent Notation on your Academic Transcript that you are an Honor Program Graduate. The honors program has special partnerships with a range of four-year universities that provide advantages in the application and scholarship process. Most notably, our partnership with UCLA’s Transfer Alliance Program significantly increases admission to UCLA College of Letters and Sciences (continue reading for more details). Other partnerships can be found on the honors program web page: https://www.westvalley.edu/learning-communities/honors/

UCLA Transfer Alliance Program (TAP) - Students who complete the Honors Program at West Valley College receive priority consideration for admission to UCLA College of Letters and Science. Admitted TAP students are also eligible to apply for scholarships reserved for the Transfer Alliance Program. Students are advised to contact the Honors Program Coordinator to discuss eligibility and participation. Learn more about the UCLA TAP at: http://tap.ucla.edu.

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 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. As an honors course, there is a focus on analytical writing and exploring the field through reading primary source research. This course is a study of culture and social behavior 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.

**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
Honors Survey of Western Art II uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing, exploring the work through primary source research. Additionally, there is an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally not suitable for larger undergraduate classes. This course examines visual culture as it develops from the Early Renaissance in Italy and Northern Europe through Modern Art. Emphasis is given to the social, political, historical, and economic forces that give meaning and context to the art. The art is also examined through the lens of critical theory.

**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 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.

**BUSN 028H HONORS BUSINESS LAW**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID BUS 125
Honors Business Law uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. The course requires a higher level of critical legal analysis beyond the non-honors section. 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 fundamental understanding of common law principles is achieved by analyzing selected cases and court decisions, and business transactions. Topics covered include an introduction to the legal process, sources of law and ethics, contracts, torts, agency, criminal law, business organizations, and judicial and administrative processes. Pass/No Pass Option

**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.

**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

**ECON 001AH HONORS PRINCIPLES OF MACROECONOMICS**
3 units
Lecture 3 units; lab 0 units
Corequisite: ECON 002AH
Prerequisite: MATH 903 or MATH 903R or LRSV 945.
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 equilibrium; money, the banking system and role of central banks; monetary and fiscal policy; international trade and exchange rates; and 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: 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/production analysis, market structures, factor markets, market failure, international trade and finance, and the role of public policy in the economy.

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 006BH HONORS WORLD LITERATURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: Eligibility for ENGL 001A
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 012H HONORS AFRICAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Honors African American Literature uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there will be focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. 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.
ENGL 013H HONORS U.S. LATINO LITERATURE
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Honors U.S. Latino Literature uses the pedagogical methods common to all Honors courses: trans-disciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. 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 experienced by American Latinos.

ENGL 018H HONORS ASIAN AMERICAN LITERATURE
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: California State University
Honors Asian American Literature uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there will be focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course provides a cross-cultural comparative study of the literary works of several Asian American authors. 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 041H HONORS LITERATURE AND FILM
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
Honors Literature and Film uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines cultural, artistic, historical, critical and theoretical aspects of selected works of literature and film. Students have the opportunity to 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.

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 047H HONORS INTRODUCTION TO POETRY
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: California State University
Honors Introduction to Poetry uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This 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 analytical essays that require research and high-level critical thinking.
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 the study of the nature, properties, and distribution of earth materials; how the material forms, changes, and moves throughout the earth; and how landscapes develop. It is designed to serve both the non-science major and those students intending to major in the earth sciences. 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-WWII 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.

MATH 003AH HONORS CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 001 AND MATH 002 OR MATH 002
Acceptable for credit: California State University
Honors Calculus and Analytic Geometry uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This is a first course in differential and integral calculus of a single variable: topics include 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. Honors work emphasizes a deeper study of differential calculus via the study of proofs using analytic techniques, real-world problems, and special applied projects.

MATH 003BH HONORS CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 003A or MATH 003AH
Acceptable for credit: California State University
Honors Calculus and Analytic Geometry uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This is a second course in differential and integral calculus of a single variable: topics include 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. Honors work emphasizes a deeper study of integral calculus via the study of proofs using analytic techniques, real-world problems, and special applied projects.

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.

MUSC 039H APPLIED MUSIC: COMPOSITION
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 067A
Audition to demonstrate collegiate level achievement in composition.
Acceptable for credit: University of California, California State University
This course, intended for the Creating Music 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 development of music for media composition skills. Achievement is evaluated through a presentation of new composition(s) before a jury of music faculty.
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. As an honors course, there will be an added focus on analytical writing regarding various subsections of the field through reading primary source research. 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, concepts, methods, and research findings in psychology, including the biological bases of behavior, perception, cognition, consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders as well as therapeutic approaches and applied psychology.

PSYC 001H HONORS GENERAL PSYCHOLOGY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 110
Honors General Psychology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there will be an added focus on analytical writing regarding various subsections of the field through reading primary source research. 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, concepts, methods, and research findings in psychology, including the biological bases of behavior, perception, cognition, consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders as well as therapeutic approaches and applied psychology.

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, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and exploring the field through reading primary source research. 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 - THE ANCIENT WORLD TO THE EARLY RENAISSANCE
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 - THE RENAISSANCE TO THE MODERN AGE
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 material, ideas, and values.

Interior Design

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

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 Fundamentals

Certificates:
Computer Aided Drafting & Design
Interior Design Fundamentals

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 Planning and Design
• Furniture Design
• Green Design
• Health Care Design
• Historic Preservation
• Hospitality Design
• Kitchen and Bath Design
• Lighting Design
• Residential Design
• Restaurant Design
• Retail Design
• Space Planning
• Sustainable Design
• Textile 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.

ثار INTERIOR DESIGN FUNDAMENTALS
A.S. Degree
The Interior Design Fundamentals Associate in Science Degree is designed to give students the opportunity to practice in various facets of the interior design industry. The Interior Design Fundamentals Associate in Science Degree provides a curriculum focused on the basic and essential aspects of interior design with an emphasis on practical application in the field at the entry level. The degree provides students the opportunity to combine knowledge and skills acquired from general education courses with their interior design studies and transition them into professional practice as design assistants.

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
Students completing this degree will be able to demonstrate skills and apply knowledge necessary to achieve entry-level occupation in the professional interior design field or continue their education with a bachelor’s degree.

After completing an Interior Design Fundamentals Associate in Science Degree, a student will be able to:
1. Apply specialized knowledge of interior construction, building codes, equipment, materials and furnishings.
2. Prepare drawings and documents relative to the design of interior spaces based on information provided.
3. Identify, research, and creatively solve problems pertaining to the function and quality of the interior environment.
4. Perform services relative to interior spaces and the built environment, including study in aesthetics, design process, design analysis, programing, schematics, design development, documentation, and project management.

The Interior Design Fundamentals Associate in Science Degree 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 Interior Design Fundamentals Associate in Science Degree is a professional entry-level degree that allows re-entry students with bachelor’s and advanced degrees, those students who do not intend to pursue bachelor’s degree, and those students who wish to transfer into a four-year university to pursue a bachelor’s degree, the opportunity to obtain professional entry-level training and enter the workforce.

**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

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<tr>
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<th>Units</th>
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<tr>
<td>INTD 005</td>
<td>Introduction to Interior Design</td>
<td>1</td>
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<tr>
<td>INTD 010</td>
<td>Elements and Principles of Interior Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 020</td>
<td>Color Theory and Application</td>
<td>3</td>
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<tr>
<td>INTD 022</td>
<td>Finish Materials, Estimating and Costing</td>
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<td>Interior Construction and Building Systems</td>
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<td>Green and Sustainable Design</td>
<td>3</td>
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<tr>
<td>INTD 032</td>
<td>Graphics Techniques for Interior Design</td>
<td>3</td>
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<td>INTD 036</td>
<td>History of Interior Design</td>
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<tr>
<td>INTD 050</td>
<td>Kitchen &amp; Bath Design</td>
<td>3</td>
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<tr>
<td>INTD 065</td>
<td>Introduction to Computer-Aided Interior Design</td>
<td>3</td>
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<tr>
<td>INTD 075</td>
<td>Lighting Design</td>
<td>3</td>
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Choose 4 units from the following electives: 4 Units

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<td>ARCH 057</td>
<td>Architectural Model Making</td>
<td>1</td>
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<tr>
<td>DIGM 025B</td>
<td>Social Media Marketing</td>
<td>1</td>
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<tr>
<td>INTD 066</td>
<td>Advanced Computer Aided Design</td>
<td>3</td>
</tr>
<tr>
<td>INTD 070</td>
<td>Advanced Graphic Techniques</td>
<td>3</td>
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Total Major Units: 35
Total Program Units: 60

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:** Only includes the program major requirements

**Fall, Year 1: 10 units**
INTD 005, INTD 010, INTD 022, INTD 032

**Spring, Year 1: 9 units**
INTD 028, INTD 029, INTD 075

**Fall, Year 2: 4 units**
INTD 050, 3 units from Electives

**Interior Design Fundamentals Certificate of Achievement**

The Interior Design Fundamentals Certificate prepares students to practice in various facets of the interior design profession. The program provides a curriculum focused on the basic and essential aspects of interior design with an emphasis on practical application in the field. The Interior Design Fundamentals Certificate is an entry-level certificate that affords students the opportunity to obtain specific training needed to effectively enter the workforce at the design assistant level.

Students completing this certificate will be able to demonstrate skills and apply knowledge necessary to achieve entry-level occupation in the professional interior design field.

After completing an Interior Design Fundamentals Certificate, a student will be able to:
1. Apply specialized knowledge of interior construction, building codes, equipment, materials and furnishings.
The Interior Design Fundamentals Certificate 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

### Courses

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**Electives choose any 4 units**

- ARCH 057  Architectural Model Making
- INTD 066  Advanced Computer Aided Design
- INTD 070  Advanced Graphic Techniques
- DIGM 025B Social Media Marketing

**Total Certificate Units:** 35

**Recommended Sequence:**

- **Fall, Year 1: 10 units**
  - INTD 005, INTD 010, INTD 022, INTD 032

- **Spring, Year 1: 10 units**
  - INTD 020, INTD 036, INTD 065, 1 unit from Electives

- **Fall, Year 2: 9 units**
  - INTD 028, INTD 029, INTD 075

- **Spring, Year 2: 6 units**
  - INTD 050, 3 units from Electives

### INTD 005 INTRODUCTION TO INTERIOR DESIGN

1 unit

Lecture 1 unit; lab 0 units

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 standards 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 022 FINISH MATERIALS, ESTIMATING AND COSTING

3 units

Lecture 2 units; lab 0 units

Acceptable for credit: California State University

This course addresses the study and application of interior design materials and finishes with related topics including content, characteristics, production, standards, and codes. The course also covers the processes and techniques of specifying, estimating, and costing materials related to finishes and furnishings used in interior spaces.

### 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 GREEN AND SUSTAINABLE 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 research of green and sustainable design, the implications of design decisions on the environment and living beings are explored. Research and evaluation of green and sustainable products, components, processes, and construction are conducted. Pass/No Pass Option

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*PREREQUISITES AND COREQUISITES are MANDATORY.*

*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
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
Prerequisite: 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, finish 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
Advisory: INTD 029 and INTD 060
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 032 GRAPHICS TECHNIQUES FOR INTERIOR DESIGN
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
The course introduces the tools and techniques necessary for drafting, sketching, drawing, and rendering for interior spaces. Plans, elevations, one point and two point perspectives are drawn using detailed methodology. Emphasis is on lettering, measuring techniques, scale problems, use of architectural graphic standards, and techniques for drawing two and three dimensional views of interiors and furnishings. There is a focus on use of appropriate drawing methods and media for phases of the interior design process including conceptualization.

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
Advisory: INTD 010
Prerequisites: INTD 032, INTD 036, INTD 075
OR
INTD 015, INTD 030, INTD 035A, INTD 035B, 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 036 HISTORY OF INTERIOR DESIGN
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course explores the history and principle styles of interiors, furniture, and related decorative arts from antiquity to the present. The course will demonstrate the connection between world history, architecture, and interior design as visual expressions of time and culture. 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 022, INTD 005 and INTD 029
OR
INTD 022, INTD 005, INTD 075
OR
INTD 025, INTD 055, INTD 005, INTD 029
OR
INTD 025, INTD 055, INTD 005, INTD 075
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 020, INTD 028, INTD 065, INTD 075, INTD 005, INTD 022, INTD 032
OR
INTD 010, INTD 020, INTD 028, INTD 065, INTD 075, INTD 005, INTD 025, INTD 055, INTD 015, INTD 030
OR
INTD 010, INTD 020, INTD 028, INTD 065, INTD 075, INTD 005, INTD 022, INTD 015, INTD 030
Acceptable for credit: California State University
This course covers the processes of design for kitchens and bathrooms with emphasis on construction, working drawings, presentation drawings, finish selection and specifications.

INTD 055 INTERIOR DESIGN ESTIMATING AND COSTING
3 units
Lecture 3 units; lab 0 units
Prerequisite: INTD 025
Acceptable for credit: California State University
This course covers the processes and techniques of estimating and specifying materials related to finishing and furnishings of interior spaces, including window treatments, wall treatments, floor treatments, upholstery, furniture and other architectural surfaces. Pass/No Pass Option

INTD 060 COMMERCIAL DESIGN
3 units
Lecture 2 units; lab 1 unit
Prerequisites:
INTD 010, INTD 020, INTD 028, INTD 032, INTD 065
OR
INTD 010, INTD 020, INTD 025, INTD 028, INTD 015, INTD 030, INTD 065
OR
INTD 010, INTD 020, INTD 028, INTD 015, INTD 030, 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 or INTD 032
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 or INTD 032
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 or INTD 032
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 multi-faceted 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 multi-faceted 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
Prerequisite: INTD 028, INTD 022, INTD 032
OR
INTD 026, INTD 025, INTD 015
Acceptable for credit: California State University
This course covers the development of the design detailing process and the production of detail drawings related to interior design projects.
INTD 090A INTERIOR DESIGN INTERNSHIP
3 units
Work Experience Units: 3
Prerequisites: INTD 005, INTD 010, INTD 020, INTD 022, INTD 032
OR INTD 005, INTD 010, INTD 020, INTD 025, INTD 015
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
Prerequisites: INTD 040, INTD 045 and INTD 050
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 core interior design 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 research career possibilities are provided. A minimum of 240 unpaid or 300 paid internship hours are required. Pass/No Pass Only

INTD 090C KITCHEN AND BATH DESIGN INTERNSHIP
4 units
Work Experience Units: 4
Prerequisite: INTD 050
Acceptable for credit: California State University
This course provides students with field experience specific to green and sustainable design, while working directly under the supervision of an interior designer or interior design-related professional with appropriate sustainable design credentials. Pass/No Pass Only

INTD 090D SUSTAINABLE DESIGN INTERNSHIP
3 units
Work Experience Units: 3
Prerequisites: INTD 029A, INTD 029B, INTD 029C OR INTD 029D
Acceptable for credit: California State University
This course provides students with in-the-field experience specific to green and sustainable design, while working directly under the supervision of an interior designer or interior design-related professional with appropriate sustainable design credentials. Pass/No Pass Only

Italian
(See World Languages)

Japanese
(See World Languages)
Kinesiology

THE FACULTY
Scott Eitelgeorge
Jennifer Kerwin
Vicky Piatti
William Rodriguez
Gaspar Silveira
Paul Starks
Erika Vargas
Heidi Weber
Rick Wiens
Danny Yoshikawa
Armen Zakarian

EMBEDDED COUNSELOR
Andrew Cardamone
(Also see Health Care Technologies, Health Science and Nutrition Studies)

DIVISION Health and Human Development
DEAN John Vlahos
DEPARTMENT CO-CHAIR Heidi Weber
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EMAIL heidi.weber@westvalley.edu
DEPARTMENT CO-CHAIR Erika Vargas
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EMAIL erika.vargas@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 unit 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.

Course ID Title Units

Required Core Courses: 13 units
KINT 030 Introduction to Kinesiology 3
BIOL 047 Human Anatomy 5
BIOL 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
KINS 2.04 Swimming-Beginning 1
KINS 2.05 Swimming-Intermediate 1
KINS 2.06 Swimming-Advanced 1
KINS 2.07 Master’s Swimming 1
KINS 2.02 Lifeguard Training 1

Combatives
KINS 6.02 Karate-Beginning 1
KINS 6.03 Self-Defense 1
KINS 6.06 Karate - Intermediate 1
KINS 6.07 Kickboxing 1
KINS 6.08 Boxing 1
KINS 6.10 Karate - Advanced 1
KINS 6.01 MMA - Mixed Martial Arts 1

Dance
DANC 002 Ballet: Beginning Level 2 1
DANC 003 Ballet: Intermediate 1
DANC 012 Jazz Dance: Beginning Level 2 1
DANC 013 Jazz Dance: Intermediate 1
DANC 022 Modern Dance: Beginning Level 2 1
DANC 023 Modern Dance: Intermediate 1
DANC 041 Ballroom and Latin Dance: Beginning 1
DANC 042 Ballroom and Latin Dance: Intermediate 1
DANC 051A World Dance: Flamenco of Spain, Beginning 1

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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<tr>
<td>DANC 001</td>
<td>Ballet: Beginning Level 1</td>
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<tr>
<td>DANC 011</td>
<td>Jazz Dance: Beginning Level 1</td>
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<tr>
<td>DANC 021</td>
<td>Modern Dance: Beginning Level 1</td>
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**Fitness**

<table>
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<th>Title</th>
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<tbody>
<tr>
<td>KINS 4.03</td>
<td>Fitness Aerobics</td>
<td>1</td>
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<tr>
<td>KINS 4.13</td>
<td>Fitness Walking</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.14</td>
<td>Fitness, Water Exercise</td>
<td>1</td>
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<tr>
<td>KINS 4.16</td>
<td>Fitness Weight Training</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.24</td>
<td>Total Fitness for Men</td>
<td>1</td>
</tr>
<tr>
<td>KINS 4.29</td>
<td>Body Sculpting</td>
<td>1</td>
</tr>
<tr>
<td>KINS 11.01</td>
<td>Yoga for Health</td>
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<tr>
<td>KINS 11.08</td>
<td>Pilates Mat Workout</td>
<td>1</td>
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<tr>
<td>KINS 11.09</td>
<td>Intermediate Pilates Mat Workout</td>
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<tr>
<td>KINS 11.04</td>
<td>Advanced Yoga</td>
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<tr>
<td>KINS 11.03</td>
<td>Gentle Restorative Exercise</td>
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<tr>
<td>KINS 11.02</td>
<td>Intermediate Yoga</td>
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<tr>
<td>KINS 3.35</td>
<td>Trail Running</td>
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<tr>
<td>KINS 4.33</td>
<td>Cardio Cross Training</td>
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<tr>
<td>KINS 4.32</td>
<td>Boot Camp</td>
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<td>KINS 4.31</td>
<td>Core Training</td>
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<td>KINS 4.30</td>
<td>Functional Fitness</td>
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</tr>
<tr>
<td>KINS 4.20</td>
<td>Fitness, Weight Training II</td>
<td>1</td>
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<tr>
<td>KINS 4.06</td>
<td>Fitness - Aqua Aerobics</td>
<td>1</td>
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<tr>
<td>KINS 4.28</td>
<td>Fitness Jogging</td>
<td>1</td>
</tr>
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<td>KINS 4.25</td>
<td>Total Fitness for Women</td>
<td>1</td>
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<tr>
<td>KINS 4.12</td>
<td>Fitness-Stretch and Flex</td>
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**Individual Sports**

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<tr>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>KINS 7.02</td>
<td>Badminton-Beginning</td>
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<td>KINS 7.03</td>
<td>Badminton-Intermediate</td>
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<td>KINS 7.10</td>
<td>Golf-Beginning</td>
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<tr>
<td>KINS 7.11</td>
<td>Golf-Intermediate</td>
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</tr>
<tr>
<td>KINS 7.12</td>
<td>Golf-Advanced</td>
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<tr>
<td>KINS 7.18</td>
<td>Beginning Tennis</td>
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<td>KINS 7.20</td>
<td>Intermediate Tennis</td>
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<td>KINS 7.21</td>
<td>Advanced Tennis</td>
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<tr>
<td>KINS 7.23</td>
<td>Scuba Diving</td>
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<tr>
<td>KINS 7.26</td>
<td>Studio Cycling</td>
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<td>KINS 7.24</td>
<td>Scuba Diving-Advanced</td>
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<td>KINS 7.27</td>
<td>Studio Cycling Advanced</td>
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<td>KINS 12.20</td>
<td>Open Water Diver</td>
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<tr>
<td>KINS 12.22</td>
<td>Advanced Marine Diver</td>
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</table>

**Team Sports**

- **ADVISORY** is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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 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 a student 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>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>KINS 2.02</td>
<td>Lifeguard Training</td>
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<td>KINS 2.04</td>
<td>Swimming-Beginning</td>
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<td>KINS 2.05</td>
<td>Swimming-Intermediate</td>
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<tr>
<td>KINS 2.06</td>
<td>Swimming-Advanced</td>
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<tr>
<td>KINS 2.07</td>
<td>Master’s Swimming</td>
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<tr>
<td>KINS 4.03</td>
<td>Fitness Aerobics</td>
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</tr>
<tr>
<td>KINS 4.05</td>
<td>Fitness - Aqua Aerobics</td>
<td>1</td>
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<tr>
<td>KINS 4.07</td>
<td>Fitness Competitive Athlete</td>
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<tr>
<td>KINS 4.12</td>
<td>Fitness-Stretch and Flex</td>
<td>1</td>
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<td>KINS 4.13</td>
<td>Fitness Walking</td>
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<tr>
<td>KINS 4.16</td>
<td>Fitness Weight Training</td>
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<tr>
<td>KINS 4.19</td>
<td>Fitness Appraisal</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>
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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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<tr>
<td>KINS 4.30</td>
<td>Functional Fitness</td>
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</tbody>
</table>
The Certified Personal Trainer Certificate of Achievement is a recommended preparation, NOT a REQUIREMENT.

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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**

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**

48-54 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.

---

**PILATES INSTRUCTOR Certificate of Achievement**

The Pilates Instructor Certificate of Achievement requires the successful completion of 13 units and an in-depth exploration into practical application of Pilates exercise routines on the mat, reformer, Cadillac, chair, and barrels.

This program provides Career Technical Education (CTE) opportunities in teaching the Pilates method of exercise. Students are presented the skills for training 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 reformer, Cadillac, chair, and barrel training. Additional topics include fitness assessment, postural analysis, exercise technique, program design, nutrition, behavioral coaching, and client relations. Upon successful completion of the Pilates Instructor Certificate of Achievement, students are prepared for employment in the fitness industry as a Pilates instructor. Upon completion of the program students are prepared to instruct Pilates exercise routines on the mat, reformer, Cadillac, chair, and barrels. Students are also prepared to 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. Upon successful completion of the program, students are prepared to design and instruct a Pilates exercise routine for healthy, aging, and special populations.

Employment opportunities include working at a commercial health club, a Pilates studio, or as an entrepreneurial business owner or manager. Students are prepared to complete the Pilates Method Alliance national exam.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>KINT 030</td>
<td>Introduction to Kinesiology</td>
<td>3</td>
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<tr>
<td>KINT 042</td>
<td>Principles of Strength Training and Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>KINT 070</td>
<td>Principles of Exercise Prescription and Program Design</td>
<td>3</td>
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<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>NUTR 022</td>
<td>Sports Nutrition</td>
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**Total Certificate Units**

13

**Recommended Course Sequence:**

- Summer, Year 1 (4 Units):
  - KINS 11.06, KINS 11.09

- Fall, Year 1 (4 Units):
  - HTCH 004, KINS 11.10

- Spring, Year 1 (5 Units):
  - KINS 11.07, Any Course from Required Electives

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**KIN 11.07, Any Course from Required Electives**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HTCH 004</td>
<td>Structure and Function of the Human Body</td>
<td>3</td>
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<tr>
<td>KINS 11.06</td>
<td>Pilates Reformer and Mat Instructor Training</td>
<td>3</td>
</tr>
<tr>
<td>KINT 038A</td>
<td>Introduction to Sports Medicine</td>
<td>3</td>
</tr>
<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Certificate Units**

12

**Recommended Course Sequence:**

- Fall, Year 1 (5 Units):
  - KINS 4.16, KINS 4.19, KINT 042

- Spring, Year 1 (7 Units):
  - KINS 4.15, KINT 070, 3 units from Elective Courses
**NCPE 1.35 ADAPTED FUNCTIONAL FITNESS**
24-27 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.

**Aquatic Sports**

**KINS 2.02 LIFEGUARD TRAINING**
1 unit
Lecture 0.5 units; lab 1 unit
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 of this course qualifies one for the American Red Cross Lifeguard Certification, First Aid, CPR, and AED. This course is recommended for students who plan to work in the aquatic environment or have a strong interest in lifeguarding.

**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 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 aquatic competency 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 bodies 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, functional movement screening (FMS), relaxation, proper breathing techniques, and muscle anatomy education with prescriptive stretching. 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 explores the technique, theory, and benefits of acquiring flexibility through a variety of stretching exercises. Particular attention is devoted to back care, core strength, functional movement screening (FMS), relaxation, proper breathing techniques, and muscle anatomy education with prescriptive stretching. 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 provides students with the opportunity to gain cardiovascular conditioning, increased muscular endurance, and 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.
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 2
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 who 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 programing. 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 increase 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 Pilates, Yoga, and basic ballet moves for a full body workout using the barre, sponge balls, weighted balls, and mats. 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 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 flexibility, cardiovascular fitness, and muscle strength. It utilizes exercise equipment, including 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 improved flexibility, cardiovascular fitness, and muscle strength. It utilizes exercise equipment, including the stairmaster, stationary bike, treadmill, seated rowing machine, elliptical, and other apparatuses. 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 with 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
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, including 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 relation 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
Prerequisite: KINS 6.06
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 provides students the opportunity to learn beginning golf skills and knowledge needed to play golf. 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

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 enables 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 7.18
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
Co-Requisite: KINS 12.20
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.
Co-Req: KINS 12.22
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 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 baseball and softball skills for the beginning player. Covered skills include fielding the ball, throwing, catching, batting, and bunting. 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. It 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 KINS 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 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 8.21 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 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 8.22 FUNDAMENTALS OF SPORT-INTERMEDIATE
1 unit
Lecture 0 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course emphasizes all aspects of building a cohesive team environment including problem solving, risk taking, cooperation, leadership, and trust. This course introduces a student athlete to offensive and defensive aspects of sport 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 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 is designed for 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
Prerequisite: KINA 9.30 or KINA 9.47
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 groundstrokes, volleys, and offensive and defensive techniques, and rules of the game. 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 9.08 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 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

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
KINA 9.10 INTERCOLLEGIATE SWIMMING-MEN
3 units
Lecture 0 units; lab 3 units
Advisory: KINS 2.06
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
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

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 intercollegiate competition for woman 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 and 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. It provides instruction in soccer 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 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 units
Acceptable for credit: University of California, California State University
This 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 provides the opportunity for students to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo 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
This course provides the opportunity for students to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo rules, techniques, equipment and 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

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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 introduces the physical practice of yoga exercises. It provides students the opportunity for gentle muscle stretching and increased range of motion around the joints. The course also 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. It includes relaxation and breathing techniques. Intermediate yoga moves deeper into the spirit of Hatha yoga and explores how the virtues of yogic 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
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, 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, Chair and Arc Barrels. 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

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* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 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

KIN 030 INTRODUCTION TO KINESIOLOGY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID KIN 100
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

KIN 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

KIN 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

KIN 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

KIN 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
Advisory: HSCI 005
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 for understanding 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)

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**PREREQUISITES AND COREQUISITES are MANDATORY**

* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
The Associate in Arts in Liberal Arts with an emphasis in Social and Behavioral Sciences provides students an opportunity to develop a broad perspective on concepts, theories, and methodologies of the disciplines typically found in the variety of disciplines that comprise the study in the social and behavioral sciences. Students study about themselves and others as a member of a larger society in order to gain a basic knowledge of the cultural and social organizations in which they exist as well as the behavioral and social organizations of other human societies.

Upon completion of the program, students will be able to:

• 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 non-living 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.

Upon completion of the program, students will be able to:

• 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 provides 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 interconnectedness of individuals in society.

Upon completion of the program, students will be able to:

• 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.

A student may only earn 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. 18 units

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<td>Architectural Graphics: Drawing &amp; Sketching</td>
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<td>Design in Society</td>
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<td>History of Photography</td>
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<td>The Art of Asia</td>
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<td>Women in Art History</td>
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<td>ARTS 031A</td>
<td>Beginning Drawing</td>
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<td>Expressive Drawing</td>
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<td>ARTS 067B</td>
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<td>Sculpture</td>
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<td>Sculpture</td>
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<tr>
<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
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<td>Critical Thinking and Writing</td>
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<th>Title</th>
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* PREREQUISITES AND COREQUISITES are MANDATORY.

* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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**II. Communications and Media**

| ADMJ 017  | Introduction to Homeland Security                 | 3     |
| ADMJ 021  | Community Relations                               | 3     |
| ADMJ 023  | Police Report Writing                             | 3     |
| ANTH 004  | Intro to Linguistic Anthropology                  | 3     |
| ARTS 055  | Introduction to Computer Arts                     | 3     |
| ARTS 057A | Animation I                                       | 4     |
| ARTS 057B | Animation II                                      | 4     |
| ARTS 057C | Animation III                                     | 4     |
| ARTS 062A | Basic Photography                                 | 3     |

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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**IV. Science and Math**

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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<td>MATH 004A</td>
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<td>MATH 004C</td>
<td>Linear Algebra</td>
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<tr>
<td>MATH 008</td>
<td>Finite Mathematics</td>
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<td>MATH 010</td>
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<td>MATH 010H</td>
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<tr>
<td>MATH 012</td>
<td>Applied Calculus</td>
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<tr>
<td>MATH 014</td>
<td>Math for Elementary School Teachers (Number Systems)</td>
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<td>MATH 019</td>
<td>Discrete Mathematics</td>
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<td>MATH 105</td>
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<td>MATH 106R</td>
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<td>Human Nutrition</td>
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<td>NUTR 022</td>
<td>Sports Nutrition</td>
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<td>Introduction to Oceanography</td>
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<td>Introduction to Physics Problem Solving</td>
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<td>General Physics - Mechanics</td>
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<td>Engineering Physics-Light, Heat and Waves</td>
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<td>PHYS 004D</td>
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<td>Conceptual Introduction to Physics</td>
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<td>PMGT 014</td>
<td>Conservation of Our Natural Resources</td>
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<td>PSCI 010</td>
<td>Physical Science Survey</td>
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<td>PSCI 020</td>
<td>Weather and Climate</td>
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<td>PSYC 007</td>
<td>Physiological Psychology</td>
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V. Cultural and Global Studies

<table>
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<td>ANTH 002</td>
<td>Introduction to Archaeology</td>
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<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
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<td>ANTH 004</td>
<td>Intro to Linguistic Anthropology</td>
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<tr>
<td>ANTH 055</td>
<td>Anthropology of Magic, Witchcraft, and Religion</td>
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<tr>
<td>ARTS 001E</td>
<td>Design in Society</td>
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- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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<td>The Art of Asia</td>
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<td>American Art: A Multicultural Approach</td>
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<td>ARTS 012A</td>
<td>Art of Pre-Hispanic Mexico</td>
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<td>Art of Colonial and Modern Mexico</td>
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<td>African-American Art History</td>
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<td>Women in Art History</td>
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<td>ARTS 095</td>
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<td>Diversity - Childhood &amp; Culture</td>
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<td>Intercultural Communication</td>
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<td>Basic French Conversation and Culture</td>
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<td>FRNC 050B</td>
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<td>An Introduction to the Culture of France</td>
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<td>World History from 1500</td>
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<td>African American History</td>
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<td>History of the Native North Americans</td>
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<td>JPNS 001B</td>
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<td>Women in Sports</td>
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<td>MUSC 055</td>
<td>World Music</td>
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<td>World Food Customs and Nutrition</td>
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<td>Comparative Religions</td>
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<td>World Philosophers on Death and the Good Life</td>
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<td>Psychology of Women: A Multicultural Perspective</td>
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<td>Introduction to Sociology</td>
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<td>Social Psychology: A Sociological Perspective</td>
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<td>Sociology of Gender</td>
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<td>Marriage and Family Sociology</td>
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<td>Intermediate Spanish</td>
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<td>WQGS 001</td>
<td>Introduction to Women’s Studies</td>
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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
<table>
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<td>WGQS 002</td>
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<td>WGQS 003</td>
<td>Introduction to Gender and Queer Studies</td>
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<tr>
<td>WGQS 004A</td>
<td>Women in World Cultures</td>
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Total Major Units: 18
Total Program Units: 60

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: Only includes the program major requirements.

Fall, Year 1: - Select one emphasis: 6 units
- 6 units from Arts and Humanities OR
- Social and Behavioral Sciences OR
- Science and Math OR
- Communications and Media OR
- Cultural and Global Studies

Spring, Year 1: - Select one emphasis: 3 units
- 3 units from Arts and Humanities OR
- Social and Behavioral Sciences OR
- Science and Math OR
- Communications and Media OR
- Cultural and Global Studies

Fall, Year 2: - Select one emphasis: 6 units
- 6 units from Arts and Humanities OR
- Social and Behavioral Sciences OR
- Science and Math OR
- Communications and Media OR
- Cultural and Global Studies

Spring, Year 2: - Select one emphasis: 3 units
- 3 units from Arts and Humanities OR
- Social and Behavioral Sciences OR
- Science and Math OR
- Communications and Media OR
- Cultural and Global Studies

**Library and Information Studies**

**THE FACULTY**
- Jasmine Colón
- Yanghee Kim
- Maryanne Mills
- Betsy Sandford
- Rachel Sandoval

**DIVISION**
- Library

**DEAN**
- Jennifer Johnson

**DEPARTMENT CHAIR**
- Rachel Sandoval

**PHONE**
- 408-741-2479

**EMAIL**
- rachel.sandoval@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, and how to critically evaluate information in all its formats. The class also reviews the legal and ethical issues surrounding information and its use. 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
Gretchen Ehlers
Jesus Gonzalez
Rebecca Hiller
Kristen Jackanich
Faun Maddux
Neel Mittal
Kim Pham
Laura Plunkett
Mel Vaughn
Amy Vu
Betty Weiss
Shannon Wong

DIVISION Science & Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Rebecca Hiller
PHONE 408-741-4052
EMAIL rebecca.hiller@westvalley.edu
COUNSELING 408-741-2162

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 (AS-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 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;
- 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.
- 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.

**Recommended Course Sequence:**

**Fall, Year 1:**
- 5 units
  - MATH 003A

**Spring, Year 1:**
- 9 units
  - MATH 003B

**Fall, Year 2 (example courses listed):**
- 9 units
  - MATH 004A, MATH 004B OR MATH 004C

**Spring, Year 2 (example courses listed):**
- 4 units
  - MATH 019

---

**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
- Economist
- 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.

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**Course ID**  | **Title**                         | **Units**
---          | ---                              | ---
**Required Core Courses: 15 units**
MATH 003A   | Calculus and Analytic Geometry    | 5
MATH 003B   | Calculus and Analytical Geometry  | 5
MATH 004A   | Intermediate Calculus             | 5
**List A: Select one to two: 4-8 units**
MATH 004B   | Differential Equations            | 4
MATH 004C   | Linear Algebra                    | 4
**List B: One course if only one course was chosen from List A: 4-5 units**
MATH 019    | Discrete Mathematics              | 4
PHYS 004A   | Engineering Physics-Mechanics     | 5
MATH 010    | Elementary Statistics             | 4
MATH 010H   | Honors Elementary Statistics      | 4

**Total Major Units 23-24**
**GE Units (CSU GE or IGETC) 39 or 37**
**Total Degree Units 60**

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*PREREQUISITES AND COREQUISITES are MANDATORY.*

*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 003A OR MATH 003AH</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 003B OR MATH 003BH</td>
<td>Calculus and Analytical Geometry</td>
<td>5</td>
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<tr>
<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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<tr>
<td>MATH 004C OR MATH 019</td>
<td>Linear Algebra</td>
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<tr>
<td>BIOL 040</td>
<td>Organismal Biology</td>
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<tr>
<td>BIOL 041</td>
<td>Principles of Animal Biology</td>
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<tr>
<td>BIOL 042</td>
<td>Principles of Plant Biology</td>
<td>5</td>
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<tr>
<td>BIOL 043</td>
<td>Principles of Cell Biology</td>
<td>5</td>
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<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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<td>CHEM 012A</td>
<td>Organic Chemistry</td>
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<td>CHEM 012B</td>
<td>Organic Chemistry</td>
<td>5</td>
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<tr>
<td>CIST 037</td>
<td>C Programming</td>
<td>4</td>
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<tr>
<td>CIST 04A</td>
<td>Computer Programming I (C++ Programming)</td>
<td>4</td>
</tr>
<tr>
<td>CIST 04A1</td>
<td>Computer Programming I (Java)</td>
<td>4</td>
</tr>
<tr>
<td>CIST 04B</td>
<td>Data Structures using Advanced C++</td>
<td>4</td>
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<td>CIST 04B1</td>
<td>Data Structures using Advanced Java</td>
<td>4</td>
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<tr>
<td>CIST 05A</td>
<td>Introduction to Python</td>
<td>4</td>
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<tr>
<td>CIST 05B</td>
<td>Advanced Python</td>
<td>4</td>
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<tr>
<td>ECON 001A AND ECON 002A</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>ECON 001AH AND ECON 002AH</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
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<tr>
<td>ECON 001B AND ECON 002B</td>
<td>Principles of Microeconomics</td>
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<td>ECON 001BH AND ECON 002BH</td>
<td>Honors Principles of Microeconomics</td>
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<tr>
<td>ENGR 021</td>
<td>Intro Computing for Scientists and Engineers</td>
<td>3</td>
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<tr>
<td>GEOL 001A OR GEOL 001AH</td>
<td>Physical Geology</td>
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<tr>
<td>GEOL 001B</td>
<td>Historical Geology</td>
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<tr>
<td>MATH 004C</td>
<td>Linear Algebra</td>
<td>4</td>
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<tr>
<td>MATH 010 OR MATH 010H</td>
<td>Elementary Statistics</td>
<td>4</td>
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**Required Electives: Select two courses from the list below (6 - 10 units)**

- Biol 040 Organismal Biology 4 units
- Biol 041 Principles of Animal Biology 5 units
- Biol 042 Principles of Plant Biology 5 units
- Biol 043 Principles of Cell Biology 5 units
- Chem 001A General Chemistry 5 units
- Chem 001B General Chemistry 5 units
- Chem 012A Organic Chemistry 5 units
- Chem 012B Organic Chemistry 5 units
- Cist 037 C Programming 4 units
- Cist 04A Computer Programming I (C++ Programming) 4 units
- Cist 04A1 Computer Programming I (Java) 4 units
- Cist 04B Data Structures using Advanced C++ 4 units
- Cist 04B1 Data Structures using Advanced Java 4 units
- Cist 05A Introduction to Python 4 units
- Cist 05B Advanced Python 4 units
- Econ 001A Principles of Macroeconomics 3 units
- Econ 001AH Honors Principles of Macroeconomics 3 units
- Econ 001B Principles of Microeconomics 3 units
- Econ 001BH Honors Principles of Microeconomics 3 units
- Engr 021 Intro Computing for Scientists and Engineers 3 units
- Geol 001A Physical Geology 4 units
- Geol 001B Historical Geology 4 units
- Math 004C Linear Algebra 4 units
- Math 010 Elementary Statistics 4 units
- Math 010H Honors Elementary Statistics 4 units

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (5 Units):**
- MATH 003A

**Spring, Year 1 - Course Selected (10 Units):**
- MATH 003A, PHYS 004B

**Fall, Year 2 - Sample Course Selected (10 Units):**
- MATH 004A, PHYS 004B

**Spring, Year 2 - Sample Course Selected (8 Units):**
- MATH 004C or MATH 019, MATH 004B

**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, 006, 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
1.5 units
Lecture 1.5 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 003AH HONORS CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 001 AND MATH 000D or MATH 002
Acceptable for credit: California State University
Honors Calculus and Analytic Geometry uses the pedagogical methods common to all honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This is a first course in differential and integral calculus of a single variable: topics include 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. Honors work emphasizes a deeper study of differential calculus via the study of proofs using analytic techniques, real-world problems, and special applied projects.

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 003BH HONORS CALCULUS AND ANALYTICAL GEOMETRY
5 units
Lecture 5 units; lab 0 units
Prerequisite: MATH 003A or MATH 003AH
Acceptable for credit: California State University
Honors Calculus and Analytic Geometry uses the pedagogical methods common to all honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This is a second course in differential and integral calculus of a single variable: topics include 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. Honors work emphasizes a deeper study of integral calculus via the study of proofs using analytic techniques, real-world problems, and special applied projects.

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.

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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.

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog.
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
1.5 units
Lecture 1.5 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

MATH 014 MATH FOR ELEMENTARY SCHOOL TEACHERS (NUMBER SYSTEMS)
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, numeral 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
2 units
Lecture 2 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
3 units
Lecture 3 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
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)

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CATALOG

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. MUSC 042 or 048 or 049 are 1-unit courses that must be repeated 4 times to meet the CSU transfer requirement as appropriate to the student’s course of study. MUSC 039ABCDEFG is a genre-specific 1-unit course that must be repeated 4 times to meet the requirement as appropriate to the student’s course of study.

Students who complete the Associate in Arts in Music for Transfer degree (AA-T in Music) will be able to:

1. Perform as a musician in ensembles
2. Demonstrate musical performance skills
3. Perform in musical theater
4. Create music for film, TV and gaming
5. Produce music in an integrated learning environment
6. Apply music theory concepts to practical musical situations
7. Demonstrate knowledge of music history and theory
8. Perform in a variety of musical genres and styles
9. Demonstrate proficiency in sight-reading
10. Demonstrate proficiency in keyboard and/or guitar

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 comfortable environments by nurturing determination and discipline while supporting artistry and intellect. Our faculty create a conservatory and commercial music experience that fosters lifelong learning, university transfer, and direct entry into the music industry workforce.

music 233
• 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.
- 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.

NOTE: Majors will be required to pass a Piano Proficiency examination prior to graduation from their transfer institution, which may include sight reading a two-part grade 1 selection and playing two stylistically contrasting pieces from Bartok's Mikrokosmos Book II, transposing a simple chorale at sight, harmonizing a melody, improvising a melody from a given chord progression. Enrolling in MUSC 31A/B Intermediate Piano, using available elective units, is encouraged.

### Course Requirements

**Required Core Courses: Complete the following courses.**

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<tr>
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<th>Title</th>
<th>Units</th>
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<td>MUSC 003B</td>
<td>Music Theory Level 2</td>
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<td>MUSC 004A</td>
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<td>MUSC 020A</td>
<td>Musicianship Level 1</td>
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<tr>
<td>MUSC 020B</td>
<td>Musicianship Level 2</td>
<td>1</td>
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**Large Ensemble Requirement:** Complete a total of 4 units over a minimum of 4 semesters from the following list (4 semester, 1 unit each - Music 42, 48 and 49 are 1 unit courses that that must be repeated 4 times to meet CSU transfer requirement).

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<tr>
<td>MUSC 048</td>
<td>Symphony Orchestra</td>
<td>1</td>
</tr>
<tr>
<td>OR</td>
<td></td>
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</tr>
<tr>
<td>MUSC 049</td>
<td>Symphonic Band</td>
<td>1</td>
</tr>
</tbody>
</table>

**Applied Music Requirement:** Complete a total of 4 units taken over a minimum of 4 semesters of one strand of MUSC 039ABCDEFG (MUSC 039ABCDEFG is a 1 unit course, specific to instrument types, that must be repeated 4 times to meet CSU transfer requirement).

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 039A</td>
<td>Applied Music: Brass</td>
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<tr>
<td>OR</td>
<td></td>
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<tr>
<td>MUSC 039B</td>
<td>Applied Music: Woodwind</td>
<td>1</td>
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<td>OR</td>
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<tr>
<td>MUSC 039C</td>
<td>Applied Music: Strings</td>
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<td>OR</td>
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<tr>
<td>MUSC 039D</td>
<td>Applied Music: Percussion</td>
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<td>OR</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>
<td>1</td>
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</tbody>
</table>

**Music List A Requirement:** Take 3-4 units from the following list.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 031A</td>
<td>Intermediate Piano Level 3</td>
<td>1</td>
</tr>
<tr>
<td>MUSC 030A</td>
<td>Beginning Piano, Level 1</td>
<td>1</td>
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<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSC 030B</td>
<td>Beginning Piano, Level 2</td>
<td>1</td>
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<tr>
<td>OR</td>
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</tbody>
</table>

**Total Degree Units:**
- 60

**Recommended Course Sequence:** example courses listed

**Fall, Year 1 (6 units):**
- MUSC 003A, MUSC 020A, MUSC 039G, MUSC 042

**Spring, Year 1 (6 units):**
- MUSC 030B, MUSC 020B, MUSC 039G, MUSC 042

**Fall, Year 2 (6 units):**
- MUSC 004A, MUSC 039G, MUSC 042

**Spring, Year 2 (5-6 units):**
- MUSC 039G, MUSC 042, List A Requirement

**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.

Careers in music include:
- A. Music Teacher (Vocal, Instrumental, General Music)
  - a. Community School
  - b. Parks & Rec Program
  - c. Public/Private K-12 School
  - d. College or University
  - e. Private Music Teacher
- B. Band, Orchestral, Choral Music Director
  - a. K-12 school ensemble director
  - b. College, Conservatory & University ensemble director
  - c. Community ensemble director
- C. Church or Synagogue Music Director
  - a. Cantor (Church, Synagogue)
  - b. Church Organist
- D. Conductor (Vocal or Instrumental)
  - a. Educational Settings (K-12, College, University)
  - b. Church & Community Settings
  - c. Community Choirs
- E. Music Director (Musical Theater)
  - a. K-12 school musical theater director
  - b. College, Conservatory & University musical theater director
  - c. Community musical theater director
- F. Collaborative Pianist (Accompanist)
- G. Composer or Arranger
  - a. Film, TV, Gaming, Commercial jingles
  - b. Songwriter
  - c. Lyricist

*PREREQUISITES AND COREQUISITES are MANDATORY.*
*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*
H. Symphony Orchestra musician
   a. Ballet: orchestra musician, conductor
   b. Concertmaster (Orchestra)
   c. Section Leader (Orchestra)
   d. Section Member (Orchestra)
   e. Orchestra Manager
I. Musical Theater Singer
   a. Broadway, Off-Broadway, Touring Shows
      a) National, Regional, Local
   b) Concerts and Recitals: performer, producer
   c) Floor Shows (Hotels, casinos, clubs)
   d) Band Member (Vocalist)
J. Opera Singer
   a. Productions, Concerts and Recitals
      a) National, Regional, Local
K. Music Librarian
L. Music Therapist
M. Sound Designer
N. Sound Technician
O. Recording Artist
P. Studio Musician
Q. Music Publisher
R. Music Copyist
S. Music Licensing Consultant
T. Music Producer
U. Radio Music Director
V. Music Store Manager
W. Music Instrument Sales Representative
X. Music Instrument Repair and Restoration Specialist
Y. Music Instrument Builder/Designer
Z. 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.

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.

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).
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.

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<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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<tr>
<td>MUSC 032B</td>
<td>Beginning Voice, Level 2</td>
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<tr>
<td>MUSC 033A</td>
<td>Intermediate Voice, Level 3</td>
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<tr>
<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>
<td>1</td>
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<tr>
<td>MUSC 035B</td>
<td>Diction for Singers: German, French &amp; Spanish</td>
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<tr>
<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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<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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<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>Introduction to Jazz Improvisation</td>
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<tr>
<td>MUSC 043B</td>
<td>Jazz Improvisation</td>
<td>2</td>
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<tr>
<td>MUSC 044A</td>
<td>Musical Theater &amp; Opera Scenes: Comic Opera</td>
<td>2</td>
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<tr>
<td>MUSC 044B</td>
<td>Musical Theater &amp; Opera Scenes: Verismo Opera</td>
<td>2</td>
</tr>
<tr>
<td>MUSC 044C</td>
<td>Musical Theater &amp; Opera Scenes: Mid-20th Century Musicals</td>
<td>2</td>
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<tr>
<td>MUSC 044D</td>
<td>Musical Theater &amp; Opera Scenes: Modern Musicals</td>
<td>2</td>
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<tr>
<td>MUSC 048</td>
<td>Symphony Orchestra</td>
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<tr>
<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>Jazz Combo: Early</td>
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<tr>
<td>MUSC 052B</td>
<td>Jazz Combo: Swing</td>
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<tr>
<td>MUSC 052C</td>
<td>Jazz Combo: Bebop</td>
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<tr>
<td>MUSC 052D</td>
<td>Jazz Combo: Fusion</td>
<td>1</td>
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<tr>
<td>MUSC 053A</td>
<td>Chamber Music: Early</td>
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</tr>
<tr>
<td>MUSC 053B</td>
<td>Chamber Music: Classical</td>
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<tr>
<td>MUSC 053C</td>
<td>Chamber Music: Modern</td>
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<tr>
<td>MUSC 053D</td>
<td>Chamber Music: World</td>
<td>1</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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<td>MUSC 055</td>
<td>World Music</td>
<td>3</td>
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<tr>
<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>
</tr>
<tr>
<td>MUSC 061</td>
<td>Jazz Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUSC 062A</td>
<td>Solo Performance in Jazz and Popular Music</td>
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<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
<td>3</td>
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<tr>
<td>MUSC 063B</td>
<td>Commercial Music Production</td>
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</tr>
<tr>
<td>MUSC 064</td>
<td>Sound Design</td>
<td>3</td>
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</tbody>
</table>
• Copyist
• Digital audio workstation operator
• Music supervisor
• Music editor
• Web composer
• App composer
• Video game composer
• Film composer
• Commercial composer
• Live Sound/ FOH/Monitors Music Technician, Designer, or Repair person, DJ, Music Director.

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 Designer/Composer, Film and TV Sound Designer, Sound Editor, Session Musician, Audio Technician, Songwriter, Music Supervisor, Backup Musician, Arranger, Live Sound/ FOH/Monitors Music Technician, Designer, or Repair person, DJ, Music Director.

- Students will have acquired skills in media music production, media songwritership, 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.
- Understand and apply the principles of music theory, orchestration, music technology, 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 intermediate level, 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

- Music licensor

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<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>
<tr>
<td>MUSC 065C</td>
<td>Recording Arts III</td>
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<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
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<tr>
<td>MUSC 065B</td>
<td>Commercial Music Production</td>
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<tr>
<td>MUSC 069A</td>
<td>Songwriting, Level 1</td>
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<tr>
<td>MUSC 069B</td>
<td>Songwriting, Level 2</td>
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<tr>
<td>MUSC 070</td>
<td>Music Business</td>
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</table>

Total Certificate Units: 24

Recommended Sequence:

Fall, Year 1 (6 Units):
MUSC 065A, MUSC 065B

Spring, Year 1 (12 Units):
MUSC 063A, MUSC 065B, MUSC 069B, MUSC 070

Fall, Year 2 (6 Units):
MUSC 063B, MUSC 065C

**Creating Music for Film, TV and Gaming Certificate of Achievement**

The Creating Music for Film, TV and Gaming Certificate of Achievement is a 18-unit program that will prepare students for careers in the musical theater industry. The purpose of the Certificate in Musical Theater, Music is to prepare students to succeed in auditions for regional and national shows. Students must complete the program earning a grade of C or better in all required courses.

Students who complete the Certificate in Musical Theater, Music will be able to:
- Demonstrate acting, singing, and dancing proficiency suitable for a musical theater audition
- Demonstrate acting, singing, and dancing proficiency suitable for a musical theater audition
- Perform standard musical theater repertoire, solo and ensemble, at a collegiate level
- Read music notation with a proficiency level suitable to learn new music quickly
- Apply musical theater, music, dance and acting terminology and language to critiques of musical theater performances
- Develop and demonstrate informed artistic choices in performance
- Analyze musical theater literature
- Demonstrate collaboration and team building skills
- Creatively solve problems

Careers in musical theater include:
- Musical Theater Singer, Actor, Dancer
- Floor Shows (hotels, casinos, clubs)
- Band Member (Vocalist)
- Broadway, Off-Broadway, Touring Shows: National, Regional, Local
- Studio Musician (Vocal TV jingles)
- Recording Artist
- Productions, Concerts and Recitals: performer
- Music Director (Musical Theater)
- Community musical theater music director
- Musical Theater Music Teacher: Community School; Parks & Rec Program

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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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<td>MUSC 065C</td>
<td>Recording Arts III</td>
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</tr>
<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 065B</td>
<td>Commercial Music Production</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 069A</td>
<td>Songwriting, Level 1</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 069B</td>
<td>Songwriting, Level 2</td>
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</tbody>
</table>

Total Certificate Units: 18

Recommended Course Sequence:

Fall, Year 1 (10 Units):
MUSC 005, MUSC 030A, MUSC 063A, MUSC 067A

Spring, Year 1 (8 Units):
MUSC 007, MUSC 039H, MUSC 066, MUSC 067B

**Musical Theater: Music Focus Certificate of Achievement**

The Musical Theater: Music Focus Certificate of Achievement is a 44-unit CTE program that will prepare students for careers in the musical theater industry. The purpose of the Certificate in Musical Theater, Music is to prepare students to succeed in auditions for regional and national shows. Students must complete the program earning a grade of C or better in all required courses.

Students who complete the Certificate in Musical Theater, Music will be able to:
- Demonstrate acting, singing, and dancing proficiency suitable for a musical theater audition
- Perform standard musical theater repertoire, solo and ensemble, at a collegiate level
- Read music notation with a proficiency level suitable to learn new music quickly
- Apply musical theater, music, dance and acting terminology and language to critiques of musical theater performances
- Develop and demonstrate informed artistic choices in performance
- Analyze musical theater literature
- Demonstrate collaboration and team building skills
- Creatively solve problems

Careers in musical theater include:
- Musical Theater Singer, Actor, Dancer
- Floor Shows (hotels, casinos, clubs)
- Band Member (Vocalist)
- Broadway, Off-Broadway, Touring Shows: National, Regional, Local
- Studio Musician (Vocal TV jingles)
- Recording Artist
- Productions, Concerts and Recitals: performer
- Music Director (Musical Theater)
- Community musical theater music director
- Musical Theater Music Teacher: Community School; Parks & Rec Program

<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>
<td>3</td>
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<tr>
<td>MUSC 007</td>
<td>Film Music Appreciation</td>
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<tr>
<td>MUSC 030A</td>
<td>Beginning Piano, Level 1</td>
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<tr>
<td>MUSC 039H</td>
<td>Applied Music: Composition</td>
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<tr>
<td>MUSC 063A</td>
<td>Introduction To Music Production</td>
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</tr>
<tr>
<td>MUSC 066</td>
<td>Digital Audio and Notation</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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<tr>
<td>Course ID</td>
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<tr>
<td>MUSC 003B</td>
<td>Music Theory Level 2</td>
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<tr>
<td>MUSC 020A</td>
<td>Musicanship Level 1</td>
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<tr>
<td>MUSC 020B</td>
<td>Musicanship Level 2</td>
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<td>MUSC 070</td>
<td>Music Business</td>
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<tr>
<td>MUSC 030B</td>
<td>Beginning Piano, Level 2</td>
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</tr>
<tr>
<td>MUSC 031A</td>
<td>Intermediate Piano Level 3</td>
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<tr>
<td>MUSC 031B</td>
<td>Intermediate Piano Level 4</td>
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**Music Core: Applied Voice Lessons. Complete four semesters of MUSC 039G. 4 Units**

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<tbody>
<tr>
<td>MUSC 039G</td>
<td>Applied Music: Voice</td>
<td>1</td>
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</table>

**Music Core: Ensemble Performance. Complete three semesters of MUSC 042 and 1 semester of MUSC 044A or B or C or D. 5 Units**

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<th>Title</th>
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<tbody>
<tr>
<td>MUSC 042</td>
<td>Concert Choir</td>
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<tr>
<td>MUSC 044A</td>
<td>Musical Theater &amp; Opera Scenes: Comic Opera</td>
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<td>MUSC 044B</td>
<td>Musical Theater &amp; Opera Scenes: Verismo Opera</td>
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<tr>
<td>MUSC 044C</td>
<td>Musical Theater &amp; Opera Scenes: Mid-20th Century Musicals</td>
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<tr>
<td>MUSC 044D</td>
<td>Musical Theater &amp; Opera Scenes: Modern Musicals</td>
<td>2</td>
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**Theater Core: Technique & Production: 18 Units**

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<td>Survey of Musical Theater</td>
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<tr>
<td>THEA 035A</td>
<td>Voice Production and Articulation</td>
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<td>THEA 040A</td>
<td>Acting One</td>
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<td>THEA 040B</td>
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<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: Ameri...</td>
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<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Mus...</td>
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**Dance Core: Complete 2 units of Ballet, 2 units of Tap, and 1 unit of Jazz or Modern. 5 Units**

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<tr>
<th>Course ID</th>
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<tr>
<td>DAN 001</td>
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<td>DAN 002</td>
<td>Ballet: Beginning Level 2</td>
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<td>DAN 003</td>
<td>Ballet: Intermediate Level 3</td>
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<td>DAN 004</td>
<td>Ballet: Advanced Level 4</td>
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<td>DAN 032</td>
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<td>Tap for Musical Theatre: Intermediate Level 3</td>
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<td>DAN 034</td>
<td>Tap for Musical Theatre: Advanced Level 4</td>
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**Recommended Sequence:**

**Fall, Year 1: 11 units**
- MUSC 003A, MUSC 020A, MUSC 039G, MUSC 042, MUSC 030A or 030B or 031A or 031B, THEA 035A, DANC 001 or 002 or 003

**Spring, Year 1: 13 units**
- DANC 002 or 003 or 004, MUSC 003B, MUSC 020B, MUSC 039G, MUSC 042, THEA 040A, THEA 070A

**Fall, Year 2: 10 units**
- DANC 011 or 012 or 013, MUSC 039G, MUSC 070, MUSC 044A or 044B or 044C or 044D, THEA 040B

**Spring, Year 2: 10 units**
- MUSC 039G, MUSC 042, DANC 032 or 033 or 034, DANC 011 or 012 or 013 or 014 or 021 or 022 or 023 or 24, THEA 012, THEA 070D

**Total Certificate Units: 44**

**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

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
MUSC 003A MUSIC THEORY LEVEL 1
3 units
Lecture 3 units; lab 0 units
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.
Acceptable for credit: University of California, California State University
C-ID MUS 130
This course continues the concepts presented in MUSC 003A Music Theory Level I. Through guided theory applications and analysis, the course includes: an introduction to two-part counterpoint; voice leading involving four-part choral writing; diatonic harmony; and an introduction to secondary/applied chords and modulation. Music majors are required to take MUSC 020B concurrently with this course. Non-majors are encouraged but not required to take MUSC 020B concurrent with this course. Concurrent enrollment in MUSC 030A/B Beginning Piano is strongly encouraged for all students. Pass/No Pass Option

MUSC 004A MUSIC THEORY LEVEL 3
3 units
Lecture 3 units; lab 0 units
Prerequisite: MUSC 003B
Acceptable for credit: University of California, California State University
C-ID MUS 140
This course builds upon the concepts from Music Theory Level 2, incorporating the study of advanced harmonic, rhythmic, and melodic materials, with emphasis on chromatic harmony, survey and analysis of musical styles, and period techniques. Through four-part writing and analysis of diatonic and chromatic chords, the course includes an introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; chromatic pre-dominants; chromatic embellishing chords; as well as chromatic third relationships. Music majors are required to take MUSC 020C concurrent with this course. Non-majors are encouraged but not required to take MUSC 020C concurrent with this course. Concurrent enrollment in MUSC 31A/B Beginning Piano is strongly encouraged for all students. Pass/No Pass Option

