COURSE DESCRIPTIONS
Riverside Community College District offers a comprehensive program of instruction for students who wish to transfer to four-year institutions, complete an associate degree, train for specific occupations, or develop skills and knowledge. The information listed on courses and transferability is accurate as of the catalog publication date, but from time to time this varies based on changes that occur at four-year institutions. It is always advisable to check with a counselor and the four-year transfer institution for current updates. The following section includes a description of courses which the Board of Trustees has authorized the District to offer. The complete course outlines of record including student learning outcomes can be found at www.curriculnet.com/RCCD.

UC/CSU
These designated courses are transferable to the campuses of the University of California and the California State University system. Those courses that are not marked UC are not transferable to University of California campuses. Those courses marked UC* indicate there are transfer credit limitations. Copies of the UC transfer course list indicating credit unit limitations are available in the Transfer/Career Center on all three colleges. When in doubt, students are advised to confer with a counselor.

Course Identification Numbering System (C-ID)
The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, students should always go to www.assist.org to confirm how each college’s course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

Counselors can always help students interpret or explain C-ID designations.

DELIVERY METHODS
A variety of delivery methods are used to offer classes a Riverside Community College District, including face-to-face classroom instruction and distance delivery methods such as hybrid classes and online classes (taught entirely online utilizing computer and Internet technology). Enrollment in online classes is limited to students who have demonstrated competency in working in the online environment. Please see the Open Campus section of the class schedule for details on meeting the limitation on enrollment for online classes.

NON-DEGREE CREDIT
Courses indicated as non-degree credit earn credit, but the credit is not counted toward the associate degree. These courses (Communication Studies 51, 85A, 85B; English 60AB, 60A1, 60A2, 60A3, 60A4, 80, 85, 90B; English as a Second Language 51, 52, 53, 65, 71, 72, 90 A-K, 91, 92, 95; Mathematics 37, 52, 63, 64, 65, 90 A-F, 98; Nursing-Continuing Education: 81; Nursing-Registered: 11B, 11C, 12B, 12C, 18, 21B, 21C, 22B, 22C; Nursing-Vocational: 52A, 52B, 52C, 62A, 62B, 62C; Reading 81, 82, 83, 86, 87, and 95) are intended to help students develop skills necessary to succeed in college level degree-applicable courses. Non-degree credit courses can be used toward the following: athletic eligibility, work study, financial aid, social security benefits, veteran’s benefits, associated student body office, and full-time status.

NON-CREDIT
These courses are numbered in the 800’s and are non-credit classes. No unit credit is earned in these courses.

REPEATING A COURSE
Students may repeat courses in which a C or better grade was earned only for the following types of courses: courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor’s degree, intercollegiate athletics, and intercollegiate academic or vocational competition courses that are related in content. The designation of whether a course is repeatable is indicated in the course description.

LIMITATIONS ON ENROLLMENT
Please check course description carefully to see if there are any prerequisites, corequisites, advisory or other limitations on enrollment.

Prerequisite - When a course has a prerequisite, it means that the corresponding discipline has determined that the student must have certain knowledge to be successful in the course. The prior knowledge may be a skill (type 40 WPM), and ability (speak and write French fluently), a preparation score (placement test and prior academic background), or successful completion of a course (grade of C or better, P or CR). Completion of the prerequisite is required prior to enrolling in the class. Successful completion of a prerequisite requires a grade of C or better, P (Pass). C-, D, F, FW, NP (No Pass), or I are not acceptable. Students currently enrolled in a prerequisite course at Riverside Community College District (i.e. Math 52) will be allowed to register for the succeeding class (i.e. Math 35). However, if the prerequisite course is not passed with at least a C grade, the student will be dropped from the succeeding class.

Corequisite - When a course has a corequisite, it means that a student is required to take another course concurrent with or prior to enrollment in the course. Knowing the information presented in the corequisite course is considered necessary for a student to be successful in the course. (Completion of, or concurrent enrollment in, Math 1A is required for Physics 4A.)
It is the student’s responsibility to know and meet the course prerequisites and corequisites. These are stated in the course descriptions of the schedule of classes and the current college catalog. A student may be required to file proof of prerequisite and corequisite requirements.

Advisory - When a course has an advisory, it means that a student is recommended to have a certain preparation before entering the course. The preparation is considered advantageous to a student’s success in the course. Since the preparation is advised, but not required, the student will not be blocked from enrolling in a class if he/she does not meet the advisory.

Verifying Prerequisites/Corequisites - It is the student’s responsibility to know and meet the course prerequisites and corequisites. These are stated in the course descriptions within the Schedule of Classes and the college catalogs.

If you have met the prerequisites at another accredited college or university, you must provide verification through one of the following:

- Submit official transcript(s) and complete a Prerequisite Validation form.
- Submit unofficial transcript(s) or grade reports and complete a Matriculation Appeals petition. Petitions approved on an unofficial transcript will be approved for one semester only. This will provide time for the student to request official transcripts.
- Coursework must be listed on the original transcript. Coursework listed on a secondary transcript is not acceptable documentation.
- If you wish to challenge a prerequisite for courses other than English, ESL, math or reading on the basis of knowledge or ability or because of the unavailability of the prerequisite, submit a Matriculation Appeals petition at any of our campus’s counseling offices.
- Successful completion of some high school courses are accepted by the discipline as an appeal to existing prerequisites and/or corequisites.

Petitions to challenge a prerequisite are available in the Counseling Offices on all three colleges.

CREDIT COURSES
Credit courses can be degree or non-degree applicable. Unlike non-credit courses, they do carry units based on the number of hours of lecture, lab, or both that are required in the official course outline for the course. These courses are in a wide variety of areas; each requires critical thinking, reading and writing, and assignments that are completed outside of class that require the student to study and work independently. Credit courses are approved by the district and college Curriculum Committees and the Board of Trustees.

ACCOUNTING

ACC-1A - Principles of Accounting, I
3 units
UC, CSU
Prerequisite: None.
Advisory: BUS-20.
An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing and summarizing procedures used in preparing financial statements. 54 hours lecture.

ACC-1B - Principles of Accounting, II
3 units
UC, CSU
Prerequisite: ACC-1A.
A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.

ACC-38 - Managerial Accounting
3 units
CSU
Prerequisite: ACC-1A.
Conceptual and technical analysis of accounting information used by managers as they carry out their planning, controlling and decision-making responsibilities. Includes coverage of just-in-time systems, activity-based costing, flexible manufacturing systems, computer-integrated performance measures and the impact of automation on capital budgeting decisions. 54 hours lecture.

ACC-55 - Applied Accounting/Bookkeeping
3 units
(Same as CAT-55)
UC
Prerequisite: None.
This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
ACC-61 - Cost Accounting  
3 units  
CSU  
Prerequisite: ACC-1B.  
Studies the development of detailed cost data essential to  
management for controlling operations, decision making and  
planning. Principles of cost accounting are applied primarily to a  
manufacturing organization, but are also used by merchandising and  
service organizations. Use of computers may be required. 54 hours  
lecture.

ACC-62 - Payroll Accounting  
3 units  
CSU  
Prerequisite: ACC-1A.  
Studies accounting for payroll and examines aspects of the Social  
Security Act, California Unemployment Insurance Act and the  
California Workmen’s Compensation Insurance Act. Payroll  
principles applied through the use of microcomputers. 54 hours  
lecture. (Letter Grade, or Pass/No Pass option.)

ACC-63 - Income Tax Accounting  
3 units  
CSU  
Prerequisite: None.  
Theory and method of preparation of federal income tax returns for  
individuals. Actual forms are studied and returns are prepared. 54  
hours lecture. (Letter Grade, or Pass/No Pass option.)

ACC-65 - Computerized Accounting  
3 units  
CSU  
Prerequisite: ACC-1A.  
Advisory: CIS-1A or 3.  
An introduction to computerized accounting, integrating the  
principles of accounting to an automated system in use by many  
accounting professionals. 54 hours lecture. (Letter Grade, or Pass/No  
Pass option.)

ACC-66 - Non-Profit and Governmental Accounting  
3 units  
CSU  
Prerequisite: ACC-1A.  
Advisory: BUS-20.  
A study of the principles and practices of nonprofit and governmental  
entities fund accounting. Topics include accounting concepts, types  
and structure of funds and accounts, application of generally accepted  
accounting principles to nonprofit and governmental organizations.  
54 hours lecture.

ACC-200 - Accounting Work Experience  
1-2-3-4 units  
CSU  
Prerequisite: None.  
Advisory: Students should have paid or voluntary employment.  
This course is designed to coordinate the student’s occupational on-  
the-job training with related classroom instruction. Students enrolled  
in this occupational work experience course must be employed in a  
field related to the work experience subject area. Students may earn  
up to four (4) units each semester for a maximum of 16 units of work  
experience. No more than 20 hours per week may be applied toward  
the work requirement. 18 hours lecture. Additionally, 60 hours of  
volunteer work or 75 hours of paid work is required for each unit.

ADMINISTRATION OF JUSTICE

ADJ-1 - Introduction to the Administration of Justice  
3 units  
UC, CSU  
Prerequisite: None.  
The history and philosophy of administration of justice in America;  
recapitulation of the system; identifying the various subsystems, role  
effects, expectations, and their interrelationships; theories of crime,  
punishment, and rehabilitation; ethics, education, and training for  
professionalism in the system. 54 hours lecture.

ADJ-2 - Principles and Procedures of the Justice System  
3 units  
CSU  
Prerequisite: None.  
The role and responsibilities of each segment within the  
administration of justice system: law enforcement, judicial,  
corrections. An historical exposure to each of the sub-systems’  
procedures from initial entry to final disposition and the relationship  
each segment maintains with its system members. 54 hours lecture.

ADJ-3 - Concepts of Criminal Law  
3 units  
UC, CSU (C-ID AJ 120)  
Prerequisite: None.  
Historical development, philosophy of law and constitutional  
provisions; definitions, classification of crimes, and their application  
to the system of administration of justice; legal research, study of  
case law, methodology, and concepts of law as a social force. 54  
hours lecture.

ADJ-4 - Legal Aspects of Evidence  
3 units  
CSU (C-ID AJ 124)  
Prerequisite: None.  
Origin, development, philosophy and constitutional basis of  
evidence; constitutional and procedural considerations affecting  
arrest, search and seizure; kinds and degrees of evidence and rules  
governing admissibility; judicial decisions interpreting individual  
rights and case studies. 54 hours lecture.

ADJ-5 - Community Relations  
3 units  
UC, CSU  
Prerequisite: None.  
An in-depth exploration of the roles of administration of justice  
practitioners and agencies. The interrelationships and role  
effects among the various agencies and the public. Principal  
emphasis will be placed upon the professional image of the system of  
justice administration and the development of positive relationships  
between members of the system and the public. 54 hours lecture.

ADJ-13 - Criminal Investigation  
3 units  
CSU  
Prerequisite: None.  
Fundamentals of investigation; crime scene search and recording;  
collection and preservation of physical evidence; scientific aids;  
modus operandi; sources of information; interviews and  
interrogation; follow up and case preparation. 54 hours lecture.
ADJ-15 - Narcotics  3 units  
CSU  
Prerequisite: None.  
A basic understanding of narcotics and dangerous drugs, the causes of addiction or habituation, identification of narcotics, hallucinogens, enforcement procedure and legal aspects. 54 hours lecture.

ADJ-200 - Administration of Justice  1-2-3-4 units  
Work Experience  
CSU*  
Prerequisite: None.  
Advisory: Students should have paid or voluntary employment.  
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

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**BASIC PEACE OFFICER TRAINING ACADEMY**

The Basic Peace Officer Training Academy was established in Riverside under the administration of Riverside Community College in the spring of 1953. This program provides practical and technical instruction to meet the requirements of various law enforcement agencies at the local, state, and federal level. The Basic Academy serves eleven counties in Southern California.

The Basic Academy is offered three times per year, forty hours per week, for 22 to 23-week periods. Upon successful completion of the course the college awards 18 units of college credit and the California Commission on Peace Officer Standards and Training issues the Basic Peace Officer’s Certificate.

For Basic Academy applications and further information regarding this program, contact Department of Public Safety Education and Training at (951) 571-6316.

ADJ-A3A - Child Abuse Investigations  2 units  
Prerequisite: None.  
This course is designed to provide the student with an overview of the child abuse investigative process. The course will focus on child abuse law, psychological factors of the offender, interviewing techniques, and responsibilities of the child abuse investigator. 40 hours lecture.

ADJ-A5A - Bicycle Patrol  0.5 unit  
Prerequisite: None.  
This course is designed to provide the student with an overview of the tactical handling of a mountain bicycle for use during law enforcement operations. The course will focus on public relations, nutrition, bicycle maintenance, and riding techniques. 32 hours laboratory.

ADJ-A6A - Interview and Interrogation Course  0.25 unit  
Prerequisite: None.  
This course will provide the student with the fundamentals and techniques for properly interviewing victims, witnesses and suspects in a field setting. Methods for preparing for an interview, establishing rapport with people and interview strategies will be discussed. Additionally, methods for using a tape recorder and methods for manually recording an interview, along with dealing with different personalities and ethnic groups will be covered. 6 hours lecture and 2 hours laboratory.

ADJ-A6B - Advanced Interview and Interrogation Course  1.5 units  
Prerequisite: None.  
This POST certified course will provide advanced interview and interrogation techniques for experienced law enforcement personnel assigned to patrol or investigations and others who conduct criminal interviews and interrogations. This course will further refine the skills and techniques required to properly obtain statements, incriminating statements, admissions and confessions. 28 hours lecture and 4 hours laboratory.

ADJ-A8A - Field Training Officer  1.5 units  
Prerequisite: None.  
This course is designed to provide the student with an understanding of the purpose of the field training program. This course will focus on the fundamentals of basic training in patrol concepts and procedures. 32 hours lecture and 8 hours laboratory.

ADJ-A9A - Field Training Officer Update  1 unit  
Prerequisite: None.  
This course is designed to provide the student with an overview of the current legal issues and responsibilities of the field training officer. The course will focus on vehicle pursuits, weapons update, building searches, prisoner restraints, and the use of force. 24 hours lecture.

ADJ-A10A - Vice Operations  0.25 unit  
Prerequisite: ADJ-B1B.  
This course is designed as an overview of vice operations for law enforcement personnel. This course will include discussions on prostitution, solicitors of lewd sex acts, massage parlor investigations, pimping and pandering, pornography and bookmaking. 8 hours lecture.

ADJ-A11A - Effective Writing for Law Enforcement  0.25 unit  
Prerequisite: None.  
This course will give the law enforcement student a critical understanding of effective writing skills. The course will cover the various types of documents written by the professional and focus on form. 4 hours lecture and 4 hours laboratory.
ADJ-A13A - Drug Use Recognition  
1 unit  
Prerequisite: None.  
This course is designed to provide updated skills training for law enforcement officers enforcing the provisions of 11550 H and S code. The course fulfills the Commission on POST two year, twenty-four hour training requirement for advanced officer training. The course will emphasize public safety when handling incidents involving explosive devices. 20 hours lecture and 4 hours laboratory.

ADJ-A14A - Search Warrant Preparation Workshop  
.25 unit  
Prerequisite: None.  
This course will instruct law enforcement personnel in the proper techniques used in the preparation of search warrants. The course will include construction of a “hero section,” and supporting documentation needed to receive judicial endorsement. Also, practical exercises in search warrant preparation are reviewed. 6 hours lecture and 2 hours laboratory.

ADJ-A14B - Search Warrant Execution Course  
.25 unit  
Prerequisite: None.  
This course presents the elements needed in both formulating a proper search warrant entry plan and specific tactics commonly employed by Target/Narcotic Teams for most law enforcement agencies. Students are taught entry techniques, marksmanship, close quarter battle tactics and teamwork. Additionally, this course offers the students the ability to practice the concepts taught in this course during “Live Fire” scenarios which are controlled by the staff who are firearms instructors. 2 hours lecture and 6 hours laboratory.

ADJ-A29A - Courtroom Testimony and Demeanor  
.5 unit  
Prerequisite: None.  
This course is designed to provide the student with an overview of the courtroom testimony process. The course will focus on courtroom dynamics, personal demeanor and the verbal presentation of factual information. 9 hours lecture.

ADJ-A31A - Advanced Civil Procedures (POST)  
1 unit  
Prerequisite: None.  
This course is designed to provide the student with an understanding of advanced civil processes. The course will focus on common writ processes, levy processes, and claims of exemption. 24 hours lecture.

ADJ-A33A - Public Safety Seminar  
.25 unit  
Prerequisite: None.  
This course is a series of selected law enforcement, fire technology or corrections topics designed to address specific public safety training mandates or California legislative requirements. This meets POST, STC and California Fire Marshal certified skill proficiency requirements for public safety mandated training. 8 hours lecture.

ADJ-A33B - Public Safety Seminar  
.5 unit  
Prerequisite: None.  
This course is a series of selected law enforcement, fire technology or corrections topics designed to address specific public safety mandates or California legislative requirements. This meets POST, STC and California Fire Marshal certified skill proficiency requirements for public safety mandated training. 16 hours lecture.

ADJ-A33C - Public Safety Seminar  
1 unit  
Prerequisite: None.  
This course is a series of selected law enforcement, fire technology or corrections topics designed to address specific public safety mandates or California legislative requirements. This meets POST, STC and California Fire Marshal certified skill proficiency requirements for public safety mandated training. 24 hours lecture.

ADJ-A33E - Public Safety Seminar  
2 units  
Prerequisite: None.  
This course is a series of selected law enforcement, fire technology or corrections topics designed to address specific public safety mandates or California legislative requirements. This meets POST, STC and California Fire Marshal certified skill proficiency requirements for public safety mandated training. 40 hours lecture.

ADJ-A36A - Inland Boating Enforcement  
1 unit  
Prerequisite: None.  
This course provides law enforcement personnel with the knowledge and procedures necessary for the enforcement of state laws specific to inland waterways and lakes. The course will also include vessel theft, equipment violations, accident investigation, vessel towing, enforcement contacts, boating while intoxicated and the care and safe operation of the patrol boat. 24 hours lecture and 16 hours laboratory.

ADJ-A37A - Latent Fingerprint Retrieval  
.5 unit  
Prerequisite: None.  
This course is designed to present a study of the scientific operation of the patrol boat. This three-day, hands-on instructional course topics will include the methods of processing fingerprints, types of surfaces and powder processing vs. chemical processing. 12 hours lecture and 4 hours laboratory.

ADJ-A42A - Crime Scene Investigation  
.5 unit  
Prerequisite: None.  
This course reviews principles of evidence collection, crime scene examination, recording, gathering trace evidence, and collecting and packaging of biological evidence, i.e., body fluids. It will introduce the student to basic fundamentals of 35 mm camera and its use and function in a crime scene investigation. 16 hours lecture.

ADJ-A43A - Basic Computer-Aided Collision Diagramming Using AutoSketch  
.5 unit  
Prerequisite: None.  
This course is designed to enhance investigative techniques of a traffic collision investigator/homicide detective investigating a motor vehicle traffic collision. This three-day, hands-on instructional course discusses the principles and operation of AutoSketch, a powerful drawing tool developed by Autodesk. 8 hours lecture and 16 hours laboratory.
ADJ-A44A - Laser Operator .25 unit  
Prerequisite: None.  
This course provides students with a review on Doppler radar and the understanding of the historical development, concepts, characteristics, and properties of laser technology. It is designed to teach students the proper use of law enforcement laser in traffic enforcement as well as knowledge and skill for courtroom testimony related to laser use. 6 hours lecture and 2 hours laboratory.

ADJ-A45A - Digital Photography for Law Enforcement .25 unit  
Prerequisite: None.  
This course is designed to educate the student in the field of digital photography, as it would pertain to the day-to-day activities of the law enforcement professional. The student will learn the essentials needed for digital photography (i.e. light, area, size of object, and focal distances.) They will also be instructed in the familiarization of the digital camera and the software needed for authenticating and storing digital images. A segment in the rules of evidence as they pertain to digital images will be taught along with the fundamentals of crime scene photography. 6 hours lecture and 2 hours laboratory.  
(Pass/No Pass only.)

ADJ-A46A - Background Investigation 2 units  
Prerequisite: ADJ-B1B.  
This course provides students with basic techniques and legal information necessary to conduct background investigations for law enforcement agencies. Topics covered will include Legal Aspects, Polygraph Examinations, Psychological Evaluation, Background Investigation Process, Role of the Background Investigator and Pre-Background Investigation Interview/Areas of Inquiry. 36 hours lecture.

ADJ-A48A - Basic Investigator’s Course 2 units  
Prerequisite: ADJ-B1B.  
This course provides students with basic techniques and procedures necessary to perform follow-up criminal investigations, and to understand the available resources that assist the employee’s transition to an investigative unit from assignments where the primary focus has been that of an “initial reporter.” 40 hours lecture.

ADJ-A50A - Raves and Rave Drugs .25 unit  
Prerequisite: None.  
This course provides students with a basic understanding of the growing phenomenon of rave parties. Students will be introduced to history and culture of the rave, its social impact, proper considerations when providing law enforcement at rave events, and an overview of drugs that are commonly found at rave parties. 8 hours lecture.

ADJ-A56A - Elder Abuse/Racial Profiling 1st Responder .25 unit  
Prerequisite: None.  
This course provides students with the information they need to successfully investigate elder abuse cases as the initial responder. It provides the student with knowledge in identifying various forms of elder abuse and abuse to dependant adults. It provides information on crime scene management, interview and interrogation techniques and documenting the cases. The course will help the student understand what racial profiling is and show how to avoid participating in it. It will cover various penal codes and amendments that deal with racial profiling and review civil rights history dealing with racial profiling. 8 hours lecture.

ADJ-A57A - Casino-Related Crime Investigation .25 unit  
Prerequisite: None.  
This course is designed for the patrol officer/deputy responding to gambling-related and casino/card room crimes and for the investigator assigned to investigate gambling-related offenses. This course will familiarize the law enforcement officer with the history of gaming in California, issues related to tribal casinos, crime trends in the gambling industry, investigative resources, evidence, as well as prosecutorial considerations in investigating gambling offenses. 8 hours lecture.  
(Pass/No Pass only.)

ADJ-B1A - Introduction to Law Enforcement and Physical Conditioning for Basic Academy Students 1 unit  
Prerequisite: None.  
This course plans an eight week physical training program targeting muscular strength development, cardiorespiratory endurance training, body composition assessment, physical agility, and muscular flexibility training. Additionally, this course is designed to prepare future basic academy students to meet peace officer basic training entrance requirements and to familiarize students with the career opportunities available in Law Enforcement. 24 hours lecture and 24 hours laboratory.

ADJ-B1B - Basic Peace Officer Training Academy 39 units  
Prerequisite: None.  
Limitation on enrollment: Completion of POST reading and writing skills examination; completion of POST physical fitness assessment; possession of a valid California driver’s license; successful completion of a medical examination; and fingerprint clearance through the California State Department of Justice.  
Intensive basic instruction designed to meet the minimum requirements of a peace officer as established by state law. 604 hours lecture and 321 hours laboratory.

ADJ-B3A - Basic Community Service Officer Academy 3 units  
Prerequisite: None.  
This course provides an overview of the fundamentals and techniques necessary to perform the position of Community Service Officer. The course will emphasize the practical applications of weapon cleaning and servicing, handcuffing prisoners, transporting inmates, report writing, basic traffic collision report processing, radio communication techniques, evidence processing, courtroom testimony, and civil liability issues. 60 hours lecture and 4 hours laboratory.
ADJ-C1D - Basic Correctional Deputy Academy (C) 13 units
Prerequisite: None.
The Basic Correctional Deputy Academy provides entry-level training for correctional officers. The course will introduce the student to adult corrections procedure, interviewing, counseling techniques, defensive tactics, public relations, and oral and written communications. Security and supervision techniques in adult institutions are stressed. The Correctional Deputy Academy meets or exceeds the mandates of the California Board of Corrections and Rehabilitation. 201 hours lecture and 117 hours laboratory.

ADJ-C2A - Deputy Sheriff Supplemental Core Course 3 units
Prerequisite: None.
This course provides the necessary transitional training for graduates from the Basic Peace Officer Training Academy. The course is STC certified and meets the requirements of all agencies needing custody trained officers. 55 hours lecture and 17 hours laboratory.

ADJ-C3B - Advanced Corrections Perishable Skills Training .25 unit
Prerequisite: None.
This course is STC certified and is designed to enhance professionalism through continued training in state mandated corrections topics. The students will participate in an assortment of defensive tactic maneuvers and will be required to demonstrate a proficiency of each tactic taught. 2 hours lecture and 10 hours laboratory.

ADJ-C3C - Advanced Corrections Training .5 unit
Prerequisite: None.
This course is STC certified and is designed to enhance the Corrections employees’ professionalism and career advancement through education and training. 12 hours lecture.

ADJ-C4A - Advanced Corrections Training for Supervisors 1 unit
Prerequisite: None.
This mandated STC certified course is designed to enhance the on-the-job skills of the supervisor within corrections. Instruction includes preventing staff misconduct, personnel investigations, and advanced supervisory skills. 24 hours lecture.

ADJ-C5A - Basic Writing Skills for Corrections .5 unit
Prerequisite: None.
This course reviews the basic principles of law enforcement written communications. Fundamentals of note taking, memoranda and reports used in institutional settings for documentation will be reviewed. 16 hours lecture and 8 hours laboratory.

ADJ-C6A - Corrections Training Officer 2 units
Prerequisite: None.
This STC certified course is designed to enhance the on-the-job training skills of the corrections training officer. This course includes ethics, coaching techniques, effective supervision methods and learning styles. 40 hours lecture.

ADJ-C7A - Writing Skills for Correctional V Deputy (Advanced)
Prerequisite: None.
This course is designed to provide the student with additional study in methods of criminal report writing. The course will focus on complex criminal investigations, crime scene organization, evidence preservation and effective criminal report writing. 12 hours lecture and 12 hours laboratory.

ADJ-C8A - Facility Security Training .25 unit
Prerequisite: None.
This course focuses on corrections facility security measures for newly hired civilian corrections employees or as a review for current civilian corrections employees. 8 hours lecture.

ADJ-C12A - First Aid/CPR Instructor Course 1.5 units
Prerequisite: None.
This course is designed for professional law enforcement officers who wish to instruct basic CPR and first aid to students within their respective agencies. 32 hours lecture and 8 hours laboratory.

ADJ-C13A - Stun-Tech R.E.A.C.T. Belt Training .25 unit
Prerequisite: None.
This course is designed to provide training in the proper utilization of the less-lethal Stun-Tech R.E.A.C.T. belt for controlling potentially violent incarcerated persons. 6 hours lecture and 2 hours laboratory.

ADJ-C18A - Basic Inmate Classification .5 unit
Prerequisite: None.
This STC certified course is designed to provide entry-level training for correctional officers on basic inmate classification. The student will be able to identify any inmates housing problems and understand the liability involved with working in a classification unit. 14 hours lecture and 2 hours laboratory.

ADJ-C19 - Corrections Mental Health Training .5 unit
Prerequisite: None.
This course is STC certified and is designed to enhance the Corrections employees’ professionalism and ability to work with mentally ill inmates. 13 hours lecture and 3 hours laboratory.

ADJ-C20A - Leadership Enhancement 1 unit
Prerequisite: None.
This course is STC certified and is designed to enhance the Corrections employees’ ability to work in their current capacity and enhance their leadership skills. 22 hours lecture and 2 hours laboratory.

ADJ-C21A - Corrections Training Officer Update 1 unit
Prerequisite: None.
This course is STC certified and is designed to enhance the Corrections Training Officers’ professionalism and ability to train newly hired correctional deputies. 23 hours lecture and 1 hour laboratory. (Pass/No Pass only.)
ADJ-D1A - Basic Public Safety Dispatch Course 5 units  
**Prerequisite:** None.  
The 120-hour Basic Public Safety Dispatch Course is designed for law enforcement entry level Complaint Desk Dispatchers. The course provides basic skills and knowledge in proper telephone, radio techniques, stress management and local emergency medical service systems. 106 hours lecture and 14 hours laboratory.

ADJ-D1B - Dispatcher Update 1 unit  
**Prerequisite:** ADJ-D1A.  
This 24-hour course is designed for the experienced Public Safety Dispatcher as a legal and critical issues update. This course includes updates in civil liability, ethics, suicidal callers and officer safety. 24 hours lecture.

ADJ-D1C - Communications Training Officer 2 units  
**Prerequisite:** ADJ-D1A.  
This course is designed to provide communications trainers with the skills, knowledge, roles and responsibilities in the training of new dispatchers. This course will emphasize the process necessary to manage the demands of being a communications trainer. 40 hours lecture.

ADJ-D3A - Responding to Suicidal Callers V .25 unit  
**Prerequisite:** ADJ-D1A.  
This course will assist professional public safety communications officers in coping with suicidal callers. Additionally, the student will learn effective strategies in maintaining and building a rapport with mentally disturbed persons who may wish to end their lives, until the responding agency arrives. Students will develop traits and skills in dealing with both the pre- and post-effects of suicidal callers. 8 hours lecture.

ADJ-D4A - Dispatcher Role Critical Incidents .25 unit  
**Prerequisite:** ADJ-D1A.  
This course will assist professional public safety communications officers understand their role in assisting officers during high-risk incidents. Students will learn strategies to assist field officers during felony stops, response to high-risk calls and building searches. 8 hours lecture. (Pass/No Pass only.)

ADJ-D4B - Dispatcher Role in Critical Incidents Advanced .25 unit  
**Prerequisite:** ADJ-D1A.  
This course will assist professional public safety communications officer’s understand their role in assisting officers during high-risk incidents. Students will learn strategies to assist field officers during felony stops, response to high-risk calls, and building searches. 8 hours lecture. (Pass/No Pass only.)

ADJ-D5A - Dispatcher Public Safety Advanced .5 unit  
**Prerequisite:** None.  
This course develops dispatchers professionally and personally, by increasing their knowledge, skills and abilities to cope with challenging situations to which they are exposed on the job. Additionally, this course will increase interpersonal communication and crisis communication skills. 16 hours lecture.

ADJ-D6A - Crisis Negotiation Concepts .25 unit  
**Prerequisite:** None.  
This course is designed to provide the student with a better understanding of identifying a crisis negotiation situation, as well as the understanding of the principles of crisis negotiation. The student will receive information on the various roles and responsibilities of a dispatcher, responding field units, and the crisis negotiations team. The course will discuss several techniques on how to combat stress during and after a crisis negotiation incident. The course will cover the importance of participating in critical incident debriefing. 8 hours lecture.

ADJ-D7A - Dispatcher Domestic Violence and Sexual Assault .25 unit  
**Prerequisite:** ADJ-D1A.  
This course is designed to provide the student with the knowledge of the cycle of violence, signs and symptoms of domestic violence and sexual assault, phases of domestic violence, different environmental violence, and the understanding of why victims stay in violent relationships. Students will learn call taking and dispatching skills to assist victims of domestic violence and sexual assault, and the California Penal Code sections and other related laws in order to assist victims. 8 hours lecture. (Pass/No Pass only)

ADJ-D8A - Juvenile Counselor Core Training 7.5 units  
**Prerequisite:** None.  
This course focuses on handling emergencies; classification; dealing with assaultive clients; ethnic/ cultural factors; indicators of medical physical problems, drug abuse, suicidal tendencies, gang affiliation; understanding the juvenile justice system and process; physical conditioning, daily tasks. This course is required of all juvenile institutional counselors within their first year of employment to meet the requirements of the Standards and Training for Local Corrections and Probation Officer program. 160 hours lecture and 16 hours laboratory.

ADJ-D9A - Probation Officer Core Course 8 units  
**Prerequisite:** None.  
This course is designed to provide an orientation to the role, responsibilities, and resources of the probation officer; to teach basic skills required in performances of the job; and to provide an orientation to the criminal justice system. This is an introductory course for entry-level probation officers which meets the requirements of the Standards and Training for Local Corrections and Probation Officer program. 160 hours lecture and 16 hours laboratory.

ADJ-D10A - Juvenile Counselor Core Training 7.5 units  
**Prerequisite:** None.  
This course focuses on handling emergencies; classification; dealing with assaultive clients; ethnic/ cultural factors; indicators of medical physical problems, drug abuse, suicidal tendencies, gang affiliation; understanding the juvenile justice system and process; physical conditioning, daily tasks. This course is required of all juvenile institutional counselors within their first year of employment to meet the requirements of the Standards and Training for Local Corrections and Probation Officer program. 160 hours lecture and 16 hours laboratory.

ADJ-D11A - Probation Officer Core Course 8 units  
**Prerequisite:** None.  
This course is designed to provide an orientation to the role, responsibilities, and resources of the probation officer; to teach basic skills required in performances of the job; and to provide an orientation to the criminal justice system. This is an introductory course for entry-level probation officers which meets the requirements of the Standards and Training for Local Corrections and Probation Officer program. 160 hours lecture and 16 hours laboratory.
ADJ-P4A - Arrest, Search and Seizure 1.5 units
Prerequisite: None.
This course provides the student with the knowledge and skills necessary to qualify for limited peace officer status powers as required by Penal Code 832. The course will emphasize laws of arrest, search and seizure, evidence and the investigative process. This course meets the curriculum standards of the California Board of Corrections and the California Commission on Peace Officers Standards and Training. 30 hours lecture and 10 hours laboratory.

ADJ-R1A2 - Level III Modular Academy Training 6.5 units
Prerequisite: None.
Limitation on enrollment: Fingerprint clearance through California State Department of Justice.
This course is designed to meet the state mandated training requirements to be qualified as a Level III police reserve officer. Curriculum covers the history and ethics of law enforcement, criminal justice system, defensive tactics, information systems, criminal law, crimes against persons and property, laws of arrest, use of firearms, vehicle operations, crimes in progress and report writing. The course satisfies Peace Officer Standards and Training (POST) requirements for Level III reserve police certification. 113 hours lecture and 1 hour laboratory.

ADJ-R1B - Level II Reserve Officer Training 11 units
Prerequisite: ADJ-R1A2.
This course is designed to meet the state mandated training requirements to be qualified as a Level II police reserve officer. Curriculum covers victimology and crisis intervention, community relations, crimes against persons, crimes against property, general crime statutes, crimes against the justice system, laws of arrest, search and seizure, presentation of evidence, use of force, weaponless defense, unusual occurrences, hazardous materials, patrol techniques, vehicle pullovers, crimes against children, sex crimes, firearms and chemical agents, weaponless violations, persons with disabilities, crimes in progress, report writing. The course satisfies Peace Officer Standards and Training (POST) requirements for Level II police officer certification. 189 hours lecture and 49 hours laboratory.

ADJ-R1C - Regular Basic Course, Modular Format, Module I Training 18.5 units
Prerequisite: ADJ-R1B.
Limitation on enrollment: Completion of POST physical fitness assessment; possession of a valid California driver’s license; successful completion of a medical examination; and current fingerprint clearance through the California State Department of Justice.
This course is the third module in the Regular Basic Course-Modular Format training sequence. Intensive instruction designed to meet the minimum requirements of a peace officer, or Level I Police Reserve Officer as established by state law. 285 hours lecture and 177 hours laboratory.

ADJ-R5A - Straight Stick Baton Update for Reserves .25 unit
Prerequisite: None.
This course provides the Reserve Officer with an update on the basic techniques for the use of the straight stick baton. 8 hours laboratory. (Pass/No Pass only.)

ADJ-R6A - Oleoresin Capsicum for Reserves .25 unit
Prerequisite: None.
This course provides the Reserve Officer with instruction equivalent to the Basic Academy’s presentation on aerosol chemical agents and an introduction to the use and effects of oleoresin capsicum (pepper spray) tear gas. Successful completion of this course is required for authorization to carry OC tear gas by Department Reserves. 3 hours lecture and 1 hour laboratory.

ADJ-S1A - Supervisory Course 4 units
Prerequisite: Completion of ADJ-B1B or equivalent.
A basic course covering the responsibilities of a law enforcement supervisor such as leadership, planning, transition, performance evaluations, investigations, employee relations, discipline, counseling, training, ethics, stress and motivation. 80 hours lecture.

ADJ-T1A - Traffic Collision Investigation: Basic 1.5 units
Prerequisite: None.
A basic course covering the responsibilities of a law enforcement supervisor such as leadership, planning, transition, performance evaluations, investigations, employee relations, discipline, counseling, training, ethics, stress and motivation. 80 hours lecture.

ADJ-T1B - Traffic Collision Investigation: Intermediate 1.5 units
Prerequisite: ADJ-B1B, CID and T1A.
A course in the fundamentals of skid mark analysis and documentation which helps students develop advanced skills in accident investigation. The course includes practical exercises. 32 hours lecture and 8 hours laboratory.

ADJ-T1C - Traffic Collision Investigation: Advanced 3.5 units
Prerequisite: None.
This course is designed to introduce the student to the fundamentals of vehicle dynamics. The course will emphasize analyzing evidence, collecting evidence, and preparing documentation. 68 hours lecture and 12 hours laboratory.

ADJ-T1D - Traffic Collision Reconstruction 4 units
Prerequisite: None.
This course is designed to provide the student with the skills necessary to investigate traffic collision reconstruction events. The correlation between actual investigations and mathematical models is emphasized. 72 hours lecture and 8 hours laboratory.

ADJ-T2A - Radar Operations 1 unit
Prerequisite: None.
This course is designed to train law enforcement personnel in the operation of traffic RADAR. 20 hours lecture and 4 hours laboratory.
ADJ-T3A - Driving Under the Influence (DUI) 1 unit
Prerequisite: None.
This course will provide the student with an historical perspective of laws covering persons driving under the influence of alcohol/drugs. The course will introduce the student to DUI statistics, enforcement techniques, handling DUI related traffic collisions and common field sobriety testing techniques. Additionally, DUI reporting techniques and issues related to case law will be covered. 20 hours lecture and 4 hours laboratory.

ADJ-T5A - Techniques of Accident Investigation Training 1.5 units
Prerequisite: ADJ-B1B or CID.
This course is designed to provide the student with the necessary skills to conduct basic traffic accident investigations. The course will focus on reporting procedures, investigation techniques, cause determination and vehicle damage assessment. 32 hours lecture and 8 hours laboratory. (Pass/No Pass only.)

ADJ-T10A - Radar Enforcement Training-CHP 1.5 units
Prerequisite: ADJ-B1B or CID.
This course is designed to provide the student with the operational skills necessary to conduct radar traffic enforcement. The course will focus on the legal issues, nomenclature and practical operation of police speed control radar. 24 hours lecture and 30 hours laboratory. (Pass/No Pass only.)

ADJ-T13A - Communications Operator Training Phase I 4 units
Prerequisite: ADJ-B1B or CID.
This course provides entry level CHP communications operators with the basic functions of their positions. The course will focus on civil liability, techniques of communications and elementary operation procedures for Computer Assisted Dispatch (CAD). 40 hours lecture and 120 hours laboratory.

ADJ-T13B - Initial Communication Operator Training - Phase II 2 units
Prerequisite: ADJ-T13A.
This course provides intermediate-level CHP communications operators with the basic functions of the position. The course will focus on departmental procedures for dispatchers, civil liability, dispatch scenarios, communication techniques and the development of the competent use of the Computer Assisted Dispatch (CAD) systems. 20 hours lecture and 60 hours laboratory.

ADJ-T15A - CPR Refresher Course .25 unit
Prerequisite: ADJ-B1B or CID.
This course provides updated training in the methods and techniques necessary to prepare the student to competently administer rescue breathing and cardiac compression for basic life support. 4 hours lecture and 4 hours laboratory. (Pass/No Pass only.)

ADJ-T16A - Communications Operators In-Service 1 unit
Prerequisite: ADJ-B1B or CID.
This course provides CHP communication operators with updated information on the basic functions of their positions. The course will focus on civil liability, techniques of communications and the operations of Computer Aided Dispatch (CAD). 25 hours lecture and 15 hours laboratory. (Pass/No Pass only.)

ADJ-T17A - Communications Supervisors Training .5 unit
Prerequisite: ADJ-B1B or CID.
This course provides CHP communication supervisors with updated information on the basic functions of their positions. The course will focus on civil liability, techniques of communications and the operations of Computer Aided Dispatch (CAD). 15 hours lecture and 25 hours laboratory. (Pass/No Pass only.)

ADJ-T18A - Spanish Language for Public Safety Officers 1 unit
Prerequisite: None.
This course instructs students in Spanish required by peace officers. Students will learn sufficient command of the language to permit an officer to communicate with Spanish-speaking individuals. Officers must score a minimum of 70% on the written portion of the final examination. 20 hours lecture and 20 hours laboratory.

ADJ-T26A - Civil Disturbance Training (CHP) .25 unit
Prerequisite: None.
This course provides California Highway Patrol personnel with updates on operational guidelines and modes used in handling civil disturbance and crowd control incidents. 3 hours lecture and 5 hours laboratory.

ADJ-T31A - Motor Vehicle Inspections-Basic 1.5 units
Prerequisite: None.
This course provides a collision investigator with basic information and skills necessary to conduct a mechanical systems inspection of a vehicle involved in a collision. The course covers how to conduct a complete motor vehicle inspection, from headlamps to exhaust system, in order to determine if any of the vehicle systems caused or contributed to the outcome of the incident. 32 hours lecture and 8 hours laboratory.

ADJ-T35A - Speed Determination from Crush Analysis 2 units
Prerequisite: ADJ-T1C.
This course is designed to assist experienced traffic investigators with analyzing crush deformation and the procedures for measuring vehicles involved in collisions for profile, crush deformation and principle direction of force (PDOF). 36 hours lecture and 4 hours laboratory.

ADJ-T36A - Reconstruction of Automobile Collisions Involving Pedestrians or Bicycles 1 unit
Prerequisite: ADJ-B1B.
This course emphasizes proper documentation and analysis of physical evidence related to bicycle/pedestrian collisions. 24 hours lecture.

ADJ-T42A - Safety Services Program Update .25 unit
Prerequisite: None.
This course provides members of the California Highway Patrol with updates on departmental jurisdictional policies, field operations, MOU completion and reimbursable service agreements. 8 hours lecture. (Pass/No Pass only.)
ADJ-T44A - Workplace Violence Prevention 1 unit
Instructor Training
Prerequisite: None.
This course provides California Highway Patrol (CHP) supervisors and managers with information needed to instruct both uniformed and non-uniformed CHP personnel in identifying and preventing violence in the workplace. 24 hours lecture. (Pass/No Pass only.)

ADJ-T46A - Equal Employment Opportunity (EEO) .25 unit
Counselor/Investigator Recertification
Prerequisite: None.
This course provides annual refresher training for incumbent CHP EEO counselors and investigators covering updates on program trends, case law and other relevant information to maintain appropriate skills and knowledge necessary to provide effective EEO counseling and investigations. 6 hours lecture and 2 hours laboratory. (Pass/No Pass only.)

ADJ-T47A - Enhanced Officer Safety Training (POST) .25 unit
Prerequisite: Basic POST certificate or equivalent.
This course is designed to instill the personal resources necessary to instinctively react and succeed during hostile encounters. This training will enhance the student’s ability to use personal as well as departmental weapons. 2 hours lecture and 6 hours laboratory. (Pass/No Pass only.)

ADJ-T53A - Preliminary Alcohol Screening (PAS) .25 unit
Device Coordinator
Prerequisite: None.
The course provides students with information necessary to maintain and calibrate California Highway Patrol (CHP) departmental PAS devices and perform duties of an area PAS coordinator. 6 hours lecture and 2 hours laboratory.

ADJ-T61A - Communications Training Specialist 1 unit
Prerequisite: None.
This course provides instruction on how to become communications training instructors. Students are exposed to several teaching styles, how to prepare course outlines, the use of visual aids, and learning styles. 10 hours lecture and 30 hours laboratory. (Pass/No Pass only.)

ADJ-T65A - National Highway Traffic Safety Administration (NHTSA) Standardized Child Safety Training 1 unit
Prerequisite: None.
This course provides students with background and instruction necessary to properly install and evaluate safety aspects of a federally approved child safety seat. Upon completion, students will be certified by NHTSA to instruct on proper utilization of child restraint seats. 22 hours lecture and 18 hours laboratory.

ADJ-T70A - CHP-Explorer Academy Level III 3 units
Prerequisite: None.
This course is third in a series of four designed to provide California Highway Patrol (CHP) explorer cadets with an introduction of a California Highway Patrol Officer’s responsibilities. The course will focus on accident investigations, criminal investigations, child abuse, cultural discrimination, controlled substances, crimes against persons and property, domestic violence, gang awareness, traffic enforcement, physical fitness, sexual assault and harassment, search and seizure, unusual occurrences, use of force, vehicle operations and pullovers, and weapons violations. 48 hours lecture and 32 hours laboratory.

ADJ-T72A - Radioactive Materials Response .5 unit
Prerequisite: None.
This course provides students with the knowledge and background necessary to effectively handle a radioactive incident and take appropriate enforcement action. 12 hours lecture and 4 hours laboratory.

ADJ-T73A - General Hazardous Materials 2 units
Prerequisite: None.
This course provides students with the knowledge and background necessary for Specialty Marked Patrol Vehicle (SMPV) commercial enforcement training. Students are exposed to hazardous materials regulations. Topics covered will include the identification of hazardous materials, proper storage, conducting facility inspections, and documenting inspections. 36 hours lecture and 4 hours laboratory.

ADJ-T75A - Specially Marked Patrol Vehicle (SMPV) 1 unit
Prerequisite: None.
This course provides students with knowledge and background necessary for Specialty Marked Patrol Vehicle (SMPV) commercial vehicle violation enforcement in accordance with California Highway Patrol (CHP) policy. 24 hours lecture.

ADJ-W3A - Domestic Terrorism, Threats .25 unit
Prerequisite: None.
This course provides an overview of major terrorist groups operating in Southern California. The student will learn what recent events that have taken place surrounding the activities of terrorist groups and trends. Some of the more specific topics will cover the identification of types and uses of explosives employed by terrorist organizations. Issues covering the law enforcement response will also be presented. 8 hours lecture.

ADJ-W7A - Rangemaster Course .5 unit
Prerequisite: None.
Designed to introduce the student to instructional methods and adult learning styles relative to teaching firearms. The course emphasizes general firearm safety measures, equipment safety, legal aspects, firing line management and fundamentals of shooting. 15 hours lecture and 25 hours laboratory.
ADJ-W10A - Firearms .25 unit
Prerequisite: None.
This course is designed to provide the student with firearms safety factors and precautions, firearms shooting principles including range firing of both handguns and shotguns. This course fulfills the firearms portion of ADJ-R1B (PC 832 Arrest and firearms). 8 hours lecture and 16 hours laboratory.

ADJ-W14A - Take Down and Ground Control .25 unit
Prerequisite: None.
This course is designed to provide the student with the skills necessary to achieve physical control of an uncooperative individual with the minimal amount of physical force. The course will emphasize the five basic components in defense and control. 4 hours lecture and 12 hours laboratory.

ADJ-W20A - Less-Lethal Training .5 unit
Prerequisite: None.
This course will familiarize the student with various types of uses for less-lethal munitions. Emphasis will be placed on general firearms safety measures, equipment safety, legal aspects, use and deployment of less-lethal munitions against noncompliant individuals. 10 hours lecture and 6 hours laboratory.

ADJ-Y1A - Explorer Academy - Basic 2.5 units
Prerequisite: None.
This course is designed to provide the police explorer scout with an overview of the basic peace officer training academy program. The course will focus on physical fitness, criminal law, crime scene searches, evidence, defensive tactics, and laws of search and seizure. 32 hours lecture and 66 hours laboratory.

ADJ-Y1B - Explorer Academy-Advanced 2 units
Prerequisite: ADJ-Y1A.
This course is designed to provide the police explorer scout with an overview of advanced issues related to the pursuits of law enforcement personnel. The course will focus on physical fitness, advanced report writing, leadership, bicycle patrol, controlled substance abuse, defensive tactics and laws of search and seizure. 24 hours lecture and 75 hours laboratory.

ADJ-Y5A - Public Safety High School Internship Academy-Part 1 2.5 units
Prerequisite: None.
Limitation on enrollment: Consent of high school counselor as required by education code.
This course is designed to develop student awareness of all facets of the public safety field including law enforcement, corrections and fire safety. Students will learn to value diversity and their awareness of, and sensitivity to, other ethnic groups and cultures. Students will explore and analyze the function of community relations, cultural diversity and how they impact the public safety field. This is the first course in a series of two introductory courses to be completed by students who have a desire to enter the public safety field. 49 hours lecture and 12 hours laboratory.

ADJ-Y5B - Public Safety High School Internship Academy-Part 2 3.5 units
Prerequisite: None.
Limitation on enrollment: ADJ-Y5A and consent of high school counselor as required by education code.
This course is designed to develop student awareness of all facets of the public safety field including law enforcement, corrections and fire safety. Students will learn to value diversity and their awareness of, and sensitivity to, other ethnic groups and cultures. Students will explore and analyze the function of community relations, cultural diversity and how they impact the public safety field. This is the second course in a series of two introductory courses to be completed by students who have a desire to enter the public safety field. 60 hours lecture and 33 hours laboratory.

AML-1 - American Sign Language 1 4 units
UC*, CSU
Prerequisite: None.
This course concentrates on developing the basic principles and skills of American Sign Language (ASL) through cultural appreciation and nonverbal instruction. Emphasis is placed on Deaf culture and Deaf people in history, visual training, sign vocabulary acquisition, comprehension and communicative skills development, as well as basic structural and grammatical patterns of ASL discourse at the beginning level. 72 hours lecture and 18 hours laboratory. (TBA option)

AML-2 - American Sign Language 2 4 units
UC, CSU
Prerequisite: AML-1.
Further development of basic ASL skills in comprehension and expression. A continued emphasis on the acquisition of ASL vocabulary, fingerspelling, structures and grammatical patterns necessary for comprehension of standard signed ASL at the beginning/intermediate level. Nonverbal techniques are employed to further enhance the students’ complex non-manual grammatical structures as well. 72 hours lecture and 18 hours laboratory. (TBA option)
### ANATOMY AND PHYSIOLOGY

**AMY-2A - Anatomy and Physiology I** 4 units  
UC, CSU  
*Prerequisite: BIO-1 or 1H.*  
First of a two course sequence that introduces students to the basic concepts and principles of anatomy and physiology. This class will provide a foundation for advanced study of the human body. The course covers body orientation and organization, cells and tissues, the skeletal and muscular system, and the eye and ear. Designed to meet the prerequisite for professional programs, e.g. nursing, dental hygiene, and physical therapy. 36 hours lecture and 108 hours laboratory.

**AMY-2B - Anatomy and Physiology, II** 4 units  
UC, CSU  
*Prerequisite: AMY-2A.*  
Second of a two course sequence in anatomy and physiology that covers these systems: nervous, endocrine, cardiovascular, respiratory, urinary, digestive, and reproductive organ systems. 36 hours lecture and 108 hours laboratory.

**AMY-10 - Survey of Human Anatomy and Physiology** 3 units  
UC, CSU  
*Prerequisite: None.*  
An introductory and survey course of structural and functional aspects of the human body. Emphasis is placed on cell organization, human tissues and discussion of each of the human systems. 54 hours lecture.

### ANTHROPOLOGY

**ANT-1 - Physical Anthropology** 3 units  
UC, CSU  
*Prerequisite: None.*  
An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. 54 hours lecture.

**ANT-2 - Cultural Anthropology** 3 units  
UC, CSU  
*Prerequisite: None.*  
An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures. Cultural practices and institutions are examined using perspectives that enhance effective participation in a culturally diverse world. 54 hours lecture.

**ANT-3 - Prehistoric Cultures** 3 units  
CSU  
*Prerequisite: None.*  
The development of human society from the earliest evidence of culture to the beginnings of recorded history. The concepts, methods, and data of prehistoric archaeology are used to examine the major transitions in human prehistory, including the origins of culture, agriculture, and early civilization. 54 hours lecture.

**ANT-4 - Native American Cultures** 3 units  
UC, CSU  
*Prerequisite: None.*  
A survey of Native American cultures from the pre-Columbian period through conquest and reservation life and into the present. Incorporates evidence from archaeology, oral history, personal narratives, and other sources. Emphasis will be on the growth of Native American cultures, modern communities, including urban life, social and religious institutions, and traditional cultural elements and artistic traditions. 54 hours lecture.

**ANT-5 - Cultures of Ancient Mexico** 3 units  
CSU  
*Prerequisite: None.*  
The development of civilization in ancient Mexico, integrating evidence from archaeology and the pre-Hispanic and post-Conquest written records. Emphasizes the history, lifeways, and social and religious institutions of Mexico from the earliest cultures to the Aztec civilization, and their persistence in the modern world. 54 hours lecture.

**ANT-6 - Introduction to Archaeology** 3 units  
CSU  
*Prerequisite: None.*  
An examination of the basic concepts, methods, and findings of modern archaeology. Covers the history of archaeology, the application of archaeological methods of recovery and interpretation, and the analysis of archaeological evidence as it is used to reconstruct ancient societies and major trends in cultural evolution. 54 hours lecture.

**ANT-7 - Anthropology of Religion** 3 units  
UC, CSU  
*Prerequisite: None.*  
Introduction to the anthropological study of religion in world cultures, using a cross-cultural approach to the analysis of beliefs, rituals, mythology, and the role of religion in society, particularly focusing on non-Western traditional societies. 54 hours lecture.

**ANT-8 - Language and Culture** 3 units  
UC, CSU  
*Prerequisite: None.*  
An introduction to the anthropological study of language in world cultures. Characteristics of human verbal and non-verbal communication, language diversity and change, and the relationship of language to culture and social groups. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
ART

In studio classes, students are expected to pay for their own materials. Material fees are required in some classes.

ART-1 - History of Western Art: Prehistoric, Ancient, and Medieval 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Survey of the history of Western art: painting, architecture and sculpture, Prehistoric through the Medieval periods. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-2 - History of Western Art: Renaissance through Contemporary 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Survey of the history of Western art: painting, architecture, and sculpture, from the Renaissance through contemporary art. Students may not receive credit for both ART-2 and ART-2H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-5 - History of Non-Western Art 3 units
CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A and college level reading.
An introductory survey of the arts of non-European cultures. History, form, functions and aesthetics will be discussed in an overview of the arts of the Americas (Pre-Columbian and North American Indian), Oceana, Islamic, Sub-Saharan Africa, Southeast Asia, China and Japan. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-6 - Art Appreciation 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introductory course for the non-art major. The creative process and the diversity of style, technique and media evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-6H - Honors Art Appreciation 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
An introductory course designed for the non-art major. The creative process and the diversity of styles, technique and media evident in various art forms throughout history and culture. Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-12 - Asian Art History 3 units
CSU
Prerequisite: None.
A survey of the history of Asian art (China, Japan, Korea and India) from prehistoric times to the present, including the religious and philosophical influence on the development of the art forms of architecture, sculpture, ceramics, painting and minor arts. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ART-17 - Beginning Drawing 3 units
UC, CSU
Prerequisite: None.
An introduction to the fundamentals of drawing in a variety of media. The exploration of the elements of art, the principles of composition, perspective and the development of observational, motor and creative skills. Emphasis will be on black and white media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-18 - Intermediate Drawing 3 units
UC, CSU
Prerequisite: ART-17 or 22.
Continued study of the skills acquired in Beginning Drawing, with the emphasis on the use of color media. Basic color theory, with the academic, psychological and the possibilities of color, will be explored in thoughtful compositions. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-22 - Basic Design 3 units
UC, CSU (C-ID ARTS 100)
Prerequisite: None.
An introduction to the fundamentals of two-dimensional design. The organization of visual elements (line, shape, space, value, texture and color) according to the principles of design. Emphasis placed on visual perception, theory, dexterity, problem solving, analysis, application, skill and presentation. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-23 - Design and Color 3 units
UC, CSU
Prerequisite: ART-17 or 22.
A continued study of the principles of two-dimensional design. The practice of the organization of the visual elements (line, shape, space, value, texture and color) according to the principles of design. Emphasis placed on color theory and more advanced methods of communicating ideas through design. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)
ART-24 - Three Dimensional Design 3 units
CSU
Prerequisite: None.
An introduction to the fundamentals of three-dimensional design. The use of the visual elements and the practice of the principles of design as they relate to various three-dimensional art forms (i.e., sculpture, architecture and product, commercial, stage, environmental and interior design). Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.) (Materials fee: $15.00)

ART-25 - Watercolor Painting 3 units
UC, CSU
Prerequisite: ART-17 or 22.
Introduction to the fundamentals of painting with transparent watercolors. Various techniques, tools and materials will be explored. Composition, idea, method, color and creativity will be examined. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-26 - Beginning Painting 3 units
UC, CSU
Prerequisite: ART-17.
An introduction to the fundamentals of painting (oil or acrylic); various considerations in painting; techniques, process, color theory, visual perception, compositional, and creative skills. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-27 - Intermediate Painting 3 units
UC, CSU
Prerequisite: ART-23 or 26.
Intermediate level of painting (oil or acrylic). Continued exploration of various techniques and the application of color theory. Development of visual compositional, and creative skills. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-28 - Studio Painting 3 units
UC, CSU
Prerequisite: ART-26 or 27
Continued painting studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-36 - Computer Art 3 units
UC, CSU
Prerequisite: None.
Advisory: ART-17 or 22, and computer experience.
Introduction to using digital media as a tool for creative arts. The exploration of the visual characteristics of electronic imagery. Emphasis will be on the essentials of fine art and design, as it relates to projects solved on the computer and/or other electronic equipment using art related software. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-40 - Figure Drawing 3 units
UC, CSU
Prerequisite: ART-17 or 22.
Drawing from the human figure. Students will draw from a live, nude model using a variety of media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-41 - Figure Painting 3 units
UC, CSU
Prerequisite: ART-17, 26 or 40.
Painting from the human figure. Students will draw and paint from a live, nude model using a variety of media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-42 - Studio Figure Drawing 3 units
UC, CSU
Prerequisite: ART-40.
Continued figure drawing studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students are expected to pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-43 - Studio Figure Painting 3 units
UC, CSU
Prerequisite: ART-41.
Continued figure painting studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students are expected to pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-44A - Beginning Animation Principles 3 units
CSU
Prerequisite: ART-17.
Advisory: ART-22 and 40.
Introduction to animation, including the history and the basic concepts of classical animation. Traditional methods such as flip books, storyboards, sequential drawings, layout design, character design, and concept development will be introduced. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-44B - Intermediate Animation Principles 3 units
CSU
Prerequisite: ART-44A.
Advisory: ART-22 and 40.
Intermediate level of animation principles where emphasis will be on more developed animation techniques and exercises of classical animation. Traditional methods such as flip books, storyboards, sequential drawings, layout design, character design, and concept development will be continued. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)
ART-44C - Advanced Animation Principles 3 units
   CSU
   Prerequisite: ART-44B.
   Advisory: ART-22 and 40.
   Advanced animation principles with emphasis on portfolio-ready traditional animation and experimental animation methods. Developed traditional methods such as flip books, storyboards, sequential drawings, layout design, character design, and concept development will be continued. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-45 - Studio Watercolor Painting 3 units
   UC, CSU
   Prerequisite: ART-25.
   Continued watercolor studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals, and media to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-48 - Studio Drawing 3 units
   UC, CSU
   Prerequisite: ART-17 or 18.
   Continued drawing studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals and media to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-51A - Beginning Animation Production 3 units
   CSU
   Prerequisite: ART-17.
   Advisory: ART-22 and 40.
   Introduction to animation production pipeline and film-making with animation principles. The story structure, visual design elements and film languages will be explored. Students will be assigned a short film project parallel to completing animation exercise assignments. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-51B - Intermediate Animation Production 3 units
   CSU
   Prerequisite: ART-51A.
   Advisory: ART-22 and 40.
   Intermediate level of animation production pipeline and film-making with animation principles. More developed story structure, visual design elements and film languages will be explored. Students will be assigned a short film project parallel to completing animation exercise assignments. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

ART-200 - Art Work Experience 1-2-3-4 units
   CSU*
   Prerequisite: None.
   Advisory: Students should have paid or voluntary employment.
   This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

ASTRONOMY

AST-1A - Introduction to Astronomy 3 units
   UC, CSU
   Prerequisite: None.
   Advisory: High school algebra and geometry.
   A descriptive survey of the universe: the earth, planets, moons, meteors, sun, stars, nebulae, and galaxies. Principles and methods of astronomical investigation are emphasized. 54 hours lecture.

AST-1B - Introduction to the Stars 3 units
   UC, CSU
   Prerequisite: AST-1A.
   A descriptive course in the astronomy of the sun, stars, star clusters, and galaxies. 54 hours lecture.
BIOLOGY

BIO-1 - General Biology 4 units
UC*, CSU
Prerequisite: None.
This course is an introductory course designed for non-science majors, which offers an integrated study of the basic principles of biology, with emphasis on the principles of structure and function, genetics, development, evolution, and ecology. Discussions on the philosophy, concepts, and implications of modern biology will be included. Students may not receive credit for both BIO-1 and BIO-1H. 54 hours lecture and 54 hours laboratory.

BIO-1H - General Biology 4 units
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Honors program.
The course is designed for the non-science major. Students will explore the basic principles of biology, with particular emphasis on the molecular and cellular basis of life as well as genetics, development, evolution and ecology. Discussions on the philosophy, unifying concepts and applications/implications of biology will be included. The Honors course offers an enriched experience for accelerated students through smaller class size; a focus on the evidentiary basis of biological models; and the application of higher level critical thinking skills. The laboratory component will involve completion of directed research projects with submission and presentation of research proposal and/or paper, oral presentation and/or poster presentation in the appropriate scientific format. Students may not receive credit for both BIO-1 and BIO-1H. 54 hours lecture and 54 hours laboratory.

BIO-11 - Introduction to Molecular and 5 units
Cellular Biology
UC*, CSU
Prerequisite: CHE-1A or 1AH.
An intensive course for all Life Science majors designed to prepare the student for upper division courses in molecular biology, cell biology, developmental biology, evolution, and genetics. Course material includes principles of biochemistry, metabolism, cells, genetics, development, evolution and diversity of life at the cellular level. The honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on independent research; and application of higher level of critical thinking skills. The laboratory component will involve completion of directed research projects with submission and presentation of research proposal and/or paper, oral presentation and/or poster presentation in the appropriate scientific format. Students may not receive credit for both BIO-11 and BIO-11H. 72 hours lecture and 54 hours laboratory.

BIO-11H - Honors Introduction to Molecular and 5 units
Cellular Biology
CSU
Prerequisite: CHE-1A or 1AH.
Limitation on enrollment: Enrollment in the Honors program.
An intensive course for all Life Science majors designed to prepare the student for upper division courses in molecular biology, cell biology, developmental biology, evolution, and genetics. Course material includes principles of biochemistry, metabolism, cells, genetics, development, evolution and diversity of life at the cellular level. The honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on independent research; and application of higher level of critical thinking skills. The laboratory component will involve completion of directed research projects with submission and presentation of research proposal and/or paper, oral presentation and/or poster presentation in the appropriate scientific format. Students may not receive credit for both BIO-11 and BIO-11H. 72 hours lecture and 54 hours laboratory.

BIO-12 - Introduction to Organismal and 5 units
Population Biology (Majors)
UC*, CSU
Prerequisite: BIO-11 or 11H.
An intensive course designed for all Life Science majors to prepare the student for upper division courses in organismal and population biology. Course materials include plant structure and function, animal systems and behavior, ecological diversity and dynamics, and evolutionary theory, including population genetics. This course, along with BIO-11, is intended to fulfill a year of transferable lower division general biology. Some field trips are required. 72 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

BIO-17 - Human Biology 4 units
UC, CSU
Prerequisite: None.
A non-major introductory course in biology which offers an integrated study of the basic principles of biology as revealed in the human body. Emphasis is placed on cellular and system organization in relation to specific function and common disorders affecting the body; the interaction between the human body and its environment. Controversial, thought-provoking topics related to modern biology and medical advances involving genetic engineering will be included. This course satisfies district graduation and transfer requirements for a science lecture and laboratory course. 54 hours lecture and 54 hours laboratory.