MUSC 004B MUSIC THEORY LEVEL 4
3 units
Lecture 3 units; lab 0 units
Prerequisite: MUSC 004A
Acceptable for credit: University of California, California State University
C-ID MUS 150
This course incorporates the concepts from MUSC004A Music Theory Level 3. Through writing and analysis, the course includes post-Romantic techniques such as non-functional harmony; 9th, 11th, and 13th chords; quartal and quintal structures; and planning. It also presents 20th century techniques such as secundal and cluster structures, modality, bi-modality, tone rows, serialism, set theory, pandiatonicism, and polytonality. Advanced rhythmic applications are also incorporated. Music majors are required to take MUSC 020D concurrent with this course. Non-majors are encouraged but not required to take MUSC 020D concurrent with this course. Concurrent enrollment in MUSC 031 A/B Intermediate Piano is strongly encouraged for all students. Pass/No Pass Option
MUSC 020C MUSICIANSHIP LEVEL 3
1 unit
Lecture 0 units; lab 1 units
Prerequisite: MUSC 020B
Acceptable for credit: California State University
C-ID MUS 145
Required for music majors, this course is a laboratory in ear training, dicta-
tion and sight-singing correlated with MUSC 004A. This class provides sys-
tematic training in the ability to hear, analyze, and perform music ele-
ments of melody, harmony, and rhythm. Music majors are required to take
MUSC 004A concurrent with this course. Non-majors are encouraged but
not required to take MUSC 004A concurrent with this course. Concurrent
enrollment in MUSC 031A/B Intermediate Piano is strongly encouraged for
all students. Pass/No Pass Option

MUSC 020D MUSICIANSHIP LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 020C
Acceptable for credit: California State University
C-ID MUS 155
For music majors, this course focuses on ear training and sight-singing
with MUSC 004B, Music Theory Level 4. This class provides system-
tical training in the ability to hear, identify, and perform music elements
of melody, harmony, and rhythm. Music majors are highly recommended to
take MUSC 004B concurrent with this course. Non-majors are encouraged
but not required to take MUSC 004B concurrent with this course. Concur-
rent enrollment in MUSC 031B Intermediate Piano is strongly encouraged.
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 units; lab 1 unit
Acceptable for credit: University of California, California State University
C-ID MUS 170
This is the first course of four in the piano series, designed for students with
no previous training in piano. Study includes note reading, basic technique,
major and minor five finger patterns, major scales, sight reading, and basic
chord progressions, as they are encountered in beginning piano music.
Pass/No Pass Option

MUSC 030B BEGINNING PIANO, LEVEL 2
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 030A
Acceptable for credit: University of California, California State University
This is the second course of four in the piano series. In this course students
have the opportunity to refine and further develop beginning keyboard skills
learned in MUSC 030A. Piano technique, major scales and arpeggios,
sight-reading, chord progressions, and harmonization and transposition
skills are encountered in beginning intermediate piano music, equivalent to
Bartok’s Mikrokosmos Book 1, Part 2. Pass/No Pass Option

MUSC 031A INTERMEDIATE PIANO, LEVEL 3
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 030B
Acceptable for credit: University of California, California State University
C-ID MUS 172
This is the third course of four in the piano series. In this course students
have the opportunity to refine and further develop beginning to intermediate
keyboard skills learned in MUSC 030B. Piano technique, major and minor
scales and arpeggios, sight-reading, expanded chord progressions, and
harmonization and transposition skills are explored in intermediate piano
music, equivalent to Bartok’s Mikrokosmos, Book 2, Part 1. Pass/No Pass Option

MUSC 031B INTERMEDIATE PIANO, LEVEL 4
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 031A
Acceptable for credit: University of California, California State University
This is the last course of four in the piano series. In this course students
have the opportunity to refine and further develop intermediate keyboard
skills learned in MUSC 031A. Piano technique, major and minor scales and
arpeggios, sight-reading, expanded chord progressions, and harmonization
and transposition skills are developed in intermediate piano music, equiva-
 lent to Bartok’s Mikrokosmos, Book 2, Part 2. Pass/No Pass Option

MUSC 032A BEGINNING VOICE, LEVEL 1
1 unit
Lecture 0 units; lab 1 unit
Prerequisite: MUSC 032A
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. Habits conducive to good vocal health are explored and exercises
are given to 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 units; lab 1 unit
Advisory: MUSC 032A
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

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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

This intermediate level course emphasizes the development of extended guitar techniques, reading music, and playing in first through 7th position. The course is a continuation MUSC 036A, focusing on training in the classical guitar tradition using methods of a variety of 18th and 19th century guitarists. The class addresses various techniques including arpeggios, slurs, and barre chords. Pass/No Pass Option

This intermediate-advanced level course emphasizes reading music at sight and playing in all positions of the guitar. The course is a continuation MUSC 036B, focusing on training in the classical guitar tradition and addressing skills and techniques including arpeggios, tremolo, and artificial harmonics. The course requires public performances on campus. Pass/No Pass Option

This first in this 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 jazz. Pass/No Pass Option

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

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

This 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
• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

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
C-ID MUS 160
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
C-ID MUS 160
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
C-ID MUS 160
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
C-ID MUS 160
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
C-ID MUS 160
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
Prerequisite: MUSC 067A
Audition to demonstrate collegiate level achievement in composition.
Acceptable for credit: University of California, California State University
This course, intended for the Creating Music 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 development of music for media composition skills. Achievement is evaluated through a presentation 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 upon 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 042 CONCERT CHOIR
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 043A INTRODUCTION TO JAZZ IMPROVISATION
2 units
Lecture 1.5 units; lab 0.5 units
Advisory: MUSC 009 or MUSC 026 or MUSC 027 or MUSC 051 or MUSC 061
Acceptable for credit: University of California, California State University
This course is the first in a two part study of jazz harmony, melody, and rhythm found in contemporary jazz music. It is designed to provide knowledge of basic materials and practices necessary for improvising in the jazz idiom. Prior experience in jazz performance is suggested. Pass/No Pass Option

MUSC 043B JAZZ IMPROVISATION
2 units
Lecture 1.5 units; lab 0.5 units
Prerequisite: MUSC 043A
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. Pass/No Pass Option

MUSC 044A MUSICAL THEATER & OPERA SCENES: COMIC OPERA
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 033A or 033B, 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 though other genres may be included in performance. Audition required. Pass/No Pass Option

MUSC 044B MUSICAL THEATER & OPERA SCENES: VERISMO OPERA
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 033A or 033B, 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 though other genres may be included in performance. 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 033A or 033B, 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 though other genres may be included in performance. Audition required. Pass/No Pass Option

MUSC 044D MUSICAL THEATER & OPERA SCENES: MODERN MUSICALS
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 033A or 033B, 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 though other genres may be included in performance. 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
Acceptable for credit: University of California, California State University
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 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 052A JAZZ COMBO: EARLY
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 051 or MUSC 061
Acceptable for credit: University of California, California State University
This course focuses on small group playing in the jazz idioms. Students have the opportunity to perform early styles of jazz. Each combo is expected to perform in public, either on or off-campus. Pass/No Pass Option

MUSC 052B JAZZ COMBO: SWING
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 051 or MUSC 061
Acceptable for credit: California State University
This course focuses on small group playing in the jazz idiom. Students have the opportunity to concentrate on the performance of swing. Each combo is expected to perform in public, either on or off-campus. Pass/No Pass Option

MUSC 052C JAZZ COMBO: BEBOP
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 051 or MUSC 061
Acceptable for credit: California State University
This course focuses on small group playing in the jazz idiom. Students have the opportunity to perform bebop. Each combo is expected to perform in public, either on or off-campus. Pass/No Pass Option

MUSC 052D JAZZ COMBO: FUSION
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 051 or MUSC 061
Acceptable for credit: California State University
This course focuses on small group playing in the jazz idiom. Students have the opportunity to perform jazz fusion. Each combo is expected to perform in public, either on or off-campus. Pass/No Pass Option

MUSC 053A CHAMBER MUSIC: EARLY
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 042 or MUSC 048 or MUSC 049
Acceptable for credit: California State University
This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the early eras of music history (Medieval, Renaissance, Baroque). Pass/No Pass Option

MUSC 053B CHAMBER MUSIC: CLASSICAL
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 042 or MUSC 048 or MUSC 049
Acceptable for credit: California State University
This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the classical eras of music history (Classical, Romantic). Pass/No Pass Option

MUSC 053C CHAMBER MUSIC: MODERN
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 042 or MUSC 048 or MUSC 049
Acceptable for credit: California State University
This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the modern eras of music history (Impressionism, 20th Century, 21st Century). Pass/No Pass Option

MUSC 053D CHAMBER MUSIC: WORLD
1 unit
Lecture 0 units; lab 1 unit
Advisory: MUSC 042 or MUSC 048 or MUSC 049
Acceptable for credit: California State University
This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from non-Western cultures. Pass/No Pass Option

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

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* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
### MUSC 057 HISTORY AND CULTURE OF HIP-HOP
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, 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, class-ism, materialism, freedom of speech and sexuality. Pass/No Pass Option

### MUSC 061A 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 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 ProTools. Pass/No Pass Option

### MUSC 063B COMMERCIAL MUSIC PRODUCTION
3 units
Lecture 2 units; lab 1 unit
Advisory: MUSC 063A
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 ProTools. 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 2-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. Students have the opportunity to gain hands on experience recording, editing, mixing, and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software. Pass/No Pass Option

### MUSC 065B RECORDING ARTS II
3 units
Lecture 2 units; lab 1 unit
Advisory: MUSC 065A
Acceptable for credit: California State University
This is the second of a 2-part series of recording arts classes. MUSC 065B is an intermediate class in the audio recording arts, covering multi-track recording and overdubbing, outboard and on-board signal processing, use of patch bays, mixing, automation, and commercial music production. Pass/No Pass Option

### MUSC 065C AUDIO MIXING & PRODUCTION
3 units
Lecture 2 units; lab 1 unit
Advisory: MUSC 065B
Acceptable for credit: California State University
This advanced recording arts course focuses on the art of mixing, signal processing, comp tracks and mastering. Students have the opportunity to prepare a multi-track recording for mixing, learn to level and balance tracks, choose and apply effects, and bounce a file in the proper format to achieve a final product. Pass/No Pass Option

### MUSC 065D RECORDING ARTS FOR FILM, TV & MEDIA: LIVE ON-LOCATION
2 units
Lecture 1 unit; lab 1 unit
Advisory: MUSC 065A and THEA 005A
Acceptable for credit: University of California, California State University
This course serves as an introduction to the theory and practice of audio production for radio, television, film and digital recording applications. Students will have the opportunity to learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio.

### MUSC 066 DIGITAL AUDIO AND NOTATION
1 unit
Lecture 0.5 units; lab 0.5 units
Advisory: MUSC 005
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

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog
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 067A
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
Acceptable for credit: University of California, California State University
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.

MUSC 070 MUSIC BUSINESS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course presents an overview of the business and legal aspects of the music industry. Topics include: record contracts, publishing, licensing, distribution, and copyright. In addition, the duties and responsibilities of producers, agents, managers, promoters, and performing artists are examined. 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.

 Associates in Science in Nutrition and Dietetics for Transfer Degree (AS-T in Nutrition and Dietetics)
The Associate in Science in Nutrition and Dietetics for Transfer degree (AS-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 (AS-T in Nutrition and Dietetics) will be able to:
1) identify the role of nutrients and healthy food preparation for optimal health and well being;
2) clearly communicate nutrition concepts in oral and written formats;
3) use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions;
4) select appropriate foods for a healthy diet and disease risk reduction;
5) apply knowledge of the physical and biological sciences to the function of nutrients in metabolic processes;
6) apply knowledge of social, physical and biological science to address human nutrition issues;
7) utilize research outcomes and statistics to interpret a nutrition issue.

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;
• 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>NUTR 015</td>
<td>Human Nutrition</td>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
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<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
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• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>BIOL 045</td>
<td>Microbiology</td>
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<td><strong>List A: Select a Minimum of One Course: 4 – 5 units</strong></td>
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<tr>
<td>CHEM 012A</td>
<td>Organic Chemistry</td>
<td>5</td>
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<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
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<tr>
<td>BIOL 048</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td><strong>List B: Select One Course: 3 - 6 units</strong></td>
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<td>BIOL 011</td>
<td>Human Biology</td>
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<tr>
<td>BIOL 041</td>
<td>Principles of Animal Biology</td>
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<tr>
<td>BIOL 042</td>
<td>Principles of Plant Biology</td>
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<tr>
<td>BIOL 043</td>
<td>Principles of Cell Biology</td>
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<tr>
<td>BIOL 047</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
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<td>CHEM 012A</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
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<td>Principles of Macroeconomics Lab</td>
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<td>ECON 002AH</td>
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<tr>
<td>ECON 001BH</td>
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<td>AND</td>
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<tr>
<td>ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
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<td>MATH 001</td>
<td>Pre-Calculus Algebra</td>
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<td>MATH 002</td>
<td>Pre-Calculus Algebra and Trigonometry</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></td>
<td></td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</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>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
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<tr>
<td>PSYC 012</td>
<td>Human Growth and Development</td>
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<tr>
<td><strong>Total Major Units:</strong></td>
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<td><strong>Total Program Units:</strong></td>
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<tr>
<td><strong>Recommended Course Sequence:</strong> Only includes the program major requirements.</td>
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</table>

**Fall, Year 1: 11 units**
CHEM 001A; NUTR 015; PSYC 001

**Spring, Year 1: 10 units**
BIOL 045; CHEM 001B

**Fall, Year 2: 4-5 units**
Any Course from List A

**Spring, Year 2: 3-6 units**
Any Course from List B

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
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Oceanography

THE FACULTY
Robert Lopez

PREREQUISITES AND COREQUISITES are MANDATORY.
Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

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.

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

Career Options
Most job opportunities available to oceanography graduates are in physical oceanography:
- Marine geology
- Ocean engineering
- Marine chemistry
- 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.

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
Paralegal

THE FACULTY
Stacy Hopkins

DIVISION
One School of Professional Studies

DEAN
Renee Paquier

DEPARTMENT CHAIR
Stacy Hopkins

PHONE
408-741-2445

EMAIL
stacy.hopkins@westvalley.edu

COUNSELING
408-741-4068

Degree:
A.S., Paralegal

Certificate:
Paralegal

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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 Rationality
ENGL 001A, 001B, 001C

MATH 000D, 000G, 001, 002, 003A/B, 004A/B/C, 008, 010, 012, 019, 106, 106R

PHIL 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, 002A/B, 030A/B

OCEA 010

PSCI 010, 020, 040

PHYS 002A/B, 004A/B/C, 010

PHSC 002, 007

Area C - Humanities
ASLA 002A/B

ARTS 001A/B, 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

HUMAN 001A/B, 002, 003

ITAL 001A/B, 002A/B, 004A/B, 050A/B, 051A/B

JPNS 001A/B, 002A/B, 050A/B, 051A/B

LATN 050A

MUSC 001, 002, 009, 010

PHIL 001, 003, 004, 005, 006, 008, 012

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 007, 008

Area E – Lifelong Learning and Development
COMM 004, 008

LIBR 004

PSYC 012, 025

Area F – Cultural Diversity
COMM 012

CHST 005

ENGL 012, 013, 018, 046

PHIL 021

PSYC 009

SOC 020

WGS 001

PARALEGAL
A.S. Degree

The Paralegal Associate of Science degree goals and objectives are 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.
6. Demonstrate a proficiency in legal technology.
7. Demonstrate an ability to do factual and legal analysis.

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 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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- Government Agencies
- Corporate Legal Departments
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- Financial Institutions
- Insurance Companies
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- 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 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.
Course ID | Title | Units
--- | --- | ---
**Required Core Courses: 29 units**
PARA 018 | Legal Analysis | 2
PARA 019 | Introduction to Paralegal Studies | 3
PARA 021 | Introduction to American Law | 3
PARA 022 | Civil Litigation Procedures | 3
PARA 022A | Pre-trial Procedures | 1.5
PARA 024A | Writing for Law Practice | 1.5
PARA 025 | Legal Ethics and Professional Responsibility | 1.5
PARA 029A | Paralegal Employment Preparation | 1
PARA 029B | Paralegal Internship | 2
PARA 065B | Microsoft Word for the Law Office | 3
PARA 068 | Computer Assisted Legal Research | 1.5
PARA 023 | Legal Research and Writing | 2
PARA 043 | Law Office Management | 2
PARA 090 | Legal Technology | 2
**Electives from Recommended List: 6 units**
PARA 027 | Corporate Law | 3
PARA 030 | Business Contract Law | 1.5
PARA 032 | Family Law | 3
PARA 035A | Practical Procedures for Probate | 1.5
PARA 036 | Will Drafting and Basic Estate Planning | 3
PARA 037 | Intellectual Property Law | 1.5
PARA 070 | Employment Law | 3
PARA 076 | Immigration and Naturalization Law for Paralegals | 3
PARA 077 | Elder Law for Paralegals | 1.5
PARA 083C | Patent Administration for Paralegals | 3
ADMJ 004 | Legal Aspects of Evidence | 3
ADMJ 005 | Criminal Investigation | 3
ADMJ 041 | Introduction to Forensics | 3
**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 from the ABA approved GE list - 18 of which are to be from the ABA approved GE courses.

**Recommended Course Sequence:** *Only includes the program major requirements.*

**Fall, Year 1 (12.5 Units):**
PARA 018, PARA 019, PARA 021, PARA 068, 3 units from Electives

**Spring, Year 1 (10.5 Units):**
PARA 022, PARA 023, PARA 025, PARA 029A, PARA 065B

**Fall, Year 2 (12 Units):**
PARA 022A, PARA 024A, PARA 029B, PARA 043, PARA 090, 3 units from Electives

**PARALEGAL CERTIFICATE OF ACHIEVEMENT**

The Paralegal Certificate of Achievement goals and objectives are 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
6. Demonstrate an ability to do factual and legal analysis.
7. Demonstrate proficiency with legal technology.

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. A minimum of an AS Degree is required to obtain the Paralegal Certificate.
Course ID | Title | Units
--- | --- | ---
PARA 090 | Legal Technology | 2
PARA 043 | Law Office Management | 2

Electives from Recommended List: 6 units

PARA 027 | Corporate Law | 3
PARA 030 | Business Contract Law | 1.5
PARA 032 | Family Law | 3
PARA 035A | Practical Procedures for Probate | 1.5
PARA 036 | Will Drafting and Basic Estate Planning | 3
PARA 037 | Intellectual Property Law | 1.5
PARA 070 | Employment Law | 3
PARA 076 | Immigration and Naturalization Law for Paralegals | 3
PARA 077 | Elder Law for Paralegals | 1.5
PARA 083C | Patent Administration for Paralegals | 3
ADMJ 004 | Legal Aspects of Evidence | 3
ADMJ 005 | Criminal Investigation | 3
ADMJ 041 | Introduction to Forensics | 3

Total Certificate Units 35

COURSE SUBSTITUTION AND WAIVERS
Course substitutions are approved pursuant to Program policy. No waiver of courses is permitted by the Program.

Recommended Course Sequence:

Fall, Year 1 (12.5 Units):
PARA 018, PARA 019, PARA 021, PARA 068, 3 units from Electives

Spring, Year 1 (10.5 Units):
PARA 022, PARA 023, PARA 025, PARA 029A, PARA 065B

Fall, Year 2 (12 Units):
PARA 022A, PARA 024A, PARA 029B, PARA 043, PARA 090, 3 units from Electives

PARA 018 LEGAL ANALYSIS
2 units
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
3 units
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
Prerequisites: PARA 019
Acceptable for credit: California State University

PARA 022A PRE-TRIAL PROCEDURES
1.5 units
Lecture 1.5 units; lab 0 units
Prerequisites: PARA 022
Acceptable for credit: California State University

PARA 022B POST TRIAL PROCEDURES
1 unit
Lecture 1 unit; lab 0 units
Acceptable for credit: California State University

PARA 023 LEGAL RESEARCH AND WRITING
2 units
Lecture 2 units; lab 0 units
Prerequisites: PARA 018 and PARA 019 and PARA 068
Acceptable for credit: California State University

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

PARA 025 LEGAL ETHICS AND PROFESSIONAL RESPONSIBILITY
1.5 units
Lecture 1.5 units; lab 0 units
Acceptable for credit: California State University

PARA 027 CORPORATE LAW
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
### 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 035A PRACTICAL PROCEDURES FOR PROBATE
1.5 units
Lecture 1.5 units; lab 0 units
**Acceptable for credit:** California State University
This course covers the procedures and forms required to process a will through probate.

### PARA 036 WILL DRAFTING AND BASIC ESTATE PLANNING
3 units
Lecture 3 units; lab 0 units
**Acceptable for credit:** California State University
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.

### PARA 037 INTELLECTUAL PROPERTY LAW
1.5 units
Lecture 1.5 units; lab 0 units
**Acceptable for credit:** California State University
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.

### PARA 042 CRIMINAL TRIAL TECHNIQUES FOR THE PARALEGAL
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 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.

### PARA 043 LAW OFFICE MANAGEMENT
2 units
Lecture 2 units; lab 0 units
**Acceptable for credit:** California State University
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.

### PARA 065B MICROSOFT WORD FOR THE LAW OFFICE
3 units
Lecture 3 units; lab 0 units
**Acceptable for credit:** California State University
This course covers the preparation of legal documents, such as contracts, wills, and pleadings, using Microsoft Word features that apply to the law office.

### PARA 068 COMPUTER ASSISTED LEGAL RESEARCH
1.5 units
Lecture 1.5 unit; lab 0 units
**Advisory:** PARA 019
**Acceptable for credit:** California State University
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.

### PARA 070 EMPLOYMENT LAW
3 units
Lecture 3 units; lab 0 units
**Acceptable for credit:** California State University
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.

### PARA 076 IMMIGRATION AND NATURALIZATION LAW FOR PARALEGALS
3 units
Lecture 3 units; lab 0 units
**Acceptable for credit:** California State University
This course provides an overview of Immigration and Naturalization laws, with emphasis 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.

### PARA 077 ELDER LAW FOR PARALEGALS
1.5 units
Lecture 1.5 units; lab 0 units
**Acceptable for credit:** California State University
This course introduces students to the elder law issues of estate planning, Medicare, Social Security, and guardianship.
PARA 083C PATENT ADMINISTRATION FOR PARALEGALS
3 units
Lecture 3 units; lab 0 units
Advisory: PARA 037
Acceptable for credit: California State University
The course introduces the patent administration process. It provides a step-by-step approach to the role paralegals play in the administration of patents.

PARA 090 LEGAL TECHNOLOGY
2 units
Lecture 2 units; lab 0 units
Acceptable for credit: California State University
This course provides students with hands-on experience using a variety of the most widely used legal software. Pass/No Pass Option.

PARA 092 TRADEMARK PROSECUTION
1.5 units
Lecture 1.5 units; lab 0 units
Acceptable for credit: California State University
This class provides an in-depth review of the legal framework of trademarks and hands-on experience with trademark prosecution.

Park Management

THE FACULTY
Christopher Cruz
Heidi McFarland

DIVISION
The School of Professional Studies
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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 firefighters, 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 three areas: resources management, visitor services, and interpretation.
• Develop mapping projects and demonstrate the use of the three elements of geospatial technology; GIS, GPS, and Remote Sensing.
• Use wildland fire and emergency medical response techniques.
• Plan, design, and complete a maintenance project.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>Required Core Courses: 38-39 units</td>
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<tr>
<td>PMGT 010</td>
<td>Introduction to Park Management</td>
<td>3</td>
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<td>Park Communications</td>
<td>2</td>
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<td>PMGT 014</td>
<td>Conservation of Our Natural Resources</td>
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<td>Introduction to Park Maintenance</td>
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<td>PMGT 017</td>
<td>Basic Horticulture for Parks</td>
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<td>Park Planning &amp; Design</td>
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<td>PMGT 019</td>
<td>Wilderness First Responder</td>
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<td>PMGT 020A</td>
<td>Employment Preparation</td>
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<td>PMGT 020B</td>
<td>Internship</td>
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<td>Park Operations Laboratory</td>
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PARK MANAGEMENT
Certificate of Achievement

The Park Management Certificate 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 firefighters, 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 Certificate, 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 three areas: resources management, visitor services, and interpretation.
- Develop mapping projects and demonstrate the use of the three elements of geospatial technology; GIS, GPS, and Remote Sensing.
- Use wildland fire and emergency medical response techniques.
- Plan, design, and complete a maintenance project.

**Recommended Course Sequence:** Only includes the program major requirements.

<table>
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<tr>
<th>Fall, Year 1: 11 units</th>
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<tr>
<td>PMGT 012A, GIST 016G, PMGT 010, PMGT 014</td>
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<th>Spring, Year 1: 8 units</th>
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<tr>
<td>PMGT 011, PMGT 015B, PMGT 015C</td>
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<tr>
<th>Winter, Year 1: 2 units</th>
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<td>PMGT 013</td>
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<th>Fall, Year 2: 9 units</th>
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| Total Program 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.

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<td>PMGT 021</td>
<td>Park Operations Laboratory</td>
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<tr>
<td>GIST 016A</td>
<td>Introduction to Geospatial Technology</td>
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<td>GIST 016G</td>
<td>Introduction to Remote Sensing</td>
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<td>PMGT 012A</td>
<td>Basic Outdoor Skills</td>
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<tr>
<td>PMGT 012B</td>
<td>Backcountry Technical Rescue</td>
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</tbody>
</table>

| Total Certificate Units: | 38-39 |

**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 this 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. Topics include equipment selection and use, wilderness medicine, navigation, planning and those skills necessary for the backcountry traveler. Field trips will be completed based on the current health and safety requirements at the time of the trips.
**PMGT 012B BACKCOUNTRY TECHNICAL RESCUE**
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course provides students the opportunity to develop basic skills necessary to rock climb and perform a basic rescue. Skills taught include how to use climbing and rescue equipment, establishing anchors, rock climbing, rappelling, and rope rescue. This course follows State Fire Marshall’s L.A.R.R.O. training curriculum with additional content relating to back-country/wilderness settings. Pass/No Pass Option.

**PMGT 012C ADVANCED OUTDOOR SKILLS AND SURVIVAL**
3 units  
Lecture 2 units; lab 1 unit  
Advisory: PMGT 012A  
Acceptable for credit: California State University  
This course is designed to advance existing basic outdoor skills typical of those needed by public and private land stewards and backcountry travelers working or recreating in underdeveloped and remote settings. Emphasis is on self-survival skills including: building shelter, staying warm, finding water, tracking, working in adverse weather conditions, making independent critical decisions, and participating in teamwork.

**PMGT 013 WILDLAND FIRE SUPPRESSION**
2 units  
Lecture 2 units; lab 0 units  
Acceptable for credit: California State University  
This course provides the training necessary to qualify for the federal inter-agency “RED” card for wildland firefighter. Topics covered include ignition, behavior, and spread of forest fires, influence and role of topography and fuels, philosophy behind prescribed fire, fire suppression equipment, methods of fire prevention and suppression, Incident Command System, and the national wildland fire control organizations.

**PMGT 014 CONSERVATION OF OUR NATURAL RESOURCES**
3 units  
Lecture 3 units; lab 0 units  
Acceptable for credit: California State University  
This course emphasizes the conservation of our natural resources from the view of conservation problems by considering the history of human populations in the relation to natural resources, their present predicament, and their future outlook. This course also covers conservation as it pertains to water, timber, wildlife, soil, and air.
PMGT 015A DUTIES OF THE PARK PROFESSIONAL  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course addresses contemporary topics and issues pertinent to the operation and management of public lands. This is accomplished through direct contact with public land professionals. The topics discussed include but are not limited to: Ranger Operations, Visitor Services, Maintenance Operations, Research and Resource Management and Administration.

PMGT 015B NATURAL & CULTURAL RESOURCE INTERPRETATION  
3 units  
Lecture 2 units; lab 1 unit  
Acceptable for credit: California State University  
This course provides students with the opportunity to increase confidence in their public speaking abilities as they explore the interpretive approach to communication. In this hands-on learning environment, students gain the knowledge and skills necessary to develop and conduct guided walks, children’s programs and campfire presentations. Students have opportunities to learn the fundamentals of creating interpretive media such as brochures, displays, and exhibits. Field trips and professional presentations provide students with exemplary interpretive experiences.

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 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 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 AVA 030A and 030B and 030C and 30D. Prerequisites PMGT 015A, 015B, 015C are required for PMGT students. Prerequisites GIST 016A, 016C, 016E are required for Geospatial Technology students. Prerequisites AVA 030A, 030B, 030C, 030D are required for UAS Technology students.  
Co-requisite: PMGT 020B  
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  
Co-requisite: 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.

- PREREQUISITES AND COREQUISITES are MANDATORY.

- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 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.

PMGT 026 REGENERATIVE AGRICULTURE FOR PARKS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is designed to introduce students to the topic of Regenerative Agriculture, its benefits to increasing carbon sequestration in the land through modern agricultural techniques, and how it pertains to public lands.

For related courses (See Aviation)

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**Philosophy**

**THE FACULTY**

Barbara Upton

**DEPARTMENT CHAIR**

Andrew Kindon

**COUNSELING**

408-741-2009

**EMAIL**

andrew.kindon@westvalley.edu

**DEGREE  (AA-T in Philosophy)**

**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 (AA-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;
- 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>PHL 002</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Core Courses: Select two: 6 Units**

- PHL 002: Introduction to Logic 3 units

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog
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.