BIO-30 - Human Reproduction and Sexual Behavior 3 units
UC, CSU
Prerequisite: None.
Human anatomy, physiology and behavior as related to sexual reproduction, including discussion of fertilization, pregnancy, childbirth and birth control. Consideration also will be given to homosexuality, venereal disease, sex education, and sexual intercourse and response. 54 hours lecture.
BIO-31A - Regional Field Biology Studies 1 unit

**CSU**

Prerequisite: None.
A field course with trips to regional points of biologic interest. This course has field excursions to sites with varying biologic interest. These sites may include but are not limited to: Joshua Tree National Park, Anza-Borrego State Park, the Salton Sea, Idyllwild mountain range, Big Bear mountain range, Santa Rosa plateau, Corona Del Mar, Tijuana Estuary. 54 hours laboratory.

BIO-31B - Regional Field Biology Studies 2 units

**CSU**

Prerequisite: None.
A field course with trips to regional points of biologic interest. This course has field excursions to sites with varying biologic interest. These sites may include but are not limited to: Joshua Tree National Park, Anza-Borrego State Park, the Salton Sea, Idyllwild mountain range, Big Bear mountain range, Santa Rosa plateau, Corona Del Mar, Tijuana Estuary. 108 hours laboratory.

BIO-34 - Human Genetics 3 units

**UC, CSU**

Prerequisite: None.
Advisory: High school biology or any college life science course with laboratory.
A general education course for the non-biology major. The mechanisms of human heredity, emphasizing normal and abnormal genetic counseling. 54 hours lecture.

**BIOTECHNOLOGY**

BIT-1 - Introduction to Biotechnology 1 unit

**CSU**

Prerequisite: None.
Lecture course to introduce students to career options and general work skills in biotechnology. General work skills include record keeping, business ethics and safety. 18 hours lecture.

BIT-20 - Introduction to Biotechnology 3 units

**CSU**

Prerequisite: None.
This course is designed as a preparation course for students interested in further studies in biotechnology, for entry-level positions. Course material includes an integrated study of the basic principles of biotechnology counting genes and genomes, recombinant DNA technology, and proteins. Students will explore various types of biotechnology and their products with an emphasis on application in medicine, health care and agriculture. Discussions on the biotechnology workforce, and biological challenges of the 21st century including ethical and social implications will be included. 54 hours lecture.

BIT-21 - Laboratory Techniques 3 units

**CSU**

Prerequisite: None.
This course is designed as a preparation course in the laboratory settings for students interested in further studies in biotechnology or for entry-level positions. Course material includes fundamentals of good laboratory practice and an associated vocabulary that underline work in biotechnology. Students will receive hands-on experience exploring basic laboratory operations such as preparing solutions and molarity calculations, safety procedures, and data entry skills. 27 hours of lecture and 81 hours laboratory.

BIT-22 - DNA Techniques 2 units

**CSU**

Prerequisite: BIT-20.
This course is a lab-centered course exploring DNA techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience working with human and bacterial DNA by extracting, purifying, amplifying and analyzing genomic and plasmid DNA. Course techniques include agarose gel electrophoresis, restriction enzyme digestion, introduction to polymerase chain reaction and elements of bioinformatics pertaining to DNA. 18 hours lecture and 54 hours laboratory.

BIT-23 - Protein Techniques 2 units

**CSU**

Prerequisite: BIT-20.
This course is a lab-centered course exploring protein techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience in protein isolation, purification and analysis. Course techniques include spectrophotometric assays, ion-exchange chromatography, colorimetric enzymatic assays, protein gel electrophoresis, introduction to immunodetection assays, and elements of bioinformatics pertaining to proteins. 18 hours lecture and 54 hours laboratory.

BIT-24 - Principles of Culture Techniques 3 units

**CSU**

Prerequisite: BIT-20.
This course is a lab-centered course exploring culture techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience in cell and tissue cultures. Course techniques include sterile technique and media preparation for cell and tissue cultures, maintaining cell and tissue culture, and testing cell viability using chemical assays and bright field microscopy. 27 hours lecture and 81 hours laboratory.
Among these courses are:

- **BUS-20 - Business Mathematics** 3 units
  
  **UC*, CSU**
  
  The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

- **BUS-18A - Business Law I** 3 units
  
  **UC*, CSU**
  
  The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

- **BUS-18B - Business Law II** 3 units
  
  **UC*, CSU**
  
  Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.

- **BUS-22 - Management Communications** 3 units
  
  **CSU**
  
  An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

- **BUS-30 - Entrepreneurship and Small Business** 3 units
  
  **Management**
  
  **CSU**
  
  Identify and evaluate opportunities for start-up and existing small businesses. Investigate concepts tools and practices associated with identifying or creating new venture opportunities. Explore ways to shape and evaluate the viability of these opportunities by understanding key industry factors, market and competitive factors, and customer needs. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

- **BUS-47 - Applied Business and Management Ethics** 3 units
  
  **CSU**
  
  An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

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**BLACK STUDIES**

In cooperation with representatives of the Black community, Riverside Community College District has developed a number of courses designed to meet the special needs and interests of Black students. At the same time, these courses provide an opportunity for other students to develop an understanding of and appreciation for the richness of the Black heritage and its contributions to American life.

Among these courses are:

- **ENG-20 - Survey of African American Literature**
- **HIS-14 - African American History I**
- **HIS-15 - African American History II**
- **SOC-10 - Race and Ethnic Relations**

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**BUSINESS ADMINISTRATION**

- **BUS-3 - Computer Applications for Business** 3 units
  
  **(Same as CAT/CIS-3)**
  
  **CSU**
  
  **Prerequisite: None.**
  
  This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

- **BUS-10 - Introduction to Business** 3 units
  
  **UC, CSU**
  
  **Prerequisite: None.**
  
  Scope, function, and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture.
BUS-51 - Principles of Electronic-Commerce 3 units
CSU
Prerequisite: None.
Advisory: BUS-10, and CIS-1A.
An introduction to electronic commerce focusing on business, technological and social issues in today’s global market. Provides the theory and practice of conducting business over the Internet and the World Wide Web. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

BUS-53 - Introduction to Personal Finance 3 units
CSU
Prerequisite: None.
An introduction to personal finance focusing on mastering the key concepts involved in attaining personal wealth. Personal finance focuses on the concepts, decision-making tools, and applications of financial planning. A financial plan will be utilized to guide decisions today and in years to come. Additional emphasis will be placed on interpreting financial information obtained online, the theory and practice regarding income tax law, health insurance provisions, retirement programs and personal investing. 54 hours lecture.

BUS-200 - Business Administration 1-2-3-4 units
Work Experience
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

CHEMISTRY

CHE-1A - General Chemistry, I 5 units
UC, CSU CHE-1A + CHE-1B = (C-ID CHEM 120S)
Prerequisite: CHE-2A or 3 and MAT-35.
The student will explore simple chemical systems, their properties and how they can be investigated and understood in terms of stoichiometry, gas laws, elementary thermodynamics, atomic structure and bonding. Laboratory techniques in the investigation of chemical systems. The honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. A thematic approach developing a chemical concept in detail will be used rather than a topic based approach. Laboratory will involve completion of directed research projects with submission of standard operating procedures (SOPs) or papers in appropriate scientific format. Students may not receive credit for both CHE-1A and CHE-1AH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)

CHE-1BH - Honors General Chemistry, II 5 units
UC, CSU CHE-1AH + CHE-1BH = (C-ID CHEM 120S)
Prerequisite: CHE-1A or 1AH.
Continued exploration of the principles of chemistry with emphasis on kinetics, thermodynamics, acid-base theory, equilibrium and electrochemistry. Special topics from descriptive inorganic chemistry, nuclear chemistry and introductory organic chemistry. Laboratory techniques in the investigation of chemical systems. Students may not receive credit for both CHE-1B and CHE-1BH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)

CHE-1AH - Honors General Chemistry, I 5 units
UC, CSU CHE-1AH + CHE-1BH = (C-ID CHEM 120S)
Prerequisite: CHE-2A or 3, and MAT-35.
Limitation on enrollment: Enrollment in the Honors program.
The student will explore simple chemical systems, their properties and how they can be investigated and understood in terms of stoichiometry, gas laws, elementary thermodynamics, atomic structure and bonding. Laboratory techniques in the investigation of chemical systems. The honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. A thematic approach developing a chemical concept in detail will be used rather than a topic based approach. Laboratory will involve completion of directed research projects with submission of standard operating procedures (SOPs) or papers in appropriate scientific format. Students may not receive credit for both CHE-1A and CHE-1AH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)

CHE-1BH - Honors General Chemistry, II 5 units
UC, CSU CHE-1AH + CHE-1BH = (C-ID CHEM 120S)
Prerequisite: CHE-1A or 1AH.
Continued exploration of the principles of chemistry with emphasis on kinetics, thermodynamics, acid-base theory, equilibrium and electrochemistry. Special topics from descriptive inorganic chemistry, nuclear chemistry and introductory organic chemistry. Laboratory techniques in the investigation of chemical systems. The honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. A thematic approach developing a chemical concept in detail will be used rather than a topic based approach. Laboratory will involve completion of directed research projects with submission of standard operating procedures (SOPs) or papers in appropriate scientific format. Students may not receive credit for both CHE-1B and CHE-1BH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)

CHE-2A - Introductory Chemistry, I 4 units
UC*, CSU
Prerequisite: MAT-52.
Introduction to the nature of chemicals, their properties, chemical bonding, reactions and mixtures. Applications to health and environmental topics. Fulfills the needs of non-science majors. 54 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)
CHE-2B - Introductory Chemistry, II  
UC, CSU  
Prerequisite: CHE-2A.  
Introduction to organic and biochemistry including: (1) structure, nomenclature and reactions of some organic compounds and drugs, (2) structure and metabolism of carbohydrates, lipids, proteins, and nucleic acids and (3) enzyme activity and inhibition. Meets the chemistry requirement for nursing, physical education, paramedics, nutrition, dental hygiene, physical therapy assistants, and inhalation therapy majors. 54 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

CHICANO STUDIES  
Several courses have been developed to meet the special needs of Chicano (Mexican-American) students. In varying degrees, these seek to (1) establish the Chicano student’s identity with the culture, the history, and the elements of the Chicano lifestyle today; (2) provide all Riverside Community College District students with objective, well-planned courses involving the often neglected multiracial aspects of American society; and (3) offer learning experiences that will develop and improve scholastic abilities.

Among these courses are:

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ANT-5</td>
<td>Native Peoples of Mexico</td>
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<tr>
<td>ESL-54</td>
<td>Intermediate Writing and Grammar</td>
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<tr>
<td>ESL-55</td>
<td>Advanced Writing and Grammar</td>
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<tr>
<td>ESL-73</td>
<td>High Intermediate Reading and Vocabulary</td>
</tr>
<tr>
<td>ESL-93</td>
<td>Oral Skills III: Advanced Oral Communications</td>
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<tr>
<td>HIS-8 and 9</td>
<td>History of the Americas</td>
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<tr>
<td>HIS-30 and 31</td>
<td>Introduction to Chicano Studies</td>
</tr>
<tr>
<td>SOC-10</td>
<td>Race and Ethnic Relations</td>
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</tbody>
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COMMUNICATION STUDIES  
(Formerly SPEECH COMMUNICATIONS-SPE)  
COM-1 - Public Speaking  
UC, CSU (C-ID COMM 110)  
Prerequisite: None.  
Advisory: COM-51 and/or qualification for ENG-1A.  
prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include the enhanced exploration of: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-1H - Honors Public Speaking  
UC, CSU  
Prerequisite: None.  
Advisory: COM-51 and or qualification for ENG-1A.  
Limitation on enrollment: Enrollment in the Honors program.  
Prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include the enhanced exploration of: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. Students may not receive credit for both COM-1 and COM-1H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-2 - Persuasion in Rhetorical Perspective  
UC, CSU  
Prerequisite: None.  
Advisory: COM-51 and/or qualification for ENG-1A.  
Develops persuasion from a rhetorical perspective with emphasis on the Ciceronian Canons of Rhetoric and the Aristotelian forms of proof: ethos, pathos, and logos. Includes practical application of these rhetorical theories in understanding and analyzing classical, post renaissance, and contemporary public address. Also incorporates presentation on persuasive issues, rhetorical analyses, and role play. Students will deliver a minimum of three oral presentations. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-3 - Argumentation and Debate  
UC, CSU (C-ID COMM 120)  
Prerequisite: None.  
Advisory: COM-51 and/or qualification for ENG-1A.  
Covers theoretical underpinnings of argumentation and debate including a systematic approach to the process of debate, theories of argumentation as related to topic analysis, research, case construction, rebuttals, cross-examination, utilization of sound reasoning, and the importance of ethical behavior in debate. Focus is on effective delivery of verbal and nonverbal communication as well as effective listening. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-5 - Parliamentary Procedure  
UC, CSU  
Prerequisite: None.  
Covers the nature, use, and function of formal parliamentary procedure in public meetings. Includes critical analysis of speaking and parliamentary discussion on contemporary public issues and focuses on the use of parliamentary procedures to facilitate group discussion. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)
COM-6 - Dynamics of Small Group Communication 3 units
UC, CSU (C-ID COMM 140)
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Provides an introduction to the dynamics of communication in purposeful small groups (i.e., problem-solving). Theoretical knowledge of small group communication becomes the basis for the practical application of group development, problem-solving, decision-making, discussion, interaction and presentation. Develops student competence and confidence as a group member and leader. Oral group presentations required. Students will speak formally as part of a group for a minimum of 20 semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-7 - Oral Interpretation of Literature 3 units
UC, CSU (C-ID COMM 170)
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Preparation and presentation of interpreting literature (prose, poetry and drama). Principles and techniques of interpreting the printed page are related to preparing and presenting an oral interpretation of literature for an audience. Provides opportunities for cultural enrichment, literary analysis, creative outlet, articulate expression and improved speaking ability. Oral presentations required. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-9 - Interpersonal Communication 3 units
UC, CSU (C-ID COMM 130)
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Analyzes the dynamics of the two-person communication process in relationships. Students study values, communication models, listening, verbal and nonverbal communication, perception, self-concept, self-disclosure, management of emotions, relationship theories and conflict resolution. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-9H - Honors Interpersonal Communication 3 units
UC, CSU (C-ID COMM 130)
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
Analyzes the dynamics of the two-person communication process in relationships. Students study values, communication models, listening, verbal and nonverbal communication, perception, self-concept, self-disclosure, management of emotions, relationship theories and conflict resolution. This honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and greater application of higher level critical thinking skills. Students may not receive credit for both COM-9 and COM-9H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-11 - Storytelling 3 units
CSU
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
A study of the history, theory, and practice of the oral art of storytelling. The historical and current practice of the oral tradition of both prose and poetry will be covered using a multicultural perspective. Students will research, prepare, and perform stories from a variety of genres and cultures. Oral presentations required. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-12 - Intercultural Communication 3 units
UC, CSU
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Traces the reciprocal relationship between culture and communication. As people from different culture groups interact, the markings of culture, personality and interpersonal perception have an impact on their interaction. The course reveals the relationship between those interaction patterns. This influence ranges widely, and includes definitions of culture, an understanding of intercultural theories, creation of a culture, cultural adaptation, intercultural effectiveness in relationships and ethno-linguistic identities. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-13 - Gender and Communication 3 units
UC, CSU
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
A study of theories that address communication styles including similarities and differences between masculine and feminine gender types. Integrates theories to heighten students' awareness of the importance of gender as a communication variable. Theoretical approaches to the development of gender are discussed. Gender communication issues are addressed with an emphasis on listening, perception, verbal, nonverbal communication, and conflict management in interpersonal, small group and various other contexts. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

COM-19 - Reader's Theater 3 units
UC, CSU
Prerequisite: None.
Advisory: COM-51 and/or qualification for ENG-1A.
Study of literary genres and their applicability to various Readers’ Theatre methods of presentation. Literary research and selection of material are applied in the preparation of scripts and oral presentation while adhering to Readers’ Theatre style, approach, and technique. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
COM-51 – Enhancing Communication Skills 1 unit
Prerequisite: None.
Pre-collegiate introduction to fundamentals of communication skills in various contexts. Designed to provide students with the necessary communication skills for college success, and outlines the basics of rhetorical principles which will assist in the development and organization of ideas within various communication contexts including public speaking and interpersonal communication. Focuses on choosing a topic for speeches/papers, research and outlining methods, as well as techniques for presentation with a particular focus on managing speech anxiety. 18 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

COMMUNITY INTERPRETATION

CMI-61 - Introduction to Spanish English Translation 3 units
Prerequisite: None.
Advisory: This course is intended for students with near native writing skills in Spanish and English.
This course is an introduction to Spanish/English translation with an emphasis on developing writing style appropriate to text type. Text types covered will include correspondence, news media texts, and informational texts of a general nature. Students will focus on comprehension of source language texts and accurate expression of content in translations. Theoretical readings will be used to familiarize students with strategies, techniques and approaches to solving translation challenges. The course will cover the appropriate use of research materials as aids to translation. 54 hours lecture.

CMI-71 - Bilingual Interpretation for 6 units
the Medical Professions
Prerequisites: None.
Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English.
This course is an introduction to oral interpretation theory and practice in the medical professions, with emphasis on anatomy, illnesses and cultural diversity in institutional procedures. This course concentrates on developing general skills in sight translation, consecutive interpretation, and simultaneous interpretation, and includes a field observation component. 90 hours lecture and 54 hours laboratory. (TBA option)

CMI-72 - Intermediate Medical Interpreting 4 units
Prerequisite: CMI-71.
This course builds upon skills and knowledge obtained and practiced in CMI-71. Although the course will continue to highlight medical terminology specific to the provision of all aspects and levels of patient healthcare services, emphasis is on medical specialties and subspecialties, including specialized procedures, uncommon diagnoses, and workers’ compensation. Students continue to practice modes of interpretation, with emphasis placed on speed, accuracy, and interpretation of non-standard language/speech patterns. Public speaking, vocabulary building, and test-taking strategies will also be covered. Students will be required to observe the work of professional interpreters in the healthcare setting. 72 hours lecture.

CMI-81 - Bilingual Interpretation for the 6 units
Legal Professions
Prerequisite: None.
Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English.
This course is an introduction to oral interpretation theory and practice in the legal professions, with emphasis on criminal law, civil law, mental health hearings, and cultural diversity in procedures. This course concentrates on developing general skills in sight translation, consecutive interpretation and simultaneous interpretation, and includes a field-observation component. 90 hours lecture and 54 hours laboratory. (TBA option)

CMI-82 - Intermediate Legal Interpreting 4 units
Prerequisite: CMI-81.
This course builds upon skills practiced in CMI-81. Students review sight translation and consecutive interpretation. Considerable emphasis will be placed on simultaneous interpretation. Terminology covered will include Spanish-English legal terminology as well as the lexicon of fingerprinting, firearms, controlled substances and other subject areas dealt within court interpreting. Emphasis will be placed upon public speaking, discourse analysis and dual task exercises. 72 hours lecture.

CMI-91 - Introduction to Translation and 3 units
Interpretation for Business
Prerequisite: None.
Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English.
This course is an introduction to Spanish/English translation and interpretation as practiced in business settings. Students will focus on developing skills in interpreting and written translation while acquiring business terminology in Spanish and English. Emphasis will be placed on written translation and consecutive interpretation. Acquisition of bilingual business terminology will be reinforced through readings, oral practice and written work. 54 hours lecture.

CMI-200 - Community Interpretation 1-2-3-4 units
Work Experience
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.
COMPUTER APPLICATIONS AND OFFICE TECHNOLOGY

CAT-1A - Business Etiquette 1 unit
Prerequisite: None.
This course provides students with both the knowledge and skills required to quickly apply business standards of acceptable behavior and etiquette to project a professional image. It addresses additional topics, such as financial planning, appropriate use of workplace technologies, and written business communications, that students need to know when transitioning from campus to the workplace. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

CAT-3 - Computer Applications for Business 3 units
(Same as BUS/CIS-3)
CSU
Prerequisite: None.
This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-30 - Business English 3 units
Prerequisite: None.
Advisory: Keyboarding skills or CAT-53 and familiarity with Microsoft Word or CAT-34A.
Examines the mechanics of business communications. Includes a study of grammar fundamentals, sentence structure, punctuation, vocabulary, and spelling. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

CAT-31 - Business Communications 3 units
CSU
Prerequisite: None.
Advisory: CAT-30.
This course is designed to teach the fundamentals of written and oral communication in business by providing specific practical applications. Emphasis will be on written and oral communications, stressing the most common forms of correspondence. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

CAT-50 - Keyboarding and Document Processing 3 units
CSU
Prerequisite: None.
Develops motor coordination, memory, thinking and problem solving skills. Includes mastery of the keyboard on computers and introduction to personal and business typing using word processing software. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-51 - Intermediate Typewriting/Document Formatting 3 units
CSU
Prerequisite: None.
Advisory: Beginning typing skills and familiarity with basic business document formats; CAT-50.
Develops professional typing skills. Includes business letters, manuscripts, reports, and tables. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-53 - Keyboarding/Typing Fundamentals 1 unit
Prerequisite: None.
Develops basic alpha/numeric keyboarding/touch typewriting skills on an electronic keyboard. Designed primarily for individuals needing basic keyboarding skill to input and retrieve information from a microcomputer. Develops a straight-copy rate of 25 gross words a minute. 18 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-55 - Applied Accounting/Bookkeeping 3 units
(Same as ACC-55)
Prerequisite: None.
This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

CAT-61 - Professional Office Procedures 3 units
Prerequisite: None.
Advisory: CAT-3, 31 and 51.
Mastering procedures for the office professional through the development of: business communications, team building, business ethics, word processing, database management, spreadsheets, presentation techniques and general office skills. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
CAT-62 - Records Management 3 units
Prerequisite: None.
Advisory: Knowledge of database management.
Examines the basic procedures covering alphabetical, numerical, geographical, subject, and chronological filing. Introduces records and database management and the management, control, and retention thereof, both manually and electronically. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-65 - Introduction to Microsoft PowerPoint 1.5 units
(Same as CIS-65)
CSU
Prerequisite: None.
Introduction to Microsoft PowerPoint presentation graphics program. Creation of overhead transparencies, electronic presentations or formal presentations media. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-78A - Introduction to Adobe Photoshop 3 units
(Same as CIS-78A)
CSU
Prerequisite: None.
Introduction to Adobe Photoshop including mastery of digital image editing, techniques for selecting, photo correction, manipulating images and vector drawing. This course also provides instruction in retouching images, special effects, working with image color and web page illustrations. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-78B - Advanced Adobe Photoshop 3 units
(Same as CIS-78B)
CSU
Prerequisite: CAT-78A.
Advanced techniques and methods for using Adobe Photoshop to produce custom graphic solutions. Focus on real-world projects, workflow foundations, adjusting, and optimizing images, and tips and tricks for enhanced image creation. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-79 - Introduction to Adobe Illustrator 3 units
(Same as CIS-79)
CSU
Prerequisite: None.
Fundamentals of Adobe Illustrator, including creating objects, drawing paths and designing with type, creating freehand drawing and illustration, importing and working with graphics. Develop a working knowledge of the processes that generate graphic images: layering, shadowing, and color use. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-80 - Word Processing: Microsoft Word for Windows 3 units
(Same as CIS-80)
CSU
Prerequisite: None.
Advisory: Typing knowledge/skills with at least 40 wpm.
This course provides introductory, intermediate and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory. (TBA option)

CAT-81 - Introduction to Desktop Publishing 3 units
using Adobe InDesign
(Same as CIS-81)
CSU
Prerequisite: None.
Page design and layout techniques using Adobe InDesign. Mastery of beginning and intermediate techniques of document creation, including design skills. Successful incorporation of drawing and bit mapped files to create professional printed media. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-93 - Computers for Beginners 3 units
(Same as CIS-93)
CSU
Prerequisite: None.
This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CAT-200 - Computer Applications and Office Technology Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.
CIS-1A - Introduction to Computer Information Systems 3 units
UC, CSU (C-ID ITIS 120)
Prerequisite: None.
An introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments. Concepts covered include types of software, hardware components, and operating systems with an emphasis on terminology and functionality. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-1B - Advanced Concepts in Computer Information Systems 3 units
CSU
Prerequisite: CIS-1A.
Advanced computer applications. Advanced concepts and skills of word processing, spreadsheets, presentation graphics, the Internet and databases with an emphasis on multitasking, integrating applications, linking and embedding are covered. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-2 - Fundamentals of Systems Analysis 3 units
(Same as CSC-2)
CSU
Prerequisite: None.
Study of structured systems analysis techniques. Course includes the identification of problems, fact gathering, report analysis, system/data flow analysis, screen/forms design, creation of user documentation/reports, and completion of written and verbal presentations and the use of CASE tools. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-3 - Computer Applications for Business 3 units
(Same as BUS/CAT-3)
CSU
Prerequisite: None.
This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-5 - Programming Concepts and Methodology I: C++ 4 units
(Same as CSC-5)
UC, CSU
Prerequisite: None.
Advisory: CIS-1A.
Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

CIS-7 - Discrete Structures 3 units
(Same as CSC-7)
CSU
Prerequisite: CIS/CSC-5.
This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: Functions, Relations and Set; Basic Logic; Proof Techniques; Basics of Counting; Graphs and Trees; and Discrete Probability. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-11 - Computer Architecture and Organization: Assembly 3 units
(Same as CSC-11)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-5.
An introduction to microprocessor architecture and assembly language programming. The relationship between the hardware and the software will be examined in order to understand the interaction between a program and the total system. Mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied as well as the internal representation of simple data types and structures. Numerical computation is performed, noting the various data representation errors and potential procedural errors. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-12 - PHP Dynamic Web Site Programming 3 units
(Same as CSC-12)
CSU
Prerequisite: None.
Advisory: CIS/CSC-5 and CIS/CSC-14A or CIS-72A.
Dynamic web site programming using PHP. Fundamentals of server-side web programming. Introduction to database-driven web sites, using PHP to access a database such as MySQL. Web applications such as user registration, content management, and e-commerce. This course is for students already familiar with the fundamentals of programming and HTML. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-14A - Web Programming: JavaScript 3 units
(Same as CSC-14A)
CSU
Prerequisite: None.
Advisory: Previous programming experience and knowledge of HTM, CIS/CSC-5 and CIS-72A.
Fundamentals of JavaScript programming for the world wide web for students already familiar with the fundamentals of programming and HTML. Language features will include control structures, functions, arrays, JavaScript objects, browser objects and events. Web applications will include image rollovers, user interactivity, manipulating browser windows, form validation and processing, cookies, creating dynamic content and Dynamic HTML programming. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)
CIS-14B - Web Programming: Active Server Pages 3 units
CSU
Prerequisite: None.
Advisory: CIS/CSC-5 and CIS-72A.
Fundamentals of server-side web programming using Active Server Pages (ASP) for students already familiar with the fundamentals of programming and HTML. Language features will include control structures, functions, arrays, collections, objects and events. Focus on server-side programming to generate dynamic web content and database access. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

CIS-17A - Programming Concepts and Methodology II: C++3 units
(Same as CSC-17A)
UC, CSU
Prerequisite: CIS/CSC-5.
The application of software engineering techniques to the design and development of large programs; data abstraction, structures, and associated algorithms. A comprehensive study of the syntax and semantics of the C++ language and the methodology of Object-Oriented program development. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-17B - C++ Programming: Advanced Objects 3 units
(Same as CSC-17B)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-17A.
This is an advanced C++ programming course for students familiar with object-oriented programming and utilization of basic graphical interface techniques. An emphasis will be placed on advanced concepts associated with complex Business and Gaming applications that utilize exception handling, multithreading, multimedia, and database connectivity. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-17C - C++ Programming: Data Structures 3 units
(Same as CSC-17C)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-17A.
This course offers a thorough presentation of the essential principles and practices of data structures using the C++ programming language. The course emphasizes abstract data types, software engineering principles, lists, stacks, queues, trees, graphs and the comparative analysis of algorithms. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-18A - Java Programming: Objects 3 units
(Same as CSC-18A)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-5.
An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon object-oriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-18B - Java Programming: Advanced Objects 3 units
(Same as CSC-18B)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-18A.
This is an advanced JAVA programming course for students familiar with object-oriented programming and utilization of basic graphical interface techniques. An emphasis will be placed on advanced concepts associated with business, e-commerce and gaming applications that utilize exception handling, multithreading, multimedia, and database connectivity. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-18C - Java Programming: Data Structures 3 units
(Same as CSC-18C)
UC, CSU
Prerequisite: None.
Advisory: CIS/CSC-18A.
This course is designed to be an advanced Java programming course for students familiar with object-oriented programming and database concepts. The major emphasis will be related to concepts of storing and retrieving data efficiently, which are the essential principles and practices of data structures. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-20 - Systems Analysis and Design 3 units
(Same as CSC-20)
CSU
Prerequisite: CIS/CSC-2.
Advisory: Students should have a working knowledge of MS Access.
Structured design techniques for the development and implementation of computerized business applications. Course includes project planning, analysis of current system, design of a new system, implementation, consideration of data base design and development, file organization, and modular programming techniques. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-21 - Introduction to Operating Systems 3 units
(Same as CSC-21)
CSU
Prerequisite: CIS-1A.
An introduction to operating concepts, structure, functions, performance and management is covered. A current operating system, such as Windows, Linux, or UNIX is used as a case study. File multi-processing, system security, device management, network operating systems, and utilities are introduced. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)
CIS-35 - Introduction to Simulation and Game Development  
CSU  
Prerequisite: None.  
An introduction to the field of simulation and computer gaming. Course provides an introductory look at the fundamentals of simulation and computer games used in various industries—entertainment, military, finance, medical, education, and law enforcement. Topics include licensing and franchising, marketing, business development, game design, storytelling, and development life cycle. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-36 - Introduction to Computer Game Design  
CSU  
Prerequisite: None.  
An introduction to the fundamental techniques, concepts, and vocabulary of computer game design. Students will explore analog game design principles and apply modern game design and development methodologies and principles to create their own electronic games. Topics include game genres, design documents, and game design principles such as level design, gameplay, balancing and user interface design. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-37 - Beginning Level Design for Computer Games  
CSU  
Prerequisite: None.  
An introduction to the fundamental techniques, concepts, and vocabulary of computer game level design. Students will create environments, place objects in those environments, and control those objects via a scripting language. Topics include frame rate, game flow and pacing. Students will create 3D computer games using a game engine such as Unreal. No previous computer programming experience is required. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-38A - Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations  
CSU  
Prerequisite: None.  
Create computationally efficient 3D digital models of both living and inanimate objects and then implement them in a real-time interactive simulation or video game. Topics include model construction using tri meshes and splines, applying basic surface detailing, understanding how model design effects computing performance, importing vertex and edge vectors into a game engine, and applying basic user and game world interactivity to one or more rigid bodies. 54 hours lecture and 54 hours laboratory.

CIS-38B - Simulation and Gaming/3D Animation for Real-Time Interactive Simulations  
CSU  
Prerequisite: CIS/GAM-38A.  
Animate both living and inanimate objects created with a 3D modeling program and then implement them in a real-time interactive simulation or video game. Topics include linear and non-linear attribute interpolation, path, forward and reverse kinematics animation. Additional topics include understanding how animation parameters affect computing performance, importing vertex and edge vectors into a game engine, and applying basic user and game world interactivity to a rigid body. 54 hours lecture and 54 hours laboratory.

CIS-38C - Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations  
CSU  
Prerequisite: CIS/GAM-38B.  
Create dramatic cinematic sequences based on 3D animations of both living and inanimate objects. Topics include combining animated models with simulations of real world dynamics such as wind, water, fire, smoke, and gravity. Short animated sequences will be modeled, animated, and then rendered into frames. Hardware and software rendered frames will then be composited and added to a game engine. 54 hours lecture and 54 hours laboratory.

CIS-39 - Current Techniques in Game Art  
CSU  
Prerequisite: None.  
Advisory: Ability to manipulate graphics including layers and textures with Photoshop or concurrent enrollment in CIS-78A or ADM-71.  
Introduction to the fundamental techniques, concepts, and vocabulary of advanced sculpting for Game Art, Animation, Concept Art, and Digital Illustration. Students will modify 3D models, and create textured compositions as applied to video games, animation and concept art. 54 hours lecture and 54 hours laboratory.