<table>
<thead>
<tr>
<th>Course ID</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 001</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 003</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

List A: Select one or any Required Core course not already used: 3 Units

| PHIL 004 | Comparative Religions                                      | 3     |
| PHIL 005 | Introduction to Social and Political Philosophy            | 3     |
| PHIL 017 | Logic & Critical Reasoning                                  | 3     |

List B: Select two or any List A courses not already used: 6 units

| HIST 004B | Western Civilization II: 1500 CE to Present                | 3     |
| PHIL 022  | Philosophy of Religion                                     | 3     |

List C: Select one or any List A or List B course not already used: 3 Units

| HIST 004A | Western Civilization I: Prehistory to 1500 CE              | 3     |
| 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     |
| OR        | Honors United States History                               | 3     |
| HIST 020  | History and Geography of California                        | 3     |
| HUMN 001A | Human Values in and from the Arts - the Ancient World       | 3     |
| OR        | to the Early Renaissance                                   |       |
| HUMN 001B | Human Values in and from the Arts - the Renaissance         | 3     |
| OR        | to the Modern Age                                          |       |
| WGQS 002  | Women in the Arts: Multicultural Perspectives               | 3     |
| WGQS 004A | Women in World Cultures                                     | 3     |

Total Major Units 18

Total Program Units 60

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

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 3 units
PHIL 002

Spring, Year 1: 3 units
PHIL 001 OR PHIL 003

Fall, Year 2: 6 units
Any Course from List A, Any Course from List B

Spring, Year 2: 6 units
Any Course from List B, Any Course from List C

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 principles of valid reasoning with emphasis on deductive logic. The course includes a study of formal techniques of sentential logic and an examination of language, fallacies, and inductive reasoning.

PHIL 003 INTRODUCTION TO ETHICS
3 units
Lecture 3 units; lab 0 units
Prerequisite: ENGL 001A
Acceptable for credit: University of California, California State University
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 intuitionists. 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. Topics include: the rights of the individual against the rights of the state, examination of the just state, and the effects of political ideologies (liberalism, Fascism and Communism) have on social relations. This course traces the history of these ideas from Plato to the Postmodern.

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
This course is designed to provide a systematic inquiry into the philosophical foundations of the religious viewpoint. The course examines the relation between faith and reason, the existence of God, the goodness of God, meaning 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

PHOTOGRAPHY
(See Art)

PHYSICAL EDUCATION
(See Kinesiology)
Physical Science

THE FACULTY
Doug Epperson
Hélène Flohic
Robert Lopez
Benjamin Mendelsohn
Mel Vaughn

DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Doug Epperson
PHONE 408-741-4662
EMAIL Doug.Epperson@westvalley.edu
COUNSELING 408-741-2162

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 the study of the Earth’s atmosphere. The topics covered include atmospheric structure and composition, solar radiation, energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, thunderstorms and tornadoes, tropical cyclones, weather forecasting, California climate and weather, global climate and weather, and climate change. Pass/No Pass Option

Physics

THE FACULTY
Doug Epperson
Hélène Flohic
Mel Vaughn

DIVISION Science and Math
DEAN Laura Hyatt
DEPARTMENT CHAIR Doug Epperson
PHONE 408-741-4662
EMAIL Doug.Epperson@westvalley.edu
COUNSELING 408-741-2162

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 (AS-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.

<table>
<thead>
<tr>
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<th>Units</th>
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</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

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
CATALOG

Advisory: PHYS 001
Acceptable for credit: University of California, California State University
C-ID PHYS 105
This course is designed specifically to prepare students for Physics 002A or Physics 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
Advisory: PHYS 001
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 mechanics (motion, forces, torques, 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 205
This is the first course in the engineering physics series. It covers vectors, kinematics, dynamics, energy, momentum, universal gravity, rotational physics, fluid dynamics, and elasticity.

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.

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<td>MATH 003B</td>
<td>Calculus and Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 004A</td>
<td>Intermediate Calculus</td>
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<tr>
<td>MATH 004B</td>
<td>Differential Equations</td>
<td>4</td>
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<tr>
<td>ENGR 021</td>
<td>Intro to Computing for Scientists and Engineers</td>
<td>3</td>
</tr>
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</table>

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).

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (8 Units):
ENGR 021, MATH 003A
PHYS 004B ENGINEERING PHYSICS – ELECTRICITY & MAGNETISM
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 210
This is the second semester of a three-semester physics sequence, intended for students majoring in physical sciences and engineering. Core topics include electrodynamics (electric fields, Gauss’s Law, electric potential, capacitors and dielectric), magnetism (applications of Ampere’s Law, inductance 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

DEPARTMENT CHAIR Nichola Gutierrez
PHONE 408-741-2557
EMAIL nichola.gutierrez@westvalley.edu
COUNSELING 408-741-2009

PREREQUISITES AND COREQUISITES are MANDATORY.
Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE (AA-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;

For transfer information see assist.org and/or consult with a counselor.
- Advisory is a recommended preparation, not a REQUIREMENT.

This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/263

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.
- 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.

<table>
<thead>
<tr>
<th>Course ID</th>
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<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ECON 001BH AND ECON 002BH</td>
<td>Honors Principles of Microeconomics Lab</td>
<td>1</td>
</tr>
<tr>
<td>ECON 001AH AND ECON 002AH</td>
<td>Honors Principles of Macroeconomics Lab</td>
<td>1</td>
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</tbody>
</table>

Total Major Units: 18-21

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

Total Program 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.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (example courses listed): 3 units
- POLI 001 or 001H

Spring, Year 1: 3-4 units
- Any Course from List A

Fall, Year 2: 6-7 units
- Any Course from List A

Fall, Year 2 (4 Units):
- MATH 10 or MATH 10H

Spring, Year 2: 6-7 units
- Any Course from List A

Any Course from List B OR List A

**Associate in Arts in Law, Public Policy and Society for Transfer Degree (AA-T in Law, Public Policy and Society)**

The Associate in Arts in Law, Public Policy and Society for Transfer Degree (AA-T) is designed to provide a solid, multi-disciplinary lower-division preparation for students who intend to transfer to a California State University (CSU) for a bachelor’s degree in Political Science, Public Policy, Law, Sociology, Economics, Criminal Justice, Criminology, Global Intelligence and National Security, International Relations, Philosophy, or similar major.

Students who complete the Associate in Arts in Law, Public Policy, and Society Transfer degree (AA-T in Law, Public Policy, and Society) will be able to:

- analyze Political Science concepts and theories, evaluate diverse viewpoints related to the human experience, and articulate evidence-based arguments.

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.

<table>
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<tr>
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<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>ADMJ 003</td>
<td>Principles &amp; Procedures of the Justice</td>
<td>3</td>
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<td>BUSN 028</td>
<td>Business Law</td>
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<td>Units</td>
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<tr>
<td>PHIL 003</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>COM 004</td>
<td>Small Group Discussion</td>
<td>3</td>
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<tr>
<td>OR</td>
<td></td>
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<tr>
<td>COMM 020</td>
<td>Argumentation and Debate</td>
<td>3</td>
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<tr>
<td>OR</td>
<td></td>
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<tr>
<td>COMM 001</td>
<td>Public Speaking</td>
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<tr>
<td>ENGL 001A</td>
<td>English Composition</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</td>
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<tr>
<td>OR</td>
<td>Writing</td>
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<tr>
<td>PHIL 002</td>
<td>Introduction to Logic</td>
<td>3</td>
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<tr>
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<td>Elementary Statistics</td>
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<tr>
<td>MATH 010H</td>
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<td>United States History</td>
<td>3</td>
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<tr>
<td>OR</td>
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<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
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<tr>
<td>OR</td>
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<tr>
<td>HIST 017BH</td>
<td>Honors United States History</td>
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<tr>
<td>POLI 001</td>
<td>American Government</td>
<td>3</td>
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<tr>
<td>OR</td>
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<tr>
<td>POLI 001H</td>
<td>Honors American Government</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A: Select up to Two Courses from Two of the areas listed below: (NOTE: courses must not have been used above): 6-7 units**

**Area 1: Administrative of Justice/Criminal Justice/Criminology**

- 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 008 Juvenile Procedures 3
- ADMJ 021 Community Relations 3
- ADMJ 100G Introduction to Corrections 3

**Area 2: Business**

- BUSN 028 Business Law 3

**Area 3: Economics**

- ECON 001A Principles of Macroeconomics 3
- ECON 002A Principles of Macroeconomics Lab 1
- ECON 001AH Honors Principles of Macroeconomics 3
- ECON 002AH Honors Principles of Macroeconomics Lab 1
- ECON 001B Principles of Microeconomics 3
- ECON 002B Principles of Microeconomics Lab 1
- ECON 001BH Honors Principles of Microeconomics 3
- ECON 002BH Honors Principles of Microeconomics Lab 1

**Area 4: Political Science**

- POLI 002 Comparative Governments 3
- POLI 004 International Relations 3

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>POLI 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
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<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLI 003H</td>
<td>Honors Introduction to Political Science</td>
<td>3</td>
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</tbody>
</table>

**Area 5: Public Policy**

- SJST 001 Introduction to Social Justice Studies 3
- SOCI 002 Social Problems 3

**Area 6: Diversity**

- GEOG 002 Introduction to Cultural Geography 3
- SOCI 020 Sociology of Race and Ethnicity 3
- SOCI 028 Sociology of Gender 3
- ANTH 003 Introduction to Cultural Anthropology 3
- OR    |                                            |       |
- ANTH 003H Honors Introduction to Cultural Anthropology 3

**Area 7: College Success**

- COUN 005 College Success 3

**Total Major Units:** 31-32
**GE Units (CSU GE or IGETC):** 39 or 37
**Total Degree Units:** 60

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 10 units
- MATH 010 OR 010H;
- ENGL 001A;
- POLI 001 or 001H

**Spring, Year 1 (example area shown):** 9 units
- ADMJ 001 OR ADMJ 002 OR ADMJ 003 OR BUSN 028;
- Any Course from Area 1: Administrative of Justice/Criminal Justice/Criminology;
- ENGL 001C OR 001CH OR PHIL 002

**Fall, Year 2:** 6 units
- COMM 004 OR 020 OR 001;
- HIST 017A OR HIST 017B OR 017BH

**Spring, Year 2 (example area shown):** 6-7 units
- Any Course from Area 1: Administrative of Justice/Criminal Justice/Criminology;
- PHIL 003

**POLITICAL SCIENCE**

**A.A. Degree**

A student obtaining an A.A. degree in Political Science will be able to demonstrate critical thinking, analytic problem solving, research and communication skills, all of which are valued by institutions of higher education and the labor market. Students will apply these skills to understand the structure and functions of American government; the institutions, players and processes in American national and state governments; the exercise of power in governmental institutions; comparison of the U.S. political system to others in the world; and political relations among nations and the transnational relations practiced by people, organizations, and institutions across national boundaries.

After completing an A.A. degree in Political Science, students will be able to:
- Describe the political relations among nations and the transnational relations practiced by people, organizations, and institutions across national boundaries.
- Compare the U.S. political system to others in the world.

The Political Science Program at West Valley College is primarily transfer oriented. It prepares students to enter 4-year Political Science or any Political Science-related program at the university level.
This program requires a student to complete a minimum of 21 units, including 9 Political Science course units and a minimum of 9 elective course units. Students are required to earn a minimum grade point average (GPA) of 2.0 and earn a grade of C or better in all courses required for the major.

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<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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<td>POLI 001</td>
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<td>OR</td>
<td>Honors American Government</td>
<td>3</td>
</tr>
<tr>
<td>POLI 002</td>
<td>Comparative Governments</td>
<td>3</td>
</tr>
<tr>
<td>POLI 004</td>
<td>International Relations</td>
<td>3</td>
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<tr>
<td>ENGL 001C</td>
<td>Critical Thinking and Writing</td>
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<td>OR</td>
<td>Honors Critical Thinking and Writing</td>
<td>3</td>
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<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>
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<tr>
<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors Introduction to Cultural Anthropology</td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Macroeconomics</td>
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<td>AND</td>
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<td>ECON 001B</td>
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<td>AND</td>
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<td>Honors Principles of Microeconomics</td>
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<td>GEGG 001</td>
<td>Intro Physical Geography</td>
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<tr>
<td>GEGG 002</td>
<td>Introduction to Cultural Geography</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>
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<tr>
<td>HIST 005A</td>
<td>World History: Prehistory to 1500</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 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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<td>HIST 016</td>
<td>Mexican-American History</td>
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<tr>
<td>HIST 017B</td>
<td>United States History</td>
<td>3</td>
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<tr>
<td>OR</td>
<td>Honors United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 020</td>
<td>History and Geography of California</td>
<td>3</td>
</tr>
<tr>
<td>POLI 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Introduction to Political Science</td>
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<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
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<td>OR</td>
<td>Honors General Psychology</td>
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<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
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<tr>
<td>OR</td>
<td>Honors Experimental Psychophysiology</td>
<td>4</td>
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<tr>
<td>PSYC 007</td>
<td>Physiological Psychology</td>
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<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural Perspective</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 012</td>
<td>Human Growth and Development</td>
<td>3</td>
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<tr>
<td>PSYC 025</td>
<td>Introduction to Abnormal 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>SOCI 002</td>
<td>Social Problems</td>
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<td>OR</td>
<td>Honors Social Problems</td>
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<td>SOCI 028</td>
<td>Sociology of Gender</td>
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<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
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<td>Marriage and Family Sociology</td>
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<tr>
<td>SOCI 045</td>
<td>Sociology of Human Sexuality</td>
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**Total Major Units:** 21
**Total Program Units:** 60

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:** Only includes the program major requirements.

**Fall, Year 1:** 3 units
- POLI 001 or POLI 001H

**Spring, Year 1:** 3 units
- ENGL 001C or ENGL 001CH

**Fall, Year 2:** 9 units
- POLI 002, 6 units from Electives

**Spring, Year 2:** 6 units
- POLI 004, 3 units from Electives

**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. With an emphasis on research and analysis, students have the opportunity to apply critical thinking skills and concepts to develop their knowledge of American government.

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 2 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.

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.

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
This course is an introduction to political theory analyzing the ideological origins of nation-states from direct democracy to totalitarian forms of government. Honors Introduction to Political Science uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there will be specific focus on analytical writing and exploring the field through reading primary source research.

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 contemporary international scene has developed. Topics such as nationalism, imperialism, war, the world economy, the environment, and developing 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 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, 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 concerned 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 Association, 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 (LVN; 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

• PREREQUISITES AND COREQUISITES are MANDATORY
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
**ASSOCIATE IN ARTS IN PSYCHOLOGY FOR TRANSFER DEGREE (AA-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:

- 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 major concepts, theoretical findings, and historical trends in psychology;
- explain how psychosocial factors influence behavior and attitudes, and recognize the complexity of sociocultural and international diversity;
- 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 individual;
- and specify how psychological principles are applied to real-life situations in business, industry, child-rearing, and social interaction.

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.

### Required Core Courses: 11 units

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<th>Units</th>
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<tr>
<td>PSYC 001</td>
<td>General Psychology</td>
<td>3</td>
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<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
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<tr>
<td>OR</td>
<td>Honors Experimental Psychophysiology</td>
<td>4</td>
</tr>
<tr>
<td>MATH 010</td>
<td>Elementary Statistics</td>
<td>4</td>
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<tr>
<td>OR</td>
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**List A: 3 or 4 units**

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<td>BIOL 011</td>
<td>Human Biology</td>
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<td>PSYC 007</td>
<td>Physiological Psychology</td>
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**List B: 3 or 4 units from below or from List A not already used**

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<tbody>
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<td>PSYC 012</td>
<td>Human Growth and Development</td>
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**List C: 3 or 4 units from below or from List A and B not already used**

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<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural Perspective</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 017</td>
<td>Introduction to Social Psychology</td>
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### Total Major Units: 20-22

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<tr>
<th>GE Units (CSU GE or IGETC):</th>
<th>39 or 37</th>
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</table>

### 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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1:** 7 units

- PSYC 001; MATH 010 OR 010H

**Spring, Year 1:** 6 units

- Any Course from List C, Any Course from List A

**Fall, Year 2:** 4 units

- PSYC 002 OR 002H

**Spring, Year 2:** 3 units

- Any Course from List B

**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.

### Major Requirements: 14 units

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<td>MATH 010</td>
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<tr>
<td>PSYC 001</td>
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</tr>
<tr>
<td>PSYC 002</td>
<td>Experimental Psychophysiology</td>
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**CATALOG**

**ADVISORY is a recommended preparation, NOT a REQUIREMENT.**

- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog.
Course ID  | Title                               | Units
---          | ---                                 | ---
PSYC 007    | Physiological Psychology            | 3

**List A: Select two: 6 units**

PSYC 009    | Psychology of Women: A Multicultural Perspective | 3
PSYC 012    | Human Growth and Development          | 3
PSYC 017    | Introduction to Social Psychology     | 3
PSYC 025    | Introduction to Abnormal Psychology   | 3
PSYC 030    | Psychology of Addiction and Substance Abuse | 3

**Recommended Electives**

ANTH 003    | Introduction to Cultural Anthropology | 3
BIOL 010    | Introduction to Biology               | 3
BIOL 043    | Principles of Cell Biology            | 5
SOCI 001    | Introduction to Sociology             | 3

**Total Major Units:** 20

*Consult a counselor for requirements at the four-year 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.

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (3 Units):**
PSYC 001

**Spring, Year 1 (3 Units):**
Any Course from List A

**Fall, Year 2 (10 Units):**
MATH 010, PSYC 007, Any Course from List A

**Spring, Year 2 (4 Units):**
PSYC 002

**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.

**PSYC 001H HONORS GENERAL PSYCHOLOGY**
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 110

Honors General Psychology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there will be an added focus on analytical writing regarding various subsections of the field through reading primary source research. 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, concepts, methods, and research findings in psychology, including the biological bases of behavior, perception, cognition, consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders as well as 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 sub-disciplines 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. 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 sub-disciplines 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 007 PHYSIOLOGICAL PSYCHOLOGY**
3 units
Lecture 3 units; lab 0 units
Prerequisites: 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 neurochemical mechanisms, and brain-behavior relationships underlying sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders.

**PSYC 008 SPECIAL TOPICS IN PSYCHOLOGY**
0.5-1 unit
Lecture 0.5-1 unit; lab 0 units
Acceptable for credit: California State University

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 are also presented and discussed.

PSYC 017 INTRODUCTION TO SOCIAL PSYCHOLOGY
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
C-ID PSY 170
This course is an introduction to the field of social psychology which examines the factors that shape the actions and thoughts of individual human beings in social settings. Specifically, the course covers how people think about, influence, and relate to one another, how we construct our social reality via cognitive processes, and how personal attitudes, dispositions, and situational variables, shape our behavior.

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. Students investigate abnormal behavior from a variety of perspectives including biological, psychological, and sociocultural approaches. An integrative survey of theory and research in abnormal behavior, and intervention and prevention strategies for psychological disorders are also introduced. 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 level and in the workforce. 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)

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**Social Justice Studies**

**THE FACULTY**
Leigh Burrill  
Rebecca Cisneros-Díaz  
Dulce Gray  
Lenore Harris  
Danielle Shaw

**DIVISION**  Social Science  
**DEAN**  Raymond Gamba  
**DEPARTMENT CHAIR**  Andrew Kindon

**PHONE**  408-741-2554  
**EMAIL**  andrew.kindon@westvalley.edu

**Degree:**
A.A.-T, Social Justice Studies

**ASSOCIATE IN ARTS IN SOCIAL JUSTICE STUDIES FOR TRANSFER DEGREE (AA-T in Social Justice Studies)**

The Associate in Arts in Social Justice Studies for Transfer degree (AA-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 the study 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, and systemic marginalization and discrimination, and a capacity to understand and address social responsibility, have become globally interconnected. The Social Justice Studies for Transfer degree (AA-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 (AA-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. Students 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.

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*PREREQUISITES AND COREQUISITES are MANDATORY.*  
*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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.
- 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><strong>Required Core Courses: 9 units</strong></td>
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</tr>
<tr>
<td>SOC 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
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<tr>
<td><strong>Select one course from the following:</strong></td>
<td></td>
<td></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>
<tr>
<td><strong>Any required core course from above not already used or one of the following:</strong></td>
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<td></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>
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<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>
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<tr>
<td>ENGL 018</td>
<td>Asian American Literature</td>
<td>3</td>
</tr>
<tr>
<td>HIST 005B</td>
<td>World History from 1500</td>
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<tr>
<td>HUMAN 001B</td>
<td>Human Values in and from the Arts</td>
<td>3</td>
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<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>
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<tr>
<td>SOC 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>FRNCH 001A</td>
<td>Beginning French</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>
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<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
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<td><strong>LIST A: Select three courses from at least two of the following areas. 9 units</strong></td>
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<tr>
<td>HIST 012</td>
<td>African American History</td>
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<tr>
<td>HIST 014</td>
<td>History of the Native North American</td>
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<tr>
<td>HIST 016</td>
<td>Mexican-American History</td>
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**Area 2: Arts and Humanities**

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<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
<td>3</td>
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<tr>
<td>ART 010</td>
<td>American Art: A Multicultural Approach</td>
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<tr>
<td>ART 013</td>
<td>African-American Art History</td>
<td>3</td>
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<td>ART 014</td>
<td>Women in Art History</td>
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<tr>
<td>WGS 002</td>
<td>Women in the Arts: Multicultural Perspectives</td>
<td>3</td>
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<td>WGS 003</td>
<td>Introduction to Gender Studies</td>
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<tr>
<td>WGS 004A</td>
<td>Women in World Cultures from Prehistory to 1500 CE</td>
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**Area 3: Social Science**

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<td>ANTHR 003</td>
<td>Introduction to Cultural Anthropology</td>
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<td>ANTHR 003H</td>
<td>Honors Introduction to Cultural Anthropology</td>
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<td>GEOG 002</td>
<td>Intro Cultural Geography</td>
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<td>SOC 028</td>
<td>Sociology of Gender</td>
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<tr>
<td>POLIT 003</td>
<td>Introduction to Political Science</td>
<td>3</td>
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<tr>
<td>ECON 001A</td>
<td>Principles of Microeconomics</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**

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<td>MATH 010</td>
<td>Elementary Statistics</td>
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<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
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<tr>
<td>PSYCH 002</td>
<td>Experimental Psychophysiology</td>
<td>4</td>
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<tr>
<td>PSYCH 002H</td>
<td>Honors Experimental Psychophysiology</td>
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**Area 5: Major Preparation**

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<tr>
<td>ART 007</td>
<td>The Art of Asia</td>
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<tr>
<td>ART 001J</td>
<td>Survey of Non-Western Art: Africa, Oceania, and Indigenous North Americas</td>
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<tr>
<td>WGS 001</td>
<td>Introduction to Women’s Studies</td>
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<tr>
<td>ENGL 012</td>
<td>African-American Literature</td>
<td>3</td>
</tr>
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<td>Introduction to Philosophy</td>
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<td>PSYCH 001</td>
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<td>SOC 001</td>
<td>Introduction to Sociology</td>
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<tr>
<td>FRNCH 001A</td>
<td>Beginning French</td>
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<td>JPNS 001A</td>
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<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
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</tbody>
</table>

**Total Major Units** 18-26

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

**Total Degree Units** 60

**Recommended Course Sequence:** Only includes the program major requirements.

**Fall, Year 1 (4 Units):**

- WGS 001
**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

**SOCIETY: Transfer:**
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 SOCIOLOGY FOR TRANSFER DEGREE (AA-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:
- analyze the major dimensions of the diversity of human social experiences using scientific discourse,
- identify and distinguish various major theoretical perspectives within sociology and how these differ from other social science disciplines,
- and evaluate social science research methodologies and apply empirical research to human behavior.

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

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<thead>
<tr>
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<tbody>
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<td>Required</td>
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<tr>
<td>Core Courses:</td>
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<td>10 units</td>
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<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 002</td>
<td>Social Problems</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></td>
<td></td>
</tr>
<tr>
<td>MATH 010H</td>
<td>Honors Elementary Statistics</td>
<td>4</td>
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<tr>
<td>List A</td>
<td>Any two of the following courses:</td>
<td>6 units</td>
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<tr>
<td>SOCI 003</td>
<td>Social Psychology: A Sociological Perspective</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 040</td>
<td>Marriage and Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>List B</td>
<td>Any 1 of the following courses or any course not used above:</td>
<td>3 units</td>
</tr>
</tbody>
</table>

*PREREQUISITES AND COREQUISITES are MANDATORY*  
*Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.*

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### 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

**Acceptable for credit: University of California, California State University**

**C-ID SJS 110**

This course is an inter-disciplinary study of race, class, gender, and ethnicity in the United States with special focus on four historically defined racialized core groups: Native Americans, African Americans, Asian Americans, and Latinx/Latina/Latino Americans. 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.

**ETHN 001 INTRODUCTION TO SOCIAL JUSTICE STUDIES**
- 3 units
- Lecture 3 units; lab 0 units

**Acceptable for credit: University of California, California State University**

This course is an inter-disciplinary study of race, class, gender, and ethnicity in the United States with special focus on four historically defined racialized core groups: Native Americans, African Americans, Asian Americans, and Latinx/Latina/Latino Americans. 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

**A.A. Degree**

A student obtaining an A.A. degree in Sociology will be able to demonstrate critical thinking, analytical problem solving, and communication skills. Students apply these skills to understand diverse communities and their interactions, social change, and/or use scientific methods to find empirical answers to complex social questions.

After completing an A.A. degree in Sociology, students will be able to:

- Analyze the major dimensions of the diversity of human social experiences using scientific discourse.
- Identify and distinguish various major theoretical perspectives within sociology and how these differ from other social science disciplines.
- Evaluate social science research methodologies and/or apply empirical research to human behavior.

The Sociology Program at West Valley College is primarily transfer oriented. It prepares students to enter 4-year Sociology or any Sociology-related program at the university level.

This program requires a student to complete a minimum of 21 units, including 18 Sociology course units and a minimum of 3 elective course units.

#### Required Sociology Courses: 6 Units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 002</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Honors Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Sociology Courses (Complete 12 units)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 003</td>
<td>Social Psychology: A Sociological Perspective</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 012</td>
<td>Introduction to Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 020</td>
<td>Sociology of Race and Ethnicity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 028</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 040</td>
<td>Marriage and Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 045</td>
<td>Sociology of Human Sexuality</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Elective Courses: Complete a minimum of 3 units

- ANTH 003 Introduction to Cultural Anthropology 3 units
- ANTH 003H Honors Introduction to Cultural Anthropology 3 units
- GEOG 002 Introduction to Cultural Geography 3 units
- MATH 010 Elementary Statistics 4 units
- MATH 010H Honors Elementary Statistics 4 units
- PSYC 001 General Psychology 3 units
- PSYC 001H Honors General Psychology 3 units
- ECON 001A AND ECON 002A Principles of Macroeconomics 3 units
- ECON 001AH AND ECON 002AH Honors Principles of Macroeconomics Lab 3 units
- ECON 001B AND ECON 002B Principles of Microeconomics 3 units
- ECON 001BH AND ECON 002BH Honors Principles of Microeconomics Lab 3 units

### Total Major Units: 21-22

### Total Program Units: 60

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.

#### Recommended Course Sequence: Only includes the program major requirements.

**Fall, Year 1: 6 units**

- SOCI 001; SOCI 003 OR 020 OR 040 OR 028

**Spring, Year 1: 6-7 units**

- SOCI 001; SOCI 003 OR 020 OR 040 OR 028
- 3-4 units from Elective Courses

**Fall, Year 2: 3 units**

- SOCI 003 OR 020 OR 040 OR 028 OR 040

**Spring, Year 2: 3 units**

- SOCI 008 OR 045 OR 003 OR 020 OR 040

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- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
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 social problems course identifies and analyzes contemporary social problems, with emphases on the U.S., cross-cultural comparisons, and globally. The course focuses on the role of power and ideology in the definition of social problems, identifying the causes of various social problems and consequences, and evaluating proposed solutions. The course provides a comprehensive overview in current events, policy debates, and emerging social trends. Pass/No Pass Option

SOCI 002H HONORS SOCIAL PROBLEMS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
C-ID SOCI 115
As an honors course, the course focuses on critically analyzing sociological literature and research specific sociological topics, identifies and analyzes contemporary social problems, with emphases on the U.S., cross-cultural comparisons, and globally. The course focuses on the role of power and ideology in the definition of social problems, identifying the causes of various social problems and consequences, and evaluating proposed solutions. The course provides a comprehensive overview in current events, policy debates, and emerging social trends. This honors course emphasizes on analytical writing and exploring the field through reading primary sociological research.

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. Pass/No Pass Option

SOCI 012 INTRODUCTION TO RESEARCH METHODS
3 units
Lecture 3 units; lab 0 units
Prerequisite: SOCI 001
Acceptable for credit: California State University
This research methods course examines fundamental elements of empirical research and the ways in which sociologists and social scientists gather, evaluate, and critique social data. The course goes into detail about the roles of theories, hypotheses, variables, and ethics of research. The course also focuses on the application of qualitative and quantitative analytic tools including logic and research design, such as survey, observational, experimental, case study, and comparative historical research and basic statistical analysis. Computer statistical applications is required for the course. Pass/No Pass Option

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 and ethnicity by addressing global dynamics, cross-cultural comparisons, and U.S. minorities. The course focuses on social interactional patterns and social structures, including economic, political, educational, religious, and other social institutions – that support or challenge racism, stratification, and inequality across the U.S. and globally. The course assesses efforts to promote racial harmony and solutions to address racial/ethnic inequality. 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 cross-culturally. It examines the debates on gender. It analyzes the impact of social, economic, and political changes 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
This course addresses empirical sociological analysis of family, marriage, dating, and mate selection. Historical changes are compared with the more recent trends in family form, problems, size, and sociological functions. Pass/No Pass Option

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
The course examines the interplay of the sociological/ sociocultural perspective with psychological, biological, historical, technological, and other factors in human sexuality. Current sex norms, trends and various aspects of interpersonal and individual sexual adjustment are explored as they relate to larger social structures, institutions and processes. Pass/No Pass Option

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
Corequisites: ISTU 040
Advisory: ENGL 905 or 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
Limitations on Enrollment: Student must be enrolled in the class in which tutoring is sought.
Under direction of a certificated supervisor in the Success Center, students receive tutorial assistance from peer tutors in areas of academic need while learning appropriate study skills to become more successful students and self-determined learners.

LRSV 110M SUPERVISED TUTORING - MATH
0 units
Limitation on Enrollment: 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 are registered in the tutoring course. Under direction of a certificated supervisor in the Tutorial Lab, students receive tutorial assistance from peer tutors in areas of identified academic need and appropriate study skills and have the opportunity to develop their ability to learn independently and become more successful students.

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

Theater Arts

THE FACULTY
William Clay
Scott Dahl
Laura Lowry

DIVISION Cilker School of Art and Design
DEAN Shannon Price
DEPARTMENT CHAIR Laura Lowry
PHONE 408-741-4016
EMAIL laura.lowry@westvalley.edu
COUNSELING 408-741-2009

Degrees:
A.A.-T, Film, Television, and Electronic Media
A.A.-T, Theatre Arts
A.A., Theatre Arts: Acting
A.A., Theatre Arts: Film Studies

Certificate:
Entertainment Design & Technology: Performance Technology, Level 1
Musical Theater: Theater Focus

The Theater Arts Department provides a comprehensive program of theater/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 sound background in analysis, literature, and aesthetics. In an environment that encourages self-expression, each student has opportunities to participate in various Theater Arts specialties: film/theater analysis, film/video production, acting, costume/makeup, and stage 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
• Television Studio
• 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 FILM, TELEVISION, AND ELECTRONIC MEDIA FOR TRANSFER DEGREE (AA-T in Film, Television, and Electronic Media)

The Associate in Arts in Film, Television, and Electronic Media 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 Radio-Television-Film, Television-Film, Television, Video, Film, and Electronic Arts.

Students who complete this program will be able to:

- analyze cinema as a literary form and cinema as entertainment by comparing film genres and cinematic techniques;
- demonstrate both the technical and aesthetic aspects of film and digital cinema production and demonstrate knowledge of basic production techniques;
- prepare and develop a short treatment and screenplay for a narrative film; demonstrate an understanding of audio used in studio and on-location production for radio, television and film;
- create and edit a short film which requires the organization of a work schedule, an analysis of raw footage, and a digital editing plan; and demonstrate knowledge of Film/TV production best practices, professional behavior and accountability.

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

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>THEA 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 015</td>
<td>Introduction to Film Studies</td>
<td>3</td>
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</table>

List A – 6 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC 065A</td>
<td>Recording Arts I</td>
<td>3</td>
</tr>
<tr>
<td>THEA 005A</td>
<td>Introduction to Film/Video Production</td>
<td>3</td>
</tr>
</tbody>
</table>

List B – 3 units

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 005B</td>
<td>Film/Video Production II</td>
<td>3</td>
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</table>

List C: Select One (3 units)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 007A</td>
<td>Acting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>THEA 007B</td>
<td>Acting for Film and Television II</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: 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 014D</td>
<td>Survey of Film: Superhero Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 014E</td>
<td>Survey of Film: The Star Wars Trilogies</td>
<td>3</td>
</tr>
<tr>
<td>THEA 019A</td>
<td>Visual Spectacle: Practical Effects and Motion Graphics for Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 016</td>
<td>American Cinema</td>
<td>3</td>
</tr>
<tr>
<td>THEA 004</td>
<td>Digital Video Editing</td>
<td>3</td>
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</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

PREREQUISITES AND COREQUISITES are MANDATORY.

Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1: 6 units
THEA 006A; THEA 015

Spring, Year 1: 6 units
THEA 005A, Any Course from List C

Fall, Year 2: 3 units
MUSC 065A

Spring, Year 2: 3 units
THEA 005B

ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER DEGREE (AA-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 AA-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>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>
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</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>
</tbody>
</table>
• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog.

### 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 (BFA or BA) 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. Courses required in the Associate of Arts in Theater, Acting Emphasis lay a foundation for success in upper division theater coursework and include a comprehensive series of acting courses in addition to hands-on performance and backstage experience, vocal training as well as classical and modern dance.

Students who complete the Associate of Arts in Theatre Arts: Acting 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.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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 Practical Theater (Scene &amp; Stage) II</td>
<td>1, 2</td>
</tr>
</tbody>
</table>

#### List A: Select three (9 units)

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<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>
</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>
<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/Absurdist</td>
<td>3</td>
</tr>
<tr>
<td>THEA 045B</td>
<td>Stagecraft</td>
<td>3</td>
</tr>
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</table>

Select from the following REQUIRED CORE courses not already used (3 units maximum)

<table>
<thead>
<tr>
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<th>Units</th>
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<td>Studio Theater Production Workshop: American Representational</td>
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</tr>
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<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 Practical Theater (Scene &amp; Stage) II</td>
<td>1, 2</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

Recommended Course Sequence: Only includes the program major requirements:

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

THEA 010, THEA 040A

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

THEA 011A, THEA 020A

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

THEA 020A, THEA 040B

Elective Courses: List C. Select 3 units

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Practical Theater (Scene &amp; Stage) I AND Practical Theater (Scene &amp; Stage) II</td>
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</table>

KINS 11.01 | Yoga for Health | 1

THEA 007B | Acting/Directing for Film and Television | 3

THEA 012 | Survey of Musical Theater | 3
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>
</tr>
</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>
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**Required Core Courses: 21 units**

<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>
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<tr>
<td>THEA 006A</td>
<td>Writing for Film and Television</td>
<td>3</td>
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<tr>
<td>THEA 007A</td>
<td>Acting for Film and Television</td>
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**Elective Courses: List A: 3 units**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</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/Absurdist</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>
<th>Units</th>
</tr>
</thead>
<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>
<tr>
<td>THEA 005B</td>
<td>Introduction to Filmmaking</td>
<td>3</td>
</tr>
<tr>
<td>THEA 006B</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 020D</td>
<td>Studio Theater Workshop: Musical and Chil-</td>
<td>3</td>
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<tr>
<td></td>
<td>dren's Theater</td>
<td></td>
</tr>
<tr>
<td>THEA 022A</td>
<td>Practical Theater (Costume &amp; Makeup) I</td>
<td>1</td>
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<tr>
<td>THEA 022B</td>
<td>Practical Theater (Costume &amp; Makeup) II</td>
<td>2</td>
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<tr>
<td>THEA 040B</td>
<td>Acting Two</td>
<td>2</td>
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<tr>
<td>THEA 044A</td>
<td>Makeup for Stage &amp; Screen</td>
<td>3</td>
</tr>
<tr>
<td>THEA 070A</td>
<td>Mainstage Theater Production Workshop: Am-</td>
<td>3</td>
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<tr>
<td></td>
<td>erican Representational</td>
<td></td>
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<tr>
<td>THEA 070B</td>
<td>Mainstage Theater Production Workshop: Mo-</td>
<td>3</td>
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<tr>
<td></td>
<td>dern &amp; Contemporary</td>
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<tr>
<td>THEA 070C</td>
<td>Mainstage Theater Production Workshop: Cl-</td>
<td>3</td>
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<tr>
<td></td>
<td>assical Greek and European</td>
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<tr>
<td>THEA 070D</td>
<td>Mainstage Theater Production Workshop: Mu-</td>
<td>3</td>
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<td></td>
<td>scular and Children's Theater</td>
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**Other Recommended Courses**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ARTS 004</td>
<td>Art Appreciation</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 035A</td>
<td>History of Furniture and Interiors</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: 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>
</tr>
</tbody>
</table>

**Total Major Units**

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.

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (9 Units):
THEA 010, THEA 005A, 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

ENTERTAINMENT DESIGN & TECHNOLOGY: PERFORMANCE TECHNOLOGY, LEVEL 1
Certificate of Achievement

The Entertainment Design & Technology: Performance Technology Level 1 Certificate of Achievement requires the successful completion of 6 courses for a total of 18 units.

The Entertainment Design & Technology: Performance Technology Level 1 Certificate of Achievement is a Career Technical Education certificate designed to train and prepare students to enter the technical theater and live performance sectors of the entertainment industry. Entertainment Design & Technology is a multi-disciplinary program featuring stackable certificates which cover photography, animation, commercial music and audio production, film and video making, technical theater, and entertainment entrepreneurship.

Upon successful completion of the requirements of this foundational course group the student will be able to:

- demonstrate collaboration and teamwork-building skills
- evaluate and analyze the use of tools and painting techniques for the construction and rigging of a show
- demonstrate appropriate use and care of hand tools, major power tools and lighting instruments
- choose the correct rigging for the flying of people or scenery
- participate in the hanging, circuiting, focusing, and operation of theatrical lighting equipment
- compile a sound library and select the proper cues during a live performance

Potential careers specific to these skills include but are not limited to: Rigger, Set & Exhibit Designer, Lighting Technician, and Theatrical Sound Engineer.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>THEA 020A</td>
<td>Studio Theater Production Workshop: American Representational</td>
<td>3</td>
</tr>
<tr>
<td>OR THEA 020B</td>
<td>Studio Theater Production Workshop: Modern/ Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>OR THEA 020C</td>
<td>Studio Theater Production Workshop: Classical Greek &amp; European</td>
<td>3</td>
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<tr>
<td>OR THEA 020D</td>
<td>Studio Theater Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>THEA 011A</td>
<td>Script Analysis: Classical</td>
<td>3</td>
</tr>
<tr>
<td>THEA 012</td>
<td>Survey of Musical Theater</td>
<td>3</td>
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<tr>
<td>THEA 021A</td>
<td>Practical Theater (Scene &amp; Stage) I</td>
<td>1</td>
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<tr>
<td>THEA 022A</td>
<td>Practical Theater (Costume &amp; Makeup) I</td>
<td>1</td>
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<tr>
<td>THEA 035A</td>
<td>Voice Production and Articulation</td>
<td>3</td>
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<tr>
<td>THEA 040A</td>
<td>Acting One</td>
<td>3</td>
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<tr>
<td>THEA 040B</td>
<td>Acting Two</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 070D</td>
<td>Mainstage Theater Production Workshop: Musical and Children’s Theater</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 005</td>
<td>Fundamentals of Music</td>
<td>3</td>
</tr>
</tbody>
</table>

The Certificate of Achievement in Musical Theater, Music will be able to:

- Demonstrate acting, singing, and dancing proficiency suitable for a musical theater audition;
- Perform standard musical theater repertoire, solo and ensemble, at a collegiate level;
- Read music notation with a proficiency level suitable to learn new music quickly;
- Apply musical theater, music, dance and acting terminology and language to critiques of musical theater performances;
- Develop and demonstrate informed artistic choices in performance;
- Analyze musical theater literature;
- Demonstrate collaboration and team building skills;
- Creatively solve problems

Careers in musical theater include:

- Musical Theater Singer, Dancer, Actor
- Floor Shows (Hotels, casinos, clubs)
- Band Member (vocalist)
- Broadway, Off-Broadway, Touring Shows: National, Regional, Local
- Voice Over
- Recording Artist
- Productions, Concerts and Recitals: performer
- Music Director (Musical Theater)
- Community musical theater director
- Musical Theater Teacher: Community School; Parks & Rec Program

<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>
</tr>
<tr>
<td>MUSC 005</td>
<td>Fundamentals of Music</td>
<td>3</td>
</tr>
</tbody>
</table>

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
### Course ID | Title | Units
--- | --- | ---
MUSC 020A | Musicianship Level 1 | 1
AND
MUSC 020B | Musicianship Level 2 | 1

MUSC 030A | Beginning Piano, Level 1 | 1
OR
MUSC 030B | Beginning Piano, Level 2 | 1
OR
MUSC 031A | Intermediate Piano Level 3 | 1
OR
MUSC 031B | Intermediate Piano Level 4 | 1
MUSC 070 | Music Business | 3

Music: Voice Instruction. Complete a total of four semesters of voice instruction: Take 2-3 semesters of class voice, MUSC 032A, 032B, 033A, 033B; placement based on program entry audition. Complete 1-2 semesters of MUSC 039G, based on Applied Music entry audition: 4 Units

MUSC 032A | Beginning Voice, Level 1 | 1
OR
MUSC 032B | Beginning Voice, Level 2 | 1
OR
MUSC 033A | Intermediate Voice, Level 3 | 1
OR
MUSC 033B | Intermediate Voice, Level 4 | 1
MUSC 039G | Applied Music: Voice | 1

Music: Ensemble. Complete 2 semesters of MUSC 042 concurrent with enrollment in MUSC 039G or beginning in the third semester of the program, whichever comes first: 2 Units

MUSC 042 | Concert Choir | 1

Dance: Ballet, Tap, Jazz or Modern. Take two semesters each of Ballet and Tap. Take one additional semester of Jazz or Modern. Take one additional semester of any intermediate or advanced dance class listed. Placement in each genre will be based upon entry audition: 6 Units

DANC 001 | Ballet: Beginning Level 1 | 1
OR
DANC 002 | Ballet: Beginning Level 2 | 1
OR
DANC 003 | Ballet: Intermediate Level 3 | 1
OR
DANC 004 | Ballet: Advanced Level 4 | 1

AND

DANC 031 | Tap for Musical Theatre: Beginning Level 1 | 1
OR
DANC 032 | Tap for Musical Theatre: Beginning Level 2 | 1
OR
DANC 033 | Tap for Musical Theatre: Intermediate Level 3 | 1
OR
DANC 034 | Tap for Musical Theatre: Advanced Level 4 | 1

Total Certificate Units: 44

Recommended Sequence:

**Fall, Year 1: 12 units**

- MUSC 032A or 032B OR 033A;
- DANC 001 or 002 or 003;
- MUSC 070;
- THEA 035A, THEA040A;
- MUSC 030A or 030B or 031A or 031B

**Spring, Year 1: 13 units**

- MUSC 032B or 033A or 033B;
- THEA 012, THEA 021A, THEA040B, THEA070A;
- DANC 002 or 003 or 004

**Fall, Year 2: 11 units**

- MUSC 020A;
- MUSC 003A or 005
- THEA 011A;
- MUSC 033A or 033B or 039G
- DANC 011 or 012 or 013 or 021 or 022 or 023;
- DANC 032 or 033 or 034, MUSC 042

**Spring, Year 2: 8 units**

- THEA 022A, THEA 070D;
- 1 unit from Dance Core;
- MUSC 020B, MUSC 039G, MUSC 042

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- **PREREQUISITES AND COREQUISITES are MANDATORY.**
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
THEA 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.

THEA 004 DIGITAL VIDEO EDITING
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: California State University
This course introduces beginning and intermediate film students to post-production digital editing for narrative film and video editing. They have the opportunity to develop the skills of cinematic storytelling and to learn how to organize the editing process and integrate visual and sound elements.

THEA 005A INTRODUCTION TO FILM/VIDEO PRODUCTION
3 units
Lecture 2 units; lab 1 unit
Acceptable for credit: University of California, California State University
This course provides an introduction to the theory, terminology, and process of motion picture production for film and television. Topics include basic cinematography—including the operation, function, and creative uses of production and post-production equipment—script-writing, camera operation, shot composition, lighting, sound recording and mixing, and editing.

THEA 005B FILM/VIDEO PRODUCTION II
3 units
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.

THEA 006A WRITING FOR FILM & TELEVISION
3 units
Lecture 3 units; lab 0 units
Advisory: Eligible for ENGL 001A
Acceptable for credit: University of California, California State University
This is an introductory course in script writing for film, television, and electronic media designed to provide students with the skills needed to prepare scripts in proper formats, including fundamental technical, conceptual, and stylistic issues related to writing fiction and non-fiction scripts for informational and entertainment purposes. It includes a writing evaluation component as a significant part of the course requirement.

THEA 006B WRITING FOR FILM AND TELEVISION II
3 units
Lecture 3 units; lab 0 units
Advisory: Eligible for ENGL 001A
Prerequisite: THEA 006A
Acceptable for credit: University of California, 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.

THEA 007A ACTING FOR FILM AND TELEVISION
3 units
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
THEA 007B ACTING/DIRECTING FOR FILM AND TELEVISION
3 units
Lecture 3 units; lab 0 units
Advisory: THEA 040A
Prerequisite: THEA 007A or THEA 005A
Acceptable for credit: University of California, California State University
This is a follow-up course to Theater 007A and 005A. Both acting and film/video students 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

THEA 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.

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: writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and exploring the field through reading primary source research. 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.

THEA 011A SCRIPT ANALYSIS: CLASSICAL
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, students have the opportunity to fully explore an in-depth methodology of reading, analyzing, and understanding the play scripts intended for production. Pass/No Pass Option

THEA 011B 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 world dramatic literature from 1860 to the present. Through consideration of theatrical conventions and aesthetic influences, students will have the opportunity to fully explore an in-depth methodology of reading, analyzing, and understanding the play scripts as dramatic literature and as the basis for production. Pass/No Pass Option

THEA 011C 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 is placed on absurdism 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, students will have the opportunity to explore an in-depth methodology of reading, analyzing, and understanding the play scripts 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
C-ID THTR 114
This course is a survey of musical theater from the mid 19th century to the 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 013 MULTICULTURAL THEATER
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course is a comparative study of the important multicultural theater movements from the 1950s to the present. This course explores and evaluates contemporary dramatic literature of Native-American, African-American, Asian-Pacific American, and Chicano/Latino cultures. Students have the opportunity to examine the historical as well as cultural and social conditions in which these plays were developed.

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 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

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
THEA 014D SURVEY OF FILM: SUPERHERO CINEMA
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This is an introductory film studies course in which primary focus is placed on the history, development, and cultural relevance of Superhero cinema. Critical analysis from an audience perspective includes readings, lectures, and discussions covering conventions, history, evolution, terminology, and technique.

THEA 014E SURVEY OF FILM: THE STAR WARS TRILOGIES
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This is an introductory film course in which primary focus is placed on the cinematic development of the Star Wars Film cycle (all three trilogies and related media). Critical analysis from an audience perspective includes readings, lectures, and discussions covering conventions, history, evolution, terminology, and technique.

THEA 015 INTRODUCTION TO FILM STUDIES
3 units
Lecture 3 units; lab 0 units
Advisory: ENGL 001A
Acceptable for credit: University of California, California State University
This course introduces the close analysis of film and television texts. Additionally, 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 016 AMERICAN CINEMA
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This is an introductory course in film studies examining the history and development of Hollywood and the movie business and their sustained influence on American culture. Students will also have the opportunity to explore the tools of cinematic grammar in creating a universal visual language.
THEA 018A 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. Students have the opportunity to study different approaches to lighting design, 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 compositing. 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. 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. 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 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 033A 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.

* PREREQUISITES AND COREQUISITES are MANDATORY
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
THEA 033B STAGE COMBAT
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 conflict. Students learn written notation 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 035A VOICE PRODUCTION AND ARTICULATION
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: University of California, California State University
This course offers students the opportunity to study vocal development. It is designed to develop, strengthen, and free the voice of the student. The main goals of this course are to offer a practical approach to vocal freedom and exploration, develop individual warm-up techniques, and introduce the International Phonetic Alphabet and dialect work.

THEA 038 ACTING FOR NON-MAJORS
3 units
Lecture 3 units; lab 0 units
Acceptable for credit: California State University
This course introduces students to fundamental acting skills and provides a foundation of acting vocabulary. It develops an actor’s imagination as it relates to storytelling, communication, and analysis. This course provides students the opportunity to study beginning acting in a safe, fun, and supportive environment. 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
C-ID THTR 151
This course introduces students to fundamental acting skills and provides a foundation of acting vocabulary. It develops an actor’s imagination as it relates to storytelling, communication, and analysis. This course provides students the opportunity to study beginning acting in a safe, fun, and supportive environment. 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
C-ID THTR 152
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 acting experience through the study of 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
C-ID THTR 175
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 offers 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 have the opportunity to 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 will 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 are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

Upon completion students 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>Area</th>
<th>Units</th>
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<tr>
<td>Select One Course From Area A1</td>
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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>
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<tr>
<td>Area B2-Life Sciences</td>
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<tr>
<td>Select One Laboratory Course From B1 or B2</td>
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<td>Area B3-Laboratory Activity</td>
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<td>Select One Course of at Least 3 units from Area B4</td>
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<td>Area B4-Mathematics/Quantitative Reasoning</td>
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<td>Select 3 Units from Area C1</td>
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<td>Area C1-Arts</td>
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<td>Select 3 Units from Area C2</td>
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</table>
• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
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Women, Gender and Queer Studies

THE FACULTY
Leigh Burrill, English
Rebecca Cisneros-Diaz, English
Dulce Gray, English
Danielle Shaw, English

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

Upon completion of the Women, Gender and Queer Studies AA, students will be able to:

1. Examine women’s access to political, social, and economic power throughout history and across cultures.
2. 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.
3. Compare the social construction of gender, race, class, sexuality, and abilities 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.
4. Describe gender and sexuality as existing on a continuum rather than as static identities, using historical, psychological, sociological, and semiotic language analysis as evidence.
5. Analyze cultural attitudes about sexuality using intersectional, feminist, and historical perspectives.
6. Analyze and critique the social construction of sexuality and gender categories such as woman, man, non-binary, lesbian, gay, straight, bisexual, trans, and queer.
7. Analyze and critique gender images in literature, visual and performing arts, media, and popular culture.
8. Participate in dialogue about fairness and justice in matters related to sex identity, gender, race, ethnicity, class, sexuality, ability, culture and religion.

Career Options:
- Education
- Social Justice Studies
- Civil Service
- Social Work
- Business
- Psychology
- Sociology
- Law
- Ethnic Studies
- Management
- Marketing Communications
- Politics
- Public Relations
- Research
- Teaching
- Technical Communications
- Writing

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

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<td>Required Core Courses: 13 Units</td>
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<tr>
<td>WGQS 001</td>
<td>Introduction to Women’s Studies</td>
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<td>WGQS 002</td>
<td>Women in the Arts: Multicultural Perspectives</td>
<td>3</td>
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<td>WGQS 003</td>
<td>Introduction to Gender and Queer Studies</td>
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<tr>
<td>WGQS 004A</td>
<td>Women in World Cultures</td>
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<td>Complete at least 9 units from the following: 9 Units</td>
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<tr>
<td>ARTS 014</td>
<td>Women in Art History</td>
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<td>BIOL 055</td>
<td>Biology of Sex</td>
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<tr>
<td>PSYC 009</td>
<td>Psychology of Women: A Multicultural Perspective</td>
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<td>PSYC 001</td>
<td>General Psychology</td>
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<tr>
<td>SOCI 002</td>
<td>Social Problems</td>
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<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
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<td>ENGL 001B</td>
<td>Critical Thinking Through Literature</td>
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<td>CHST 005</td>
<td>Diversity - Childhood &amp; Culture</td>
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<td>SOCI 028</td>
<td>Sociology of Gender</td>
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<td>SJST 001</td>
<td>Introduction to Social Justice Studies</td>
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<td>KINT 033</td>
<td>Women in Sports</td>
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<td>HSCI 010</td>
<td>Human Sexuality</td>
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<tr>
<td>HIST 012</td>
<td>African American History</td>
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<tr>
<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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PREREQUISITES AND COREQUISITES are MANDATORY.
Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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<th>Course ID</th>
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<td>ENGL 046</td>
<td>Contemporary American Multi-Cultural Literature</td>
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<td>ENGL 046H</td>
<td>Honors Contemporary American Multi-Cultural Literature</td>
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<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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<td>ANTH 003</td>
<td>Introduction to Cultural Anthropology</td>
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<td>ANTH 003H</td>
<td>Honors Introduction to Cultural Anthropology</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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<td>ENGL 043</td>
<td>Classical Mythology</td>
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<td>ENGL 043H</td>
<td>Honors Classical Mythology</td>
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<tr>
<td>ENGL 012</td>
<td>African American Literature</td>
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<td>ENGL 012H</td>
<td>Honors African American Literature</td>
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<tr>
<td>ENGL 013</td>
<td>Latino/Chicano Literature</td>
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<td>ENGL 013H</td>
<td>Honors U.S. Latino Literature</td>
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<td>ENGL 018</td>
<td>Asian American Literature</td>
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<td>ENGL 018H</td>
<td>Honors Asian American Literature</td>
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<td>ENGL 041</td>
<td>Literature and Film</td>
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<tr>
<td>ENGL 041H</td>
<td>Honors Literature and Film</td>
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<tr>
<td>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 WGQS to determine which courses qualify in a given semester.</td>
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</table>

**Total Major Units:** 22  
**Total Program Units:** 60  

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:** Only includes the program major requirements.  
**Fall, Year 1:** 4 units  
WGQS 001  
**Spring, Year 1:** 6 units  
WGQS 003, 3 units from Electives  
**Fall, Year 2:** 6 units  
WGQS 002, 3 units from Electives  
**Spring, Year 2:** 6 units  
WGQS 004A, 3 units from Electives  

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**WGQS 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 SJS 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  

**WGQS 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  

**WGQS 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 SJS 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 societies 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  

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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 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

PSYC 009 PSYCHOLOGY OF WOMEN: A MULTICULTURAL PERSPECTIVE
3 units
Lecture 3 units; lab 0 units

Advisory: PSYC 007

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

Work Experience

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.

COOPERATIVE WORK EXPERIENCE:

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.

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>1</td>
<td>75</td>
<td>5 - 7</td>
</tr>
<tr>
<td>2</td>
<td>150</td>
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<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.

Repeatability guidelines and unit limits:

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.

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.

OCCUPATIONAL WORK EXPERIENCE EDUCATION:

Occupational 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 Cooperative 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. Cooperative Work Experience Education units satisfy a portion of the requirements for a 2-year degree and are transferable to most of the state colleges.
The college offers the following Occupational Work Experience Education courses:
- ADMJ 043
- CHST 035A
- CTRP 044
- ELED 020A
- FDAT 084
- HTCH 054A
- INTD 090A
- INTD 090B
- INTD 090C
- INTD 090D
- PARA 029B
- PMGT 020B
- WRKX 303

**GENERAL WORK EXPERIENCE EDUCATION:**
General work experience education is supervised employment intended to assist students in acquiring desirable work habits, attitudes, and career awareness.

The college offers the following General Work Experience course:
- WRKX 302G

**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 will develop the student's general job skills, vocational awareness and understanding of the requirements for successful employment. The program will assist the student in developing a foundation for future career choice and exploration. 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

**WRKX 303 OCCUPATIONAL 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 with 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. Students may not enroll in more than sixteen (16) units that are directly related to occupational work experience, whether from one department or from multiple departments, or general work experience. Pass/No Pass Option

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**World Languages**

**THE FACULTY**
- Anna Brichko - French
- Silvia Castellini-Patel - Italian, Spanish

**DIVISION**
- Language Arts

**DEPARTMENT CHAIR**
- Silvia Castellini-Patel

**PHONE**
- 408-741-2076

**EMAIL**
- silvia.castellini@westvalley.edu

**COUNSELING**
- 408-741-2009

**Degrees:**
- A.A.-T, Spanish
- A.A., Spanish
- A.A., French
- A.A., Italian

**See Specific courses: American Sign Language, French, German, Italian, Japanese, Latin 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 begun in ASL 060A 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. Topics covered include conversation strategies, opinions, complaints, arguments, storytelling-handshape stories, ASL stories, and community activities. 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 in the French language and 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.

Depending on their entry level of French, students can choose among the following courses:
- FRNC 1A, FRNC 1B, FRNC 2A, FRNC 2B, FRNC 3A, FRNC 3B.
- Each course is 5 units.

Upon completion of this AA program students will be able to:
- Speak and convey information with accuracy and pronunciation acceptable to native-speakers of the French language.
• Communicate on common daily topics in French.
• Respond with written and spoken expressions of French.
• Customize the mode of communication appropriate to specific French speaking audiences.
• Explain aspects of diverse cultural and global awareness relevant to the French speaking countries.

PREREQUISITES AND COREQUISITES are MANDATORY.

Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.

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

OR

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRNC 001B</td>
<td>Beginning French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 002A</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 002B</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 003A</td>
<td>Advanced French Oral and Written Composition</td>
<td>5</td>
</tr>
</tbody>
</table>

OR

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRNC 002A</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 002B</td>
<td>Intermediate French</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 003A</td>
<td>Advanced French Oral and Written Composition</td>
<td>5</td>
</tr>
<tr>
<td>FRNC 003B</td>
<td>Advanced French Oral and Written Composition</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Major Units: \(20\)  
Total Program Units: \(60\)

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: Only includes the program major requirements.