CIS-54A - Introduction to Flash  
CSU  
Prerequisite: None.  
Advisory: Competency in the use of a computer and familiarity with the Internet: CIS-95A.  
This course provides students with the essential knowledge and skills required to use Flash. This includes instruction on the authoring tools, drawing tools, working with symbols, creating interactive buttons and streaming sound. 54 hours lecture and 18 hours laboratory. (TBA option)
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<td>CIS-61</td>
<td>Introduction to Database Theory</td>
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<td>CIS-65</td>
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<td>CIS-72A</td>
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<td>CIS-72B</td>
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<td>CIS-76A</td>
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<tr>
<td>CIS-78A</td>
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<tr>
<td>CIS-78B</td>
<td>Advanced Adobe Photoshop</td>
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<td>None.</td>
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</tbody>
</table>
CIS-79 - Introduction to Adobe Illustrator  3 units
(Same as CAT-79)
CSU
Prerequisite: None.
Fundamentals of Adobe Illustrator, including creating objects, drawing paths and designing with type, creating freehand drawing and illustration, importing and working with graphics. Develop a working knowledge of the processes that generate graphic images: layering, shadowing, and color use. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-80 - Word Processing: Microsoft Word  3 units
for Windows
(Same as CAT-80)
CSU
Prerequisite: None.
Advisory: Typing knowledge/skills with at least 40 wpm.
This course is designed to provide introductory, intermediate and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory. (TBA option)

CIS-81 - Introduction to Desktop Publishing  3 units
using Adobe InDesign
(Same as CAT-81)
CSU
Prerequisite: None.
Page design and layout techniques using Adobe InDesign. Mastery of beginning and intermediate techniques of document creation, including design skills. Successful incorporation of drawing and bit mapped files to create professional printed media. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-93 - Computers for Beginners  3 units
(Same as CAT-93)
CSU
Prerequisite: None.
This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-98A - Introduction to Excel  1.5 units
(Same as CAT-98A)
CSU
Prerequisite: None.
Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

CIS-200 - Computer Information Systems  1-2-3-4 units
Work Experience
CSU*
Prerequisite: None.
Limitation on enrollment: Students must be enrolled in a minimum of 7 units including the work experience units and in a major related to the course.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

DANCE

ACADEMIC COURSES

DAN-6 - Dance Appreciation  3 units
UC, CSU
Prerequisite: None.
A nontechnical course for the general student leading to the appreciation and understanding of dance as a medium of communication, entertainment, and as an art form. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ACTIVITY COURSES

DAN-D19 - Conditioning for Dance  1 unit
UC, CSU
Prerequisite: None.
Students will develop their strength, flexibility, endurance, movement memory, balance and coordination to prepare for other dance classes or athletic activity. The course is designed to introduce basic movement skills from dance and exercise for body conditioning. 54 hours laboratory.

DAN-D20 - Introduction to Social Dance  1 unit
UC, CSU
Prerequisite: None.
This course is designed to introduce student to social dance technique. Styles to be studied might include Waltz, Cha cha, Fox trot or Swing. DAN-D20, D30, and D31 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

DAN-D21 - Ballet, Beginning  1 unit
UC, CSU
Prerequisite: None.
This class will provide an opportunity to learn, practice and apply fundamental ballet skills and vocabulary. This class will introduce historical and cultural context of ballet. May be taken a total of four times. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)
DAN-D30 - Social Dance Styles  
1 unit  
UC, CSU  
Prerequisite: None.  
This course is designed to provide students with a concentrated focus on a particular social dance style to be chosen from among Tango, Lindy-Hop, Salsa or Nightclub Two-step. DAN-D20, D30, and D31 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

DAN-D31 - Hip-Hop Dance  
1 unit  
UC, CSU  
Prerequisite: None.  
Learn, practice and apply fundamental hip-hop dance skills and vocabulary. Introduction to the historical and cultural context of hip-hop culture. DAN-D20, D30, and D31 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade or Pass/No Pass option.)

DAN-D32 - Jazz, Beginning  
1 unit  
UC, CSU  
Prerequisite: None.  
Learn, practice and apply fundamental jazz dance skills and vocabulary. Introduction to the historical and cultural context of jazz dance. 54 hours laboratory.

DAN-D37 - Modern Dance, Beginning  
1 unit  
UC, CSU  
Prerequisite: None.  
Learn, practice and apply fundamental modern dance skills and vocabulary. Introduction to the historical and cultural context of modern dance. May be taken a total of four times. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

DAN-D43 - Tap, Beginning  
1 unit  
UC, CSU  
Prerequisite: None.  
Learn, practice and apply fundamental tap dance skills and vocabulary. Introduction to the historical and cultural context of tap dance. DAN-D43 and D44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

DAN-D44 - Tap, Intermediate  
1 unit  
UC, CSU  
Prerequisite: None.  
Limitation on enrollment: Audition on or before the first class meeting.  
Learn, practice and apply basic tap dance skills learned in beginning tap to more complex movement phrases and vocabulary characteristic of intermediate level technique. Tap Dance improvisation will be introduced. Continued study of historical and cultural context of tap dance as introduced in beginning tap. DAN-D43 and D44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

DAN-D46 - Pilates Mat Work  
1 unit  
UC*, CSU  
Prerequisite: None.  
This class is structured on the total body floor mat exercises developed by Joseph H. Pilates. Exercises include stretching and strengthening, in a non-impact system of floor work that emphasizes improved alignment, body awareness and control. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

DENTAL ASSISTANT  

Requirements for Eligibility:  
1. RCCD application on file and eligibility to attend RCCD.  
2. A qualifying first time score on RCCD’s “Ability to Benefit” test.  
4. Verification of receiving the Hepatitis B vaccination, tetanus, MMR, and TB testing.  
Meeting minimum requirements does not guarantee admission into the program.

Selection Process:  
The following priority given to those candidates meeting the minimum requirements:  
- First Priority Selection:  
  Students meeting all GPA requirements and residing within the District. Applications will be assigned a number and all numbers will be randomly selected. Once the maximum number of students is selected, the other applications will be assigned to a waiting list according to the order they are selected. This waiting list is valid for that year only.  
- Second Priority Selection:  
  Students meeting all GPA requirements but not residing within the District. This category will be used only if there are not enough applicants to fill the program needs from the first priority selection category. The number of students selected from the second priority selection pool of applicants will depend on the number of applicants needed to fill the program.

DEA-10 - Introduction to Dental Assisting and Chairside Assisting  
4 units  
Prerequisite: None.  
Corequisite: DEA-20 and 21.  
Limitation on enrollment: Enrollment in the Dental Assistant program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course introduces the student to the practice and history of dentistry including dental specialties, legal responsibilities and roles of the dental auxiliary, ethical decision making, dental terminology, dental charting, dental equipment, instrument identification, patient communication skills, and the provision of oral hygiene instructions. 54 hours lecture and 54 hours laboratory.
DEA-20 - Infection Control for Dental Assistants 2 units
Prerequisite: None.
Corequisite: DEA-10 and 21.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course introduces the student to Center of Disease Control (CDC) and Occupational Safety and Health Administration (OSHA) infection control standards and protocols, general safety protocols, general description of microorganisms, concepts of disease spread and its prevention, and how to manage hazardous chemicals used in dentistry. 36 hours lecture and 10 hours laboratory.

DEA-21 - Introduction to Radiology for Dental Assistants 2 units
Prerequisite: None
Corequisite: DEA-10 and 20.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course includes the production, characteristics, and biological effects of radiation, the function, components and operation of the x-ray unit; radiation protection and monitoring; chemistry and techniques associated with x-ray film development. Introduction to anatomical landmarks, intraoral long-cone radiographic techniques for exposing bitewing, periapical and occlusal films are taught in this course. 18 hours lecture and 54 hours laboratory. (TBA option)

DEA-22 - Introduction to Supervised Externships 1.5 units
Prerequisite: DEA-10.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course introduces the student to supervised clinical experience in chairside dental assisting. The students will be assigned to the RCC Dental Hygiene Clinic and local general practices. 9 hours lecture and 54 hours laboratory.

DEA-23 - Introduction to Dental Sciences 3 units
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course is an overview of embryologic development of structures of the head and neck, teeth, and oral cavity; histology of the hard and soft tissues of the oral cavity; the developmental and structural defects involving the oral cavity and teeth; introduction to diseases of the oral cavity including periodontal disease and caries; and general pathology found in the head and neck region. 54 hours lecture.

DEA-24 - Dental Materials for the Dental Assistant 2 units
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course includes the manipulation of dental materials commonly prepared and used by the dental assistant including temporary dressings, impression materials, cement bases and liners, topical agents, composites, resins, and amalgam. 18 hours lecture and 54 hours laboratory. (TBA option)

DEA-30 - Intermediate Chairside Dental Assisting 2 units
Prerequisite: DEA-20, 23 and 24.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. The course covers clinical chairside dental assisting duties of the fabrication and cementation of a temporary crown, fabrication and delivery of bleaching splint, fabrication of a sports mouthguard, armamentarium and procedure for the placement of pit and fissure sealants. 18 hours lecture and 54 hours laboratory.

DEA-31 - Radiology for Dental Assistants 1.5 units
Prerequisite: DEA-10, 20 and 21.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course includes the evaluation of the quality of a radiographic film, recognition of anomalies, specialized techniques for the pedodontic, endodontic and edentulous patient, principles of panoramic and cephalometric films, and digital radiography. 18 hours lecture and 36 hours laboratory.

DEA-32 - Intermediate Supervised Externships 1 unit
Prerequisite: DEA-20, 22, 23 and 24.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course provides the student with supervised clinical experience in chairside dental assisting. The student will be assigned to local general practices where they will assist dentists with basic dental procedures. 9 hours lecture and 32 hours laboratory.
DEA-40A - Advanced Chairside Dental Assistant 3.5 units
Prerequisite: DEA-30 and 32. (A minimum of two years experience in a dental surgery practice or a valid Registered Dental Assistant license from the State of California are also accepted for this prerequisite).
Limitation on enrollment: Enrollment in the Dental Assistant program or a valid California Registered Dental Assistant license.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course provides specialized knowledge and skills to perform chairside dental assisting in an oral and maxillofacial surgical and periodontal practice. The course includes didactic, laboratory and clinical instruction on dental sciences, pharmacology, dental materials, legal and ethical considerations, infection control, emergency management, treatment planning, pain and anxiety management, oral and maxillofacial pathology, specific nerve anatomy and physiology of the cardiovascular and respiratory system, and medically compromised patients as they relate to the surgery patient. 40 hours lecture and 81 hours laboratory. (TBA option)

DEA-40B - Advanced Chairside Orthodontic Assistant 3.0 units
Dental Assistant
Prerequisite: DEA-30.
Limitation on enrollment: Enrollment in the Dental Assistant program or a valid California Registered Dental Assistant license.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course provides specialized knowledge and skills to perform chairside dental assisting in an orthodontic practice. The course includes didactic, laboratory and clinical instruction on dental sciences, pharmacology, dental materials, legal and ethical considerations, infection control, emergency management, and treatment planning as they relate to the orthodontic patient. 18 hours lecture and 108 hours laboratory. (TBA option)

DEA-40C - Advanced Chairside Restorative 5 units
Dental Assistant
Prerequisite: DEA-30 and 32. (A minimum of two years experience in a dental restorative practice or a valid Registered Dental Assistant license from the State of California are also accepted for this prerequisite).
Limitation on enrollment: Enrollment in the Dental Assistant program or a valid California Registered Dental Assistant license.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course provides specialized knowledge and skills to perform advanced chairside dental assisting procedures in a general or prosthodontic practice. The course includes didactic, laboratory and clinical instruction on dental sciences, pharmacology, dental materials and procedures, treatment planning, legal and ethical considerations as they relate to the restorative patient. 36 hours lecture and 162 hours laboratory. (TBA option)

DEA-41 - Dental Office Procedures 1.5 units
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant program. This course is an introduction to purchasing, inventory and cost control; banking and payroll procedures; billing and insurance procedures; collection of accounts; treatment plan and case presentations; and scheduling of patients while preparing the student with interview skills as well as resume writing. Additionally, the course will prepare the student to deal with law and ethics pertaining to the dental assistant working in the field. 18 hours lecture and 36 hours laboratory. (TBA option)

DENTAL HYGIENE

DEH-10A - Pre-Clinical Dental Hygiene #1 2.5 units
CSU
Prerequisite: AMY-2A, 2B, COM-1 or 1H, ENG-1A or 1AH, MIC-1.
Corequisite: DEH-11, 12A, 12B, 13, 14, 15, 16, 17.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of pre-clinical experiences. This course is a laboratory course designed to orient the student to the role of the dental hygienist and develop basic skills and techniques required to perform dental hygiene services. Requires evaluation of clinical performance through demonstrated skill acquisition and level of competency. Students will work on typodonts and classmates. Student will be required to do observations at specific local dental offices. 144 hours laboratory.

DEH-10B - Pre-Clinical Dental Hygiene #2 1 unit
CSU
Prerequisite: None.
Corequisite: DEH-19.

DEH-11 - Principles of Dental Hygiene 2 units
CSU
Prerequisite: AMY-2A, 2B, COM-1 or 1H, ENG-1A or 1AH.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is a continuation of DEH 10A and is designed to facilitate the development of clinical skills and techniques required to perform dental hygiene services. Requires evaluation of clinical performance through demonstration of skill acquisition and level of competency. Students will work on typodonts and classmates. 54 hours laboratory.

DEH-19 - Dental Hygiene Procedures 2.5 units
CSU
Prerequisite: DEH-11.

DEH-19 - Dental Hygiene Procedures 2.5 units
CSU
Prerequisite: DEH-11.
Course Descriptions

DEH-12A - Principles of Oral Radiology  
1 unit  
CSU  
Prerequisite: AMY-2A, ENG-1A or 1AH, MAT-52.  
Corequisite: DEH-10A, 11, 12B, 13, 14, 15, 16, 17.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to the basic principles and techniques of exposing and processing dental radiographs. Emphasis will be placed on the concepts of radiologic imaging, quality assurance, legal aspects, hazardous waste management, radiation health, and basic radiologic imaging interpretation. 18 hours lecture.

DEH-12B - Oral Radiology Laboratory  
1 unit  
CSU  
Prerequisite: AMY-2A, MAT-52.  
Corequisite: DEH-10A, 11, 12A, 13, 14, 15, 16, 17.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This laboratory course is designed to provide the student the avenue to implement knowledge obtained from the lecture course: DEH-12A and 13. Students will experience exposing, processing, mounting, charting, critiquing and interpreting radiographs on manikins and patients. 54 hours laboratory.

DEH-13 - Infection Control in Dentistry  
1 unit  
CSU  
Prerequisite: CHE-2A, 2B, ENG-1A or 1AH, MIC-1.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to provide the student with the principles and practical application of universal precaution and other infection control concepts. Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), Center for Disease Control (CDC), and the Dental Board of California (DBC) standards will be presented and discussed. Procedures and policies learned will be applied in all clinical dental hygiene courses. 18 hours lecture.

DEH-14 - Systems Analysis of Dental Anatomy, Morphology, Histology, Embryology  
3.5 units  
CSU  
Prerequisite: AMY-2A, 2B.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is a systematic approach to histological structures and embryonic development of oral human tissues, morphological characteristics of teeth with emphasis on comparative crown and root anatomy and occlusion. Identification of teeth and oral structures, tooth-numbering systems will be included in this course. 67 hours lecture and 16 hours laboratory.

DEH-15 - Head and Neck Anatomy  
2 units  
CSU  
Prerequisite: AMY-2A, 2B.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The course emphasizes specialized and interrelated structures of the head and neck, and associated structures surrounding and including the oral cavity. 36 hours lecture.

DEH-16 - Preventive Dentistry  
1 unit  
CSU  
Prerequisite: CHE-2A, 2B, COM-1 or 1H, ENG-1A or 1AH, KIN-4, MIC-1, PSY-1, SOC-1.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course provides the fundamentals of preventive dentistry concepts and modalities including the dental assessment, diagnosis, treatment planning, and implementation of clinical preventive procedures. Emphasis is on prevention of dental diseases through effective patient education and motivation. Preventive dental products will be reviewed and analyzed. 18 hours lecture.

DEH-17 - General Pathology  
2 units  
CSU  
Prerequisite: AMY-2A, 2B, MIC-1.  
Corequisite: DEH-10A, 11, 12A, 12B, 13, 14, 15, 16.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will learn about the basic pathologic mechanisms in human disease. There will be emphasis on the inflammation and repair, and immunity. Students will also learn about clinical aspects of diseases and disorders that will be encountered in the clinical setting. 36 hours lecture.

DEH-19 - Pain Control  
1.5 units  
CSU  
Prerequisite: None.  
Corequisite: DEH-10B.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to the theory, concepts, techniques, and drugs utilized in dentistry to achieve adequate pain control through local anesthesia and nitrous oxide/oxygen sedation. Students practice local anesthesia injections and administer nitrous oxide/oxygen on classmates. 25 hours lecture and 36 hours laboratory.
DEH-20A - Clinical Dental Hygiene #1 3 units
CSU
Prerequisite: None.
Corequisite: DEH-21, 22, 23, 24, 25, 26, 27, 28.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking, and basic clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with gingivitis and early periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 162 hours laboratory.

DEH-20B - Clinical Dental Hygiene #2 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking, and clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with gingivitis and early to moderate periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 72 hours laboratory.

DEH-21 - Clinical Seminar #1 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene issues that will be implemented in the clinical setting. This course focuses on clinical issues and experiences of the students. Emphasis will be placed on communication, clinical protocols, chart management, and patient management and assessment issues. The dental hygiene portfolio will be introduced. 18 hours lecture.

DEH-22 - Oral Radiology Interpretation 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course focuses on radiographic interpretation of full mouth series, periapical, and panoramic radiographs. Identification of anatomical landmarks, developmental defects, and lesions affecting the oral structures, carious lesions, periodontal disease and other maxillofacial radiographic pathology will be covered. 18 hours lecture.

DEH-23 - Introduction to Periodontology 2 units
CSU
Prerequisite: None.
Corequisite: DEH-20A, 21, 22, 23, 24, 25, 26, 27, 28.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to a continuation of the study of Periodontics. This course is an introduction of the basic concepts of Periodontics. Emphasis will be placed on the periodontium and the etiology, diagnosis, treatment planning, and prevention of periodontal disease. 36 hours lecture.

DEH-24 - Ethics 1 unit
CSU
Prerequisite: None.
Corequisite: DEH-20A, 21, 22, 23, 24, 25, 26, 27, 28.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to ethics and professionalism as it relates to the profession of dental hygiene. Emphasis will be placed on the challenges of providing ethical care in the clinical setting. 18 hours lecture.

DEH-25 - Medical and Dental Emergencies 1 unit
CSU
Prerequisite: None.
Corequisite: DEH-20A, 21, 22, 23, 24, 25, 26, 27, 28.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course will introduce the student to planning for the patient’s medical management, including prevention, anticipation of potential medical emergencies and implementing appropriate treatment. Emphasis is placed on a problem-based approach to management of medical emergencies. 18 hours lecture.

DEH-26 - Dental Treatment of Geriatric and Medically Compromised Patients 2 units
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to the special needs of the geriatric and medically compromised patients. Emphasis will be placed on the value of a thorough evaluation and risk assessment of patients, and determining the need for supplemental laboratory test and medical consultations. 36 hours lecture.
DEH-27 - Oral Pathology 3 units  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course provides the student with an introduction to pathologic conditions that directly or indirectly affect the oral cavity and adjacent structures. Students will learn a spectrum of signs and symptoms accompanied by clinical slides to learn how to correctly make a differential diagnosis. 54 hours lecture.

DEH-28 - Basic and Applied Pharmacology 2 units  
CSU  
Prerequisite: None.  
Corequisite: DEH-20A, 21, 22, 23, 24, 25, 26, 27.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The course introduces the student to the basic principles of pharmacology. Emphasis is on the use, actions, and clinical implications/contraindications to medications. 36 hours lecture.

DEH-30A - Clinical Dental Hygiene #3 3.5 units  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. The students apply knowledge, critical thinking and clinical skills acquired in dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with early to advanced periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 192 hours laboratory.

DEH-30B - Clinical Dental Hygiene #4 1 unit  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with early to advanced periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 72 hours laboratory.

DEH-31 - Clinical Seminar #2 1 unit  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene issues that are implemented in the clinical setting. The course focuses on clinical issues and experiences of the students. Emphasis will be placed on assessment and treatment planning of moderate to advanced periodontal cases. The development of the dental hygiene portfolio will be continued. 18 hours lecture.

DEH-32 - Dental Materials 2.5 units  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is the study of the properties, composition and manipulation of materials used in dentistry. The study of dental materials provides the student with the scientific rationale for selecting and using specific materials as well as understanding the varied relationships of dental biomaterials. 36 hours lecture and 27 hours laboratory.

DEH-33 - Periodontology 1 unit  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students will expand their knowledge of Periodontology to include analysis of periodontal tissues, and the mechanisms and causes in various pathologic processes. Emphasis will be placed on therapeutic goals and techniques to attain and maintain periodontal health in the clinical setting. 18 hours lecture.

DEH-34 - Community Dental Health Education #1 1 unit  
CSU  
Prerequisite: None.  
Limitation on enrollment: Enrollment in the Dental Hygiene program.  
This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student is introduced to a continuation of dental health education as it relates to evidenced-based decision-making skills in community settings. Emphasis is placed on the role of the dental health educator. 18 hours lecture.
DEH-35 - Community Dental Health Education 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student is introduced to a continuation of dental health education practicum that introduces concepts of school lesson planning, development and evaluation mechanisms. Students will also have the opportunity to coordinate dental health education with educational and community systems. 9 hours lecture and 27 hours laboratory.

DEH-36 - Research Methodology 2 units
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This is an introductory course that will allow the student to learn the fundamentals of research design and methodology, and acquire skills to critique scientific literature. The use of Internet and different search engines will be incorporated in this course. 36 hours lecture.

DEH-37 - Nutrition in Dentistry 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to nutritional principles as they related to overall health of the patient with special emphasis on the nutrition as it relates to oral health. 18 hours lecture.

DEH-40 - Clinical Dental Hygiene #5 4 units
CSU
Prerequisite: None.
Corequisite: DEH-41, 42,43, 44, 45, 46.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with moderate to advanced periodontal disease. Students will do rotations to observe the different aspects of dentistry. Requires evaluation of clinical performance through the demonstration of clinical competence. 216 hours laboratory. (TBA option)
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Course Descriptions

DEH-45 - Community Dental Health Education 1 unit
Prerequisite: #2
CSU
Prerequisite: None.
Corequisite: DEH-40, 41, 42, 43, 44, 46.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course contains the assessment, diagnosis, planning, implementation, and evaluation of community programs. 9 hours lecture and 27 hours laboratory.

DEH-46 - Advanced Topics in Dental Hygiene 1 unit
Prerequisite: None.
Corequisite: DEH-40, 41, 42, 43, 44, 45.
Limitation on enrollment: Enrollment in the Dental Hygiene program.

This course examines advanced topics in the field of dental hygiene to prepare students to transition into the private practice arena. Students will discuss how to integrate topics into their clinical practices. Latest clinical duties approved by the Dental Board of California will be discussed. 18 hours lecture.

DEH-200 - Dental Hygiene Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.

This course is designed to coordinate the student's occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

DENTAL TECHNOLOGY

The curriculum prepares a student for employment in a private or commercial dental laboratory or dental office performing laboratory techniques and procedures. Emphasis is on fundamental laboratory procedures including all five specialized areas: dentures, crown and fixed partial dentures, ceramics, removable partial dentures, and orthodontic/pedodontics. The two year (41 unit) full-time program prepares for student-centered teaching. The student will receive a Dental Technology certificate upon completing the curriculum in Dental Technology, provided the student has maintained a “C” average or better in each course.

Four internal certificates may be earned while enrolled in the 41 unit certificate pattern. These certificates are in Basic Sciences, Orthodontic Techniques, Removable Techniques, and Fixed Techniques.

Riverside Community College District awards an Associate in Science Degree in Dental Technology upon successful completion of the prescribed two year program, plus meeting all other graduation requirements.

Recommended Courses:
Health Science 1
Sociology 1
Art 22, Art 23, Art 24
CIS-1A
Communication Studies 1/1H or 9/9H
English 1A or 1AH
Math 35
Business Administration 30
History 7 or 7H or Political Science 1 or 1H
Anatomy and Physiology 10

Requirements for admission to Dental Technology program:
Completion of DEN-70.

Expenses of program:
1. Students are required to purchase a set of hand tools that cost about $350 for both semesters.
2. Textbooks and supplies cost about $200.
3. The student furnishes his or her own laboratory coat that is required for wear in the laboratory.
4. Students are urged to carry some form of health and accident insurance. Policies are available to college students at reasonable rates.

DEN-70 - Introduction to Dental Technology 2 units
Prerequisite: None.

An introductory course to acquaint the student with the field of dental technology, the categories of training and employment, the professional relationship of the technician and the dentist, professional growth and trade associations and the ethics and laws governing laboratory practices. Fundamental, hands-on procedures for model and die work as necessary to five core specialties. Additional emphasis on manual dexterity and spatial relationship skills. Successful completion necessary for program admission. 9 hours lecture and 81 hours laboratory.

DEN-71 - Dental Morphology 3 units
Prerequisite: None.

Tooth anatomy, physiology and terminology will be covered to allow the student a thorough study of the terms unique to the dental profession; additional emphasis on the principles of occlusion. Students are required to carve tooth forms to develop manipulative skill and to learn tooth anatomy. 36 hours lecture and 54 hours laboratory.

DEN-72A - Dental Materials I 1 unit
Prerequisite: None.

Composition, characteristics, physical properties and use of nonmetallic materials used by the dental technician. Emphasis will be on gypsum products, duplicating materials, resins, waxes and polishing agents. Additional emphasis on infection control indications and procedures. 18 hours lecture.
DEN-72B - Dental Materials II 1 unit  
Prerequisite: None.
Composition, characteristics, physical properties and use of metallic materials and dental porcelains used by the dental technician. Emphasis will be on precious, semi-precious and non-precious metals, their respective solders and proper techniques and situations for selection; additional emphasis on preventive maintenance, safety and hazardous communication. 18 hours lecture.

DEN-74 - Dental Anatomy and Physiology 1 unit  
Prerequisite: None.
Designed to teach the student the anatomy of the head, face and the oral cavity. Emphasis on the bony anatomy of the head, muscles of mastication and their attachments, the blood and nerve supply and the movements of the mandible. 18 hours lecture.

DEN-75A - Complete Denture Techniques I 3 units  
Prerequisite: DEN-70.
Theory and procedural steps involved in the construction of complete dentures, nightguards, relines, repairs and rebases. Involves the concepts behind model development articulation, and dental tooth arrangement. 18 hours lecture and 108 hours laboratory.

DEN-75B - Complete Denture Techniques II 3 units  
Prerequisite: DEN-75A.
Theory and applied techniques for denture construction: investing, packing, tinting, resin processing, remount, selective grinding and finishing. Included theory and applied techniques in construction of relines, rebases and repairs. 18 hours lecture and 108 hours laboratory.

DEN-77A - Removable Partial Denture Techniques I 3 units  
Prerequisite: DEN-70.
Theory and fundamental techniques in the construction of chrome-cobalt partial dentures; model preparation, refractory casts, elementary principles of survey and design, blockout, duplication and wax-up of refractory casts. 18 hours lecture and 108 hours laboratory.

DEN-77B - Removable Partial Denture Techniques II 3 units  
Prerequisite: DEN-77A.
Theory and applied techniques in the construction of chrome-cobalt dentures; spruing, investing, casting and finishing of the metal frameworks; soldering and repair. Set-up, process and finish of dentures bases. 18 hours lecture and 108 hours laboratory.

DEN-79A - Crown and Bridge Techniques I 3 units  
Prerequisite: DEN-70.
Theory and fundamental techniques in the construction of inlays, onlays and full metal crowns; emphasis on model preparation, waxing, investing, casting and finishing. The student will acquire an understanding of how the anatomical structures will influence the construction of a fixed dental prosthetic restoration. 18 hours lecture and 108 hours laboratory.

DEN-79B - Crown and Bridge Techniques II 3 units  
Prerequisite: DEN-79A.
Theory and applied techniques for crown and bridge construction; principles of bridge design for aesthetics, function, sanitation and comfort; emphasis on abutments, retainers and pontics, bridge assembly utilizing soldered and cast connectors. 18 hours lecture and 108 hours laboratory.

DEN-82 - Dental Laboratory Management 1 unit  
Prerequisite: None.
Fundamentals of accounting: financial statements, basic record keeping procedures, sales and cash receipts, transactions with individual dentists, end-of-period procedures, financial statement analysis and pricing, as they apply to the dental laboratory industry. 18 hours lecture.

DEN-85 - Orthodontic/Pedodontic Techniques 3 units  
Prerequisite: DEN-70.
Designed to familiarize the student with the laboratory requirements of orthodontics; wire bending procedures and the fabrication of orthodontic appliances and pedodontic preventive appliances; emphasis on space maintainers, both fixed and removable, habit-breaking appliances, appliances for effective tooth movement. 18 hours lecture and 108 hours laboratory.

DEN-89A - Dental Ceramics I 3 units  
Prerequisite: DEN-79B.
Theory and fundamental techniques for fabricating cast metal substructures; opaquing, porcelain manipulation, color control, blending, firing, shaping and glazing single crowns with emphasis on porcelain fused to metal restorations. 18 hours lecture and 108 hours laboratory.

DEN-89B - Dental Ceramics II 3 units  
Prerequisite: DEN-89A.
Theory and advanced techniques for constructing porcelain fused to metal multiple crowns and bridgework; framework design, assembly, porcelain buildup, add-ons and staining; pre and post soldering, porcelain jacket crowns and porcelain veneers. 18 hours lecture and 108 hours laboratory.

DEN-200 - Dental Technology Work Experience 1-2-3-4 units  
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.  
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.
EARLY CHILDHOOD EDUCATION

EAR-19 - Observation and Assessment in Early Childhood Education 3 units
CSU (C-ID ECE 200)
Prerequisite: None.
This course focuses on the appropriate use of a variety of assessment and observation strategies to document child development and behavior. Child observations will be conducted and analyzed. 54 hours lecture.

EAR-20 - Child Growth and Development 3 units
UC, CSU (C-ID CDEV 100)
Prerequisite: None.
This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Outside observations required. 54 hours lecture.

EAR-22 - Early Childhood Programs and Career Opportunities 3 units
CSU
Prerequisite: None.
The course explores the historical backgrounds and philosophies of early childhood programs. The theories of Dewey, Montessori, Erikson, Piaget and Vygotsky are examined as the foundation for current strategies in early childhood care and developmentally appropriate learning experiences. The characteristics of various program types are introduced along with the requirements of operation: state licensing, laws, permits, and regulations. Career opportunities, particularly those involving the Pre-K and K-12 educational systems, are discussed and explored, as well as other career paths open to educators. Observations of various educational settings are required. 54 hours lecture.

EAR-23 - Family Home Child Care Program 3 units
CSU
Prerequisite: None.
This course is designed to meet the specific needs of the family child care provider. Emphasis will be given to licensing regulations, recordkeeping, developing contracts, child development, and creating partnerships with parents. Topics include creating appropriate environments, using appropriate positive guidance techniques, and planning and implementing developmentally appropriate curricula for mixed-age groups of children. Outside observations required. 54 hours lecture.

EAR-24 - Introduction to Curriculum 3 units
CSU (C-ID ECE 130)
Prerequisite: None.
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 will examine a teacher's role in supporting development and engagement for all young children. This course provides strategies for developmentally-appropriate practice based on observation and assessments across the curriculum, including: academic content areas; play, art, and creativity; and development of social-emotional, communication, and cognitive skills. 54 hours lecture.

EAR-25 - Teaching in a Diverse Society 3 units
UC, CSU (C-ID ECE 230)
Prerequisite: None.
This course will examine 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. Course involves self-reflection of one’s own understanding of educational principles in integrating anti-bias goals in order to better inform teaching practices and/or program development. 54 hours lecture.

EAR-26 - Health, Safety and Nutrition 3 units
CSU (C-ID ECE 220)
Prerequisite: None.
Introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development. 54 hours lecture.