Fall, Year 1: 5 units (Sample student selection)  
FRNC 001A

Spring, Year 1: 5 units (Sample student selection)  
FRNC 001B

Fall, Year 2: 5 units (Sample student selection)  
FRNC 002A

Spring, Year 2: 5 units (Sample student selection)  
FRNC 002B

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  
Acceptable for credit: University of California, California State University  
FRNC 002A is designed to further develop and expand upon the proficiency acquired in the first-year French in four areas of French language skills - speaking, listening, reading, and writing - through mastering new and more complex grammar concepts and tenses such as indicative and subjunctive. This course also covers vocabulary-building exercises, culturally relevant dialogues and discussions, viewing and analyzing authentic short-subject films, and readings by writers from diverse francophone countries. Pass/No Pass Option

FRNC 002B INTERMEDIATE FRENCH  
5 units  
Lecture 5 units; lab 0 units  
Prerequisite: FRNC 002A  
Acceptable for credit: University of California, California State University  
French 002B is designed as a continuation of French 002A. This course reviews and further develops grammatical structures with emphasis on past tenses and past subjunctive. This course also emphasizes building communicative competence, expanding high-order vocabulary and idiomatic usage, analyzing authentic short-subject films, and reading materials by writers from diverse francophone countries. Pass/No Pass Option

FRNC 003A ADVANCED FRENCH ORAL AND WRITTEN COMPOSITION  
5 units  
Lecture 5 units; lab 0 units  
Prerequisite: FRNC 002B  
Acceptable for credit: University of California, California State University  
This course centers on the intensive use of the French language for the enrichment of oral and written proficiency. Students in this course have the opportunity to enhance their knowledge of French grammar, expand abstract vocabulary, 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  
Acceptable for credit: University of California, California State University  
This course is designed as a continuation of French 3A. This course focuses on extensive reading and analysis of francophone literature and non-literary sources, as well as discussions and writing based on these readings. It also focuses on the comprehension and use of complex grammar structures. 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 is an online laboratory course designed to give students the opportunity to improve and reinforce their French 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 French culture using language computer programs, and a variety of other technologies, media, Internet resources, and films. This course is recommended for students enrolled in French 1A to further enhance 1A 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
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. 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 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. This course may be beneficial for people who conduct business with foreign countries. 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
Prerequisite: GERM 001B
Acceptable for credit: University of California, California State University
This course covers 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 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

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 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 002B INTERMEDIATE GERMAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: GERM 002A
Acceptable for credit: University of California, California State University
GERM 002B is a continuation of GERM 002A. This course covers culture and facilitates language acquisition through high-level listening, speaking, reading, and writing. Content is expanded beyond “survival” needs of the immediate environment and covers intermediate linguistic functions such as expressing personal opinions, offering suggestions on familiar topics, and making plans, as well as conversing on some abstract issues. High frequency structures and high level vocabulary are covered in the course as more complex discourse is presented. Pass/No Pass Option

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
GERM 011A 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 oneself, 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 011B 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 through 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

ITALIAN
A.A. Degree

The Associate of Arts in Italian (AA in Italian) requires 20 units of major core courses, which provides students with a solid foundation of the Italian language and culture. The Associate of Arts in Italian includes 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 Italian.

In order to obtain the degree, students must complete the following core courses: ITAL001A, ITAL001B, ITAL002A, ITAL002B. Each course is 5 units.

Upon completion of this AA program students will be able to:
- Speak and convey information with accuracy and pronunciation acceptable to native-speakers of the Italian language.
- Communicate on common daily topics in Italian.
- Respond with written and spoken expressions of Italian.
- Customize the mode of communication appropriate to specific Italian speaking audiences.
- Explain aspects of diverse cultural and global awareness relevant to the Italian culture.

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<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>Required Core: 20 Units</td>
<td></td>
<td></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>
<td>5</td>
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<tr>
<td>ITAL 002B</td>
<td>Intermediate Italian</td>
<td>5</td>
</tr>
<tr>
<td>Total Major Units</td>
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<td>20</td>
</tr>
<tr>
<td>Total Program Units</td>
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<td>60</td>
</tr>
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</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

Recommended Course Sequence: Only includes the program major requirements.

Fall, Year 1 (5 Units):
ITAL 001A

Spring, Year 1 (5 Units):
ITAL 001B

Fall, Year 2 (5 Units):
ITAL 002A

Spring, Year 2 (5 Units):
ITAL 002B

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 continues the development of basic skills for communication in Italian - listening, speaking, reading, writing - and offers further exploration of the Italian culture begun in Italian 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. Pass/No Pass Option

ITAL 002A INTERMEDIATE ITALIAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: ITAL 001B
Acceptable for credit: University of California, California State University
ITAL 002A is designed as a continuation of ITAL 001B. This course covers culture and facilities language acquisition through high-level listening, speaking, reading, and writing. Content is expanded beyond “survival” needs of the immediate environment and covers intermediate linguistic functions such as expressing personal opinions, making suggestions on familiar topics, and making plans, as well as on some abstract issues. High frequency structures and high level vocabulary are covered in the course as more complex discourse is presented. Pass/No Pass Option

ITAL 002B INTERMEDIATE ITALIAN
5 units
Lecture 5 units; lab 0 units
Prerequisite: ITAL 002A
Acceptable for credit: University of California, California State University
ITAL 002B is a continuation of ITAL 002A. It covers culture and facilitates language acquisition through listening, speaking, reading, and writing on complex topics. It emphasizes interaction with authentic language in context in complex circumstances. Relying on the language foundations acquired in the previous levels, the course expands vocabulary and analyzes grammar topics in depth. Critical thinking and analysis of linguistic structures and techniques for reflecting on and making cross-cultural comparisons are also emphasized in the course. 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
Prerequisite: ITAL 050A
Acceptable for credit: University of California, California State University
This course is a continuation of Italian 050A. 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 050B or permission of the instructor
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 conversation, 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
Prerequisite: JPNS 001A
Acceptable for credit: University of California, California State University
This course is a laboratory course designed to give students an opportunity to improve and reinforce their Japanese language skills. It reviews Japanese culture using language computer programs and through 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

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

JPNS 011B JAPANESE LABORATORY II
0.5 units
Lecture 0 units; lab 0.5 units
Advisory: JPNS 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 011B to further enhance 1B course material, but it may be taken independently by students not enrolled in a foreign course. Pass/No Pass Option

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
JNPS 050B BASIC JAPANESE CONVERSATION & CULTURE
3 units
Lecture 3 units; lab 0 units
Prerequisite: JNPS 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 students 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

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.

ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER DEGREE (AA-T in Spanish)
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;
• 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
• Intersessional 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.

<table>
<thead>
<tr>
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<th>Title</th>
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<tr>
<td>SPAN 001A</td>
<td>Beginning Spanish</td>
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<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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<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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</table>

Total Major Units | 23-25 |

Recommended Course Sequence – Example student selection:

**Only includes the program major requirements.**

**Fall, Year 1 (5 Units):**
SPAN 001A

**Spring, Year 1 (5 Units):**
SPAN 001B

**Fall, Year 2 (8-10 Units):**
Any Course from List A, SPAN 002A

**Spring, Year 2 (5 Units):**
SPAN 002B

SPANISH
A.A. Degree
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.

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.

Upon completion of this AA program students will be able to:
• Speak and convey information with accuracy and pronunciation acceptable to native speakers of the Spanish language.
• Communicate on common daily topics in Spanish.
• Respond with written and spoken expressions of Spanish.
• Customize the mode of communication appropriate to specific Spanish speaking audiences.
• Explain aspects of diverse cultural and global awareness relevant to the Spanish speaking countries.
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<tr>
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<th>Title</th>
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<tr>
<td>SPAN 001A</td>
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<td>Beginning Spanish</td>
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<tr>
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<td>SPAN 001B</td>
<td>Beginning Spanish</td>
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<td>Advanced Spanish Oral and Written Composition</td>
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<tr>
<td>SPAN 003B</td>
<td>Advanced Spanish Oral and Written Composition</td>
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</table>

**Total Major Units:** 20
**Total Program Units:** 60

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:** Only includes the program major requirements.

**Fall, Year 1:** 5 units (Example student selection)
- SPAN 001A

**Spring, Year 1:** 5 units (Example student selection)
- SPAN 001B

**Fall, Year 2:** 5 units (Example student selection)
- SPAN 002A

**Spring, Year 2:** 5 units (Example student selection)
- 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 002B INTERMEDIATE SPANISH**
5 units
Lecture 5 units; lab 0 units
*Prerequisite: SPAN 001B*

**SPAN 002B** is designed as a continuation of SPAN 001B. This course covers culture and facilitates language acquisition through listening, speaking, reading, and writing. Content is expanded beyond “survival” needs of the immediate environment and covers linguistic functions such as expressing personal opinions, making suggestions on familiar topics, as well as on some abstract issues. High frequency structures and high level vocabulary are covered in the course as more complex discourse is presented. Pass/No Pass Option
SPAN 003B ADVANCED SPANISH ORAL AND WRITTEN COMPOSITION  
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 is designed as a continuation of Span 003A. It centers on the intensive use of the Spanish language to further oral and written proficiency. Students have an opportunity to enhance their knowledge of Spanish grammar and develop detailed specialized vocabulary while emphasizing written and oral composition. The course includes an analysis of short works of literature from the Spanish-speaking world and selected contemporary publications. 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 one’s self, 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 technologies, 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 suggestions, 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, Internet resources and films. This course is recommended for students enrolled in Spanish 001B 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 050A. Students have the opportunity to increase their vocabulary and knowledge of basic grammatical structures 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 050A  
Acceptable for credit: University of California, California State University  
This course is a continuation of Spanish 50A. 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  
Acceptable for credit: University of California, California State University  
This course is a continuation of Spanish 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 newspapers and magazines. Pass/No Pass Option

SPAN 070A SPANISH FOR MEDICAL PROFESSIONALS - BEGINNERS  
3 units  
Lecture 3 units; lab 0 units  
Advisory: SPAN 001A  
Acceptable for credit: California State University  
This course is intended for students interested in working in the medical 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 Latino community such as Latinos and AIDS, home remedies, and cultural differences in emergency response requests. Pass/No Pass Option

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
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 students 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 Latino community 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 Programs)

THE FACULTY
Margaret Ortiz
Andralena Panczenko

DEAN
Chris Dyer
PROGRAM DIRECTOR
ERIC GRABIEL
PHONE
408-741-2137
EMAIL
eric.grabiel@westvalley.edu

Certificates:
Bookkeeping Certification
Communication, Digital Literacy & Leadership
Court Reporting
Educational Captioning
Entrepreneurship
ESL: Careers in Early Childhood Education
ESL: Careers in Healthcare
Facility Maintenance Technician
Proofreading
Scoping
Transcription and Office Support: Machine Writing
Transcription and Office Support: Voice Writing

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-transferrable 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.

Accounting/Bookkeeping

BOOKKEEPING CERTIFICATION
Certificate of Completion

The Bookkeeping Certification 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.

Student will develop an understanding of essential bookkeeping functions, accounting cycles and cash systems, debits and credits, the analysis of business transactions, create a trial balance, adjust entries and reconcile bank statements used in bookkeeping. They will obtain 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. The elective courses give students a chance to explore software programs used in Bookkeeping such as Excel and Quickbooks and learn the fundamentals of spreadsheets using Excel software typically used in accounting and bookkeeping as well as learn the steps in the accounting process for a service company using Quickbooks.

Upon completion of the Bookkeeping Certification program certificate, students will be able to:
• Demonstrate the bookkeeping skills required to successfully pass the state's bookkeeping certification exam and become a certified bookkeeper in California
• Produce reports required to successfully calculate payroll, complete payroll taxes, and prepare payroll records and reports.

• ADVISORY is a recommended preparation, NOT a REQUIREMENT.
• This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog
• Evaluate accounting problems and design and construct Excel spreadsheets to solve those problems and/or record economic events and prepare financial statements for a service company using QuickBooks software. Possible job titles for students who complete the Bookkeeping Certification include but are not limited to: Bookkeeper, Accounts Receivable Clerk, Accounts Payable Clerk, and Payroll Clerk.

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<th>Title</th>
<th>Hours</th>
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<tr>
<td>NCBU 001</td>
<td>Principles and Fundamentals of Accounting and Bookkeeping</td>
<td>48-54</td>
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<tr>
<td>NCBU 002</td>
<td>Payroll Accounting and Bookkeeping</td>
<td>48-54</td>
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<td>NCBU 004 OR 006</td>
<td>Excel for Accounting and Bookkeeping</td>
<td>29-32</td>
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<tr>
<td>NCBU 006</td>
<td>Quickbooks: Set-up and Services Business</td>
<td>22-24</td>
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Total Certificate Units: Minimum of 118 or 125 hours

Recommended Course Sequence

Fall, Year 1 (70-77 hours): NCBU 001, Any Course from Electives

Spring, Year 1 (48-54 Hours): NCBU 002

NCBU 001 PRINCIPLES AND FUNDAMENTALS OF ACCOUNTING AND BOOKKEEPING

48-54 hours

This course gives students the opportunity to develop an understanding of essential bookkeeping functions, debits and credits, the analysis of business transactions, and the classification of items. This course also identifies and explores accounting cycles and cash systems. Students have the opportunity to learn to create a trial balance, adjust entries and reconcile bank statements used in bookkeeping. Students also have the opportunity to develop these skills through various scenarios and the completion of basic procedures using the general journal and ledger, making accounting adjustments, applying the monthly and annual closing processes, creating a post-closing trial balance, and preparing an income statement, a balance sheet and cash flow.

NCBU 002 PAYROLL ACCOUNTING AND BOOKKEEPING

48-54 hours

Advisory: NCBU 001

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 practicing concepts with useful, hands-on exercises involving relevant, detailed examples and real-life business applications.

NCBU 004 EXCEL FOR ACCOUNTING AND BOOKKEEPING

29-32 hours

This course covers fundamentals of spreadsheets using Excel software typically used in accounting and bookkeeping. Students will have the opportunity to gain firsthand experience practicing concepts with useful, hands-on exercises using relevant, detailed examples and real-life business applications.

NCBU 006 QUICKBOOKS: SET-UP AND SERVICES BUSINESS

22-24 hours

This course is designed for students with prior accounting knowledge. The course covers the steps in the accounting process for a service company. Using the QuickBooks computerized accounting software package, students have an opportunity to learn practices for handling sales receivables, payables and purchases, and general accounting and month end procedures.

Adapted P.E.

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

48-54 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 course 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

24-27 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.

- PREREQUISITES AND COREQUISITES are MANDATORY.
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
Business/Entrepreneurship

**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.

**Course ID** | **Title** | **Hours**
---|---|---
NCBU 015 | The Entrepreneur Mind | 8
NCBU 054 | Small Business Start-up | 8
NCBU 056 | Marketing Basics | 8

**Minimum Certificate Hours**

24

**Recommended Course Sequence**

**Fall, Year 1 (24 hours):**
NCBU 015, NCBU 054, NCBU 056

**NCBU 015 THE ENTREPRENEUR MIND**

11-12 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; 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**

11-12 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**

11-12 hours

This course provides students with the opportunity to acquire practical experience and understand the process of actually doing marketing. Students also have the opportunity to explore current trends and how to deliver value to both customers and the company.

**Chemistry**

**NCCH 110 CHEMISTRY JAM AND PREP**

25-28 hours

Designed for students who are preparing to take Chemistry 1A to review foundational Chemistry concepts such as unit conversions, significant figures, balancing equations, and stoichiometry while receiving academic support and instruction.

**Computer Applications**

**NCCA 200 COMPUTER KEYBOARDING**

18 hours

Students have the opportunity to learn the touch system of keyboarding, and improve their basic keyboarding techniques to develop speed and accuracy.

**NCCA 242 - BEGINNING MICROSOFT WORD DOCUMENTS**

16-18 hours

The software program MS Word is introduced 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 procedures, file handling, line and page format features, basic file management, and simple document formatting.

**Court Reporting & Captioning**

**PROGRAM COORDINATOR:** Margaret Ortiz

**PHONE:** 408-741-2559

**EMAIL:** maggie.ortiz@westvalley.edu

The Court Reporting and Captioning program offers tuition-free career education and training in court reporting as performed in courtrooms and deposition settings. The program also prepares students for careers in the fields of captioning, transcription, and office support technology. The program 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.

**IN ORDER FOR A PERSON TO QUALIFY FROM A SCHOOL TO TAKE THE STATE LICENSING EXAMINATION, THE PERSON SHALL COMPLETE A PRO-GRADE 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.**

Each certificate of completion is designed to prepare students for employment opportunities starting with entry-level employment and progressing to advanced-skill-level captioning and court reporting employment. Since each certificate builds upon the last one, students should complete them in the following order:

- Proofreading
- Scoping
- Transcription and Office Support: Machine Writing OR Transcription and Office Support: Voice Writing
- Educational Captioning
- Court Reporting

Note: Proofreading and Scoping certificate coursework may be taken concurrently. The Scoping certificate is only required for the machine writing pathway.

- ADVISORY is a recommended preparation, NOT a REQUIREMENT.
- This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/
The Proofreading certificate is necessary for the completion of both pathways, but can be taken at any time. However, it is highly recommended that this course be taken at a foundational or first stage. Courses, other than theory or speed-building courses from any certificates, should be taken whenever they are offered to ensure the quickest progression. However, some courses have advisories recommending that students take a level-one course before a level-two course. It is highly recommended that students take these courses in order, if possible.

Statement for Voice Writing Employment Opportunities: The licensure of court reporters using voice writing technology is still under review in the state of California; however, there are many immediate employment opportunities for captioners using voice writing to caption live speech in real time and voice writing court reporters are able to practice in state court systems in 36 states and the District of Columbia. Voice writing court reporters also work in the Federal Judicial System nationwide, the Military Court System, internationally, and the U.S. Congress.

Source: https://nvra.org/nvra-certifications

EDUCATIONAL CAPTIONING
CERTIFICATE OF COMPLETION

This certificate is designed to provide relevant skills to individuals pursuing careers in educational captioning. Educational captioners caption classroom lecture and discussion for hearing-impaired students enabling them to attend school and understand what is being discussed in class. With additional training and experience, educational captioners can expand their employment opportunities to include live broadcast captioning.

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

a. Write stenographically, for ten minutes, four-voice testimony at 200 words per minute with 97.5 percent accuracy.
b. Explain correct captioning protocol for classroom and meeting environments.
c. Recognize and respond appropriately to ethical issues facing educational captioners.

Careers specific to these skills include but are not limited to: Official Court Reporter, Deposition Court Reporter, Hearing Reporter, Freelance Reporter, and Convention Reporter.

PROOFREADING
CERTIFICATE OF COMPLETION

This certificate is designed to provide relevant skills to individuals pursuing careers in proofreading verbatim transcripts of legal and other proceedings and general English text.

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

a. Identify errors in written text and apply correct punctuation, spelling, and formatting to correct or record omissions, errors, or inconsistencies found.
b. Define and explain traditional proofreading marks and relevant software proofreading functions, such as the “track changes” function in Microsoft Word.
c. Identify homonyms and apply correct spelling within context.

Potential careers specific to these skills include, but are not limited to: Proofreader for Court Reporters, Proofreader (general), Copy Marker, and Technical Writer* (with additional training).

Proofreading Certificate of Completion

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC 007</td>
<td>Keyboarding and MS Word Basics</td>
<td>48</td>
</tr>
<tr>
<td>NCCC 021</td>
<td>Legal Terminology</td>
<td>50</td>
</tr>
<tr>
<td>NCCC 024</td>
<td>English Vocabulary for Court Reporting and Captioning</td>
<td>50</td>
</tr>
</tbody>
</table>
### Transcription and Office Support: Machine Writing Certificate of Completion

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 and Office Support: Machine Writing, students will be able to:
- Demonstrate proficiency in industry-standard computer-aided software to produce accurate transcripts of legal, medical, and general audio-recorded material.
- Write legal, medical, and general subject matter, stenographically, at a minimum of 120 words per minute on a machine writer.
- Demonstrate proficiency in Microsoft Word to provide entry-level office support.
- Demonstrate recognition and correct spelling of legal and medical terminology and English vocabulary.

Potential jobs in this field include, but are not limited to: Legal Transcriptionist, Web Content Transcriptionist, Video Transcriptionist, General Transcriptionist, Medical Transcriptionist, and Office Support Assistant.

#### Course Requirements

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC 001</td>
<td>Stenographic Machine Theory 1</td>
<td>128-140</td>
</tr>
<tr>
<td>NCCC 002</td>
<td>Stenographic Machine Theory 2</td>
<td>128-140</td>
</tr>
<tr>
<td>NCCC 003</td>
<td>Stenographic Machine Theory 3</td>
<td>128-140</td>
</tr>
<tr>
<td>NCCC 004</td>
<td>CAT Software Basics</td>
<td>16-18</td>
</tr>
<tr>
<td>NCCC 027</td>
<td>Computer-Aided Transcription 1</td>
<td>32-36</td>
</tr>
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</table>

Minimum Certificate Hours

<table>
<thead>
<tr>
<th>Required Courses: Students must pass and complete a minimum of 432 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC 008 OR NCCC 008M</td>
</tr>
<tr>
<td>NCCC 007 OR NCCC 012 OR NCCC 012M</td>
</tr>
<tr>
<td>NCCC 007 OR NCCC 012M</td>
</tr>
<tr>
<td>NCCC 028 OR NCCC 012M</td>
</tr>
<tr>
<td>NCCC 028 OR NCCC 012M</td>
</tr>
</tbody>
</table>

Minimum Certificate Hours

<table>
<thead>
<tr>
<th>Recommended Sequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall, Year 1 (160-180 OR 238-254 hours): NCCC 008 or 008M; NCCC 007</td>
</tr>
<tr>
<td>Spring, Year 1 (144-162 OR 222-236 hours): NCCC 012 or 012M; NCCC 028</td>
</tr>
</tbody>
</table>

### Transcription and Office Support: Voice Writing Certificate of Completion

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 and Office Support: Machine Writing, students will be able to:
- Demonstrate proficiency in industry-standard computer-aided software to produce accurate transcripts of legal, medical, and general audio-recorded material.
- Write legal, medical, and general subject matter, using a voice silencer, at a minimum of 120 words per minute.
- Demonstrate proficiency in Microsoft Word to provide entry-level office support.

#### Course Requirements

<table>
<thead>
<tr>
<th>Course ID</th>
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</thead>
<tbody>
<tr>
<td>NCCC 001</td>
<td>Stenographic Machine Theory 1</td>
<td>128-140</td>
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<tr>
<td>NCCC 002</td>
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<tr>
<td>NCCC 003</td>
<td>Stenographic Machine Theory 3</td>
<td>128-140</td>
</tr>
<tr>
<td>NCCC 004</td>
<td>CAT Software Basics</td>
<td>16-18</td>
</tr>
<tr>
<td>NCCC 027</td>
<td>Computer-Aided Transcription 1</td>
<td>32-36</td>
</tr>
</tbody>
</table>

Minimum Certificate Hours

<table>
<thead>
<tr>
<th>Recommended Sequence</th>
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</thead>
<tbody>
<tr>
<td>Fall, Year 1 (144-158 hours): NCCC 001, NCCC 004</td>
</tr>
<tr>
<td>Spring, Year 1 (128-140 hours): NCCC 002</td>
</tr>
<tr>
<td>Summer, Year 1 (160-176 hours): NCCC 003, NCCC 027</td>
</tr>
</tbody>
</table>
Students have the opportunity to complete final stenographic machine theory lessons and refine machine shorthand skills at 60 words per minute with 97 percent accuracy.

NCCC 003A 160-220 WPM SKILL DEVELOPMENT
48-54 hours
Students have the opportunity to learn and apply speed-building techniques through highly-structured instructor-facilitated stenographic machine and voice writing practice tailored to individual skill level within the 160-220 word per minute range. Overcoming speed plateaus using various practice techniques will be discussed and practiced. The production of accurately formatted four-voice testimony in compliance with Certified Shorthand Reporter examination requirements is presented and applied.

NCCC 004 CAT SOFTWARE BASICS
16-18 hours
In this course, students have the opportunity to learn and apply basic software commands to write, edit, create, save, and print files using computer-aided stenography transcription software through instructor-facilitated, hands-on practice and application.

NCCC 005 VOICE WRITING THEORY
48-54 hours
Students have the opportunity to study and apply computer-compatible voice writing theory language and concepts necessary to write and read back basic English vocabulary at 120 words per minute with 90 percent accuracy.

NCCC 007 KEYBOARDING AND MS WORD BASICS
48-54 hours
This course provides students the opportunity to learn the touch system of keyboarding and the basics of Microsoft Word to increase transcription-delivery options and provide additional office skills for entry-level office support positions. This course also prepares students to meet the keyboarding requirement per the California court reporting school curriculum code.

NCCC 008 80-100 WPM SPEED GOAL
190-200 hours
Advisory: NCCC 003
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard legal testimony terms and phrases necessary to attain a writing speed of 80 - 100 words per minute. Juror charge and literary material are also covered. 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.

NCCC 008M 80-100 WPM: MULTI-VOICE FOCUS
112-126 hours
Advisory: NCCC 003
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for standard legal testimony terms and phrases necessary to attain writing speeds of 80 - 100 words per minute. Three and four speaker identification, formatting, and common terminology are also introduced, along with targeted practice material and skill development strategies. Supplemental jury charge and literary material are also covered for continued vocabulary development.

NCCC 012 120-140 WPM SPEED GOAL
190-200 hours
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic and voice writing outlines for standard legal terminology and phraseology in addition to general speech and apply writing skills to attain a writing speed of 120-140 words per minute. Familiarization with workers’ compensation, personal injury, and real estate/property law terminology and corresponding stenographic outlines is emphasized through a variety of lectures, assignments, and class discussions. One five-hour courtroom observation is required.

Recommended Sequence

Fall, Year 1 (112-126 hours):
NCCC 004, NCCC 005, NCCC 007

Spring, Year 1 (144-162 OR 222-236 hours):
NCCC 027; NCCC 012 or 012M

Summer, Year 1 (32-36 hours):
NCCC 028
NCCC 012M 120-140 WPM: MULTI-VOICE FOCUS
112-126 hours
Advisory: NCCC 005
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines and voice codes for standard legal terms and phrases necessary to attain a writing speed of 120-140 words per minute. Techniques for managing three and four different speakers are introduced. One five-hour courtroom observation is required.

NCCC 016 160 WPM SPEED GOAL
190-200 hours
Advisory: NCCC 012 or NCCC 012M
In this course, students have the opportunity to 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.

NCCC 016M 160 WPM: MULTI-VOICE FOCUS
112-126 hours
Advisory: NCCC 012M or NCCC 012
In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines for intermediate-level legal terms and phrases necessary to attain a writing speed of 160 words per minute with a focus on multi-voice writing and transcription. Correct formatting of numbers as applied in legal transcripts recording multiple speakers is presented and reinforced through class activities and assignments. Lecture content and assignments include how to read and interpret the court calendar to identify and apply information critical to the official court reporter.

NCCC 018 180 WPM SPEED GOAL
190-200 hours
Advisory: NCCC 016 or NCCC 018M
In this course, students have the opportunity to recognize and create stenographic outlines and/or voice writing codes 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. Writing and transcription focuses on application of "realtime" writing skills for court reporting and educational captioning, using literary material and legal transcripts. Lecture content and assignments include captioning terminology, mechanics, etiquette, responsibilities, expectations, and ethical issues facing the live captioner.

NCCC 018M 180 WPM: MULTI-VOICE FOCUS
112-126 hours
Advisory: NCCC 016M or NCCC 016
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 with a focus on multi-voice reporting. Machine and voice writing and transcription also include application of "realtime" writing skills for educational captioning. Lecture content and assignments focus on multi-voice reporting and educational captioning requirements and considerations.

NCCC 020 200-220 WPM SPEED GOAL
190-200 hours
Advisory: NCCC 018 or NCCC 018M
In this course, students have the opportunity to further refine stenographic outlines and speed-building techniques to attain accurate writing speeds of up to 200 or 220 words per minute with 97.5 and 95 percent accuracy, respectively. Machine writing and transcription focuses on court and deposition terminology and phraseology. Lecture content and assignments include record-keeping requirements, application of State of California Minimum Transcript Standards, frequently-used language in legal proceedings, reference source selection, and requirements for making verbatim records of hearings, meetings, and conventions.

NCCC 020M 200-220 WPM: MULTI-VOICE FOCUS
112-126 hours
Advisory: NCCC 018M or NCCC 018
In this course, students have the opportunity to further refine stenographic outlines and speed-building techniques to attain accurate writing speeds of up to 200 and 220 words per minute with 97.5 and 95 percent accuracy, respectively. Machine writing and transcription focuses on multi-voice court and deposition reporting skills. Lecture content and assignments include the responsibilities and duties of official and deposition reporting including reading back; the reporting of testimony and objections; reporting with an interpreter; directing (citing) the witness; certifying questions; and marking, handling, and securing exhibits.

NCCC 021 LEGAL TERMINOLOGY
50-54 hours
Students have the opportunity to gain basic understanding, correct spelling, and pronunciation of legal terminology used in courtroom and deposition proceedings and in legal documents. Nineteen basic areas of law, along with examples from real cases, are explained to facilitate better understanding of the terminology. Commonly-used and new legal terms and phrases are also presented and defined. Vocabulary building, pronunciation, and spelling are emphasized along with stenographic machine writing and voice writing outlines.

NCCC 024 ENGLISH VOCABULARY FOR COURT REPORTING AND CAPTIONING
50-54 hours
Students have the opportunity to gain basic understanding, correct spelling, and pronunciation of English vocabulary in order to prepare for the written portion of the California Certified Shorthand Reporter licensing examination and to better hear and comprehend English vocabulary in order to accurately write the spoken word for reporting, captioning, transcription, and proofreading careers. Vocabulary building, pronunciation, and spelling are emphasized. Stenographic machine writing and voice writing options are discussed.

NCCC 025 BASIC ENGLISH FOR COURT REPORTING AND CAPTIONING
50-54 hours
Students have the opportunity to identify and apply the components of English sentence structure, improve their grammar and writing skills, and apply correct punctuation to written text. Proofreading symbols and techniques are also introduced and explained.

NCCC 026 ADVANCED ENGLISH AND OFFICE PRACTICES FOR COURT REPORTING AND CAPTIONING
50-54 hours
In this course, students have the opportunity to study and apply advanced grammar, punctuation, syntax, and word usage; communication skills; proofreading; and dictation/transcription procedures. Court reporting record keeping and office management software developments are also covered.

NCCC 027 COMPUTER-AIDED TRANSCRIPTION 1
32-36 hours
This course includes instruction in developing English vocabulary in a real-time computer-aided transcription software program. Students use an electronic stenographic writing machine or voice writing equipment, a computer, and specialized software. Students have the opportunity to create and/or edit personal computer-aided transcription software dictionaries.

NCCC 028 COMPUTER-AIDED TRANSCRIPTION 2
32-36 hours
Advisory: NCCC 008 or NCCC 008M
In this course, students have the opportunity to apply the theory and practice of Computer-Aided Transcription (CAT) as used in court reporting and related careers.

NCCC 033 MEDICAL TERMINOLOGY
50-54 hours
Students have the opportunity to gain a basic understanding of medical terminology and how word parts are combined to form most medical terms. Root words, prefixes, and suffixes and their meanings are covered along with the use of “combining vowels.” Vocabulary building, pronunciation, and spelling are emphasized. Stenographic machine writing and voice writing options are discussed.
NCC 034 MEDICAL DICTATION
34-38 hours
Advisory: NCCC 008 or NCCC 008M
This course provides students the opportunity to develop and apply stenographic and voice writing skills for the production of transcripts containing standard medical terminology. Terminology common to various medical specialties is explained and anatomical terminology is reviewed. Stenographic and voice-writing outlines are presented. Dictation - from sources including medical publications, case histories, operative reports, and selected medical transcripts from legal proceedings - is provided for hands-on skills practice.

NCC 036 COURT REPORTING CODES AND PROCEDURES 1
48-54 hours
This course provides information about specific California Code sections that govern the profession of court reporting. Federal and California judicial systems and constitutions are explained, as are “Federal Rules”. Students have the opportunity to gain practical knowledge of the “Business and Professions Code,” “Code of Civil Procedure,” “Code of Regulations,” and “Rules of Court” as they apply to court reporters. Video-recording of court and deposition proceedings and other emerging technologies and their impacts are discussed and ethical issues facing the reporter are examined. This course, in conjunction with NCCC 039, “Court Reporting Codes and Procedures 2,” is designed to prepare students for the California Certified Shorthand Reporters “Professional Practice” examination.

NCC 039 COURT REPORTING CODES AND PROCEDURES 2
48-54 hours
Advisory: NCCC 039
This course provides information about specific California Code sections that govern the profession of court reporting. Students have the opportunity to become familiar with and understand the meanings of the Civil Code, Evidence Code, Government Code, Labor Code, and Penal Code as these codes apply to the profession of court reporting. Office practices and record-keeping requirements of the professional reporter are reviewed and ethical issues encountered by the reporter are examined. This course, in conjunction with NCCC 038, “Court Reporting Codes and Procedures 1,” is designed to prepare students for the California Certified Shorthand Reporters “Professional Practice” examination.

NCC 042 CERTIFIED SHORTHAND REPORTER EXAM REVIEW
32-36 hours
Advisory: NCCC 026, NCCC 038 and NCCC 039
This course is designed for the advanced court reporting student preparing to take the written portion of the State of California Certified Shorthand Reporter’s examination. Emphasis is placed on California codes and rules of court of the State of California applicable to court reporting. Medical and legal terminology, English grammar, general vocabulary, specialized punctuation, and proofreading required for the production of official transcripts of court and deposition proceedings are also covered.

Facilities Maintenance

Facility Maintenance Technician Certificate of Completion

The Facilities Maintenance Technician Certificate prepares students with a general overview of core-competencies identified by industry leaders for entry level positions as a Facility Maintenance Technician and Energy Efficiency Auditor or careers in sustainability jobs.

The program certificate requires two courses that cover the primary skills identified by subject matter experts (SMEs) within the facilities maintenance industry and align with the International Facility Management Association (IFMA’s) core competencies as well as other industry groups and organizations. Topics covered include environmental awareness, communication skills, basic arithmetic calculations, computer skills, safety training, work order management systems, and troubleshooting & problem solving skills related to being a Facilities Maintenance Technician. The program provides an overview of skill sets needed in jobs related to energy auditing and analytics such as the fundamental components in conducting an energy efficiency audit, how to recognize, identify, and report on energy cost measure (ECM) opportunities, and indoor air quality considerations and impacts. The program also requires one workforce related elective course in either communication, digital citizenship, or leadership to further strengthen employability skills to succeed and thrive in the 21st century workplace.

Upon successful completion of the program certificate, a student will be able to:

- Demonstrate awareness and familiarity of the different types of systems, equipment and skills needed by a Facility Maintenance Technician.
- Apply an understanding of introductory skills associated with evaluating energy and building performance within facilities maintenance.

Possible career options include Facility Maintenance Technicians and Energy Efficiency Auditors or careers in sustainability and custodial related jobs.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCFM 001</td>
<td>Facilities Maintenance Job Readiness</td>
<td>29-32</td>
</tr>
<tr>
<td>NCFM 003</td>
<td>Energy Auditing Fundamentals – Commercial Buildings</td>
<td>29-32</td>
</tr>
<tr>
<td>NCWP 001</td>
<td>Essential Communication Skills for the Workplace</td>
<td>16-18</td>
</tr>
<tr>
<td>OR NCWP 002</td>
<td>Digital Citizenship for the Workplace</td>
<td>16-18</td>
</tr>
<tr>
<td>OR NCWP 003</td>
<td>Leadership Skills for the Workplace</td>
<td>16-18</td>
</tr>
</tbody>
</table>

Minimum Certificate Hours: 74
Recommended Sequence:
Fall, Year 1 (45-50 hours):
NCFM 001, Any Course from Electives
Spring, Year 1 (29-32 hours):
NCFM 003

NCFM 001 FACILITIES MAINTENANCE JOB READINESS
29-32 hours
This course provides a general overview of core-competencies identified by industry leaders for entry level positions as a Facility Maintenance Technician. Students will have the opportunity to learn environmental awareness, communication skills, basic arithmetic calculations, computer skills, safety training, work order management systems, and troubleshooting & problem solving skills related to being a Facilities Maintenance Technician.

NCFM 003 ENERGY AUDITING FUNDAMENTALS – COMMERCIAL BUILDINGS
29-32 hours
This course provides a general overview of skill sets needed by students & incumbent workers who are interested in a career involving Facilities Maintenance and Energy Analytics & Auditing. Some of the primary subject topics that will be discussed are: What is an energy auditor, the difference between residential and commercial energy audits, the different levels and types of energy efficiency audits, the history of audits, energy efficiency & sustainable upgrades and practices, indoor air quality considerations and impacts, driving forces with legislation, and the ASHRAE LI walk-through assessment process report generation.

- PREREQUISITES AND COREQUISITES are MANDATORY
- Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
**Immigrant Education**

**ESL: CAREERS IN EARLY CHILDHOOD EDUCATION**

Certificate of Completion

The ESL: Careers in Early Childhood Education Certificate at West Valley College focuses on helping CASAS intermediate level ESL students by preparing them to explore and successfully enter programs of study for careers in the early childhood field. Upon completion of the program certificate, students will be able to:

- Prepare and transition students to successfully enter the Child Studies credit program and take courses to meet licensing requirements to enter a career within Early Childhood Education and working with young children.
- Prepare and transition students to successfully enter the Child Studies credit program and take courses to meet licensing requirements to enter a career within Early Childhood Education and working with young children.
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Suggested level of preparation: CASAS of 210 or higher.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCIE 120</td>
<td>ESL for Careers In Early Childhood Education 1</td>
<td>64-72</td>
</tr>
<tr>
<td>NCIE 121</td>
<td>ESL for Careers In Early Childhood Education 2</td>
<td>64-72</td>
</tr>
</tbody>
</table>

**Minimum Certificate Hours:** 128

**Recommended Sequence:**

**Fall, Year 1 (64-72 hours):**
- NCIE 120

**Spring, Year 1 (64-72 hours):**
- NCIE 121

**ESL: CAREERS IN HEALTHCARE**

Certificate of Completion

The ESL: Careers in Healthcare Certificate at West Valley College focuses on creating an accelerated career pathway by helping CASAS intermediate level ESL students by preparing them to explore and successfully enter programs of study for careers in the healthcare field. Upon completion of the program certificate, students will be able to:

- Prepare and transition students to successfully enter credit programs in healthcare
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Suggested level of preparation: CASAS of 210 or higher.

<table>
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<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCIE 130</td>
<td>ESL for Careers in Healthcare 1</td>
<td>64-72</td>
</tr>
<tr>
<td>NCIE 131</td>
<td>ESL for Careers in Healthcare 2</td>
<td>64-72</td>
</tr>
</tbody>
</table>

**Minimum Certificate Hours:** 128

**Recommended Sequence:**

**Fall, Year 1 (64-72 hours):**
- NCIE 130

**Spring, Year 1 (64-72 hours):**
- NCIE 131

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- **ADVISORY is a recommended preparation, NOT a REQUIREMENT.**
- **This catalog is subject to change and may be incomplete. Please consult the addenda at westvalley.edu/catalog/"
Mathematics

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 employment 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 employment 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 understanding the properties of exponents and polynomials. After successful completion of this course, the student will have the necessary skills to enter elementary algebra.

NCMA 108 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - ELEMENTARY ALGEBRA PART 1
32-36 hours
The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations, inequalities, and systems of equations.

NCMA 109 ESSENTIAL MATH FOR BASIC SKILLS STUDENTS - ELEMENTARY ALGEBRA PART 2
32-36 hours
The course covers the basic operations and properties of real numbers; exponential, polynomial, rational, and radical expressions. Other topics include systems of equations; graphing; and quadratic, rational, and radical equations.

NCMA 110 MATH JAM FOR STATISTICS
25-28 hours
This course serves as a preparation for Math 10 and is designed to strengthen essential mathematical skills necessary in preparation for success in Elementary Statistics. Topics include concepts from arithmetic, algebra, and basic statistics that are needed to understand the content of a college-level statistics course.

Music

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.

NCMU 152 ORCHESTRA FOR OLDER ADULTS
48-54 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. Placement audition for skill assessment and seating required.

NCMU 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.

• PREREQUISITES AND COREQUISITES are MANDATORY.
• Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
Reading
NCRE 916 READING FOR THE DISCIPLINE
16-18 hours
This course focuses on the reading (e.g., annotations, activating schema, pre-viewing) and study skills such as time management, self-reflection, and concept cards, which are necessary to be successful in an academic discipline.

NCRE 945 READING FLUENCY
48-54 hours
Students in this course have the opportunity to engage actively with a reading specialist in an individualized program designed to build vocabulary, increase comprehension, improve study habits, develop critical reading strategies, and advance critical thinking skills. The intention of the course is to allow reading to become more efficient and enjoyable.

NCRE 966 READING FUNDAMENTALS
48-54 hours
This course is designed to improve vocabulary and reading comprehension to prepare students to function at the college level and in the workforce.

Water Systems Technology
NCWA 160 WATER TREATMENT 1
54 hours
This course covers water resources, water quality, unit operations of water treatment, public health requirements, and the basics of water chemistry and aquatic microbiology. It prepares students for the Water Treatment Plant Operator's Certificate examinations (T1) given by the State of California's Water Resources Control Board.

NCWA 165 WATER DISTRIBUTION 1
54 hours
This course in drinking water distribution is designed as an introduction to basic distribution mathematics, system operation and piping. It also covers safety and utilities management, supply sources and water quality. The course prepares students to take the California State Water Resources Control Board Distribution level 1 exam.

Workforce Preparation
COMMUNICATION, DIGITAL LITERACY & LEADERSHIP
Certificate of Completion
The Communication, Digital Literacy & Leadership Certificate provides students with the necessary skills to become effective communicators and strong leaders in today's workplace. It also introduces best practices and an awareness of digital literacy with the information, media, and technology needed in the workplace. The program draws from the New World of Work and 21st Century employability skills which were developed by a panel of employers, entrepreneurs, human resources specialists, educators, and students. Communication, digital literacy, and skills in empathy, self-awareness, and collaboration were determined to be some of the essential employability skills required in our emerging global economy.

After successful completion of the program certificate, students will be able to:

• Demonstrate the skills and traits in areas of communication, digital literacy, and leadership to successfully enter a rapidly changing jobs market and workplace in the 21st century.

The program certificate provides 21st century employability skills to support and prepare students to succeed and thrive in the 21st century workplace.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NCWP 003</td>
<td>Leadership Skills for the Workplace</td>
<td>16-18</td>
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Minimum Certificate Hours: 48
Recommended Sequence:
Fall, Year 1 (32-36 hours):
NCWP 001, NCWP 002
Spring, Year 1 (16-18 hours):
NCWP 003

NCWP 001 ESSENTIAL COMMUNICATION SKILLS FOR THE WORKPLACE
16-18 hours
This course focuses on developing and improving the necessary skills to become an effective communicator in today's workplace. Topics covered include growth mindset, resilience, self-awareness, communication styles, and resume writing. This course is intended for anyone seeking to improve their workplace communication skills and advance their career.

NCWP 002 DIGITAL CITIZENSHIP FOR THE WORKPLACE
16-18 hours
This course introduces best practices and builds awareness regarding information literacy, media literacy, and technology literacy. This includes creating a dynamic LinkedIn profile and establishing a comprehensive online presence while learning to effectively network online. Students also have opportunities to build sound research skills, including how to identify credible sources and false ads; create an online portfolio; learn about online tools and apps to build an online presence; and demonstrate professional social media etiquette.

NCWP 003 LEADERSHIP SKILLS FOR THE WORKPLACE
16-18 hours
This course focuses on developing the necessary skills to become a strong leader and manager in today's workplace. Topics covered include empathy, emotional intelligence, adaptability, teamwork, and transformational leadership. This course is intended for anyone seeking to improve their leadership skills and/or seeking promotion in their career.

High School Equivalency
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.

Older Adult Courses
NCAD 101 STAY FIT FOR OLDER ADULTS
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 FOR OLDER ADULTS
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 140 FORUM ON LOCAL AND GLOBAL TOPICS
22-24 hours
This non-credit course expands the students’ knowledge of economic, social, governmental, historical, 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 students’ 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.

Parenting

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.

* PREREQUISITES AND COREQUISITES are MANDATORY.
* Courses used to meet prerequisite requirements must have been completed with a grade of C or Pass or better.
**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 until 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 plagiarism, 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 and equal access to educational programs, due process, presumption of innocence prior to proof otherwise, free expression and association, or privacy of thought.

Students bring to college various interests and values previously acquired and they develop new interests as members of an academic community. They shall be free to organize and join groups, in the pursuit of those interests, subject only to regulations and procedures which are intended to preserve the integrity of the District and which are consistent with constitutional guarantees. In keeping with the ideals of a democracy, students shall be granted the rights and responsibilities of self-government. In the activities of student groups and the conduct of student government, discrimination based on race, ethnic background, national origin, sex, age, sexual preference, or physical handicap shall be expressly prohibited.

Students and recognized student organizations shall be free to examine and discuss questions of interest to them and to express their opinions publicly and privately without fear of reprisal. They shall be free to support legal causes by orderly means that do not disrupt the operation of the College. College documents, records, or identification in class or in laboratory situations.

Students shall be free to communicate their 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.

Speech: Time, Place, and Manner

The students and employees of the District and members of the public shall be permitted to exercise their rights of free expression subject to the time, place, and manner policies and procedures contained in BP 3900 titled Speech: Time, Place, and Manner and these procedures. The policy and procedures relating to use of facilities, distribution and posting of literature, and preventing disruption of instructional and/or other District activities do not apply to student news media.

The colleges of the District are non-public forums, except for the following areas, which are reserved for expressive activities which do not violate District policy and which are lawful. At West Valley College, the following areas of campus are designated as free speech zones: (1) North Walk (with the exception of the creek bridge and adjacent parking spaces); (2) Campus Center Walk; and (3) Campus Quad (in front of EOPS building and behind District Services/President’s Office).

These areas are chosen so as to provide visibility and allow communication to a large number of students, administrators, faculty, and others walking or traveling on campus, but also so as not to disrupt educational and other activities of the District on behalf of students:

- These areas are designated public forums. The District reserves the right to revoke that designation and apply a non-public forum designation.
- The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the college. Areas of the college that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, or locker rooms, and any other area not specified above.

The use of these areas reserved and open for expressive activities is subject to the following:

- No person using the areas shall touch, strike or physically impede the progress of passersby, except for incidental or accidental contact or contact initiated by a passerby.
- Persons using areas shall not use any means of amplification that creates a noise or diversion that disturbs the orderly conduct of the campus or classes taking place at the time.
- Persons using the areas reserved for expressive activities shall not disrupt the orderly operation of the college.

Groups or individuals using the campus for free speech shall:

- Ensure that no speech or written materials contain language or images that are obscene, defamatory, incite violence, or create a clear and present danger of the commission of unlawful acts, incite others to violate lawful community college regulations, or substantially disrupt the orderly operation of the College.
- Ensure that no speech or written materials advertise controlled substances, as identified by the laws of the United States and/or the State of California.

Non-student, community groups wishing to engage in speech or expressive activities on campus, in the areas designated as public forums, must check in with the District through the Chancellor or designee prior to engaging in the activities. This does not involve an advance approval process. No illegal activities will be permitted, no activities that violate District or campus rules, including rules and laws on illegal harassment and discrimination, and none that will substantially interfere with or disrupt activities already scheduled for that day and time in the designated areas, as described above. In the event the area sought to be used for expressive activities has already been reserved for another activity so that there will be substantial interference or disruption based on noise, overcrowding, or other considerations unrelated to content, the District will offer alternative available areas or if none are available, offer alternative dates. Students, outside organizations, and others are encouraged to make reservations in advance to use the areas for their expressive activities by using the optional reservation forms.

All persons using the areas that are designated public forums shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Those persons distributing printed material must, prior to their departure from the areas that day, make reasonable efforts to retrieve, remove, or properly discard material that is discarded or dropped in or around the areas other than in an appropriately receptacle.

Bulletin boards shall be provided for use in posting materials at campus locations convenient for use by students, staff, and members of the public. All materials displayed on a bulletin board shall clearly indicate the name or agency responsible for its production and shall be dated with the date of posting by the student activities office. Materials displayed shall be removed after the passage of twenty days.

Probation, Disqualification, and Readmission

A student shall be placed on probation if his or her academic record of performance falls under either of the two standards below:

- Academic grade point probation: A student shall be placed on academic 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 probation when 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 academic 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 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
Standards of Conduct

The District shall enforce a student code of conduct 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 catalog 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:

- Causing, 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 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.
- 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.
- Wilful 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.
- Wilful 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, wilful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
- Cheating, plagiarizing (including plagiarizing 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; and 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/AP 3715 titled Intellectual Property.

Student Disciplinary Actions and Procedures

District Policy: Student Discipline

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 word “District” shall mean the West Valley Mission Community College District, a public community college district of the State of California.
3. The word “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”: will 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 residential 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 classified as lethal weapons), any instrument or weapon commonly known as a blackjack, slingshot, billy, nunchaku, sand club, sand bag, metal knuckle, 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 wilful 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.
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. Forgery, 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 headsets, walkmans, cellular telephones or pagers in the classroom.
6. Abusive behavior directed toward, or hazing of, a member of the campus community or, on 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 vulgarity, 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 hallucinogenics, narcotics, depressants, stimulants, marijuana and its products, toluene, and alcoholic beverages. This regulation does not apply to lawful possession of narcotics, depressants, stimulants, marijuana and its products, toluene, and alcoholic beverages. This regulation does not apply to 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.
9.ウィルフル or persistent smoking in any area where smoking has been prohibited by law or by regulation of the Governing Board.
10. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct (California Education Code, Section 76033).

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 (California 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 the President, the student or designee 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 meetings, 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 President's designee 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 discipline 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 operation 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.
Any person who knowingly reenter 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 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 College-related organizations for which the student receives 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 Valley or Mission College campuses. Reimbursement 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 enrollment at the College. The President or his/her designee shall inform the student in writing of the amount to be reimbursed 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 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 severe 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 the Office of the Vice President of Student Services, and shall also be placed in the student’s permanent record.

8. Interim 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 the 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 enroll 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 where 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 if 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. The student, student’s parent or guardian of 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. 7. Proceeding under Option 5b., where the student requests a hearing before the West Valley or Mission College Hearing Board: a. The Vice President of Student Services or designee shall schedule a meeting of the College Hearing Board within ten (10) working days. b. The Vice President of Student Services shall provide the student and the College Hearing Board with a written statement of the charges against the student, and any other relevant information. c. The student may select a representative to assist him/her in his/her presentation before the College Hearing Board. If the student is to be represented by legal counsel, he/she must notify the President of the fact at least seven days prior to the date of the scheduled hearing. An attorney shall not represent the student unless, in the judgment of the College, complex legal issues are involved. The Vice President of Student Services or the College Hearing Board may request legal assistance; any legal advisor provided to the College Hearing Board must have an advisory capacity to provide legal counsel but shall not be a member of the panel or vote with it. d. If the student fails to appear at the time and place designated for the hearing, the College Hearing Board may proceed in his/her absence, declaring him/her to be in default. e. The Vice President shall have the proceedings of the College Hearing Board recorded at the meeting, either stenographically or electronically, and any such record shall be maintained at the Office of the Vice President of Student Services for a period of three (3) years. f. The hearing before the College Hearing Board shall be conducted in a manner conducive to the determination of the truth. It is not contemplated or required that the hearing be conducted with the formality of a legal proceeding. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. g. At the hearing, unless the College Hearing Board determines to proceed otherwise, the Vice President of Student Services or designee and the student shall be permitted to make each an opening statement. Thereafter, the Vice President of Student Services or designee shall first present any relevant evidence in his/her possession regarding the alleged misconduct; the student may then present any relevant evidence which he/she may have. The Vice President of Student Services or designee may present rebuttal evidence after the student completes his or her presentation. The Vice President of Student Services or designee and the student or his/her representative shall have the right to call, examine, and cross-examine witnesses. Written statements, if any, shall be submitted under penalty of perjury. h. After submission of all relevant evidence, the College Hearing Board shall immediately meet in private, and based upon the evidence presented to it, determine the truth of the charges and the recommended disciplinary action, if any, to be imposed upon the student. Upon reaching its decision, the College Hearing Board shall reconvene and announce its decision and recommend the appropriate disciplinary action. Appropriate disciplinary action may include specific sanctions, terms and conditions. i. The Vice President of Student Services and the student shall be given written notice of the decision of the College Hearing Board and the discipline or sanctions recommended to be imposed within five (5) working days. The Vice President shall implement such disciplinary action, except as provided in the following paragraph of this section. j. If the recommended disciplinary action involves disciplinary suspension, the College Hearing Board shall forward the findings of fact to the President within ten (10) business days. If the President concurs in the recommendations, he/she shall impose disciplinary suspension. If the President disapproves, he/she shall advise the College Hearing Board within five (5) business days. Any student who has held a recommendation of disciplinary suspension imposed against him/her has the right of appeal to the President. The President, at his/her discretion, may stay the disciplinary suspension, if he/she feels that the decision to stay will not endanger any individual or the College. If the proposed disciplinary action recommended is expulsion, the President shall initiate proceedings before the Board of Trustees, as set forth in section titled Procedures Before the Board of Trustees. If, at the conclusion of the hearing before the College Hearing Board, the student wishes to appeal the discipline imposed or recommended, he/she shall immediately inform the President of Student Services in writing (see Student Appeal Procedures section). Appeals concerning expulsion shall be scheduled for a hearing before the Board of Trustees by the President. Appeals concerning other forms of disciplinary action shall be directed to the President for disposition. College Hearing Board 1. The membership of the College Hearing Board shall be as follows: a. Students. Two (2) students each appointed to an annual term by the Student Senate of the Associated Students of West Valley or Mission College for a one (1) year term, and who shall be appointed not later than the third week of the fall semester. b. Faculty. Two (2) faculty members each appointed by the Academic Senate for a one (1) year term, and who shall be appointed not later than the third week of the fall semester. c. Classified. Two (2) classified employees appointed by the Classified Senate for a one (1) year term, and who shall be appointed not later than the third week of the fall semester. d. Administration. A member of the administrative staff of the College shall be appointed by the President for a one (1) year term. The Vice President of Student Services cannot serve in this capacity. 2. As an administrative agency of the College, the College Hearing Board shall be responsible to the President for acting, reviewing, and making recommendations relative to matters brought before it in accordance with the procedures outlined in these procedures. The College Hearing Board shall appoint one member of the panel to serve as the chairperson. 3. No administrator, faculty member, classified staff, or student who has any personal involvement in the matter to be decided, who is a necessary witness, or who could not otherwise act in a neutral manner shall serve on the College Hearing Board. 4. The Chairperson of the College Hearing Board shall convene a meeting of the Board at the earliest possible opportunity after appointment of members in the fall semester of each school year for the purpose of orientating the members to the responsibilities and duties of the College Hearing Board and the procedures under which it shall function and operate. Procedures Before the Board of Trustees: 1. If the President, his/her designee, the Vice President of Student Services or the College Hearing Board, recommends expulsion, then the matter must be brought before the Board of Trustees by the Chancellor for a hearing, in accordance with these procedures (Education Code Section 76030). 2. Prior to the Board of Trustees’ hearing of an expulsion recommendation, the Chancellor shall deliver a written statement to the President of the Board of Trustees, and to the student and his/her parent or guardian, if the student is a minor or to the student alone, if he/she is an adult. This written statement shall be delivered either personally or by certified or registered mail, and contain the following information: a. A recitation in sufficient detail to apprise the student of the charge or charges against him/her. b. The date, time and place of the meeting of the Board of Trustees at which the matter shall be considered, and the date shall not be less than ten (10) days from personal delivery or mailing of the written statement to the student. The hearing shall be conducted in closed session of the Board of Trustees (Education Code Section 72122) unless the student submits a written request for an open hearing to the President at least seven (7) days in advance of the schedule hearing. The student must also notify the President at least seven (7) business days in advance if he/she intends to attend the hearing. c. A recitation that the student may be represented at the hearing by legal counsel, if so desired. If the student is to be represented by legal counsel, he/she must notify the President of the fact that at least seven (7) days prior to the date of the scheduled hearing. The Board of Trustees may request legal assistance; any legal advisor present before the Board of Trustees may sit in an advisory capacity to provide legal counsel but shall not be a member of the panel or vote with it. d. A recitation of the privilege of the student and/or the parent or guardian to employ the services of a shorthand reporter or stenographer at his/her or their own expense to record the hearing. 2. The Chancellor shall have written summary of the hearing transcribed into the minutes of the meeting of the Board of Trustees, and if the hearing is conducted in closed session, these minutes shall be transcribed and kept in a separate closed session minutes book not open for public inspection. 3. If any notification, the student fails to appear at the hearing before the Board of Trustees, the Board of Trustees may declare the student in default and proceed as if the student were present at the hearing.
student disciplinary actions

4. After the hearing has been declared open, the Vice President of Student Services shall make a statement and present any relevant evidence and information, either oral or documentary, which he/she has in possession. The Vice President of Student Services shall, if the matter has been heard by the College Hearing Board, present a copy of the College proceedings on the findings of fact. Upon conclusion of the presentation by the Vice President of Student Services, the student and/or parent or guardian, and/or their legal counsel, may make a statement and present any relevant evidence or information, either oral or documentary, which he/she or they may possess. Each side shall also have the opportunity to offer rebuttal evidence.

5. A prospective witness must either be sworn, or affirm to tell the truth. In the absence of both, the Board of Trustees may deny him/her the right to testify, or may proceed with the hearing, giving consideration to this fact when deliberating the testimony. Witnesses shall be subject to cross-examination by the other party, and inquiry of the members of the Board of Trustees. Written statements of absent witnesses shall be received only if submitted as affidavits or declarations under penalty of perjury.

6. Upon hearing all relevant evidence and information submitted, any final statements of the Vice President of Student Services, and/or the student, parent or guardian (if the student is a minor), and/or their counsel, the Board of Trustees shall confer in private and consider the evidence presented and reach its determination in the matter. When these deliberations are completed, the Board of Trustees shall reconvene in open, public session and announce its decision by recording a vote on the matter into the minutes of the meeting which shall be open to public inspection.

7. Within ten (10) days after the Board of Trustees takes its final action, the President shall deliver to the student and/or the student’s parent or guardian, if the student is a minor or the student alone, if he/she an adult, either in person or by registered or certified mail, a letter setting forth the final action of the Board of Trustees, and a copy shall be filed in the student’s permanent record and in the files of the Board of Trustees. If the Board of Trustees expels the student, the Vice President of Student Services shall proceed to implement the disciplinary action as soon as practicable, unless otherwise directed by the Board of Trustees.

8. In any case where the Board of Trustees imposes expulsion based upon the student having disrupted the orderly operation of the College, the Board of Trustees, as part of its final action, may deny the expelled student access to the College Campus. If such condition is imposed by the Board of Trustees, the letter of notification required to be given by Paragraph 8 of this Section shall contain a statement of such condition and its duration.

9. The College shall retain records of all disciplinary investigations, proceedings, and action.

STUDENT APPEAL PROCEDURES

With the exception of recommendations of expulsions which are subject to appeal to the Board of Trustees, students may appeal the findings of the College Hearing Board to the College President. Such appeal may be based only on the following grounds:

1. Required procedures were not properly followed;
2. New evidence, not reasonably available at the time of the hearing is presented and is of sufficient importance to warrant reconsideration;
3. The findings were unsupported by evidence in record made before the hearing;
4. The sanction imposed for the violation was unreasonably harsh or inappropriate when viewed within the context of the nature of violation.

Timelines for this appeal process are delineated below:

- The student has five (5) days from receipt of the findings of the hearing to file a written appeal with the Vice President of Student Services. The Vice President of Student Services will forward this appeal to the College President.
- Upon receipt of the written appeal, the President has ten (10) days to conduct an appeal hearing and five (5) days from that appeal to hand deliver or mail by certified mail.
- The appeal hearing shall consist of a review of the record of the student’s original and presentation of information pertinent to the grounds for the appeal.
- Upon mutual agreement between the student and the College President, time limits may be extended.

Effective Date: December 20, 2010

District Policy: Student Grievance 5530

Purpose: A grievance may arise from a decision or action that has an adverse effect on a student with respect to his/her education rights. It may arise when a student believes he/she has been denied education rights provided by college, state and federal policies, rules, or laws. A student may seek redress through the following procedures:

Procedures:

Step 1. The complainant will first attempt to resolve his/her grievance by discussion with the person or group directly involved in the matter within five (5) working days after the occurrence of the alleged grievance.