EAR-28 - Principles and Practices of Teaching Young Children 3 units
CSU (C-ID ECE 120)
Prerequisite: None.
An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing 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. 54 hours lecture.
In this course the student will 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 will 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 will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. Lab hours will be completed under the direction of a qualified Master Teacher (Child Development Permit Matrix, California Commission on Teacher Credentialing) with 3 units of supervised field experience in ECE setting. 36 hours lecture and 108 hours laboratory.

This class will provide an overview of the basics required for an early intervention assistant to effectively provide services to a child with a disability and their family in the home environment. Students will be challenged to develop a personal philosophy regarding early intervention services in the home. Topics will be geared to prepare students to handle the diversity of environments, family systems, and interpersonal communication styles they will encounter. Additional topics will provide support relating to personal organization and preparation for the visits, collaboration with other professionals, infant mental health, and developing appropriate home based interventions for the child and family. 54 hours lecture.

This course provides caregivers in family day care homes, infant/toddler centers, or early intervention settings, the components of quality care and education for typically and atypically developing infants and young children ages 0 to 3. The specific development of the child from birth to age three will be studied in relation to the development of appropriate activities and materials to meet the child’s developmental needs. Health, safety, and nutrition; components of physical space and equipment in the natural environment; and play of the young child will be examined. 54 hours lecture.

An introduction to assessing, planning, and developing individualized activities for infants and toddlers. Practical learning experiences will be developed in various curriculum areas such as science, learning games, creative arts, imaginative play, music and movement, language, self-concept and discipline. 54 hours lecture.

This course provides school-age child care givers with methods and activities appropriate for after school care of 5-11 year olds. Emphasis will be placed on differentiating between the needs of the school-aged child after school as opposed to during school. Planning will include methods for integrating the school-aged child’s interests and abilities into a developmentally appropriate curriculum to meet individual needs. 54 hours lecture.

This course is designed to introduce students to the characteristics of infants and children with disabilities and other types of special needs. Students will also learn about early intervention, special education and civil rights laws and history, the dynamics of the family of an infant or child with special needs, as well as intervention and support strategies for infants and children with disabilities and other special needs in the early childhood natural environment. This course will include required observations of programs for infants and children with special needs and their families. 54 hours lecture.
EAR-41 - Internship in Early Intervention/ Special Education 4 units
CSU
Prerequisite: EAR-20.
This course provides a supervised practicum as an assistant in an early intervention/special education setting with children from birth through 8 years old. It explores the characteristics and distinctive needs of infants and young children with disabilities and other special needs, and their development. The role of the family, teacher and community agencies will be studied. Natural environments, adaptation of curriculum, and identification and assessment will be discussed. 36 hours lecture and 108 hours laboratory (TBA option).

EAR-42 - Child, Family, and Community 3 units
CSU (C-ID CDEV 110)
Prerequisite: None.
An examination of the developing child in a societal context which focuses on the interrelationships of family, school, and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted. 54 hours lecture.

EAR-43 - Children with Challenging Behaviors 3 units
CSU
Prerequisite: EAR-20.
Corequisite: EAR-19.
This course provides an overview of the developmental, environmental and cultural factors that impact the behavior of young children, including family stressors, child temperament, violence, attachment disorders, and special needs; and proactive intervention and prevention techniques. Topics include addressing why children misbehave, how to carefully observe a child, how to create a positive environment to encourage appropriate behavior, and how to effectively address many types of behaviors including those that are aggressive and antisocial, disruptive, destructive, emotional and dependent. Outside observations required. 54 hours lecture.

EAR-44 - Administration of Early Childhood Programs I 3 units
CSU
Prerequisite: EAR 20, 24, 28 and 42.
Introduction to management skills and administrative responsibilities pertaining to the successful operation of care and educational environments for early childhood programs. Emphasis is on the administration of programs for infants, toddlers, preschool, and school-age children. Content areas include: child/program development, adult supervision and management, family and community relationships, human resources development, business/fiscal management, and technological skill development. 54 hours lecture.

EAR-45 - Administration of Early Childhood Programs II 3 units
CSU
Prerequisite: EAR-44.
Examines the dynamics of management behavior and responsibilities, and the communication process within the organization. It includes the essentials of curriculum design, and its implementation and maintenance through systems of professional staff accountability. Quality program standards are reviewed and their link to professional growth planning and development are addressed. Presented as the foundation for effective management is skill building in leadership, team work, time management, sensitivity toward diversity, and advocating for the principles of developmentally appropriate practices. 54 hours lecture.

EAR-47 - Childhood Stress and Trauma 3 units
CSU
Prerequisite: None.
This course is an introduction to the common and uncommon stresses of childhood and the short- and long-term effects it has on a child’s development. The many needs and issues of children and families make child development programs challenging as well as rewarding. When exceptional stress and trauma get added into the picture, life can feel overwhelming for everyone involved. This course is designed to develop an understanding of how children react and adapt to stress and trauma as a form of survival. Outside observations required. 54 hours lecture.

EAR-200 - Early Childhood Studies 1-2-3-4 units
Work Experience
CSU*
Prerequisite: None.
Advisory: Student should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.
ECO-4 - Introduction to Economics  3 units
UC*, CSU
Prerequisite: None.
An entry-level, general education course which introduces and surveys basic macroeconomic and microeconomic principles. This course emphasizes the causes and consequences of the business cycle on output, employment, and prices as well as, basic supply and demand analysis across different market structures. Analysis further includes the role of the government in the macro-economy and the micro-economy. 54 hours lecture.

ECO-5 - Economics of the Environment  3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Economics 5 searches for an economic understanding of contemporary environmental problems. Economic theory is used to explain why there is inefficient resource use and pollution. Public policy to correct environmental problems is examined critically, looking at the costs and benefits of such programs as Superfund cleanup, government regulation, and market incentives. The course also studies the effect of environmental problems and policies on wealth distribution, economic growth and international relations. 54 hours lecture.

ECO-6 - Introduction to Political Economy  3 units
(= Same as POL-6)
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
This course will examine the historical, structural, and cultural elements in the development of international political economy. Topics covered will include the relation of politics and economics on development, globalization, national institutions, social groups and classes, and democracy. 54 hours lecture.

ECO-7 - Principles of Macroeconomics  3 units
UC, CSU
Prerequisite: MAT-52.
Advisory: MAT-35 and qualification for ENG-1A.
Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes the enhanced exploration of aggregate economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher order critical thinking skills. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

ECO-7H - Honors Principles of Macroeconomics  3 units
UC, CSU
Prerequisite: MAT-52.
Advisory: MAT-35 and qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes the enhanced exploration of aggregate economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher order critical thinking skills. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

ECO-8 - Principles of Microeconomics  3 units
UC, CSU
Prerequisite: MAT-52.
Advisory: MAT-35 and qualification for ENG-1A.
Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

EDU-1 - Introduction to Elementary Classroom Teaching  4 units
UC, CSU
Prerequisite: None.
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 course requires a minimum of 54 hours of structured fieldwork in public school elementary classrooms that represent California’s diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. 54 hours lecture.

EDU-3 - Introduction to Literacy Instruction  3 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Able to meet safety and health clearance standards for a public school district.
This course is designed for students participating in the Teacher Education Program, students considering teaching as a profession and for prospective literacy tutors. The basic processes of literacy acquisition are presented. Instructional literacy strategies are introduced and essential competencies for delivering culturally relevant reading instruction to emerging readers are developed. This class is to be taken concurrently with enrollment in EDU-4 the teacher education program where literacy strategies are practiced and applied in an elementary school (K-3) tutorial setting. 54 hours lecture.
EDU-5 - AmeriCorps Community Service-Learning 3 units
Prerequisite: None.
This course is designed to provide students participating in the Liberal Studies Blended Teacher Education Program, students considering teaching as a profession and for prospective literacy tutors. The purpose of this class is to provide early, supervised experience to preservice teachers in the form of service learning. The course provides for orientation, literacy instruction review, reflection, and problem solving. In addition, 40 hours of volunteer service work will be required. Experiential learning activities will include literacy tutoring at various educational levels. Through this service learning class students will begin to develop fluency with the fundamental skills of literacy development and with literacy instruction as applied to an individual, small groups and whole classes. Additionally, they will begin to acquire classroom management techniques and other routine teaching skills required in the public schools. 18 hours lecture.

EDU-51 - Leadership Development Studies 3 units
Prerequisite: None.
Designed to provide emerging and existing leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills. The course integrates readings from the humanities, experiential exercises, films and contemporary readings on leadership. Course emphasis is placed on assessing leadership skills, evaluating interactions among leaders and followers, situations, communicating within groups, managing conflict, goal setting and delegating tasks. 36 hours lecture and 360 hours classroom tutoring.

EDU-200 - Education Work Experience 1-2-3-4 units
Prerequisite: None.
Advisory: Students should have paid or volunteer employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

EMERGENCY MEDICAL SERVICES
Prior to acceptance to the Emergency Medical Services Paramedic Program, students must have the following: a valid EMT-1 card and a valid American Heart Association Healthcare Provider level CPR card (both to remain current throughout the program), a high school diploma or GED, verification of at least 18 years of age, documentation of at least 1 year and 2000 hours of paid or volunteer service as an EMT-1 (50% of the experience must be in the prehospital setting,) and successful completion of AMY-10 or equivalent. Attendance at orientation and successful completion of paramedic preparatory class are also required. Students will receive further details upon acceptance into program.

Students must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, attendance at orientation and successful completion of paramedic preparatory class are also mandatory.

It is highly recommended that students take courses in medical terminology, medical math and English composition before the program begins.

EMS-50 - Emergency Medical Services - Basic 6 units
Prerequisite: None.
Corequisite: EMS-51.
Limitation on enrollment: American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at the EMS Orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

An entry-level course into the Emergency Medical Services career field that follows the current Department of Transportation (DOT) curriculum. Satisfactory completion of this course (when taken concurrently with EMS-51) prepares this student as an Emergency Medical Technician (EMT) for work in the prehospital emergency medical environment. 96 hours lecture and 64 hours laboratory. (TBA option)

EMS-51 - Emergency Medical Services-Basic 1 unit
Clinical/Field
Prerequisite: None.
Corequisite: EMS-50.
Limitation on enrollment: American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at the EMS Orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

Provides supervised clinical practice in a wide variety of patient care activities in the care of the sick and injured. This course is the second part of EMS 50/51 series and meets all state and national guidelines. 64 hours laboratory. (TBA option)
EMS-60 - Patient Assessment and Airway Management 4 units
Prerequisite: None.
Limitation on enrollment: Acceptance into the Paramedic program and concurrent enrollment in EMS-61, 62, and 63.
Enables Emergency Medical Technicians (EMTs) to refine their skills and develop to the level of a paramedic; concentrates on patient assessment and airway management techniques needed in dealing with sick and injured patients; integral component of the first semester of the MVC Paramedic Program. 62 hours lecture and 64 hours laboratory.

EMS-61 - Introduction to Medical Pathophysiology 3 units
Prerequisite: None.
Limitation on enrollment: Acceptance into the Paramedic program and concurrent enrollment in EMS-60, 62, and 63.
Enables Emergency Medical Technicians (EMTs) to expand their understanding of disease and injury processes; integral component of the first semester of the MVC Paramedic Program; reviews anatomy and physiology; introduces pathophysiology to assist the paramedic student in understanding disease and trauma processes. 62 hours lecture.

EMS-62 - Emergency Pharmacology 4 units
Prerequisite: None.
Limitation on enrollment: Acceptance into the Paramedic program and concurrent enrollment in EMS-60, 61, and 63.
Enables Emergency Medical Technicians (EMTs) to refine their pharmacology skills; integral component of the first semester of the MVC Paramedic Program; prepares paramedic students to deal with basic pharmacology, pharmacokinetics, pharmacodynamics including calculation and administration of prehospital medications. 54 hours lecture and 64 hours laboratory.

EMS-63 - Cardiology 4 units
Prerequisite: None.
Limitation on enrollment: Acceptance into the Paramedic program and concurrent enrollment in EMS-60, 61, and 62.
Enables Emergency Medical Technicians (EMTs) to expand their understanding of management of patients with cardiovascular emergencies. This includes treatment protocols, electrocardiogram interpretation (3-lead and 12-lead), pharmacology, and electrical therapy for patients in cardiac distress. 62 hours lecture and 64 hours laboratory.

EMS-70 - Trauma Management 4 units
Prerequisite: EMS-60, 61, 62 and 63.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-71 concurrently.
The paramedic student will be able to integrate the principles of kinematics to enhance the patient assessment and predict the likelihood of injuries based on the mechanism of injury. 64 hours lecture and 32 hours laboratory.

EMS-71 - Clinical Medical Specialty I 2.5 units
Prerequisite: EMS-60, 61, 62 and 63.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-70 concurrently.
Enables paramedic students to apply theory and skills learned in corequisite courses under supervision of health care professionals in a wide variety of patient care of the sick and injured in a hospital setting. 144 hours laboratory.

EMS-80 - Medical Emergencies 4.5 units
Prerequisite: EMS-70 and 71.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-81, 82 and 83 concurrently.
Prepares the paramedic student for management of patients with medical emergencies; includes selection of appropriate treatment protocols, electrocardiogram interpretation, pharmacology, and interventions that lead to a viable outcome for a patient experiencing a medical emergency. 64 hours lecture and 64 hours laboratory.

EMS-81 - Special Populations 4.5 units
Prerequisite: EMS-70 and 71.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-80, 82 and 83 concurrently.
Prepares second level paramedic students with an overview of issues and problems that are directly impacting the emergency provider. The paramedic student will be educated on how to deal with weapons of mass destruction, bioterrorism, urban terrorism threats and a variety of current topical issues that they will face in an unpredictable environment. 32 hours lecture and 32 hours laboratory.

EMS-82 - Special Topics 2 units
Prerequisite: EMS-70 and 71.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-80, 81 and 83 concurrently.
Provides second level paramedic students with an overview of issues and problems that are directly impacting the emergency provider. The paramedic student will be educated on how to deal with weapons of mass destruction, bioterrorism, urban terrorism threats and a variety of current topical issues that they will face in an unpredictable environment. 32 hours lecture and 32 hours laboratory.

EMS-83 - Clinical Medical Specialty II 2.5 units
Prerequisite: EMS-70 and 71.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-80, 81 and 82 concurrently.
Enables paramedic students to apply theory and skills learned in corequisite courses under supervision of health care professionals in a wide variety of patient care of the sick and injured in a hospital setting. 144 hours laboratory. (TBA option)

EMS-90 - Assessment Based Management 4.5 units
Prerequisite: EMS-80, 81, 82 and 83.
Limitation on enrollment: Acceptance into the Paramedic program. Students must enroll in EMS-91 concurrently.
Prepares fourth level paramedic students to assess and make clinical/field judgments regarding the treatment of the ill or injured patient; focuses on refining existing knowledge and skills. 64 hours lecture and 64 hours laboratory.
EMSI-91 - Paramedic Field Internship 10 units
Prerequisite: EMS-80, 81, 82 and 83.
Limitation on enrollment: Acceptance into the Paramedic program.
Students must enroll in EMS-90 concurrently.
Concluding course of the Paramedic program; provides a minimum of 540 hours of field training under the supervision of an approved preceptor to third level paramedic students; enables students to further refine and develop skills necessary for certification as a Paramedic; includes a wide variety of patient care activities including medical histories; physical examination, patient management and supportive care of the sick injured in a field setting. 540-600 hours laboratory. (TBA option)

ENGLISH
Most four-year colleges and universities will require transfer students to have eight units (two semesters) of composition. English 1A or 1H and 1B or 1BH at Riverside Community College District will meet this requirement.

ENG-1A - English Composition 4 units
UC, CSU (C-ID ENGL 100)
Prerequisite: ENG-50 or 80 or qualifying placement level.
Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will write a minimum of 10,000 words. Classroom instruction integrates Writing and Reading Center activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-1AH - Honors English Composition 4 units
UC, CSU (C-ID ENGL 100)
Prerequisite: ENG-50 or 80 or qualifying placement level.
Limitation on enrollment: Enrollment in the Honors program.
Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will write a minimum of 10,000 words. Honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ENG-1A and ENG-1AH. Classroom instruction integrates Writing and Reading Center activities. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-1B - Critical Thinking and Writing 4 units
UC, CSU
Prerequisite: ENG-1A or 1AH.
Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with Writing and Reading Center activities. Students may not receive credit for both ENG-1B and ENG-1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-1BH - Honors Critical Thinking and Writing 4 units
UC, CSU
Prerequisite: ENG-1A or 1AH.
Limitation on enrollment: Enrollment in the Honors program.
This course develops critical thinking, reading, and writing skills through the formal study of argument and literature. Composition totaling a minimum of 10,000 words serves to correlate writing with reading. Honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ENG-1B and ENG-1BH. Classroom activities integrate with Writing and Reading Center activities. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-4 - Writing Tutor Training 2 units
CSU
Prerequisite: ENG-1A or 1AH.
Designed to prepare students to become peer tutors in the Writing Center. Participants learn specific tutoring techniques and discuss problems, questions, and challenges in tutoring writing. Tutors develop student-centered, non-intrusive tutoring skills that avoid “appropriating the text” (i.e., becoming a proofreader, editor, or co-author). Topics include theory and practice of tutoring writing, including writing as a process, interpersonal communication techniques, cross-cultural tutoring, group learning, and computer programs applicable to writing instruction. 27 hours lecture and 27 hours laboratory. (TBA option)

ENG-6 - British Literature I: Anglo-Saxon 3 units
UC, CSU
Prerequisite: None.
This course develops critical thinking, reading, and writing skills through the formal study of argument and literature. Composition totaling a minimum of 10,000 words serves to correlate writing with reading. Honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ENG-1A and ENG-1AH. Classroom instruction integrates Writing and Reading Center activities. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-7 - British Literature II: Romanticism 3 units
UC, CSU
Prerequisite: None.
A survey of British literature from 1800 to the present, including a comprehensive exposure to the poetry, drama, and fiction of this era as well as a basic understanding of the cultural, intellectual, and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-8 - Introduction to Mythology 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A study of Greco-Roman and other mythological traditions. Emphasizes the historical sources and cultural functions of myths and legends in ancient societies and their continuing relevance to modern thought and culture. 54 hours lecture.
ENG-9 - Introduction to Shakespeare 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of Shakespeare’s plays and poetry, with the primary emphasis on exposing students to a representative sampling of his dramatic works and to the cultural, intellectual, and artistic contexts for his work. Both students who have read Shakespeare before and students who have no experience with Shakespeare are encouraged to take this class. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-10 - Special Studies in Literature 3 units
CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
Designed to provide students with opportunities to focus on specialized areas of literature and/or specific authors, genres or literary themes. Topics are selected according to student and instructor interest and needs. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-11 - Creative Writing 3 units
UC, CSU (C-ID ENGL 200)
Prerequisite: ENG-1A or 1AH.
Studies in fundamental principles and practice of writing fiction and poetry. Lectures and discussions emphasize analysis of professional examples of creative writing and study of creative writing theory. In-class workshops provide practice in creative writing techniques. In-class and out-of-class class writing assignments provide practice in writing techniques and in peer- and self-analysis. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-14 - American Literature I: Pre-Contact through Civil War 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of American literature from the pre-contact period to the Civil War, including a comprehensive exposure to the prose, poetry and fiction of this era as well as a basic understanding of the cultural, intellectual and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-15 - American Literature II: 1860 to the Present 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of American literature from 1860 to the present, including a comprehensive exposure to the prose, poetry, fiction and drama of this era as well as a basic understanding of the cultural, intellectual and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-16 - Introduction to Language 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
A survey of language structure, theory and development, including a study of phonetics, phonology, morphology, semantics and syntax, language variation and change, language acquisition, and the psychological and social issues involved in language learning. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-20 - Survey of African American Literature 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of African American literature from the early oral tradition to the present, including a comprehensive exposure to African American prose, poetry, and fiction as well as a basic understanding of the cultural, intellectual, and artistic trends of African American culture and the relationship to contemporary literature. Students who have taken both ENG-21 and ENG-22 may not receive credit for ENG-20. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-23 - The Bible as Literature 3 units
(Same as HUM-23)
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of the Hebrew Bible and New Testament with emphasis on literary form, styles, and themes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-25 - Latino Literature of the United States 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
Latino literature of the regional United States in all genres from the early oral traditions, chronicles and epic poems of the 15th through 19th centuries to the essays, poems, plays and novels of 20th century authors. The course will also explore Latino history, culture and identity as expressed in the writings of American Latino writers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-30 - Children’s Literature 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
A general survey of children’s literature from early times, with emphasis on contemporary works, including fantasy/science fiction, realistic, multicultural and historical fiction. Both oral and written assignments are required. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-35 - Images of Women in Literature 3 units
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A study of images of women in literature which includes male and female authors and explores the cultural, sociological, political and economic bases for historical and contemporary literary images of women. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
ENG-40 - World Literature I: From Ancient to the Seventeenth Century 3 units
UC, CSU (C-ID ENGL 140)
Prerequisite: None.
Advisory: ENG-1B or 1BH.
Significant works of world literature from Ancient literature to 17th Century, including a comprehensive exposure to the poetic, dramatic, and prose forms of early cultures as well as a basic understanding of the cultural, intellectual, and artistic trends these works embody. Primary emphasis is on literature in translation. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

ENG-50 - Basic English Composition 4 units
Prerequisite: ENG-60B, ESL-55 or qualifying placement level.
Emphasizes and develops skills in critical reading and academic writing as preparation for college-level composition. Students will write a minimum of 5,000 words. Classroom instruction integrates Writing and Reading Center activities. 72 hours lecture and 18 hours laboratory. (TBA option)

ENG-60A - English Fundamentals: Sentence to Paragraph 4 units
Prerequisite: None.
Develops student’s writing, active-reading and grammar skills to basic-level performance. Emphasis is on correct writing at the sentence and paragraph level. 72 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-60A1 - English Fundamentals: Sentence Structure 1 unit
Prerequisite: None.
Develops students’ sentence structure skills to basic-level performance. One of a four-part series that equates with English 60A. Courses in this series may be taken in any order. 18 hours lecture and 4.5 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-60A2 - English Fundamentals: Grammar and Usage 1 unit
Prerequisite: None.
Develops students’ grammar and usage skills to basic-level performance. One of a four-part series that equates with English 60A. Courses in this series may be taken in any order. 18 hours lecture and 4.5 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-60A3 - English Fundamentals: Mechanics and Spelling 1 unit
Prerequisite: None.
Develops students’ mechanics and spelling skills to basic-level performance. One of a four-part series that equates with English 60A. Courses in this series may be taken in any order. 18 hours lecture and 4.5 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-60A4 - English Fundamentals: Paragraph Construction 1 unit
Prerequisite: None.
Develops students’ paragraph writing skills to basic-level performance. One of a four-part series that equates with English 60A. Courses in this series may be taken in any order. 18 hours lecture and 4.5 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-60B - English Fundamentals: Paragraph to Essay 4 units
Prerequisite: ENG-60A or qualifying placement level.
Develops the student’s basic-level writing, active-reading and grammar skills to intermediate-level performance. Emphasis is on correct writing at the paragraph and short-essay level. 18 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

ENG-80 - Preparatory Composition 6 units
Prerequisite: None.
Accelerated preparation for English Composition (ENG 1A), this course offers intensive instruction in the academic reading, reasoning, and writing expected in transfer and associate-degree courses. Students will read college-level texts and write a minimum of 10,000 words. Classroom instruction integrates Writing and Reading Center activities. 108 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course.)

ENG-90B - Special Topics in English: The Research Paper Process 1 unit
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Guides students through the entire research process, which includes choosing the topic; conducting and evaluating research; organizing the research material; pre-writing and multiple drafts; academic formats; and preparation of the final product. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)
### ENGLISH AS A SECOND LANGUAGE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL-51</td>
<td>Basic Writing and Grammar</td>
<td>4</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-51.</td>
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<tr>
<td>ESL-52</td>
<td>Low-intermediate Writing and Grammar</td>
<td>4</td>
<td>Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-51.</td>
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<td>Prerequisite: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-52.</td>
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<tr>
<td>ESL-53</td>
<td>Intermediate Writing and Grammar</td>
<td>4</td>
<td>Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-52.</td>
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<td>Prerequisite: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-53.</td>
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<tr>
<td>ESL-54</td>
<td>High-intermediate Writing and Grammar</td>
<td>5</td>
<td>Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-53.</td>
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<td>Prerequisite: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-54.</td>
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<tr>
<td>ESL-55</td>
<td>Advanced Writing and Grammar</td>
<td>5</td>
<td>Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-54.</td>
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<td>Prerequisite: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-55.</td>
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<tr>
<td>ESL-71</td>
<td>Basic Reading and Vocabulary</td>
<td>4</td>
<td>None.</td>
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<tr>
<td></td>
<td>Prerequisite: Qualifying placement level on a state-approved placement instrument.</td>
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<tr>
<td>ESL-72</td>
<td>Intermediate Reading and Vocabulary</td>
<td>4</td>
<td>None.</td>
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<tr>
<td></td>
<td>Prerequisite: Qualifying placement level on a state-approved placement instrument.</td>
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<tr>
<td>ESL-73</td>
<td>High-intermediate Reading and Vocabulary</td>
<td>4</td>
<td>None.</td>
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<tr>
<td></td>
<td>Prerequisite: Qualifying placement level on a state-approved placement instrument.</td>
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<tr>
<td>ESL-90C</td>
<td>Special Topics in ESL: Preposition Review</td>
<td>1</td>
<td>None.</td>
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<tr>
<td></td>
<td>Prerequisite: Qualifying for ESL-53 or higher.</td>
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<tr>
<td>ESL-90D</td>
<td>Special Topics in ESL: Verb Tense Review</td>
<td>2</td>
<td>None.</td>
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<tr>
<td></td>
<td>Prerequisite: Qualifying for enrollment in ESL-54 or higher.</td>
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<tr>
<td>ESL-90G</td>
<td>Special Topics in ESL: Mastering</td>
<td>1</td>
<td>Articles: A, An, and The.</td>
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<td></td>
<td>Prerequisite: None.</td>
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<td>Advisory: Qualification for enrollment in ESL-53 or higher.</td>
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**Advisory:**
- ESL-51: Enrollment in ESL-51 or 52 or qualifying placement level on a state-approved placement instrument.
- ESL-71: Enrollment in ESL-51 or 52 or qualifying placement level on a state-approved placement instrument.
- ESL-72: Enrollment in ESL-53 or 54.
- ESL-73: Enrollment in ESL-53, 54, 55 or qualifying placement level on a state-approved placement instrument.
- ESL-90C: Qualification for ESL-53 or higher.
- ESL-90D: Qualification for enrollment in ESL-54 or higher.
- ESL-90G: Qualification for enrollment in ESL-53 or higher.
ESL-90H - Special Topics in ESL: Phrases and Clauses  1 unit
Prerequisite: None.
Advisory: Qualification for or enrollment in ESL-53 or higher.
Provides students with basic instruction and practice in using phrases and clauses to write well-structured sentences. Enhances the students' competence in identifying types of phrases and clauses in English and in using proper punctuation with compound and complex sentence structures. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

ESL-90I - Special Topics in ESL: Punctuation Review  1 unit
Prerequisite: None.
Advisory: Qualification for ESL-53 or higher.
Provides students with the conventions of punctuation use in American English. Students will analyze and apply the rules of punctuation. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

ESL-90J - Special Topics in ESL: Spelling Review  1 unit
Prerequisite: None.
Advisory: Qualification for ESL-53 or higher.
Improves students' spelling skills. Students will analyze and apply the rules and principles of spelling in American English. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

ESL-91 - Oral Skills I: Beginning Oral  3 units
Communication
Prerequisite: None.
Advisory: Concurrent enrollment in ESL-51 or 52.
This course emphasizes beginning conversation, pronunciation and idiomatic skills along with basic listening comprehension. Conversational and idiomatic skills focus on fluent and appropriate use of common words and functional expressions in life skills areas — shopping, food, clothing, money/banking, car/license, travel, medicine. Pronunciation focuses on the articulation of English vowels and consonants and on the development of basic English patterns of stress and intonation. Listening stresses understanding verbal instructions and questions, common vocabulary and daily functions in an aural context, main ideas and details in monologues and dialogues. 54 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

ESL-92 - Oral Skills II: Intermediate Oral  3 units
Communication
Prerequisite: None.
Advisory: Concurrent enrollment in ESL-53 or 54.
This course develops intermediate conversation, pronunciation, idiomatic and aural comprehension skills. It is intended for non-native speakers of English who can make themselves understood but are not yet proficient in self-expression. Conversational and idiomatic skills focus on fluent and appropriate use of oral communication skills in a variety of social, business and/or academic situations. Pronunciation focuses on clearer articulation of English vowels and consonants and on increased control of the stress, intonation and rhythm of English. Listening comprehension stresses understanding verbal instructions and questions on campus and in the workplace. Students continue to learn appropriate verbal and non-verbal behavior as well as conversation management techniques to exchange ideas in small and large group communication. 54 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

ESL-93 - Oral Skills III: Advanced Oral  3 units
Communication
Prerequisite: None.
Advisory: Concurrent enrollment in ESL-54, 55 or ENG-50.
This course develops advanced conversation, pronunciation, idiomatic and aural comprehension skills. Conversational and idiomatic skills focus on increasingly fluent communication and interaction skills in complex speaking situations and comfortable use of English in a variety of situations, both academic and professional. Pronunciation focuses on improved clarity of speech and on increased control of the stress, intonation and rhythm of English. Listening comprehension stresses understanding complex syntax, register, nuance and tone in conversations on campus and in the workplace. Students will learn how to speak at length on a given topic, both prepared and extemporaneous, and to understand the subtleties of conversational English. 54 hours lecture and 18 hours laboratory. (Degree credit course. Letter Grade, or Pass/No Pass option.)

ESL-95 - Pronunciation and Accent Reduction  3 units
Prerequisite: None.
Advisory: Qualification for ESL-52 or higher.
Provides students with basic instruction and practice in the oral production of English. Listening activities focus on comprehension of sentences, dialogs and paragraphs at normal speed and on discrimination of sound patterns in American English. Pronunciation focuses on stress, intonation, rhythm, phrasing, reduction, and linking as well as consonants, vowels and digraphs. The course emphasizes overall pronunciation improvement to make spoken communication more intelligible and to approximate more closely native rhythms and intonation. 54 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

FST-1 - Introduction to Film Studies  3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to the movies as an object of academic inquiry. Covers strategies for analyzing the formal elements (mise-en-scene, the shot, editing, and sound) and narrative structures of film. Provides instruction on discussing, researching, and writing about film as a complex form of creative expression rooted within history, society, and culture. Discussion is supported by American and international examples of feature, documentary, and experimental film. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FST-3 - Introduction to International Cinema  3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to international cinema, focusing upon select films, filmmakers, and national cinemas from outside the United States, ranging from film's earliest decades to the present. Films, filmmakers, and national cinemas are studied in relation to questions of artistry, history, genre, style, culture, and politics. Includes an overview of methodologies for analyzing and researching film. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
FST-4 - Introduction to Film Genres 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to classical and contemporary film genres, such as the crime film or the musical, within American and international film. Investigates their origins and evolutions, recognizing their role within creative and social expression, and examining their technical and thematic conventions. Includes a survey of representative film genres, movements and styles. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FST-5 - Fiction and Film: Adaptation 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introductory study of the interplay between twentieth and twenty-first century literature and film from the point of view of the writer and organized around selected case studies of fiction and/or literary non-fiction adapted into film. Examples of literature and film are used to explore adaptation as a creative process. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FIT-1 - Fire Protection Organization 3 units
CSU
Prerequisite: None.
Provides an introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service, fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. 54 hours lecture.

FIT-2 - Fire Behavior and Combustion 3 units
CSU
Prerequisite: None.
Theory and fundamentals of how and why fires start, spread and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents and fire control techniques. Adopted from the National Fire Academy Model Fire Science Associate Degree Curriculum. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FIT-3 - Fire Protection Equipment and Systems 3 units
CSU
Prerequisite: None.
Provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers. 54 hours lecture.

FIT-4 - Building Construction for Fire Protection 3 units
CSU
Prerequisite: None.
This course provides the components of building construction related to firefighting and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations and operating at emergencies. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FIT-5 - Fire Prevention 3 units
CSU
Prerequisite: None.
Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards and the relationship of fire prevention with fire safety education and detection and suppression. 54 hours lecture.