Step 2. If the issue is not resolved to the satisfaction of the complainant, there shall be a conference within five (5) working days of Step 1. This conference shall include the principals involved i.e., the complainant, the accused, and the immediate supervisor. Prior to arranging the meeting, the supervisor shall check with the accused to ensure that the complainant has met with the accused. The supervisor shall hear from both parties and seek to resolve the matter. The supervisor shall then provide a written summary of findings to the Vice President of Student Services, complainant and respondent.

Step 3. If the issue has not been resolved satisfactorily after the complainant has completed the procedures outlined in Step 1 and Step 2, the complainant shall declare that a grievance exists and shall submit a written statement to the Vice President of Student Services. The grievance must be submitted as an email containing an explanation of the events within five (5) working days of Step 2.

Step 4. With the receipt of the complainant’s written grievance and the supervisor’s Summary of Findings, the Vice President of Student Services will ensure that the grievance issues contained on the complainant’s explanation of events letter are consistent with those issues contained in the supervisor’s Summary of Findings. The Vice President of Student Services may dismiss a grievance that has been determined to be inconsistent.

Step 5. If needed, the Vice President of Student Services shall set the time, date, and location for a formal grievance hearing. The hearing shall be held within ten (10) working days of the grievance being submitted.

Grievance Hearing

1. The grievance hearing shall involve the complainant, the accused, the appropriate supervisor, and the Vice President of Student Services. The principals involved in the matter may have one representative present at the grievance hearing.
2. Individuals participating in the grievance hearing shall discuss the charge(s), hear testimony, receive all available evidence pertaining to the charge(s), and when appropriate, examine witnesses. Either party will be notified in advance of the hearing if witnesses will be present.
3. The complainant shall assume the burden of proof.
4. The Vice President of Student Services shall judge the testimony and evidence and limit the investigation strictly to the complainant’s charge(s).
5. A record of the proceedings shall be maintained by the Vice President of Student Services. A transcript of the hearing will be provided to the complainant and to the accused.
6. Within ten (10) working days after the grievance hearing, the Vice President of Student Services shall submit his/her recommendation(s) to the President. If the President is involved in the dispute, the recommendation(s) shall be forwarded to the District Governing Board.
7. Within five (5) working days of the receipt of the Vice President of Student Service’s recommendation, the President shall render a decision and shall forward it to the complainant and to the accused.

Procedure: Appeal Procedure

The complainant or accused may appeal the President’s decision to the Chancellor. The appeal shall be considered by the Chancellor. All final appeals will be brought before the District Governing Board by the Chancellor.

Records

All records of the grievance proceedings shall be retained in a grievance file by the Vice President of Student Services. Only the principals who are directly involved in the grievance, the President, the Vice President of Academic Affairs, the Vice President of Student Services, and the appropriate campus supervisor, shall have access to the file.

Effective Date: January 18, 2012
Grading System

Evaluative 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 in 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 §55752):

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 limitation on the transfer of credit units.
   c. Maximum 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 prescribed 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 Division 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”

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 supplanted 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 legitimate reason and exhibits potential for successful completion of program level.

Nonevaluative 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 Director of Admissions and Records or the responsible Vice President. 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 following 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 “MW” 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 inactive 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 documentation 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 district 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 Withdrawal shall not be counted in progress probation or dismissal calculations 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 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,” “I,” “PD,” “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 “MW,” “EW,” “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 all courses attempted will be indicated on the transcript in showing 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 course repetition consistent with the California Code of Regulations, Title 5, § 55762-3.
Grade Changes

The instructor of the course shall determine the grade to be awarded to each student. The determination of the student’s grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. “Mistake” may include, but is not limited to, errors made by an instructor in calculating a student’s grade and clerical errors. “Fraud” may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

The removal or change of an incorrect grade from a student’s record shall only be done pursuant to Education Code Section 76232 or by an alternative method that ensures that each student shall be afforded an objective and reasonable review of the requested grade change. In cases, where the grade change request is due to a discrimination complaint, another faculty member may substitute for the instructor if the student has filed a discrimination complaint, or if the instructor is not available or where the District determines that it is possible that there may have been gross misconduct by the original instructor. In the case of fraud, bad faith, or incompetence, the final determination concerning removal or change of grade will be made by the Vice President of Instruction or designee. Grade appeals shall be made within a two-year period upon completion of the course. Grade appeals are first handled by the instructor and second appealed to the department; and finally to the Division chair/dean. In cases, where the instructor is no longer employed within the district or unable to be contacted the grade appeals would be by the educational dean or designee. In all cases, the instructor who first awarded the grade will be given written notice of the change.

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 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 request that substandard academic work (D, F, NP or NC) be disregarded and disregarded in the computation of grade point average. 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 or 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.
## Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Institution(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen, Gregory</td>
<td>Instructor in Mathematics</td>
<td>B.S., Mathematics, San Jose State University; M.A., Mathematics, San Jose State University</td>
</tr>
<tr>
<td>Anderson, Rachel</td>
<td>Instructor in Biology</td>
<td>B.S., Biology, William and Mary College; Ph.D., Ecology, University of California, Davis</td>
</tr>
<tr>
<td>Archer Lakhani, Esther</td>
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<td>B.A. University of California, Berkeley; M.M. University of Michigan, Ann Arbor</td>
</tr>
<tr>
<td>Arnould, Kathy</td>
<td>Instructor in Art</td>
<td>B.F.A., Phi Kappa Phi, University of Kansas, Lawrence, Kansas; M.F.A., Art; Honors, University of Kansas, Lawrence, Kansas</td>
</tr>
<tr>
<td>Bangle, Angelica</td>
<td>Counselor/Instructor</td>
<td>B.S., Organizational Behavior; University of San Francisco; M.A., Counseling, San Jose State University; Ed.D., Educational Leadership and Change, Fielding Graduate University</td>
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<tr>
<td>Bautista, Jose</td>
<td>Instructor in Psychology</td>
<td>B.A., Psychology, San Jose State University; M.A., Psychology, San Jose State University</td>
</tr>
<tr>
<td>Bowers-Gachesa, Wendy</td>
<td>Instructor in Nutrition Studies</td>
<td>B.A., General Studies (BGS), University of Michigan; Master of Public Health Nutrition (MPH), University of North Carolina, Chapel Hill</td>
</tr>
<tr>
<td>Breder, William</td>
<td>Instructor in Mathematics</td>
<td>B.S., Mathematics, Ball State University; M.A., Mathematics, Ball State University</td>
</tr>
<tr>
<td>Brichko, Anna</td>
<td>Instructor in French</td>
<td>B.A., French and German, M.A., French and German, Ph.D., Linguistics, Moscow University, Russia</td>
</tr>
<tr>
<td>Brueckner, Heidi</td>
<td>Instructor in Art</td>
<td>B.A., Art History and B.A. Studio Art, University of California at Santa Cruz; M.F.A., University of Kansas</td>
</tr>
<tr>
<td>Bucher, Joe</td>
<td>Counselor &amp; Puente Co-Coordinator</td>
<td>B.A., Child Development, San Jose State University; M.A., Counselor Education, San Jose State University</td>
</tr>
<tr>
<td>Burill, Leigh</td>
<td>Instructor in English</td>
<td>B.A., Philosophy and Women's Studies, University of California, Los Angeles; M.A., Literature and Composition, San Francisco State University</td>
</tr>
<tr>
<td>Butcher, Alyson</td>
<td>Instructor in Mathematics</td>
<td>B.S., Mathematics, Sonoma State University; M.S., Statistics, Oregon State University</td>
</tr>
<tr>
<td>Byers, Michael</td>
<td>Counselor/Instructor</td>
<td>B.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</td>
</tr>
<tr>
<td>Cardamone, Andrew</td>
<td>Counselor, Athletics</td>
<td>B.S., Psychology, Saint Joseph's University; M.A., Counseling and Psychological Services, Springfield College</td>
</tr>
</tbody>
</table>

## Directors

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Institution(s)</th>
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<tbody>
<tr>
<td>Forrest, Alfred</td>
<td>Director, Student Health Services</td>
<td>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</td>
</tr>
<tr>
<td>Grabiel, Eric J.</td>
<td>Director, School of Continuing Education</td>
<td>B.A., History, UCLA; M.P.P., CSUMB</td>
</tr>
<tr>
<td>Gutierrez, Amy</td>
<td>Interim Director, Outreach</td>
<td></td>
</tr>
<tr>
<td>Hernandez, Samantha</td>
<td>Director, Student Needs</td>
<td>B.A., Sociology with an emphasis on Race and Ethnic Studies, San Jose State University</td>
</tr>
<tr>
<td>Marquez, Virginia</td>
<td>Director, Student Programs</td>
<td>B.A., California State University Long Beach; M.A., Higher Education Administration, San Jose State University</td>
</tr>
<tr>
<td>Nojima, Stacy</td>
<td>Director, Student Equity Experience</td>
<td>BA American Multi-cultural studies and English, Sonoma State, MA American Studies, University of Hawai, Manoa; Ph.D. American Studies, University of Hawai, Manoa</td>
</tr>
<tr>
<td>Villalobos, Leopoldo</td>
<td>Director, TRIO Student Support Services</td>
<td>B.S., Business Administration, CSULB; M.A., Public Policy &amp; Admin, CSULB</td>
</tr>
</tbody>
</table>

## Executive Cabinet Members

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Stephanie Kashima</td>
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<tr>
<td>Rebecca Alvarez</td>
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<tr>
<td>Stacy Gleixner</td>
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<tr>
<td>Debra Griffith</td>
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<tr>
<td>Marilyn Morikang</td>
<td></td>
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<tr>
<td>John Vlahos</td>
<td></td>
</tr>
</tbody>
</table>
CARDENAS, ALICIA, 2008
Counselor
B.S. Administration of Justice and Minor, Sociology, San Jose State University; M.A., Counseling Education, San Jose State University.

CASTELLI-PATEL, SYLVIA, 2014
Instructor in World Languages
M.S. Spanish, San Jose State University; M.A. Foreign Languages or Laura Magistrale in Foreign Languages and Literatures (English and German) at the State University of Milan

CASTELLO, RANDY, 1996
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

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MFA, UMass-Amherst, Amherst, MA; MA, SUNY-Albany, Albany, NY; BFA, Rochester Institute of Technology, Rochester, NY

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Instructor in English
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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

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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, NICOLA, 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 Marymont Ed, S School of Psychology Loyola Marymont University

JAVAN, FARANEH, 1998  
Instructor in Health Care Technologies  
M.D., Tehran University, Tehran, Iran
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, VASILIUKI, 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; PPS, School Counseling Credential, San Jose State University

KELLER, TINA, 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 Coaches
B.S., Chemical 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 Language and Chicano Studies, University of California, Santa Barbara; M.A., English Language, 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
B.S., Electrical and Electronics Engineering, University of Hong Kong; M.S., Electrical and Electronics Engineering, UC Santa Barbara; Ph.D. Electrical and Electronics Engineering, UC Santa Barbara

LLANTERO, ERICIA, 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

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 (GIT) 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; CFI & 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, Mirota Planetarium at De Anza College

MICHALS, NIFS, 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, KYUNGHU (KAEI), 1995
Instructor in Fashion Design & Apparel Technology

MITTAL, NEeti, 2017
Instructor, Mathematics
B.A., Mathematics, SJSU; M.S. Math, SJSU
Emeriti Administration and Faculty

Dates indicate year of employment and year of retirement

ACCORnero, 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)

Andersen, Veroneze M.
Counselor/Instructor/Transfer (1976-2002)

Andersen, Joane
Instructor in Mathematics (1980-2006)

Andrews, Patricia
Instructor in Political Science (1990-2011)

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)

Barrett, Gordon E.
Instructor in English (1970-2003)

Barta, Gail Ann
Instructor in English as a Second Language (1991-2021)

Bennett, Patricia
Dean of Human Resources Mgmt. (1967-1993)

Benkosi, Stanley J
Instructor in Mathematics (1999-2015)

Benson, Barth
Instructor in English (1967-2001)

Berlani, Roberta
Instructor in Biology (1993-2020)

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)

Bonfiglio, Joseph F.
Counselor (1969-1992)

Bonnet, Janice
Librarian (1977-2005)

Bonnet, Paul
Librarian (1967-1993)

Bordi, Stephen W.
Instructor in Business (1968-2002)

Boudreaux, Paulette
Instructor in English (1996-2021)

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
Instructor in Philosophy (1995-2015)

CLARK, PAULINE
Counselor, (1987-2018)

COGNETTA, FREBA
Transfer Counselor/Articulation Officer (2012-2021)

COLSON, JUDITH
Instructor in DESP, Learning Specialist (1995-2016)

COLSON, KENNETH M.
Instructor in Anthropology (1967-2003)

CONSTANT, GWENDOLYN
Instructor in English (1969-1994)

CORRIGAN, PHILLIS
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)

DAVIS, JOE 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)

DUARTE, 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)

FISHBAGH, DAVE
Vice President of Instruction (1993-2011)

FLEMING, 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

GANDEL, FRED J.
Instructor in Music (1975-2001)

GARCIA, TOMAS
Instructor in History (1971-2006)

GARDNER, KATHRYN M.
Instructor in Reading (1977-1993)

GARNEL, HOWARD
Instructor in Chemistry (1972-1998)

GEORGE, FRED

GEREDES, THEODORE DEAN
Instructor in Engineering (1967-2001)

GIBSON, LINDA
Dean of 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, JERRY R.
Instructor in English (1964-1991)

GREEN, THOMAS
Instructor in Biology and Park Management (1985-2008)

GRUBB, GEORGE
Instructor in Physical Science (1965-1979)
emeriti administration and faculty

HALEY, BARRON R
Instructor in Biology (1967-2000)

HALL, HUGH
Librarian (1964-1982)

HAMP, HERLISA
Program Director II, Student Programs (2011-2017)

HAMPTON, CLO ANN

HANCE, 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)

HINES, 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 (1970-2010)

HULS, HARRIETT N.
Instructor in Biology (1968-1996)

HUGHMANICK, MICHAEL
Instructor in Psychology (1970-2009)

HUSTON, VIVIAN
Counselor (1986-1979)

HUNTER, GLONNA
Instructor in Allied Health and Business (1977-1993)

JAMES, JANE
Instructor in Art (1965-1988)

JANKE, EDWARD
Instructor in Architecture (1993-2009)

JOHNSON, DONALD M.,
Instructor in Psychology (1965-2000)

JOHNSON, ELISE
Counselor (2005-2021)

JOHNSON, WALTER E.
Instructor in English (1965-1991)

JUE, MARTIN
Coordinator, Tutorial Services (1989-2009)

KAAM, LISA
Coordinator, Distance Learning; Instructor in Computer Applications (1999-2018)

KANNER, LEE C.
Instructor in Mathematics (1981-1995)

KELKENBERG, SHARON
Coordinator, Student Health Center (1977-1999)

KENSTOWICZ, JOSEPH
Instructor in Mathematics (1970-2009)

KEREMITSIS, DAWN K.
Instructor in History (1965-1991)

KING, LINDA B.
Instructor in Anthropology (1971-2004)

KINGSLEY, WESTON H. JR.
Instructor in Technical Drafting (1964-1993)

KNIGHT, CAROL
Instructor in Kinesiology (1990-2014)

KROTH, ANYA, 1984
Instructor in Mathematics (1984-2007)

KURSAR, EDWARD R.
Instructor in Foreign Languages (1968-1996)

LADD, SANDRA
Instructor in Psychology (1971-2009)

LaFAVE, SANDRA A.
Instructor in Philosophy (1986-2011)

LAW, VIRGINIA L.
Instructor in English (1970-1992)

LAWLOR, JOANN
Instructor in Speech (1968-2002)

LAWSON, LINDA
Instructor in Court Reporting (1993-2009)

LEA, BARBARA

LEYEY, MICHAEL
Instructor in Photography (1972-2003)

LEDWITH, BEVERLY E.
Instructor in Information Systems (1968-2000)

LEWIS, CAROLYN
Instructor in Reading (1979-1998)

LIN, LUNGYEE

LIVINGSTONE, JOSEPH T.
Counselor (1964-1998)

LIANIDES, SYLVIA P.
Instructor in Biology (1975-1996)

LILY, JANE

LOCK, VIVIAN
Instructor in Computer Applications

LOFLAND, DONALD
Instructor in Physics (1972-2006)

LORIMER, MICHAEL

LORSON, KATHERINE
Instructor in Allied Health (1974-1995)

LODI, EDWARD A
Instructor in Mathematics (1965-1998)

LOWRY, JULIE
Instructor in Kinesiology (1976-2016)

LUNDE, ARNE
Instructor in Foreign Languages (1969-1987)

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)

MOORE-WINES, KATHERINE
Instructor in Child Studies (2001-2021)

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 (1995-2013)

PARSONS, ALICE
Instructor in Kinesiology (1966-1980)

PATTERSON, SARA W.
Counselor (2004-2020)

PAVAN, CAROL
Counselor (2001-2010)

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)

PLUTYNISKI, 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
Librarian (1975-1996)

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
Instructor in Court Reporting (1978-1995)

RICKSECKER, EARL

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 (1975-2006)

RUDY, DIANE
Instructor in Kinesiology (1983-2020)

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, JOAN
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.  

SELLECK, SYLVIA A.  
Counselor (1975-2006)

SERA, IRENE  
Director, EOPS/CARE (2006-2015)

SHERRELL, SUSAN  
Learning Specialist, Disability and Educational Support Program (2007-2021)

SHERWOOD, PATRICIA  
Instructor in Art (1978-1998)

SHEUE, 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 (1964-1980)

TEMKIN, DOUGLAS  
Instructor in English (1990-2011)

THelin, PETER  
Instructor in Economics (1970-2006)

THOMAS, LEWIS  
Instructor in Journalism (1964-1979)

TORRES, CARMEN  
Instructor in English (1990-2009)

TREBBE, EDWIN S.  
Counselor (1965-1993)

TRULSON, 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).

WEINER, SUSAN A.  
Instructor in Chemistry (1970-2020)

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;  
M.L.I.S., Library and Information Sciences, San Jose State University

AIMONETTI, CATHY, 2002  
Administrative Assistant, School of Continuing Education, Office of Instruction

ALVAREZ, REBECCA, 2020  
Executive Assistant to President

AMBRIS, PAMELA, 2021  
Management Assistant, Student Services

BABINEC, YUMI, 2019  
Athletic Trainer, Intercollegiate Trainers

BADAL, SHAMIRAN, 2015  
Program Assistant, Disability & Educational Support Program

B.A., Communicative Disorders and Sciences, San Jose State University
BALANZA, JUVYLYN, 2018
Financial Aid Advisor

BARIFE, DOONU, 2017
Curriculum and Instructional Systems 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

BRIDGES, ANTHONY, 2018
Enrollment & Financial Services, A&R

BURNETT, JOYCE, 2021
Information Technology Analyst

CARREIRO, MICHELLE, 2004
Senior Library Media Technician
A.A., Library Technology Science, Foothill College

CASTANEDA, MELISSA, 2019
Instructional Technician, Biology

CHEVALIER, JOLIE, 2015
Enrollment & Financial Services Advisor
B.A. Developmental Psychology, San Francisco State University; M.A. Forensic Psychology Argosy University.

COLON, DANIEL, 2010
Maintenance Worker, Campus Center

CORONADO, ROSA, 2013
Program Specialist, EOPS

DaROZA, CINTHIA, 2015
Instructional Technician, Biology

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

DIPIETRO, ERICA, 2018
Enrollment & Financial Services Advisor

EPPLEY, TERRY, 2001
Program Specialist, Student Services
A.A., Math and A.S., Physics, West Valley College.

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, Office of Instruction
A.A., Liberal Arts, West Valley College

GOLDMAN, ELLEN, 2013
Instructional Technician, Foreign Language/ESL

HARRIS, MONA, 2013
Administrative Specialist, School of Continuing Education
A.A., Business West Valley College; B.S., Business Administration/Accounting, Cal Poly-SLO

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, 2017
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, Cilker 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

LAKEW, YALEMWORK, 2001
Administrative Assistant, Student Development

LANGWORTHY, TERESA, 1995
Administrative Specialist, Social Sciences

LIDWELL, ANDREW, 2019
Performing Arts Technical Director

LOBATO, ANA, 2016
Supervisor Enrollment & Financial Services
B.A., University of California, Santa Cruz

MACIEL, A., ELIZABETH, 1998
Supervisor, Administrative 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, Cilker School of Art & Design
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

MENESSES, JULIE, 2007
Enrollment & Financial Services Advisor
A.A., Liberal Arts Emphasis in Social and Behavioral Sciences, West Valley College

MORRISON, ROBERT, 2018
Instructional Technician, Art

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
B.A., Political Science, Azad University, Iran
Master’s Degree in Counseling, Education

OCHEA, ELIZABETH 2005
Financial Aid Systems Specialist

OKAMOTO, KAREN, 2017
Administrative Specialist, Office of Instruction

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
Curriculum and Instructional Systems Analyst, Office of Instruction
M.S., Industrial and Organizational Psychology, San Jose State University

PRESTON, HEIDI, 2019
Senior Child Development Specialist

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

SCALICI, LEA, 2020
Instructional Technician, Chemistry

SMITH, KENNETH, 2017
Instructional Technician, Physics & Engineering

SOUTHWORTH, TANYA, 2015
Administrative Specialist, Disability & Educational Support Program
B.S., Organizational Behavior and Leadership, University of San Francisco

SPILMAN, LAURA, 2018
Senior Child Development Specialist

STORM, SHARON, 2019
Administrative Assistant, Academic Senate
B.A., Communications/Journalism, University of Nevada-Las Vegas (UNLV)

TONG, SUSIE, 2008
Administrative Specialist, TRo Program

TRAN, THUY, 2001
Administrative Assistant, Library & Instruction

TRINH, TU-LAN, 1997
Senior Student Records Advisor
A.A., Business, West Valley College

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

YEE, ALFRED, 2008
Instructional Technology Technician

INDEX

A
Academic Appeals Committee  52
Academic Freedom  311
Academic Programs  26
Academic Renewal  320
Accounting  82
Accreditation  i
Adapted Physical Education  206
Administration of Justice  83
Admissions Process  6
Admission Eligibility  6
Advanced Placement  8
Advancement Foundation  3
American Sign language
(see World Languages)  291
Anatomy and Physiology  114
Anthropology  87
Aquatic Sports  207
Archaeology  87
Architecture  89
Art  95
Assessment
(see Guided Self-Placement)  7
Associate Degree  28
Associate Degree and Certificate  25
Associate Degree for Transfer  59
Associated Students of West Valley College  18
Astronomy  104
Audit  7
Aviation  107

B
Basic Fees  15
Basic Skills / Pre-Collegiate  53
Biology  103
Board of Trustees  ii
Bookstore  19, 336
Business Administration/Real Estate  115
C
California Residency Defined  6
California State University (CSU) 35
California State University (CSU) Transfer Requirements 46
CalWORKs Program 19
Campus Center 22
Campus Safety 19
Career Programs 48
Career Programs Advisory Boards 48
Catalog Rights for Degree or Certificate Consideration 26
Challenges 51
Chancellor ii
Chemistry 123
Child Development Center 19
Child Studies 125
College Advantage Program 6
College Calendar 5
College Enrollment Fee 15
College Level Examination Program (CLEP) 12
College Strategic Goals 2
Combatives and Martial Arts 210
Communication Studies 133
Complaints 3-4
Computer Science 136
Concurrent Enrollment for High School Students 6
Continuing Education Students 6
Corequisite 51
Counseling Services 19
Counseling Courses 138
Court Reporting 139, 301
Course Descriptions, How to Read 58
Course Repetition 52, 319
Credit by Examination 14
Credit for Prior Learning 7
Cultural Diversity Requirement 33

D
Dance 140
Degrees and Certificates 25
Delinquencies on Student Records 16
Description of Courses 58
Digital Media 144
Directors 321
Disability and Educational Support Program 19, 148, 336
Disciplinary Actions 313
Discrimination 3-4
District Police 20
Diversity and Inclusion 3
Double Major 26
Drug Free Environment 4
Dual Enrollment for High School Students 6

E
Economics 149
Electronic Imaging (see Art) 95
Emeriti Administration and Faculty 326
Engineering 154
English 156
English Flow Chart 56
Enrollment 6
English as a Second Language 165
English as a Second Language Flow Chart 57
EOPS-Extended Ed/Program Services and Care 20
Equal Opportunity i, 3-4
Executive Cabinet 321

F
Faculty 321
Fashion Design and Apparel Technology 167
Fees and Charges 14-15
Financial Aid 17-18, 20
First Year Experience 21
Fitness 207
Food Services 21
Foreign Languages (see World Languages) 291
French (see World Languages) 291

G
General Education 26
General Education Certification 46
Geography 173
Geology 175
Geospatial Technology 177
German (see World Languages) 291
Grading System 318
Graduation Proficiency Requirement 26
Graduation Requirements, Associate Degree 28
Grievance Policy 317
Guaranteed Admission to Four Year Colleges 46-47, 59
Guided Self-Placement 7

H
Health Care Technologies 179
Health Services for Students 31, 336
Health Science 185
History 187
Honors University Transfer Program 21, 189
Humanities 196
I
Information Competency 226
Interdisciplinary Studies (Student Success) 275
Intercollegiate Athletics 21
Intersegmental General Education Transfer Curriculum (IGETC) 40
Instructional Programs 25
Interior Design 196
International Students 6, 336
Italian (see World Languages) 291

J
Japanese (see World Languages) 291

K
Kinesiology 202
Kinesiology Theory 217

L
Landscape Architecture (see Architecture) 89
Languages 291
Latin (see World Languages) 291
Learning Services (see Disability and Educational Support Program) 19, 148, 336
Liberal Arts 218
Library and Information Studies 226
Library Services 22, 336
Lifetime Sports 210
Literature (see English) 156
Lower Division Transfer Requirements 46

M
Management and Supervision (see Business) 115
Marketing and Sales 227
Marine Diving Education 216
Mathematics 227
Mathematics Flow Chart 55
Medical Assisting (see Health Care Technologies) 179
Middle College 6
Military Credit 14
Mind/Body/Wellness 216
Mission Statement 2
Music 233

N
Noncredit Courses (see School of Continuing Education) 299
Non-Discrimination Statement 1, 3-4
Nonresident Student 14
Nonresident Tuition 14
Nutrition Studies 246

O
Oceanography 248
Office for Student Development 23
Online Learning (see West Valley College Online) 27
Orientation 7
Out of State Disclaimer 27
Outreach 22, 336

P
Paralegal 249
Park Management 253
Parking Fee 15
Parking Regulations 22
Payment Information 16
Philosophy 257
Photography (see Art) 95
Physical Science 260
Physics 260
Police 20, 336
Political Science 262
Pre-Collegiate Basic Skills 53
Prerequisites 51
Probation and Dismissal 312
Psychology 266
Puente Project 22

R
Reading 270
Readmission 312
Real Estate 115
Reciprocity 26
Recommended Course Preparation 51
Refunds 15-16
Returning (Former) Students 26
Rights and Responsibilities 311
S
Safety Services & Assistance  22
Sales
(see Marketing and Sales)  227
Scholarship Program  20
School of Continuing Education  299
Second Associate Degree  26
Sexual Harassment  i, 3-4
Sign Language
(see World Languages)  291
Social Justice Studies  270
Sociology  272
Spanish
(see World Languages)  291
Speech Communication
(see Communication Studies)  133
Speech Development
(see Disability and Educational Support Program)  19, 148, 336
Speech: Time, Place, and Manner  312
Staff  330
Standards for Dismissal  312
Standards of Conduct  313
Statement of Academic Freedom  311
Student Appeal Procedures  317
Student Development  23, 336
Student Disciplinary Actions and Procedures  313
Student Health Services  21, 336
Student Needs  23
Student Services and Learning Resources  18
Success Center  23

T
Team Sports  212
Telephone Numbers  336
Theater Arts  275
Transcripts  15
Transfer  46
Transfer Center  23
Transfer Credit  46
Transfer Degrees  25, 59
Transfer Preparation  46
Transfer Students  6
TRIO  23
Trustees  ii
Tutorial Services
(see Success Center)  23
Tutoring
(see Student Success)  275
Typing
(see School of Continuing Education)  299

U
UMOJA Community  23
University of California Admissions  46
University of Hawaii at Manoa – Aloha Pathways  47

V
Veterans Administration Education Benefits  20
Veterans Resource Center  24

W
West Valley College Online  27
Women, Gender and Queer Studies  288
Work Experience  290
World Languages  291

Z
Zoology
(see Biology)  108
<table>
<thead>
<tr>
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<th>Phone Number</th>
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<td><a href="mailto:askwvc@wvm.edu">askwvc@wvm.edu</a></td>
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<td>Transcripts, Registration, Payments, Parking</td>
<td>408-741-2001</td>
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<td>Associated Students of WVC</td>
<td>408-741-2107</td>
<td>westvalley.edu/campus-center/get-involved.html</td>
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<td>408-741-2015</td>
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<tr>
<td>CalWORKs Program</td>
<td>408-741-4007</td>
<td>westvalley.edu/services/calworks</td>
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<td>Campus Center</td>
<td>408-741-2025</td>
<td>westvalley.edu/campuslife</td>
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<td>Canvas Support</td>
<td>408-741-2627</td>
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<td>Career Services</td>
<td>408-741-2098</td>
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<td>Child Development Center</td>
<td>408-741-2152</td>
<td>westvalley.edu/child-development-center</td>
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<td>College Outreach</td>
<td>408-741-2672</td>
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<td>Counseling Center</td>
<td>408-741-2009</td>
<td>westvalley.edu/services/counseling</td>
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<td>Disability and Educational Support Program (DESP)</td>
<td>408-741-2010</td>
<td>westvalley.edu/services/desp</td>
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<tr>
<td>The Office of Student Equity and Success</td>
<td>408-741-4616</td>
<td>westvalley.edu/offices/student-equity</td>
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<tr>
<td>Extended Opportunity Programs Services (EOPS) and Cooperative Agencies Resources for Education (CARE)</td>
<td>408-741-2023</td>
<td>westvalley.edu/services/eops</td>
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