FIT-6 - Fire Apparatus and Equipment 3 units
CSU
Prerequisite: None.
Exposes the student to mechanized equipment operated by the fire service personnel and regulations pertaining to their use. Subject matter includes: driving laws, driving techniques, construction and operation of pumping engines, ladder trucks, aerial platforms, specialized equipment and apparatus maintenance. 54 hours lecture.

FIT-7 - Principles of Fire and Emergency Services Safety and Survival 3 units
CSU
Prerequisite: None.
This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavioral change throughout the emergency services regarding first responder deaths and injuries. 54 hours lecture.

FIT-8 - Strategies and Tactics 3 units
CSU
Prerequisite: None.
Principles of fire control through utilization of manpower, equipment and extinguishing agents, fire command and control procedures; utilization of information on types of building construction in fire control; pre-fire planning; an organized approach to decision making on the fire ground. 54 hours lecture.

FIT-9 - Fire Ground Hydraulics 3 units
CSU
Prerequisite: None.
Provides a review of applied mathematics and hydraulic principles as they relate to fire service applications. Hydraulic formulas will be utilized and mental calculations required. Engine pressure, hose appliances, friction loss and nozzle pressure will be discussed. Adopted from the National Fire Academy Model Fire Science Associate Degree Curriculum. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
FIT-14 - Wildland Fire Control  
CSU  
Prerequisite: None.  
This course provides students with a fundamental knowledge of factors affecting wildland fires including fuel, weather, topography, prevention, fire behavior, public education, and control techniques common to all agencies involved in wildland fire control. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

FIT-200 - Fire Technology Work Experience  
1-2-3-4 units  
CSU*  
Prerequisite: None.  
Advisory: Students should have paid or voluntary employment.  
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

FIT-A1A - Fire Investigation 1A  
2 units  
Prerequisite: None.  
Fundamentals of investigation; causes, chemistry, and physics of fires; collection and preservation of physical evidence; scientific aids; laws relating to arson; case preparation and report writing. This course meets the requirements of the California Fire Academy System. 40 hours lecture. (Certificate fee: $80.00)

FIT-A1B - Fire Investigation 1B  
2 units  
Prerequisite: FIT-A1A.  
This course provides the participants with information to achieve a deeper understanding of fire investigation. This course builds on FITA1A and adds topics of discussion to include the juvenile fire setter, report writing, evidence collection and preservation procedures. 40 hours lecture. (Certificate fee: $80.00)

FIT-A2A - Fire Investigation 2A  
2 units  
Prerequisite: FIT-A1B.  
This course provides the information to successfully investigate, apprehend, and convict arsonists and focuses heavily on the legal case preparation. 40 hours lecture. (Certificate fee: $80.00)

FIT-A2B - Fire Investigation 2B  
2 units  
Prerequisite: FIT-A2A.  
This course provides advanced instruction in fire scene investigation, case preparation and courtroom presentation. 40 hours lecture. (Certificate fee: $80.00)

FIT-C1A - Command 1A, Command Principles for Command Officers  
2 units  
Prerequisite: None.  
Designed to provide fire company officers with information and experience in command and control techniques used at the scene of an emergency. Emphasizes decision making, the act of commanding, the authority, the personnel, organization structure and preplanning and training techniques. 40 hours lecture. (Certificate fee: $80.00)
FIT-C2E - Fire Command 2E, Wildland Firefighting  
Tactics  
1 unit  
Prerequisite: FIT-C1A and C1B.  
Provides line and staff officers and potential line and staff officers  
with the knowledge necessary to perform and coordinate in a  
management/supervisory capacity during an extended wildland fire  
attack related incident. 24 hours lecture and 16 hours laboratory.  
(Certificate fee: $80.00)

FIT-C2M - Incident Management 2  
1 unit  
Prerequisite: None.  
Provides line and staff officers and potential line and staff officers  
with the basic management knowledge necessary to perform and  
coordinate in a management/supervisory capacity during a fire  
incident. Specifically designed for California Department of Forestry  
and Fire Protection employees. 18 hours lecture and 18 hours  
laboratory.

FIT-C19A - Introduction to Wildland Fire Behavior (S-190)  
.25 unit  
Prerequisite: None.  
This introductory course provides instruction in basic wildland fire  
behavior factors that will aid students in the safe and effective control  
of wildland fires. 8 hours lecture.

FIT-C19B - Intermediate Wildland Fire Behavior (S-290)  
.5 unit  
Prerequisite: FIT-C19A.  
This intermediate course is designed to meet the training  
requirements to work in the operations section of the Incident  
Command System. This course is a skill course that is designed to  
instruct prospective fireline supervisors in wildland behavior for  
effective and safe fire management operations. 16 hours lecture and  
16 hours laboratory.

FIT-C20 - Basic Incident Command System (I-200)  
.5 unit  
Prerequisite: None.  
Provides public safety workers and potential public safety workers  
with the knowledge necessary to perform in a support capacity at an  
incident or event being managed within the organizational guidelines,  
defined terminology, and common responsibilities and roles of the  
Incident Command System. 12 hours lecture and 4 hours laboratory.

FIT-C30 - Intermediate Incident Command System (I-300)  
.5 unit  
Prerequisite: FIT-C20.  
This course provides public safety managers and supervisors with the  
terminology, duties and responsibilities of positions within the  
Incident Command System. Organizational relationships, flow of  
information, and emergency incident action planning are topics of  
discussion. The course provides guidelines for organizational growth  
during an emergency incident, and demobilization procedures for an  
emergency incident that is ending. 12 hours lecture and 12 hours  
laboratory.

FIT-C33A - Strike Team Leader All Risk (S-330)  
1.5 unit  
Prerequisite: FIT-C30.  
This course provides students with the necessary information to  
become a State certified Strike Team Leader – All Risk. 28 hours  
lecture and 4 hours laboratory. (Certificate fee: $20.00)

FIT-C39 - Division/Group Supervisor (S-339)  
.25 unit  
Prerequisite: FIT-C30 and C33A.  
Advisory: Prior to attending the course, students should review ICS  
This course provides potential Division/Group supervisors with the  
management skills necessary to perform specific functions within the  
Incident Command System (ICS). 8 hours lecture and 16 hours  
laboratory. (Certificate fee: $20.00)

FIT-C40 - Advanced Incident Command System (I-400)  
.5 unit  
Prerequisite: FIT-C20 and C30.  
This course provides public safety managers with the knowledge and  
skills associated with executive-level authority and decision making  
within the Incident Command System. Managerial theories,  
progressive discipline, conflict resolution, and emergency incident  
action planning will be discussed. This course emphasizes fiscal  
accountability and responsibility, and allocation of emergency  
resources. 12 hours lecture and 12 hours laboratory.

FIT-C41 - Safety Officer (I-404)  
1 unit  
Prerequisite: FIT-C33A, C34A or C34C; and C39 and C40.  
This course introduces new safety officers to the tasks and  
responsibilities associated with being an emergency incident Safety  
Officer within the framework of the Incident Command System.  
Students will analyze safety hazards, draft safety messages and  
memos, brief other students on safety topics, and prepare documents  
and forms associated with on-the-job injuries or deaths. 24 hours  
lecture 8 hours laboratory. (Certificate fee: $20.00)

FIT-C42 - Information Officer (I-403)  
1 unit  
Prerequisite: None.  
Advisory: FIT-C20, C30 and C40.  
This course delivers the information needed for functioning as a  
Public Information Officer in an emergency incident. After  
completing this course the student will be able to represent an  
emergency response agency to the media and the public. The course  
will cover public relations, dealing with the media and the issuing of  
press releases. 24 hours lecture and 8 hours laboratory. (Certificate fee: $20.00)

FIT-C43 - Operations Section Chief All Risk (S-430)  
1 unit  
Prerequisite: FIT-C39, C40.  
Limitation on enrollment: Must be associated with a fire department  
at the Company Officer level. This course meets all requirements of  
the Firescope All Risk qualification system for the position of  
Operations Section Chief. Additionally, this course complies with the  
Wildland Fire Qualifications System set forth in 310-1 and the  
National Wildfire Coordinating Group. 24 hours lecture and 8 hours  
laboratory. (Certificate fee: $20.00)
FIT-E2A - First Responder Medical 2 units
*Prerequisite: None.*
This course is specifically designed for pre-hospital emergency medical personnel, with special emphasis on field application practices and techniques vital to the interaction with EMS personnel. 38 hours lecture and 18 hours laboratory.

FIT-E3D - Emergency Medical Technician 1 unit
Continuing Education
*Prerequisite: None.*
*Limitation on enrollment: Must have current EMT certification*
This course is designed to provide fire service personnel with annually required continuing education in pre-hospital emergency medical care at the EMT-1 level. 20 hours lecture and 12 hours laboratory.

FIT-E7A - Public Safety First Aid and Cardiopulmonary Resuscitation .5 unit
*Prerequisite: None.*
This course is designed specifically for non-first responder personnel, with special emphasis on field application practices and techniques vital to the interaction with EMS personnel. 16 hours lecture and 16 hours laboratory.

FIT-H2 - Hazardous Materials First Responder .5 unit Operational
*Prerequisite: None.*
Provides public safety workers and other likely first responders with the knowledge and skill to respond to hazardous materials emergencies in a safe and competent manner, at the basic operational level. 14 hours lecture and 2 hours laboratory. (Letter Grade, or Pass/No Pass option.)

FIT-H3 - Hazardous Materials First Responder .25 unit Operational-Decontamination
*Prerequisite: FIT-H2.*
Provides Hazardous Material First Responder Operations (FRO) Certified individuals with information and techniques to perform decontamination at Hazardous Materials Incidents. This includes decontamination of responding personnel, general public, and equipment from hazardous materials to ensure protection of life, environment, and surrounding property. 4 hours lecture and 4 hours laboratory. (Letter Grade, or Pass/No Pass option.)

FIT-I1A - Instructor 1A, Instructional Techniques 2 units
*Prerequisite: None.*
This is the first of a two course series and is the standard State Board of Fire Services accredited course for trainers. Topics include: occupational analysis, course outlines, concepts of learning, levels of instruction, behavioral objectives, using lesson plans, the psychology of learning and evaluation and effectiveness. Activities include student teaching demonstrations. 40 hours lecture. (Certificate: $80.00)

FIT-I1B - Instructor 1B, Instructional Techniques 2 units
*Prerequisite: FIT-I1A.*
This is the second of a two course series and is the standard State Board of Fire Services accredited course for trainers. Topics include: preparing course outlines, establishing levels of instruction, constructing behavioral objectives, using lesson plans, instructional aid development, fundamentals of testing and measurements, test planning, evaluation techniques and tools. Activities include student teaching demonstrations. 40 hours lecture. (Certificate fee: $80.00)

FIT-I1C - Instructor 1C, supervisor’s technique .5 unit
Management/Supervision for Company Officers
*Prerequisite: None.*
This course is designed to prepare or enhance the first line supervisor’s ability to supervise subordinates. The course introduces key management concepts and practices utilized in the California Fire Service. The course includes discussions about decision making, time management, leadership styles, personal evaluations and counseling guidelines. 40 hours lecture. (Certificate: $80.00)
FIT-M2A - Organizational Development and Human Relations 2 units

Prerequisite: FIT-M1.

This course provides the student with the basic grounding in some of the principles of managing in organizations. Students will work together to develop some job-related skills such as general skills of managers, diversity, self-knowledge, problem solving values, motivation, performance management and organizational politics. 40 hours lecture. (Certificate fee: $80.00)

FIT-M2B - Fire Management 2B, Fire Service 2 units

Prerequisite: FIT-M1.

This course is designed to provide insight into the cyclical nature of budgeting financial management. As a management course, the student will become familiar with the essential elements of the financial planning, budget justification and budget controls. 40 hours lecture. (Certificate fee: $80.00)

FIT-M2C - Management 2C, Personnel and Labor Relations 2 units

Prerequisite: FIT-M1 and M2A.

This course is designed to provide the fire manager with advanced knowledge and insight into fire personnel, human resource, diversity management, legal mandates, labor relations and related areas. Methodology will include presentations, case study, exercises and focused discussions. This course is approved by the California State Fire Marshal. 40 hours lecture. (Certificate fee: $80.00)

FIT-M2D - Fire Management 2D, Master Planning 2 units

Prerequisite: FIT-M1.

This course is intended to provide fire department officers with the capability to plan and manage the local fire protection system. Completion of this course will provide the participants with information and discussion centering around program planning, master planning, forecasting, system analysis, system design, policy analysis and others. 40 hours lecture. (Certificate fee: $80.00)

FIT-M2E - Contemporary Issues and Concepts 2 units

Prerequisite: FIT-M2A and M2B.

This course provides an overview of contemporary management issues and concepts. Key topics include governmental relations, changing/setting policy formation, program management, personnel, labor relations, and legal environment. 40 hours lecture. (Certificate fee: $80.00)

FIT-M20 - Developing a Personal Philosophy of Leadership 1 unit

Prerequisite: None.

This course will introduce the California Public Safety Leadership Certificate Program, providing the participant with a deepened understanding of self as it relates to leadership philosophies, knowledge, skills, and abilities. Each participant will explore his or her own core values and begin to develop a personal philosophy of leadership. Through course presentations, dialogue and learning activities the participant will identify his or her leadership roles in the community to include self, family, professional, and social, as well as define the difference between leaders and managers. The participant will complete self-assessments to gain insights into his or her personal leadership style and characteristics and participate in video and written case studies to further explore his or her understanding of leadership. 24 hours lecture and 16 hours laboratory.

FIT-M21 - Leading Others 1.5 units

Prerequisite: None.

This course provides students with the knowledge, skills, and abilities to effectively lead others. The participant will explore various roles of leadership as they relate to being a team builder, delegator, conflict manager, coach, or mentor, as well as interpersonal leader follower relationships. Students will gain an understanding of the communication process, empowering others, conflict resolution methods, leading in a diverse environment and facilitating change. Case studies, video analysis, and other interactive learning processes will be used to explore the dynamic relationship of leaders and followers. 32 hours lecture and 8 hours laboratory.

FIT-M22 - Organizational Leadership 1 unit

Prerequisite: None.

This course provides students with the opportunity to explore the leadership process within organizational settings. The leader-follower relationship is discussed, as well as the influence of organizational culture on leadership effectiveness. Students will gain an understanding of the components and processes of a learning organization and gain insights into the concept of defensive reasoning within organizations. Case studies, video analysis, selected readings, and group activities will be used to help students further understand theories and principles of organizational leadership. 20 hours lecture and 20 hours laboratory.

FIT-M23 - Ethics and the Challenge of Leadership 1 unit

Prerequisite: None.

In this course students will explore theories and practices of ethical leadership including the use of ethical decision-making models. Students will use a variety of learning modalities including case studies, video analysis, and critical thinking scenarios to explore ethical dilemmas. Presentation and class dialogue will define challenges facing a leader in today’s diverse and dynamic organizations. Personal action plans including practical opportunities for leadership will be reviewed. Students will develop strategies for leading in the challenging public safety environment. 24 hours lecture and 16 hours laboratory.
FIT-P1A - Prevention 1A, Fire Inspection Practices 2 units
Prerequisite: None.
This course of study provides a broad technical overview of fire prevention codes, ordinances and fire prevention practices. 40 hours lecture. (Certificate fee: $80.00)

FIT-P1B - Prevention 1B, Code Enforcement 2 units
Prerequisite: FIT-P1A.
This course focuses on the codes, ordinances and statutes that pertain to fire prevention practices in California. Some topics of discussion include: building construction and occupancy, evacuation procedures, inspection reports and processing plans. 40 hours lecture. (Certificate fee: $80.00)

FIT-P1C - Prevention 1C, Flammable Liquids and Gases 2 units
Prerequisite: FIT-P1A and P1B.
This course focuses on the special hazards associated with flammable combustible liquids and gases. Some topics of discussion include: bulk storage and handling, transportation of flammable gases and liquids and more. 40 hours lecture. (Certificate fee: $80.00)

FIT-R1A - Rescue Systems .5 unit
Prerequisite: None.
This course includes: heavy rescue team organization; heavy rescue considerations (blocked access, structural damage, environmental considerations); use of ropes, knots, rigging and pulley systems; descending, rappelling and belaying tools and techniques; subsurface rescue techniques; use of cribbing, wedges; use of ladders in specialized rescue situations; and simulated rescue exercises. 45 hours laboratory.

FIT-R2A - Confined Space Rescue - Awareness Level .5 unit
Prerequisite: None.
This introductory course presents an overview of confined space definitions and operating restrictions and principles. The course includes: confined space codes, atmospheric hazards and monitoring and confined area operation perimeters. 9 hours lecture.

FIT-R2B - Confined Space Rescue - Operational Level 1 unit
Prerequisite: FIT-R2A.
This course presents a review of confined space definitions and operating restrictions and principles, then moves the student through a series of drills and scenarios for practical application of the skills and techniques presented. 12 hours lecture and 28 hours laboratory.

FIT-R3 - Basic Automobile Extrication .25 unit
Prerequisite: None.
This course provides students with fundamental automobile extrication techniques. Course content includes: team organization, rescue and safety considerations, use of hand tools, use of hydraulic and pneumatic tools, stabilization techniques, and scene management. 4 hours lecture and 12 hours laboratory. (Letter Grade, or Pass/No Pass option.)

FIT-R4 - Low Angle Rescue-Introduction to .25 unit
Rescue Systems
Prerequisite: None.
Designed to equip the student with the techniques and methods for using rope, webbing, hardware friction devices, and litters in low angle rescue situations. Areas covered include: Rope and related equipment, anchor systems, safety lines, stretcher lashing and rigging, mechanical advantage systems and single line and two line rescue systems. 4 hours lecture and 20 hours laboratory.

FIT-R7 - Trench Rescue for Fire Service Personnel .25 unit
Prerequisite: None.
This course is designed to train fire service personnel in hands-on application of the techniques necessary to safely effect a rescue from an excavation or trenching cave-in. Topics include critical considerations while responding to trenching emergencies, evaluation of cave-in scenes, basic life support procedures and temporary protection for victims, specialized tool usage, shoring techniques and below grade rescue safety procedures. 4 hours lecture and 12 hours laboratory.

FIT-S1A - Fire Apparatus Driver/Operator 1A, 1 unit
Prerequisite: None.
Advisory: California Firefighter I Certification.
Limitation on enrollment: Class B California Driver’s License or California Firefighter Restricted License.
This course is designed to provide the student with information on driving techniques for emergency vehicles and techniques of basic inspection and maintenance of emergency vehicles, including actual driving exercises under simulated emergency conditions. 24 hours lecture and 16 hours laboratory. (Certificate fee: $80.00)

FIT-S1B - Fire Apparatus Driver/Operator 1B, 1 unit
Pump Operations
Prerequisite: None.
Advisory: California Firefighter I Certification.
Limitation on enrollment: Class B California Driver’s License or California Firefighter Restricted License.
This course is designed to provide the student with information, theory, methods and techniques for operating fire service pumps. 24 hours lecture and 16 hours laboratory. (Certificate fee: $80.00)
FIT-S2 - Truck Operations 3 units
Prerequisite: None.
This course includes aerial physics, ground ladder testing, positive power ventilation techniques, vertical ventilation techniques, special rescue considerations for aerial apparatus and standard truck equipment, high rise building incident command procedures, elevator construction, fire service systems and rescue techniques, building search and rescue techniques, salvage and overhaul operations, methods of commercial and residential forcible entry, chain saw safety and maintenance and rapid intervention crew tactics. 45 hours lecture and 50 hours laboratory.

FIT-S3 - Basic Firefighter Academy 19 units
Prerequisite: EMS 50, 51, FIT-1 and FIT-S3A.
Advisory: ENG-50, MAT-52 and REA-82 or qualifying test scores
Limitation on enrollment: Successful completion of the Certified Physical Abilities Test (CPAT or Biddle) within nine months of the start date of the fire academy and a Fire Academy Medical Clearance once the student has been offered placement in the Fire Academy program.
Provides individuals with the knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks. Tasks include basic rescue operations, auto extraction, basic fire suppression, prevention and investigation, Incident Command System (ICS), hazardous materials, and tool selection and identification. Students will also learn to use, inspect and maintain various types of fire fighting and rescue equipment. Completion of this course satisfies the manipulative and academic training requirements as established by the California State Fire Marshal to become certified as a Fire Fighter I. 235 hours lecture and 325 hours laboratory. (Certificate fee: $329.60)

FIT-S3A - Introduction to Fire Academy and Physical Conditioning for Fire Academy Students 1 unit
Prerequisite: None.
This course is a six-week physical conditioning and Fire Academy orientation program that prepares future Fire Academy cadets for the physical and emotional demands of the Fire Academy. Students will participate in muscular strength development, cardio-respiratory endurance training, body composition assessment, physical agility and flexibility training. Additionally, students will be introduced to the paramilitary format of the Fire Academy, and the expectations that are placed on Fire Academy cadets. 24 hours lecture and 24 hours laboratory.

FIT-S4 - CDF Firefighter 1 - Basic Academy 2 units
Prerequisite: None.
This course introduces the novice firefighter to the duties required in both wildland and structural firefighting as part of an engine crew. It is comprised from the minimum training requirements for entry-level seasonal firefighters for the California Department of Forestry and Fire Protection. Fundamentals of wildland fire control and techniques in structural fire control are covered with a strong emphasis on safety. Subjects covered include: fire behavior and terminology, tools used in firefighting, protective clothing and safety equipment, strategies and tactics used in firefighting, storage and deployment of fire hose. 30 hours lecture and 42 hours laboratory.

FIT-S5A - Wildland Safety and Survival 0.25 unit
Prerequisite: None.
Provides firefighters with an appreciation of how serious the firefighter wildland injury and death problem is, an appreciation of his or her responsibility for reducing future injuries and deaths in the rural fire setting, and information for improving safety considerations in the wildland and wildland interface aspects of the firefighter’s job. 8 hours lecture.

FIT-S13 - Fire Control 3, Structural Firefighting 0.25 unit
Prerequisite: None.
This course utilizes the burning of buildings to provide students with hands-on experience in combating fire involving liquefied petroleum gas and flammable liquid fires. Subjects include flammable liquid and gas fire behavior, safety, extinguishing agents, transportation fires, water flow requirements and live fire fighting. 6 hours lecture and 18 hours laboratory.

FIT-S14 - Fire Control 4, Oil and Gas Fire Fighting 0.25 unit
Prerequisite: None.
This course utilizes live fire situations to provide hands-on experience in combating fire involving liquefied petroleum gas and flammable liquid fires. Subjects include flammable liquid and gas fire behavior, safety, extinguishing agents, transportation fires, water flow requirements and live fire fighting. 6 hours lecture and 18 hours laboratory.

FIT-S17 - Volunteer Firefighter Trainee Academy 1.5 units
Prerequisite: None.
This course introduces recruit firefighters to the duties required of the trainee volunteer firefighter. It is comprised of the minimum training requirements for entry-level volunteer firefighters for the Riverside County Fire Department. Subjects covered include fire station orientation, fire terminology, communicable disease awareness, tools used in firefighting, protective clothing and safety equipment, storage and deployment of fire hose. 31 hours lecture and 19 hours laboratory.

FIT-S21 - Public Safety Honor Guard Academy 1.5 units
Prerequisite: None.
This course provides individuals with the knowledge and skills to perform, under minimal supervision, basic and essential honor guard drill and funeral management. These shall include basic military drill, ceremonial skills, history of honor and color guards, funeral types and options, pre-funeral preparations, flag etiquette, church and casket procedures and a basic knowledge of the Incident Command System. In addition, students will learn to use, inspect and maintain various types of fire fighting and rescue equipment for ceremonial details. Completion of this course satisfies the manipulative and academic training requirements for the public safety honor guard academy. 18 hours lecture and 30 hours laboratory.

FIT-TI1A Training Instructor 1A 1.5 units
Prerequisite: None.
The first of a three-course series designed to prepare fire service personnel for the teaching and training responsibilities under the positions of fire officer and training officer. This course required to become a certified instructor for the California State Fire Marshal's State Fire Training system. 27 hours lecture and 16 hours laboratory. (Certificate fee: $80.00)
FIT-TI1B Training Instructor 1B 1.5 units
Prerequisite: FIT-TI1A.
The second of a three-course series designed to teach fire service instructors and training officers the methods and techniques of instruction. This course is certified by the California State Fire Marshal, and is applicable to the SFM Fire Officer and SFM Fire Service Instructor tracks of the California State Fire Marshal Professional Development and Certification System. 20 hours lecture and 27 hours laboratory. (Certificate fee: $80.00)

FIT-TI1C Instructional Development Techniques 1.5 units
Prerequisite: FIT-TI1B.
The third of a three-course series for fire service instructors. This course is certified by the California State Fire Marshal, and is part of the professional development track Fire Instructor series within the California State Fire Marshal system. 27 hours lecture and 16 hours laboratory. (Certificate fee: $80.00)

GEG-1 - Physical Geography 3 units
UC, CSU (C-ID GEOG 110)
Prerequisite: None.
The interacting physical processes of air, water, land, and life which impact Earth’s surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

GEG-1H - Honors Physical Geography 3 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Honors program.
The interacting physical processes of air, water, land, and life which impact Earth’s surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. The honors course offers an enriched experience for accelerated students by limited class size, seminar format, student generated and led discussions and projects, the application of higher level thinking, reading, and writing skills – analysis, synthesis, and evaluation. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

GEG-2 - Human Geography 3 units
UC, CSU
Prerequisite: None.
The geographic analysis of the human imprint on the planet. A study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions emphasizing demography, languages, religions, urbanization, landscape modification, political units and nationalism, economic systems and development. Emphasis is given to interrelationships between human activities and the biophysical environment. 54 hours lecture.

GEG-3 - World Regional Geography 3 units
UC, CSU
Prerequisite: None.
A study of major world regions, emphasizing current characteristics and issues including cultural, economic, political and environmental conditions. Topics may include the natural environment, population distribution, cultural practices, political institutions, economic development, agricultural practices, and urbanization. 54 hours lecture.

GUI-45 - Introduction to College 1 unit
CSU
Prerequisite: None.
Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

GUI-46 - Introduction to the Transfer Process 1 unit
CSU
Prerequisite: None.
Provides an introduction to the transfer process. This course includes an in-depth exploration of transfer requirements, admission procedures, requirements for majors, and financial aid opportunities. The information learned will enable students to make informed choices on majors, four-year institutions and in academic planning. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)
GUI-47 - Career Exploration and Life Planning 3 units
UC, CSU
Prerequisite: None.
In depth career and life planning: topics include extensive exploration of one’s values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one’s skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

GUI-48 - College Success Strategies 2 units
Prerequisite: None.
UC, CSU
This comprehensive course integrates personal growth and values, academic study strategies and critical thinking techniques. Students will obtain skills and personal/interpersonal awareness necessary to succeed in college. 36 hours lecture.

GUI-48A - College Success Strategies- Study Skills 1 unit
Prerequisite: None.
CSU
This course is designed to increase the student’s success in college by assisting the student in obtaining study skills necessary to reach educational and career goals. Topics include time management, test taking and study techniques. GUI-48A is equivalent to the first half of GUI-48. 18 hours lecture.

GUI-48B - College Success Strategies- Life Skills 1 unit
Prerequisite: None.
CSU
This course is designed to increase the student’s success in college by assisting the student in obtaining life skills necessary to reach educational and career goals. Topics include communication and relationships, critical thinking and personal health. GUI-48B is equivalent to the second half of GUI-48. 18 hours lecture.

HES-1 - Health Science 3 units
UC, CSU
Prerequisite: None.
This course is a general education course that offers a basic study of human health and health care as revealed in the anatomy and physiology of the body, nutrition, exercise, stress management, weight management, protection from degenerative and communicable diseases, personal safety, environmental health, and professional medical care. The scientifically discussed dimensions of wellness include body, mind and spirit. Students will explore making responsible decisions regarding all aspects of healthy life style including getting fit, disease prevention and treatments, substances use and abuse, human sexuality, and selection of health providers. This course satisfies the California requirement in drug, alcohol, tobacco and nutrition education for teacher certification. 54 hours lecture.

HEALTHCARE TECHNICIAN

HET-79 - Introduction to Healthcare Careers 2 units
Prerequisite: None.
Provides an overview of healthcare industry, describes entry-level occupations and outlines related career ladder. Explores professional and educational options. Focuses on developing competencies and skills required for success in healthcare professions. Includes ethical, legal, developmental and sociocultural foundations of care. 36 hours lecture.

HET-80 - Certified Nurse Assistant Theory and Practices 6 units
Prerequisite: None.
Limitation on enrollment: Requires fingerprinting and submission of application for state certification examination, current CPR certification and titers, medical clearance from healthcare provider, uniform and MVC HET I.D. badge.
Provides theoretical and clinical laboratory components of state-mandated curriculum required to take the state certification examination for nurse assistants. Complies with federal regulations for preparing healthcare workers in long-term care settings. Focuses on the role, performance and responsibilities of certified nurse assistants (CNAs) as members of the healthcare team. Requires evaluation of clinical performance through demonstrated competence on identified skills. 72 hours lecture and 108 hours laboratory. (TBA option)

HET-82 - Phlebotomy Technician 5 units
Prerequisite: None.
Advisory: The California Department of Health Services requires that applicants for certification as a phlebotomist have a high school diploma or equivalent and the ability to obtain and process official documents in English.
Limitation on enrollment: Prior to beginning of clinical laboratory component, requires evidence of current CPR certification and titers, and medical clearance from healthcare provider to be on file in the department office; clinical laboratory experience requires wearing a green scrubs uniform and MVC/RCC HET I.D. badge.
Provides theoretical and laboratory preparation for entry level certification as a phlebotomy technician; includes overview of federal and state regulations governing clinical laboratories; focuses on vascular anatomy and physiology and performance of venipuncture and dermal puncture techniques, describes additional responsibilities of phlebotomy technicians as members of the health care team; requires demonstration of skill competency. 54 hours lecture and 108 hours laboratory.

HET-86 - Acute Care Nurse Assistant 1 unit
Prerequisite: HET-80. (Evidence of Certification as a Nurse Assistant also acceptable.)
Limitation on enrollment: Current CPR certification and titers, medical clearance from healthcare provider and uniform with MVC/RCC HET I.D. badge.
Designed to assist Certified Nurse Assistants in adapting their nursing skills to the requirements of clients in acute care settings. Includes demonstration of required skills and supervised practice in acute care clinical settings. 54 hours laboratory.
HET-87 - Restorative Nurse Assistant 2 units
Prerequisite: HET-80. (Evidence of Certification as a Nurse Assistant also acceptable.)
Limitation on enrollment: Current CPR certification and titers, medical clearance from healthcare provider and uniform with MVC/RCC HET I.D. badge.
Prepares Certified Nurse Assistants (CNAs) for career advancement as Restorative Nurse Assistants (RNAs). Provides overview of rehabilitative and restorative nursing care. Focuses on the roles and responsibilities of RNAs. Includes discussion of federal and state regulations, principles of rehabilitative and restorative care and supervised clinical practice in long-term care settings. 28 hours lecture and 28 hours laboratory.

HIS-1 - History of World Civilizations I 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
A survey of the historical development of global societies, major social, political and economic ideas and institutions from their origins until the 16th century. Principal areas to be covered are: African civilizations of the Nile and sub-Saharan areas, Mesopotamian civilizations, Greek and Roman civilizations, Medieval and Reformation Europe, the Indus River, China and Japan. 54 hours lecture.

HIS-2 - History of World Civilizations II 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
A survey of the evolution of modern world civilizations from the 16th century emergence of new global, political, economic, social and intellectual patterns, through the era of industrialization and imperialism, to the world wars of the 20th century and the present. 54 hours lecture.

HIS-4 - History of Western Civilization 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
A survey of the historical development of Western society’s major social, political, and economical ideas and institutions from their origins in the ancient Middle East, Greece and Rome, through the European Middle Ages, to the Protestant and Catholic Reformations. 54 hours lecture.

HIS-5 - History of Western Civilization 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
A survey of the evolution of modern Western ideas and institutions from the age of the Scientific Revolution, through the Democratic and Industrial Revolutions and the World Wars to the present. 54 hours lecture.

HIS-6 - Political and Social History of the United States 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
Political, social and economic development of the United States from colonial foundations to 1877; the evolution of American thought and institutions; principles of state and local government. Students may not receive credit for both HIS-6 and HIS-6H. 54 hours lecture.

HIS-6H - Honors Political and Social History of the United States 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
Limitation on enrollment: Enrollment in the Honors program.
Political, social and economic development of the United States from colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. The honors course offers an enriched experience for accelerated students by limited class size, seminar format, student generated and led discussions and projects, the application of higher level thinking, reading, and writing skills - analysis, synthesis, and evaluation. Students may not receive credit for both HIS-6 and HIS-6H. 54 hours lecture.

HIS-7 - Political and Social History of the United States 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institutions; principles of national, state and local government. The honors course offers an enriched experience for accelerated students by limited class size, seminar format, student generated and led discussions and projects, the application of higher level thinking, reading, and writing skills - analysis, synthesis, and evaluation. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

HIS-7H - Honors Political and Social History of the United States 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-IA.
Limitation on enrollment: Enrollment in the Honors program.
Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institutions; principles of national, state and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.
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<th>Course Code</th>
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<td>History of the Americas</td>
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<td>A history of the Western Hemisphere including a study of the pre-Columbian Indian cultures, European exploration and colonization, life in the colonial Americas, and the achievement of independence by the United States and Latin America. Latin America, Canada, and the United States are studied as an integrated whole. Included is a consideration of the Constitution of the United States. 54 hours lecture.</td>
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<tr>
<td>HIS-9</td>
<td>History of the Americas</td>
<td>3</td>
<td>UC, CSU</td>
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<td></td>
<td>Prerequisite: None.</td>
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<td>Advisory: Qualifying reading placement level.</td>
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<td>The American nations from the Latin American wars for independence to the present, with emphasis on Latin American development, inter-American relations, and the foreign policy of the United States and its relation to Latin America. The constitutional history and government of California are also examined. 54 hours lecture.</td>
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<tr>
<td>HIS-11</td>
<td>Military History of the United States to 1900</td>
<td>3</td>
<td>UC, CSU</td>
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<td>(Same as MIL-1)</td>
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<td>Prerequisite: None.</td>
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<td></td>
<td>An examination of the evolution of American military and naval practices and institutions as they have developed through the major wars involving the United States up to 1900. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.</td>
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<tr>
<td>HIS-12</td>
<td>Military History of the United States Since 1900</td>
<td>3</td>
<td>UC, CSU</td>
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<td>(Same as MIL-2)</td>
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<td>Prerequisite: None.</td>
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<td>An examination of the evolution of military and naval practices and institutions as they have developed through major wars of the twentieth century, with emphasis upon two world wars. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.</td>
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<tr>
<td>HIS-14</td>
<td>African American History I</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td>Advisory: Qualification for ENG-1A.</td>
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<td>A selected study of the complex continent from which African Americans came with special emphasis on the historical, political and socioeconomic aspects of African civilizations in Egypt and the western Sudan; the transformation of the continent and of Africans through the transatlantic slave trade; and a study of the African American experience during their confinement as slaves in British North America and the early national and antebellum periods through the Civil War and Emancipation. 54 hours lecture.</td>
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<td>HIS-15</td>
<td>African American History II</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td>Advisory: Qualification for ENG-1A.</td>
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<td></td>
<td>A study of the economic, political, social and cultural history and traditions of African Americans since Reconstruction. An examination of African American struggle for identity and status since the late 19th century including: concepts of integration, segregation, accommodation, nationalism, separatism, Pan Africanism; social forces of Jim Crow, Great Migration, Harlem Renaissance, legislative and political action, Civil Rights Revolution and concerns of post civil rights era. 54 hours lecture.</td>
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<tr>
<td>HIS-21</td>
<td>History of Ancient Greece</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td>Advisory: Qualification for ENG-1A.</td>
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<td></td>
<td>A survey of Greek history from Minoan and Mycenaean civilizations through the Hellenistic period. Emphasizes the development of Greek culture from its earlier Mediterranean origins through the development of Athenian democracy and Alexander’s conquest. 54 hours lecture.</td>
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<tr>
<td>HIS-22</td>
<td>History of Ancient Rome</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td>Advisory: Qualification for ENG-1A.</td>
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<td>A lecture course offering an overview of Roman history and civilization from the legendary founding of Rome in 753 B.C. to the collapse of the Roman Empire’s central administration in the West in 476 A.D. 54 hours lecture.</td>
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<tr>
<td>HIS-26</td>
<td>History of California</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td></td>
<td>A history of California from the pre-Columbian period to the present, with emphasis on the period since statehood in 1850. 54 hours lecture.</td>
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<tr>
<td>HIS-30</td>
<td>Introduction to Chicano Studies</td>
<td>3</td>
<td>UC, CSU</td>
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<td>Prerequisite: None.</td>
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<td>Advisory: Qualifying reading placement level.</td>
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<td>Historical and cultural roots of the Chicano population of the United States from the Spanish and Mexican colonial period to the 1950s. Considers the Constitution of the United States and its relevance to Chicanos as America’s second largest minority group. 54 hours lecture.</td>
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<tr>
<td>HIS-31</td>
<td>Introduction to Chicano Studies</td>
<td>3</td>
<td>UC, CSU</td>
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<td></td>
<td>Prerequisite: None.</td>
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<td></td>
<td>A survey of regional Chicano history and social problems from 1950 to the present. Included is an examination of the principles of state and local government as well as political, economic and social forces as they relate to contemporary Chicano problems. 54 hours lecture.</td>
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</tbody>
</table>
HIS-34 - History of Women in America 3 units
UC, CSU
Prerequisite: None.
A survey of the political, social, and cultural institutions which have shaped the role and character of women in America. The historical role of women in the development of the nation, and the ongoing struggle to achieve political, economic, and social equality will be examined. 54 hours lecture.

HIS-35 - History of England 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualifying reading placement level.
A historical survey of developments of the major social, political, and economic ideas and institutions of England from the Roman occupation, the coming of the Anglo-Saxons, and the Norman Invasion, the Tudor and Stuart reigns, the Age of the Enlightenment, and modern England. 54 hours lecture.

HOMELAND SECURITY

HLS-1 - Introduction to Homeland Security 3 units
CSU
Prerequisite: None.
Course is designed to introduce students to a comprehensive overview of homeland security from an all-hazard, multidisciplinary perspective. Students will examine threats to homeland security, including natural and technological disasters, as well as acts of domestic and international terrorism, including weapons of mass destruction. Students will review the roles and responsibilities of government agencies, private organizations, and individual citizens in homeland security including but not limited to law enforcement, fire, EMS, public health, education, mental health, and special districts (water, utilities, sanitation). Students will meet the state and federal requirements for certification in SEMS/NIMS by completing: IS 100 (Introduction to Incident Command), IS 200 (ICS for Single Resources and Initial Action Incidents), IS 700 (National Incident Management System: An Introduction) and IS 800 (National Response Plan: An Introduction). 54 hours lecture.

HLS-2 - Preparedness for Emergencies, Disasters 3 units and Homeland Security Incidents
CSU
Prerequisite: HLS-1.
This course is designed to instruct students in the theory and practice of basic preparedness for major incidents such as terrorist attacks, disasters both natural and man-made. Students will receive a comprehensive examination of mitigation and preparation from a multi-disciplinary perspective. Specific topics of discussion include trainings and exercises, supplies and equipment and necessary documentation. 54 hours lecture.

HLS-3 - Response to Emergencies, Disasters 3 units and Homeland Security Incidents
CSU
Prerequisite: HLS-1.
This course is designed to instruct students in the theory and practice of response to major incidents such as terrorist attacks and disasters both natural and man-made. Students will undertake a comprehensive examination of response structure from local, state and Federal agency perspectives. Specific topics of discussion include differences in roles and responsibilities, Incident Command System, communication among response agencies and the role of volunteer agencies in response. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

HLS-4 - Recovery in Emergencies, Disasters 3 units and Homeland Security Incidents
CSU
Prerequisite: HLS-1.
This course is designed to introduce students to recovery issues that may ensue following a disaster, emergency, or homeland security incident. Students will conduct a comprehensive examination of recovery from a multi-disciplinary perspective. Specific topics of discussion and analysis include recovery planning, supplies and equipment and necessary documentation. 54 hours lecture.

HLS-5 - Investigation of Emergencies, Disasters 3 units and Homeland Security Incidents
CSU
Prerequisite: HLS-1.
This course is designed to instruct first responders, emergency personnel and community members in the theory and practice of basic investigative techniques, challenges and strategies for major incidents such as terrorist attacks, manmade and natural disasters. Students will receive a comprehensive examination of investigation from a multidisciplinary perspective. Specific topics of discussion include different types of investigations, legal issues, resources and necessary documentation. 54 hours lecture.

HLS-6 - Case Studies in Emergencies, 3 units Disasters and Homeland Security Incidents
CSU
Prerequisite: HLS-1.
This course is designed to introduce students to case studies of historical emergencies, disasters and Homeland Security incidents and how they relate to preparedness for future events. Students will focus on a variety of case studies from an all-hazard, multi-disciplinary perspective. Students will examine case studies covering both current and historical events, including disasters and terrorist events, and responses at local, state, national and international levels. Students will evaluate the lessons learned from these events and their impact on society and current policy. 54 hours lecture.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMS-4</td>
<td>Introduction to Human Services</td>
<td>3</td>
<td>CSU</td>
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<tr>
<td>Prerequisite: None.</td>
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<tr>
<td>This is an introductory course for students interested in a career in Human Services. Covers the history of Human Services, types and functions of Human Services agencies, careers in Human Services, skills utilized in the Human Services professions, ethics, current trends and issues, human need theory and self-support techniques for Human Services workers. 54 hours lecture.</td>
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<tr>
<td>HMS-5</td>
<td>Introduction to Evaluation and Counseling</td>
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<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>This is an introduction to the basic skills and techniques of evaluation and counseling. Course covers listening, responding, building trust, questioning, assessment, reflecting strengths, referral, values and ethics. Designed for professionals and paraprofessionals in Human Services positions and students preparing for a career in Human Services. 54 hours lecture.</td>
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<tr>
<td>HMS-6</td>
<td>Introduction to Case Management</td>
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<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>This is an introductory course that familiarizes students with the basic concepts and skills of case management. Course covers philosophy, ethics, concepts, assessment, documentation, record keeping, plan development, linking to community agencies, services monitoring and an overview of benefits programs. Designed to provide students with knowledge and skills that can be applied to a variety of Human Service settings. 54 hours lecture.</td>
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<tr>
<td>HMS-7</td>
<td>Introduction to Psychosocial Rehabilitation</td>
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<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>An introduction to the principles and practices providing support services to persons with psychiatric disabilities who are undergoing rehabilitation and transitioning to recovery. Includes the theory, values and philosophy of psychosocial rehabilitation, diagnostic categories and symptoms of mental illnesses, development of support systems, disability management and approaches to service delivery, skills and ethics. 54 hours lecture.</td>
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<tr>
<td>HMS-8</td>
<td>Introduction to Group Process</td>
<td>3</td>
<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>An introduction to the theory and dynamics of group interaction including psychoeducational, support and therapeutic context. The various stages and processes of group development are studied using both a conceptual and experiential approach. This course is intended to assist persons who will function as leaders in a variety of small group situations. 54 hours lecture.</td>
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<tr>
<td>HMS-13</td>
<td>Employment Support Strategies</td>
<td>3</td>
<td>CSU</td>
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<td>Prerequisite: None.</td>
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<tr>
<td>An introductory course for those who are either working or preparing to work in Human Service agencies and other settings which assist individuals in securing and maintaining employment. Principles of employment support services, assessment for work readiness, identification of strengths, removal of employment barriers, identification of community training and employment resources, job search and match, job coaching and support planning are emphasized. 54 hours lecture.</td>
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<tr>
<td>HMS-14</td>
<td>Job Development</td>
<td>3</td>
<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>An introduction to the theory, skills and practices used by job developers to successfully place individuals in jobs. Includes principles of job development, marketing, networking with employers, presentation skills, career counseling, vocational assessment and job match, placement and retention. 54 hours lecture.</td>
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<td>HMS-16</td>
<td>Public Assistance and Benefits</td>
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<td>CSU</td>
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<td>Prerequisite: None.</td>
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<td>A course which provides an introduction and overview of public assistance and benefits available under local, state and federal programs. Examines eligibility requirements and methods used to evaluate applications for selected benefit programs. Includes application of economics, legal and ethical principles related to administration of public assistance. 18 hours lecture.</td>
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<tr>
<td>HMS-17</td>
<td>Introduction to Public Mental Health</td>
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<td>CSU</td>
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<td>(Same as SOC-17)</td>
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<tr>
<td>Prerequisite: None.</td>
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<td>An introductory course for students interested in public mental health. An overview of the history of public mental health, the types and functions of agencies, practices, careers, professional ethics, current trends and issues is provided. 54 hours lecture.</td>
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<tr>
<td>HMS-18</td>
<td>Introduction to Social Work</td>
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<td>CSU</td>
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<tr>
<td>Prerequisite: None.</td>
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<td>Advisory: ENG-1A or IAH.</td>
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<td>Study of theory and principles of generalist social work practice within an ecological framework. Introduction to the generalist intervention model across the micro, mezzo, macro continuum. Introduction to professional social work values and ethics, and issues of diversity underlying generalist practice. 54 hours lecture.</td>
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<tr>
<td>HMS-19</td>
<td>Generalist Practices of Social Work</td>
<td>3</td>
<td>CSU</td>
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<tr>
<td>Prerequisite: None.</td>
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<td>Advisory: ENG-1A or IAH.</td>
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<td>The course emphasizes generalist engagement, assessment, planning, intervention, evaluation, termination and follow-up across the micro-macro continuum. Special attention is given to the bio-psychosocial spiritual assessment, child abuse assessment, suicide assessment, crisis intervention and content on diversity, oppression and social justice. 54 hours lecture.</td>
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</table>
HMS-200 - Human Services Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-
the-job training with related classroom instruction. Students enrolled
in this occupational work experience course must be employed in a
field related to the work experience subject area. Students may earn
up to four (4) units each semester for a maximum of 16 units of work
experience. No more than 20 hours per week may be applied toward
the work requirement. 18 hours lecture. Additionally, 60 hours of
volunteer work or 75 hours of paid work is required for each unit.

HUMANITIES

HUM-4 - Arts and Ideas: Ancient World through the Late Medieval Period 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western Civilization. The cultural achievements of the ancient world and the middle ages are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. Students may not receive credit for both HUM-4 and HUM-4H. 54 hours lecture.

HUM-4H - Honors Arts and Ideas: Ancient World through the Medieval Period 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western Civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-Modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. The honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills—analysis, synthesis, and evaluation. Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

HUM-5 - Arts and Ideas: The Renaissance through the Modern Era 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-Modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

HUM-5H - Honors Arts and Ideas: The Renaissance through the Modern Era 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-Modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. The honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills—analysis, synthesis, and evaluation. Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

HUM-8 - Introduction to Mythology 3 units
(Same as ENG-8)
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A study of Greco-Roman and other mythological traditions. Emphasizes the historical sources and cultural functions of myths and legends in ancient societies and their continuing relevance to modern thought and culture. 54 hours lecture.

HUM-10 - World Religions 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.
HUM-10H - Honors World Religions 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. The honors section of HUM-10 offers an enriched experience for students through limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation and the application of higher level thinking and writing skills – analysis, synthesis and evaluation. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours of lecture.

HUM-23 - The Bible as Literature 3 units
(Same as ENG-23)
UC, CSU
Prerequisite: None.
Advisory: ENG-1B or 1BH.
A survey of the Hebrew Bible and New Testament with emphasis on literary form, styles, and themes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

HUM-35 - Philosophy of Religion 3 units
(Same as PHI-35)
UC, CSU
Prerequisite: None.
Advisory: PHI-10 or 10H or 11.
An introduction to the examination of religious claims from a philosophical perspective. Emphasis will be placed upon examining the rational justification for various traditional faith claims, and upon examining the relationship between rationality and faith. The course presumes a basic knowledge of philosophical argumentation. 54 hours lecture.

Additional Humanities Courses
Examples of courses which are often classified as Humanities by other colleges and universities are:
ART 1, 2 - History and Appreciation of Art
ENG-6, 7 - English Literature
ENG-14, 15 - American Literature
ENG-40, 41 - Masterpieces of World Literature
MUS 19, 20, 21 - Music History and Literature
Any Philosophy course
See also Humanities A.A. Degree requirements

INTERDISCIPLINARY STUDIES
ILA-1 - Introduction to Tutor Training I 1 unit
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Introduction to tutoring, with an emphasis on tutoring strategies, learning styles, problem solving, and working with diverse student populations. Designed to prepare students to become peer tutors in a variety of subject areas. Tutors develop student-centered, non-intrusive tutoring skills to meet a wide variety of student needs. Topics include theory, practice and ethics of tutoring, interpersonal communications techniques, tutoring diverse student populations, and group tutorial methods and practical field work. 18 hours lecture.
(Letter Grade, or Pass/No Pass option.)

ILA-5 - Service Learning and Community Involvement
1-2-3-4 units
Prerequisite: None.
Examines and addresses community need through service learning. Permits exploration of discipline and/or career specific interests and options through direct interface with community entities. Enriches personal and career development through the understanding of civic and social issues. Students may earn up to 4 units each semester for a maximum of 16 units. No more than 15 hours per week of volunteer work may be applied toward the service learning requirement; 60 hours of volunteer work in the semester is required for each unit. 9 hours lecture and 27 hours laboratory. (Letter Grade, or Pass/No Pass option.)

JOURNALISM
JOU-1 - Introduction to Journalism 3 units
CSU
Prerequisite: None.
Advisory: ENG-1A or 1AH.
The role of print media, with theory and practice in news story structure, responsible news evaluation, news gathering methods, interviewing, reporting techniques, copy editing, headline writing, and makeup techniques in general. 54 hours lecture.

JOU-2 - News Writing 3 units
CSU
Prerequisite: JOU-1.
Continued theory and practice in general news writing and reporting, with emphasis on news features, features, editorial writing, sports, society, columns, and newspaper writing in general. Studies in mass media forces in society. 54 hours lecture.

JOU-7 - Mass Communications 3 units
UC, CSU
Prerequisite: None.
Surveys and evaluates the mass media. Special attention is given to newspapers, magazines, radio, TV, motion pictures, and advertising, and to their impact on society and the individual. 54 hours lecture.
JOU-20A - Newspaper: Beginning  3 units
CSU (C-ID JOUR 110)
Prerequisite: None.
Advisory: ENG-1A or ENG-1AH and/or JOU-1 and/or PHO-8.
Beginning-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

JOU-20B - Newspaper: Intermediate  3 units
CSU
Prerequisite: JOU-20A.
Advisory: ENG-1A or ENG-1AH and/or JOU-1 and/or PHO-8.
Intermediate-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

JOU-20C - Newspaper: Advanced  3 units
CSU
Prerequisite: JOU-20B.
Advisory: ENG-1A or ENG-1AH and/or JOU-1 and/or PHO-8.
Advanced-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

JOU-20D - Newspaper: Professional  3 units
CSU Prerequisite: JOU-20C.
Advisory: ENG-1A or ENG-1AH and/or JOU-1 and/or PHO-8.
Professional-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

JOU-200 - Journalism Work Experience  1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

Also see PHOTOGRAPHY

KINESIOLOGY
(formerly Physical Education-PHP)
It is recommended that students enroll in kinesiology activity courses or academic kinesiology courses (that satisfy the Self Development requirement of the Associate in Arts Degree) during the first two semesters of full-time enrollment until the two or three unit requirement is completed. For further information, students should read the Associate in Arts Degree requirements in this catalog.

UNIFORMS
Students are requested to wear attire appropriate to the activity as requested by the instructor.

LOCKERS
A lock and locker for which the student is responsible will be issued to each student. A $5.00 charge will be assessed for a lost lock.

ACADEMIC COURSES
KIN-4 - Nutrition  3 units
UC, CSU
Prerequisite: None.
The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

KIN-10 - Introduction to Kinesiology  3 units
CSU (C-ID KIN 100)
Prerequisite: None.
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. 54 hours lecture.

KIN-30 - First Aid and CPR  3 units
UC, CSU (C-ID KIN 101)
Prerequisite: None.
This course involves the theory and detailed demonstration of first aid of the injured by the citizen responder. Students will learn how to assess a victim’s condition and incorporate proper treatment. Students who successfully pass all National Safety Council requirements will receive a National safety council Advanced First Aid Certificate. Students who successfully pass all American Heart Association requirements will receive a Healthcare Professional CPR Certificate. A fee of $18.50 for required certificates will be charged to the student and is not covered by BOGW. 54 hours lecture.

KIN-35 - Foundation for Fitness and Wellness  3 units
UC, CSU
Prerequisite: None.
This course will provide students with the ability to make informed choices and to take responsibility for those choices in the areas of fitness, nutrition and stress management. Emphasis is on the application of health and physical fitness principles. Each student will develop a personalized plan for the overall maintenance of their own wellness. 45 hours lecture and 27 hours laboratory. (TBA option)
KIN-36 - Wellness: Lifestyle Choices 3 units
UC, CSU

Prerequisite: None.

The course content focuses upon the dynamic and inter-related dimensions of wellness and how choices made by the individual may encourage an enhanced quality of life. The dimensions of wellness include the social, physical, emotional, occupational, intellectual, environmental, and spiritual. Potential student benefits include learning positive life skills through expanding self-awareness and the opportunity to enhance one’s personal, family and community wellness. 54 hours lecture.

KIN-38 - Stress Management 3 units
UC, CSU

Prerequisite: None.

This course addresses the nature, physiology, and psychology of stress. Students will explore perceptions, attitudes, beliefs, and lifestyle factors that may be pre-cursors and contributors to distress. Students will also explore a variety of coping strategies and relaxation techniques. The lab portion of this class provides the opportunity for students to practice techniques and develop a personalized stress management program. 45 hours lecture and 27 hours laboratory.

ACTIVITY COURSES

Besides fulfilling the Self Development requirement, activity classes can be used as electives for the Associate in Arts Degree and the Associate in Science Degree.

KIN-A11 - Tennis, Beginning 1 unit
UC*, CSU

Prerequisite: None.

This beginning course is for the inexperienced or starting player. Emphasis is placed on the basic forehand, backhand, serve and volley strokes. Basic strategies for doubles and singles will be introduced. KIN-A11, A12, and A13 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

KIN-A12 - Tennis, Intermediate 1 unit
UC*, CSU

Prerequisite: None.

Advisory: KIN-A11.

Intermediate tennis is designed for the player wishing to review basic strokes and develop intermediate level skills. KIN-A11, A12, and A13 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

KIN-A13 - Tennis, Advanced 1 unit
UC*, CSU

Prerequisite: None.

Advisory: KIN-A12.

This course is designed for the advanced player interested in improving both their knowledge and skill in tennis. Emphasis is placed on advanced skills and competition. KIN-A11, A12, and A13 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory.

KIN-A40 - Karate, Beginning 1 unit
UC*, CSU

Prerequisite: None.

This course in beginning karate will develop the basic skills needed for the art of unarmed self-defense. This includes the use of blocking, shifting, punching, striking, and kicking. Karate will also develop speed, grace of movement, self-confidence, poise, mental alertness, strength, endurance, and muscular control. Karate is a physical art and a sport that anyone, irrespective of size, age, or sex, can practice according to his or her own capabilities. KIN-A40, A41, A43, and A44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A41 - Karate, Intermediate 1 unit
UC*, CSU

Prerequisite: None.

Advisory: Course is designed for students with proficient skills in blocking, shifting, punching, striking and kicking and the knowledge of basic katas or for those who have completed KIN-A40.

This course in intermediate karate is designed for the student wishing to review basic self defense skills and begin work on higher skills, develop intermediate level skills in unarmed self defense, and learn basic skills in kumite (free fighting). KIN-A40, A41, A43, and A44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A43 - T’ai-chi Ch’uan, Beginning 1 unit
UC*, CSU

Prerequisite: None.

Teaches the student the first Yang Style T’ai-chi ch’uan (taijiquan) routine, section one. The first t’ai-chi form is a 28 movement symmetrical choreographed routine. The students will learn proper posture, relaxation methods, stances, hand and foot motions. Benefits include improved balance, coordination and stress reduction. Supplemental exercises will include stretching methods, ch’i kung (qigong) and Chinese therapeutic exercises. KIN-A40, A41, A43, and A44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A44 - T’ai-chi Ch’uan, Intermediate 1 unit
UC*, CSU

Prerequisite: KIN-A43.

A continuation of Yang Style T’ai-chi Ch’uan. It will teach the student more advanced forms and training methods. Students will learn the Yang Style T’ai-chi Ch’uan (taijiquan) Long Form. Students will also learn the partner T’ai-chi San Shou application form, advanced pushing hands training methods and supplemental exercises. This class will prepare the student to test for the NWTCCA T’ai-chi Ch’uan certification. KIN-A40, A41, A43, and A44 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)
KIN-A46 - Hatha Yoga, Beginning  
**UC*, CSU**  
**Prerequisite: None.**  
This course offers beginning Hatha yoga exercises to improve students’ physical and mental wellness. The yoga exercises will be taught to promote improvement in yoga breathing techniques, concentration, muscular flexibility, strength and endurance, balance and meditation techniques. KIN-A46 and A47 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A47 - Hatha Yoga, Intermediate  
**UC*, CSU**  
**Prerequisite: None.**  
**Advisory: KIN-A46.**  
This course offers intermediate Hatha yoga exercises to improve students’ physical and mental wellness. The yoga exercises will be taught to promote improvement in yoga breathing techniques, concentration, muscular flexibility, strength and endurance, balance and meditation techniques. KIN-A46 and A47 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A64 - Soccer  
**UC*, CSU**  
**Prerequisite: None.**  
This course is designed to introduce students to the rules, basic skills, and offensive/defensive strategy in soccer. Emphasis will be placed on improving individual skills and applying these skills to game situations. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A75 - Walking for Fitness  
**UC*, CSU**  
**Prerequisite: None.**  
This course will assist students in improving physical health and general well being. It is designed for men and women of all ages, with an emphasis on cardiovascular health, fitness, and maintenance of healthy weight. Walking programs will be established to improve cardio-respiratory endurance and encourage optimal body composition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A81 - Physical Fitness  
**UC*, CSU**  
**Prerequisite: None.**  
This course is designed to give the student an overview of the basic concepts that affect total fitness. Personalized exercise programs in cardiovascular endurance, muscular endurance and flexibility will be developed. KIN-A81 and A89 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

KIN-A83 - Kickboxing Aerobics  
**UC*, CSU**  
**Prerequisite: None.**  
This course is designed to introduce basic fitness concepts as well as basic movement skills and exercises. Students will develop strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness. KIN-A83, A86, A87, and A88 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A86 - Step Aerobics  
**UC*, CSU**  
**Prerequisite: None.**  
**Advisory: KIN-A86 or proficient skills in step aerobics.**  
This course will broaden students’ aerobic experience using intermediate step combinations and various class formats such as circuit training and interval step. The students will be exposed to choreography that will improve their balance, coordination and memory skills. Students will improve their cardiovascular fitness and aerobic endurance. KIN-A83, A86, A87, and A88 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A87 - Step Aerobics, Intermediate  
**UC*, CSU**  
**Prerequisite: None.**  
**Advisory: KIN-A86 or proficient skills in step aerobics.**  
This course will broaden students’ aerobic experience using intermediate step combinations and various class formats such as circuit training and interval step. The students will be exposed to challenging choreography, which will improve their balance, coordination, and memory skills. Students will improve their cardiovascular fitness and aerobic endurance. KIN-A83, A86, A87, and A88 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

KIN-A88 - Step Aerobics, Advanced  
**UC*, CSU**  
**Prerequisite: None.**  
**Advisory: KIN-A87 or proficient skills in step aerobics.**  
For students who have already taken Physical Education A87, this course will broaden their aerobic experience using advanced step combinations and various class formats such as circuit training and interval step. The students will be exposed to challenging choreography, which will improve their balance, coordination, and memory skills. Using the FIT principle of Frequency, Intensity, and Time, students will improve their cardiovascular fitness and aerobic endurance by increasing the intensity of the movements and the length of the aerobic segment. KIN-A83, A86, A87, and A88 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Requirements</th>
<th>Description</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>KIN-A89</td>
<td>Body Sculpting</td>
<td>1</td>
<td>UC, CSU</td>
<td>Students will develop muscular strength and endurance, aerobic endurance,</td>
<td>This course is designed to coordinate the student’s occupational on-the-job training with</td>
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<td>Prerequisite: None.</td>
<td>core strength, and flexibility using a variety of hand weights, body bars,</td>
<td>related classroom instruction. Students enrolled in this occupational work experience</td>
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<td>elastic bands, and exercise balls. Emphasis will be placed on safety and</td>
<td>course must be employed in a field related to the work experience subject area. Students</td>
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<td>proper technique while training major and minor muscle groups. KIN-A81 and</td>
<td>may earn up to four (4) units each semester for maximum of 16 units of work experience.</td>
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<td>A89 are courses related in content and are limited in enrollment according to</td>
<td>No more than 20 hours per week may be applied toward the work requirement. 18 hours</td>
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<td>Title 5, section 55040. For further information see section VIII regarding</td>
<td>lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required</td>
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<td>course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)</td>
<td>for each unit.</td>
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<tr>
<td>LIB-1</td>
<td>Information Competency</td>
<td>1</td>
<td>UC, CSU</td>
<td>Presents the fundamentals of the effective use of libraries, electronic</td>
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<td>Prerequisite: None.</td>
<td>databases and retrieved information. Students will learn how to express</td>
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<td>information needs, access information from appropriate sources, evaluate</td>
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<td>retrieved data and organize it to solve problems. Information values and</td>
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<td>ethics will also be introduced. 18 hours lecture. (Letter Grade, or Pass/No</td>
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<td>Pass option.)</td>
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<tr>
<td>MAG-44</td>
<td>Principles of Management</td>
<td>3</td>
<td>CSU</td>
<td>For those who are in management, preparing for a potential promotion or</td>
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<td>Prerequisite: None.</td>
<td>interested in the management process. Includes the primary functions of</td>
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<td>planning, organizing, controlling and leading as well as related skills such</td>
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<td>as team development, motivation and communication techniques, and quality</td>
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<td>management. Also social responsibility and a global perspective are</td>
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<td>emphasized. 54 hours lecture.</td>
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<tr>
<td>MAG-47</td>
<td>Applied Business and Management Ethics</td>
<td>3</td>
<td>CSU</td>
<td>(Same as BUS-47)</td>
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<td>Prerequisite: None.</td>
<td>An examination of ethical concerns in business decision making. Includes</td>
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<td>corporate, personal, global, governmental, public, environmental, product,</td>
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<td>and job-related issues. Case studies and corporate ethics programs and audits</td>
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<td></td>
<td>also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)</td>
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<tr>
<td>MAG-51</td>
<td>Elements of Supervision</td>
<td>3</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Gives an overview of responsibilities of a supervisor in industry including</td>
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<td>organizational structure, training, work assignments, productivity, quality</td>
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<td>control, evaluations, and management-employee relations. 54 hours lecture.</td>
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<td>(Letter Grade, or Pass/No Pass option.)</td>
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<tr>
<td>MAG-56</td>
<td>Human Resources Management</td>
<td>3</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Examines the manager’s responsibility for implementing human resources</td>
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<td>applications involving the selection, training, evaluation, motivation and</td>
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<td>promotion of personnel. Compares and contrasts alternatives leading to</td>
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<td>innovative and socially responsible solutions to current employee relations</td>
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<td>issues with the workplace. 54 hours lecture. (Letter Grade, or Pass/No Pass</td>
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<tr>
<td>MAG-200</td>
<td>Management Work Experience</td>
<td>1-2-3-4</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Advisory: Students should have paid or voluntary employment. This course</td>
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<td>is designed to coordinate the student’s occupational on-the-job training with</td>
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<td>related classroom instruction. Students enrolled in this occupational work</td>
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<td>experience course must be employed in a field related to the work experience</td>
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<td>subject area. Students may earn up to four (4) units each semester for</td>
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<td>maximum of 16 units of work experience. No more than 20 hours per week may</td>
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<td>be applied toward the work requirement. 18 hours lecture. Additionally, 60</td>
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<td>hours of volunteer work or 75 hours of paid work is required for each unit.</td>
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<tr>
<td>MKT-20</td>
<td>Principles of Marketing</td>
<td>3</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Advisory: BUS-10.</td>
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<td>Examines the role of marketing as it relates to society and economic</td>
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<td>development. The course will analyze products, consumer, marketing research,</td>
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<td>and strategic market planning. The course will survey, with a global</td>
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<td>perspective, the selection of target markets as well as the development of</td>
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<td>the marketing mix - place, product, price and promotion. 54 hours lecture.</td>
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<tr>
<td>MKT-41</td>
<td>Techniques of Selling</td>
<td>3</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Examines the key topics of how to locate, qualify and approach prospects;</td>
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<td>how to deliver the sales presentation, how to meet objections and how to</td>
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<td>close the sale. The analysis of behavioral, ethical and philosophical factors</td>
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<td>as applied to the selling function globally. 54 hours lecture. (Letter Grade,</td>
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<td>or Pass/No Pass option.)</td>
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<td>MKT-42</td>
<td>Retail Management</td>
<td>3</td>
<td>CSU</td>
<td>Prerequisite: None.</td>
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<td>Merchandising analysis of the changing concepts and business objectives of</td>
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<td>retailing. Management philosophies, strategies, and functions (from individual</td>
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<td>to multi-unit firms). Social and economic forces on decisions concerning</td>
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<td>location and operational policies. Analysis of forms of retailing, such as</td>
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<td>foods, motels, service stations, and direct channels. 54 hours lecture. (Letter</td>
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<td>Grade, or Pass/No Pass option.)</td>
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</tbody>
</table>
MKT-200 - Marketing Work Experience 1-2-3-4 units
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

MATHEMATICS

MAT-1A - Calculus I 4 units
UC*, CSU
Prerequisite: MAT-10 or qualifying placement level.
Functions, limits, continuity, differentiation, inverse functions, applications of the derivative including maximum and minimal problems, and basic integration. 72 hours lecture and 18 hours laboratory.

MAT-1B - Calculus II 4 units
UC, CSU
Prerequisite: MAT-1A.
Techniques of integration, applications of integration, improper integrals, infinite sequences and series, parametric equations, and polar coordinates. 72 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.)

MAT-1C - Calculus III 4 units
UC, CSU
Prerequisite: MAT-1B.
Vectors in a plane and in space, vector valued functions, partial derivatives, multiple integrals, line and surface integrals, indeterminate forms, and elementary applications to the physical sciences. 72 hours lecture.

MAT-2 - Differential Equations 4 units
UC, CSU (C-ID MATH 240)
Prerequisite: MAT-1B.
Special types of differential equations, linear first and second order differential equations, series solutions, Laplace transforms, matrix theory, and elementary applications to the physical and biological sciences. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

MAT-3 - Linear Algebra 3 units
UC, CSU (C-ID MATH 250)
Prerequisite: MAT-1B.
This course examines elementary vector space concepts and geometric interpretations and develops the techniques and theory to solve and classify systems of linear equations. Solution techniques include Gaussian and Gauss-Jordan elimination, Cramer's rule and inverse matrices. Investigates the properties of vectors in two, three and finite dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as determinants, linear independence, bases and dimension of a vector space, linear transformation and their matrix representations, inner products, norms, orthogonality, eigenvalues, eigenvectors, and eigenspaces. Selected applications of linear algebra are included. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

MAT-10 - Precalculus 4 units
UC*, CSU
Prerequisite: MAT-36 or qualifying placement level.
An integrated treatment of algebra and trigonometry at the college level, with major emphasis on polynomial, rational, exponential, logarithmic, trigonometric and inverse functions, sequences and series, mathematical induction, analytic geometry, partial fractions, polar coordinates and parametric equations. The course is designed to prepare students for the study of calculus. 72 hours lecture.

MAT-11 - College Algebra 4 units
UC*, CSU
Prerequisite: MAT-35 or qualifying placement level.
Topics include algebra review, linear and quadratic equations and inequalities, systems of linear equations and inequalities, functions, exponential and logarithmic functions, permutations and combinations, binomial theorem, and linear programming. 72 hours lecture.

MAT-12 - Statistics 3 units
UC, CSU (C-ID SOCI 125)
Prerequisite: MAT-35 or qualifying placement level.
A comprehensive study of measures of central tendency and variation, the normal distribution, the t-distribution, the chi-square distribution, linear correlation, testing of hypotheses, probability, and estimation. Students may not receive credit for both MAT-12 and MAT-12H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

MAT-12H - Honors Statistics 3 units
UC, CSU
Prerequisite: MAT-35 or qualifying placement level.
Limitation on enrollment: Enrollment in the Honors program.
A comprehensive study of measures of central tendency and variation, the normal distribution, the t-distribution, the chi-square distribution, linear correlation, testing of hypotheses, probability, and estimation. Honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher-level critical thinking skills. Students may not receive credit for both MAT-12 and MAT-12H. 54 hours lecture.
MAT-25 - A Survey of Mathematics  3 units  
UC, CSU  
Prerequisite: MAT-35 or qualifying placement level.  
This is a survey course with selected topics from the history and development of mathematics, patterns and inductive reasoning, set theory and deductive reasoning, the real number system, algebra, geometry, probability, statistics, and problem solving. It is designed for students majoring in liberal arts, education or communication. Calculators or computers may be used for selected topics. 54 hours lecture.

MAT-32 - Introduction to Symbolic Logic  3 units  
(Same as PHI-32)  
UC, CSU  
Prerequisite: None.  
Limitation on enrollment: May not be taken if credit for PHI-32 has been granted.  
Introduces the principles of deductive reasoning, including the practical application of modern symbolic techniques. 54 hours lecture.

MAT-35 - Intermediate Algebra  5 units  
Prerequisite: MAT-52 or qualifying placement level.  
The concepts introduced in beginning algebra are presented again, but in greater depth. In addition to the basic operations, logarithms, exponential equations, systems of linear and nonlinear equations, Cramer’s Rule, the Binomial Theorem, the complex number system, and sequences and series are included. 90 hours lecture.

MAT-36 - Trigonometry  4 units  
Prerequisite: MAT-35 and 53 or qualifying placement level.  
The study of trigonometric functions, their inverses and their graphs; identities and proofs related to trigonometric expressions; solving trigonometric equations; solving right triangles; solving oblique triangles using the law of cosines and the law of sines; elements of geometry important to the foundation of trigonometry. 72 hours lecture.

MAT-37 - Algebra for Statistics  6 units  
Prerequisite: None.  
This is an accelerated course that prepares students for transfer-level Statistics. Topics include ratios, rates, and proportional reasoning, arithmetic reasoning using fractions, decimals and percents, evaluating expressions, analyzing algebraic forms to understand statistical measures, functions, use of linear and exponential functions to model bivariate data, use of logarithms, logarithmic scales and semi-log plots, graphical and numerical descriptive statistics for quantitative and categorical data. This course is designed for students who do not plan to major in math, science, computer science, or engineering. 90 hours lecture and 54 hours laboratory. (Non-degree credit course.)

MAT-52 - Elementary Algebra  4 units  
Prerequisite: MAT-64 (formerly MAT-50), 65, 90F or qualifying placement level.  
Examines real numbers and variables as they are involved in polynomials, fractions, linear equations, quadratic equations, systems of equations, inequalities, exponential and radical expressions, and absolute value. Factoring, graphing and word problem applications will also be included. 72 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

MAT-53 - College Geometry  3 units  
Prerequisite: MAT-52 or qualifying placement level.  
A course covering the study of geometric figures in the Euclidean plane, including angles, triangles, quadrilaterals, circles and solids: formulas for measuring such figures, including perimeter, area and volume; proofs using postulates and theorems associated with congruent triangles, parallel and perpendicular line segments, and angle measures; construction of angles and segment measures. 54 hours lecture.

MAT-63 - Arithmetic  3 units  
Prerequisite: None.  
A course covering the decimal system of numeration and the four basic mathematical operations as they apply to whole numbers, fractions, mixed numbers, and decimals. Factoring, percentage applications, geometric figures, and measurements are included. Emphasis is placed on applications to real world problems. Computation will be performed without the use of any calculating device. 54 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

MAT-64 - Pre-Algebra  3 units  
Prerequisite: MAT-63 (formerly MAT-51), 90C, or qualifying placement level.  
An introduction to the notion of algebra and its uses. Includes integers, equations, and polynomials as well as topics from arithmetic. Designed as a transition from arithmetic to elementary algebra. 54 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

MAT-65 - Arithmetic and Pre-Algebra  5 units  
Prerequisite: None.  
A combination course covering the decimal system of numeration and the four basic mathematical operations as they apply to whole numbers, fractions, mixed numbers, and decimals without the use of any calculating device. Integers, factoring, geometric figures, and measurements are included. Emphasis is placed on applications to real world problems. An introduction to the notion of algebra and its uses. Includes equations and polynomials. 90 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

MAT-90A - Special Topics in Arithmetic: Whole  1 unit  
Prerequisite: None.  
A course covering the four basic mathematical operations as they apply to whole numbers with an introduction to fractions. Emphasis is placed on applications to real world problems. Computations will be performed without the use of any calculating device. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)
MAT-90B - Special Topics in Arithmetic: Fractions  
1 unit  
**Prerequisite:** MAT-90A.  
A course covering the four basic mathematical operations as they apply to fractions with an introduction to decimals. Emphasis is placed on applications to real world problems. Computations will be performed without the use of any calculating device. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)

MAT-90C - Special Topics in Arithmetic: Decimals  
1 unit  
**Prerequisite:** MAT-90B.  
A course covering the four basic mathematical operations as they apply to decimals. Emphasis is placed on applications to real world problems. Computations will be performed without the use of any calculating device. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)

MAT-90D – Rational Numbers and Introduction to Variables  
1 unit  
**Prerequisite:** MAT-63, 90C or qualifying placement level.  
A course covering the four basic mathematical operations as they apply to rational numbers with an introduction to variables. Emphasis is placed on applications to real world problems. Computations will be performed without the use of any calculating device. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)

MAT-90E - Special Topics in Pre-Algebra: Real Numbers and an Introduction to Algebra  
1 unit  
**Prerequisite:** MAT-90D.  
A course covering the four basic mathematical operations as they apply to real numbers and an introduction to algebraic expressions. Emphasis is placed on applications to real world problems. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)

MAT-90F - Special Topics in Pre-Algebra: Algebraic Expressions and Equations  
1 unit  
**Prerequisite:** MAT-90E.  
A course covering the addition, subtraction, multiplication, and factoring of polynomials as well as simplification of basic algebraic expressions. Emphasis is placed on applications to real world problems. 18 hours lecture. (TBA option) (Non-degree credit course. Pass/No Pass only.)

MEDICAL ASSISTING
Riverside Community College District offers two medical assisting certificates: Administrative/Clinical Medical Assisting and Medical Transcription. An Associate in Science Degree in Medical Assisting is awarded upon successful completion of one of the medical assisting certificate programs and general education/graduation requirements.

MDA-1A - Medical Terminology 1A  
3 units  
**CSU**  
**Prerequisite:** None.  
Examines the structure and use of medical terms related to the body as a whole and basic anatomy, physiology and pathology of the musculo-skeletal, digestive, cardiovascular, respiratory and blood/lymphatic systems. Remainder of body systems are addressed in MDA-1B. 54 hours lecture.

MDA-1B - Medical Terminology 1B  
3 units  
**CSU**  
**Prerequisite:** MDA-1A.  
Examines the use of medical terms related to the basic anatomy, physiology and pathology of the urinary, male and female reproductive, integumentary, nervous, sensory and endocrine systems. Also includes the specialty fields of radiology, oncology, pharmacology and psychology. 54 hours lecture.

MDA-54 - Clinical Medical Assisting and Pharmacology  
5 units  
**Prerequisite:** MDA-1A.  
**Corequisite:** MDA-1B.  
Examines treatment modalities in modern health care, drug laws, standards, systems of measurement, dosages, actions and effects. Covers assisting the physician with examinations and procedures, patient preparation, counseling and education. Includes sterilization techniques and diagnostic laboratory procedures. Examines the principles of medical law and ethics as applied to the physician, patient, and those employed in the medical field. Pursuant to Section 2146.5 and 2146.6 of the Business and Professions Code and adopted in Subchapter 3 of Chapter 13 of Title 16 of the California Administrative Code, this class will also include administration of medications including intradermal, subcutaneous, and intramuscular. Includes venipuncture for purposes of withdrawing blood for laboratory examination test procedures. 72 hours lecture and 54 hours laboratory.

MDA-58A - Medical Transcription  
5 units  
**Prerequisite:** MDA-1A and one of the following: CIS-1A or BUS/CIS/CAT-3, 50 or 84.  
**Corequisite:** MDA-1B.  
**Advisory:** A minimum typing speed of 60 WPM.  
Examines transcription of medical reports, formatting, proofreading, punctuation, and editing. Examines medical law and ethics as it relates to medical transcription. 72 hours lecture and 54 hours laboratory. (TBA option)

MDA-58B - Advanced Medical Transcription  
3 units  
**Prerequisite:** MDA-58A.  
Examines transcription of advanced medical reports, formatting, proofreading, punctuation and editing. Examines medical law ethics as it relates to medical transcription. 45 hours lecture and 27 hours laboratory. (TBA option)

MDA-59 - Medical Office Procedures  
5 units  
**Prerequisite:** One of the following: CIS-1A, BUS/CIS/CAT-3, CAT-50 or CIS/CAT-84.  
**Corequisite:** MDA-1A.  
Patient scheduling, communications, medical records management, and care of office property. Credit and collection, financial record keeping, and insurance billing. 72 hours lecture and 54 hours laboratory. (TBA option)

MDA-60 - Survey of Human Disease Processes  
2 units  
**Prerequisite:** MDA-1A.  
**Advisory:** MDA-1B and AMY-10.  
Examines and discusses the most common disease processes in relation to each of the body systems. Includes etiology, mechanisms of disease, diagnosis and treatment. 36 hours lecture.
MDA-61 - Pharmacology for Medical Office Personnel 2 units
Prerequisite: MDA-1A.
Advisory: MDA-1B and AMY-10.
Addresses the history of pharmacology and legislation related to drugs. This course also examines the classification of drugs, their source and their affect on the human body, the use of drug references and explores/discusses the common terms used to describe the administration of medications. 36 hours lecture.

MDA-62 - CPT/Coding 3 units
Prerequisite: MDA-1A.
Advisory: Completion of or concurrent enrollment in MDA-1B.
Addresses the principles, terminology and techniques of procedural coding as outlined in the Physician’s Current Procedural Terminology. Included coding for the physician’s services, anesthesiology, surgery, radiology, pathology/laboratory and medicine. This course also examines current procedural coding and its relationship to the Health Care and Financing Administrator’s Common Procedural Coding System. History of pharmacology and legislation related to drugs. This course also examines the classification of drugs, their source and their effect on the human body, the use of drug references and explores/discusses the common terms used to describe the administration of medications. 54 hours lecture.

MDA-63 - ICD-9 Coding/Ambulatory 3 units
Prerequisite: MDA-1A.
Advisory: MDA-1B, 59 and AMY-10.
Addresses the principles, terminology, interpretation of medical records to ensure support of diagnoses, conditions and problems encountered during coding procedures encountered in ambulatory healthcare environments and techniques of ICD-9 (International Classification of Diseases, Clinical Modification, 9th revision) diagnostic codes as they related to ambulatory care settings. 54 hours lecture.

MDA-64 - ICD-9 Coding/Hospital 3 units
Prerequisite: MDA-1A and 1B, or completion of MDA-1A and concurrent enrollment in 1B.
Advisory: Completion of MDA-59 and AMY-10.
Addresses the principles, terminology and techniques of ICD-9 (International Classification of Diseases, Clinical Modification, 9th revision) diagnostic coding as applied to a non-ambulatory/hospital environment. 54 hours lecture.

MDA-200 - Medical Assisting Work Experience 1-2-3-4 units
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

MICROBIOLOGY

MIC-1 - Microbiology 4 units
UC, CSU
Prerequisite: CHE-2A or 3 and one of the following: AMY-2A, BIO-1, 1H, or 11.
General characteristics of microorganisms with emphasis on morphology, growth, control, metabolism and reproduction; their role in disease, body defenses, and application to the biomedical field. 54 hours lecture and 54 hours laboratory.

MILITARY SCIENCE

The Army Reserve Officers Training Corps (AROTC) makes available the first two years of its program to qualified Riverside Community College District students through the Claremont Colleges, with classes taught at Claremont, California State University at San Bernardino, and/or at Riverside Community College District. Credit towards an A.A. degree will be granted by RCCD for these courses. There are no charges to the students for these first two years. Students will have the opportunity to compete for Army scholarships. Information on the Army ROTC program is available from the Claremont Colleges: (909) 624-7965.

MIL-1 - Military History of the United States to 1900 3 units
(Same as HIS-11)
UC, CSU
Prerequisite: None.
An examination of the evolution of American military and naval practices and institutions as they have developed through the major wars involving the United States up to 1900. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.

MIL-2 - Military History of the United States since 1900 3 units
(Same as HIS-12)
UC, CSU
Prerequisite: None.
An examination of the evolution of American military and naval practices and institutions as they have developed through major wars of the twentieth century, with emphasis upon two world wars. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.
MUSIC

MUS-1 - Teaching Music to Young Children  3 units
CSU
Prerequisite: None.
Instruction in teaching music to young children. Emphasis will be on
music for early childhood ages 3 - 8. Musical elements and theory
will be introduced through activities appropriate for children. 54
hours lecture.

MUS-3 - Fundamentals of Music  4 units
UC, CSU (C-ID MUS 110)
Prerequisite: None.
Advisory: Concurrent enrollment in an appropriate level piano
course.
Basic course in music theory designed to develop an understanding of
notation, rhythm, pitch, keys, modes, scales, intervals, chords and
music terminology. Basic sight singing, dictation and music reading
at the piano. 54 hours lecture and 54 hours laboratory. (TBA option)

MUS-4 - Music Theory I  4 units
UC, CSU
Prerequisite: MUS-3 or the equivalent.
Advisory: Concurrent enrollment in an appropriate level piano class.
Through guided composition and analysis this course incorporates the
following concepts: rhythm and meter, basic properties of sound,
intervals, diatonic scales and triads, diatonic chords, basic cadential
formulas and phrase structures, figured bass, non-harmonic tones,
first species counterpoint, and voice leading involving 4-part chorale
writing. Development of skills in handwritten notation is expected.
Lab includes diatonic sight singing and ear training including
melodic, harmonic and rhythmic dictation. Keyboard requirements
include playing chord progressions, modes, and scales in all major
and minor keys. 54 hours lecture and 54 hours laboratory. (TBA option)

MUS-5 - Music Theory II  4 units
UC, CSU
Prerequisite: MUS-4 or the equivalent.
Advisory: Concurrent enrollment in an appropriate level piano course.
This course incorporates the concepts from Music Theory I. In
addition, through guided composition and analysis, the course will
include: Common Practice period voice leading involving four-part
chorale writing; diatonic harmony; chromatic harmony;
secondary/applied chords; modulation; borrowed chords; the
Neapolitan chord; augmented sixth chords; and an introduction to
binary and ternary forms. Lab includes chromatic sight singing and
ear training including melodic, harmonic and rhythmic dictation.
Keyboard requirements include playing chromatic chord
progressions. 54 hours lecture and 54 hours laboratory. (TBA option)

MUS-6 - Music Theory III  4 units
CSU
Prerequisite: MUS-5 or the equivalent.
Advisory: Concurrent enrollment in an appropriate level piano course.
This course incorporates the concepts from Music Theory II. In
addition, through writing and analysis, the course will include
Common Practice period and 20th Century techniques such as:
Borrowed chords and modal mixture; chromatic mediant;
Neapolitan and augmented sixth chords; 9th, 11th and 13th chords;
extended tertian harmony; polyharmony; quartal and secundal
harmony; pandiatonicism; serialism; and aleatoric music. Lab
includes post-Romantic and post-tonal sight singing and ear training
including melodic, harmonic and rhythmical dictation. Keyboard
requirements include playing post-Romantic and post-tonal materials.
54 hours lecture and 54 hours laboratory. (TBA option)

The following is a list of the classes that qualify for the “two unit
performance class” corequisite requirement for MUS-12, 39, 79 and
P12:
MUS-28 Riverside Community Symphony
MUS-33 Vocal Jazz Ensemble
MUS-41 Chamber Singers
MUS-42 Wind Ensemble
MUS-44 Jazz Ensemble
MUS-48 Marching Band
MUS-68 Community Symphony
MUS-73 Vocal Jazz Ensemble
MUS-77 Guitar Ensemble
MUS-81 Consort Singers
MUS-82 Wind Ensemble
MUS-84 Jazz Orchestra
MUS-88 Pageantry Ensemble
MUS-P77 Advanced Guitar Ensemble
THE-37 Musical Theater Techniques

MUS-19 - Music Appreciation  3 units
UC, CSU (C-ID MUS 100)
Prerequisite: None.
A broad survey of music in the Western world, including terminology
for describing musical elements, forms, and styles. Organized to
acquaint students with the roles of music and musicians in society
and with representative musical selections through listening, reading,
writing, and live performance. 54 hours lecture.

MUS-20 - Great Composers and Music Masterpieces  3 units
before 1820
UC, CSU
Prerequisite: None.
Advisory: ENG-IA or IAH.
Emphasis on biography, history, and masterpieces of classical in
European music from its inception to 1820 with an emphasis on
writing about music and research. The content focuses on writing
about great composers and listening to their music in the historical
context from the Medieval, Renaissance, Baroque and Classic
periods. 54 hours lecture.
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MUS-21 - Great Composers and Music Masterpieces 3 units
After 1820
UC, CSU
Prerequisite: None.
Advisory: ENG-1A or 1AH.
Emphasis on biography, history, and masterpieces of classical music from 1820 to the present with an emphasis on writing about music and research. The content focuses on writing about great composers and listening to their music in the historical context, from Beethoven through the 21st century. Begins with Beethoven’s late period and continues with European traditions throughout the 19th century. Music in the Americas and in Europe is included in the study of the 20th and 21st centuries. 54 hours lecture.

MUS-22 - Survey of Music Literature 3 units
UC, CSU
Prerequisite: MUS-3.
Survey of the major style periods and composers in the history of Western Music including the study and analysis of musical scores. Designed as a survey of music literature for students who have a working knowledge of musical notation and can follow open score and analyze the motives, themes, harmony and form of composition. 54 hours lecture.

MUS-23 - History of Rock and Roll 3 units
UC, CSU
Prerequisite: None.
A comprehensive study of rock music from its beginnings to the present with emphasis on its musical, socio-cultural and historical development. Study will also include stylistic trends and influential artists throughout the years, including the politics of rock. 54 hours lecture.

MUS-25 - Jazz Appreciation 3 units
UC, CSU
Prerequisite: None.
A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to and study of musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

MUS-26 - Film Music Appreciation 3 units
UC, CSU
Prerequisite: None.
A study of film music in the United States from 1927 to the present day. Study will be centered on originally composed scores by prominent composers and arrangers. 54 hours lecture.

MUS-29 - Concert Choir 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first day of class. A large choir dedicated to the study, rehearsal and public performance of larger choral works from Renaissance to 20th Century. Activities include festivals, concerts and clinics. May be taken a total of four times. 54 hours laboratory. (TBA option)

MUS-30 - Class Voice 1 unit
UC, CSU
Prerequisite: None.
Group study of vocal production, voice techniques, diction and interpretation. Opportunity provided for individual attention and performance. 54 hours laboratory.

MUS-31 - College Choir 1 unit
UC, CSU
Prerequisite: None. Open to all students interested in a college choral singing experience.
A vocal ensemble of mixed voices dedicated to the study, rehearsal and performance of a variety of choral literature. May be taken a total of four times. 54 hours laboratory.

MUS-32A, B, C, and D are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII of the catalog regarding course repeatability and repetition.

MUS-32A - Class Piano I 1 unit
CSU
Prerequisite: None.
This beginning course focuses on developing the skills needed for performing on piano, including reading from music notation, rhythm study, technique, expression, improvisation, harmonization, transposition, repertoire and style study. 17 hours lecture and 32 hours laboratory. (TBA option)

MUS-32B - Class Piano II 1 unit
CSU
Prerequisite: MUS-32A or the equivalent.
Continuation of the skills studied in MUS 32A focusing on techniques needed for performing on piano, including playing select major and parallel minor scales, reading music on the grand staff, tapping rhythms, harmonizing melodies using simple accompaniments, transposing, and simple score reading. 17 hours lecture and 32 hours laboratory. (TBA option)
MUS-32C - Class Piano III 1 unit
CSU
Prerequisite: MUS-32B or the equivalent.
Continuation of the skills studied in MUS 32B focusing on keyboard techniques required for playing major and minor scales, diatonic chord progressions, harmonizing melodies, transposing, accompanying, score reading, reading chord symbols, sight reading and performance of intermediate-level piano learning pieces. 17 hours lecture and 32 hours laboratory. (TBA option)

MUS-32D - Class Piano IV 1 unit
CSU
Prerequisite: MUS-32C or the equivalent.
Culmination of keyboard skills previously studied focusing on increasing keyboard facility for playing major and minor scales and arpeggios, diatonic chord progressions, harmonizing melodies, modulating, transposing, accompanying, simple score reading, sight reading and performance of piano pieces from the standard classical piano teaching literature. 17 hours lecture and 32 hours laboratory. (TBA option)

MUS-36 - Instrumental Chamber Ensembles 1.5 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting. The ability to sight-read and perform music on a wind, percussion, string or keyboard instrument. Performance of standard music literature for the small instrumental ensemble. Public performance in concert or recital situations. Subsequent enrollment in additional semesters will provide the student an opportunity for additional skill and competency development. May be taken a total of four times. 81 hours laboratory. (TBA option)

MUS-37 - Class Guitar 1 unit
UC, CSU
Prerequisite: None.
Fundamentals of guitar performance and basic musicianship. Introduction to music notation, basic guitar technique and development of basic repertoire. 17 hours lecture and 32 hours laboratory.

MUS-38 - Beginning Applied Music Training 2 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting.
Vocal or instrumental instruction for students who are proficient performers who could benefit from individualized instruction in preparation for a job in the music field or to prepare for performance auditions. Attendance at related concerts required. Not designed for beginning students. Beginning students are encouraged to take class piano, voice class or guitar class as an entry into the field of music performance. May be taken a total of four times. 108 hours laboratory. (TBA option)

MUS-53 - Keyboard Proficiency 1 unit
UC, CSU
Prerequisite: MUS-32D or the equivalent.
Preparation for the keyboard proficiency examinations required of entering music majors and minors at transfer institutions. Designed for students with extensive prior piano experience. 17 hours lecture and 32 hours laboratory. (TBA option)

MUS-57 - Gospel Singers 1 unit
UC, CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting.
A mixed voices chorus for the study, rehearsal, and public performances of anthems, spirituals, and gospel music (traditional/contemporary). Emphasis is on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. This course is repeatable for credit the maximum times allowable by regulation. 54 hours laboratory.

MUS-58 - Gospel Choir 1 unit
UC, CSU
Prerequisite: None. Open to all students interested in a college choral singing experience.
A choir of mixed voices dedicated to the further study, rehearsal and public performance of anthems, spirituals and African-American gospel (traditional/contemporary) music. May be taken a total of four times. 54 hours laboratory.

MUS-70 - Guitar Lab Ensemble 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Previous experience with classical guitar and audition on or before the first class meeting.
Study and performance of beginning and intermediate literature for guitar ensemble. May be taken a total of four times. 54 hours laboratory.

MUS-71 - College Chorus 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting.
An advanced vocal ensemble of mixed voices dedicated to the further study, rehearsal and performance of a variety of choral literature. May be taken a total of four times. 54 hours laboratory.

MUS-72 - Group Keyboarding Skills 1 unit
CSU
Prerequisite: None.
Keyboards skills for advanced performance on keyboards in all keys. Includes skills for accompanying individuals and groups. Opportunity provided for group and individual performance. 17 hours lecture and 32 hours laboratory. (TBA option)
MUS-77 - Guitar Ensemble 2 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Previous experience with classical guitar and an audition on or before the first class meeting.
An ensemble dedicated to the study, rehearsal and performance of a variety of literature written or transcribed for classical guitar ensemble. Subsequent enrollment will provide the student an opportunity to gain additional skill and competency within the subject matter. May be taken a total of four times. 108 hours laboratory. (TBA option)

MUS-83 - Advanced Chamber Choir 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting.
Advanced student and community chamber choir dedicated to the study, rehearsal and public performance of a variety of chamber choral literature. Activities will include concerts, festivals, radio and TV broadcasts and private appearances. May be taken a total of four times. 54 hours laboratory. (TBA option)

MUS-87 - Applied Music Training 1 unit
CSU
Prerequisite: None.
Limitation on enrollment: Audition on or before the first class meeting.
Vocal or instrumental instruction for students who are proficient performers and could benefit from individualized instruction as determined by audition. Attendance at related live performances required. Not designed for beginning students. Course may be taken a total of four times. 54 hours laboratory. (TBA option)

MUS-200 - Music Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

PHILOSOPHY

PHI-10 - Introduction to Philosophy 3 units
UC, CSU
Prerequisite: None.
A survey and exploration of significant questions in the Western philosophical tradition. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

PHI-10H - Honors Introduction to Philosophy 3 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Honors program.
A survey and exploration of significant questions in the Western philosophical tradition through an examination of primary sources. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. The honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, the application of higher level thinking and writing skills–analysis, synthesis, and evaluation. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

PHI-11 - Critical Thinking 3 units
UC, CSU
Prerequisite: None.
This course presents critical thinking as a skill to be used for better understanding, evaluating and constructing arguments. The focus will be on developing and enhancing the student’s ability to identify, analyze and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, informal fallacies. 54 hours lecture.

PHI-12 - Introduction to Ethics: Contemporary Moral Issues 3 units
UC, CSU (C-ID PHIL 120)
Prerequisite: None.
Contemporary problems in ethics. An examination of the moral problems of today in light of ethical theory. Problems examined may include abortion, euthanasia, the death penalty, affirmative action, war, racism, sexism, and others. 54 hours lecture.

PHI-15 - Bio-Medical Ethics 3 units
UC, CSU
Prerequisite: None.
An introduction to some of the ethical questions which affect medical research and the health care industry. The topics covered will include: the foundation of ethical judgments, the nature of moral reasoning, the ethics of medical practitioner-patient relationships, confidentiality, death and dying, medical experimentation, animal research, abortion and euthanasia, genetic engineering, and the new reproductive technologies. 54 hours lecture.

OFFICE ADMINISTRATION
See COMPUTER APPLICATIONS AND OFFICE TECHNOLOGY
PHI-32 - Introduction to Symbolic Logic 3 units  
(Same as MAT-32)  
UC, CSU  
Prerequisite: None.  
Limitation on enrollment: May not be taken if credit for MAT-32 has been granted.  
Introduces the principles of deductive reasoning, including the practical application of modern symbolic techniques. 54 hours lecture.

PHI-35 - Philosophy of Religion 3 units  
(Same as HUM-35)  
UC, CSU  
Prerequisite: None.  
Advisory: PHI-10 or 10H, or 11.  
An introduction to the examination of religious claims from a philosophical perspective. Emphasis will be placed upon examining the rational justification for various traditional faith claims, and upon examining the relationship between rationality and faith. The course presumes a basic knowledge of philosophical argumentation. 54 hours lecture.

PHOTOGRAPHY

PHO-12 - Photojournalism 3 units  
(Same as JOU-12)  
CSU (C-ID JOUR 160)  
Prerequisite: PHO-8.  
Corequisite: PHO-9.  
Introduction to basic photojournalism as a means for communicating visual information in print media. Emphasis on using photographs to tell a story. Discussion of the professional, legal, and ethical responsibilities of the photojournalist. Students required to provide 35 mm camera with aperture and shutter controls. 36 hours lecture and 54 hours laboratory. (Materials fee: $15.00)

PHO-20 - Introduction to Digital Photography 3 units  
CSU  
Prerequisite: None.  
Theory and practice in the basic techniques of producing digital photographs with technical and artistic merit. Acquire competency in the use of cameras with an emphasis on understanding the relationship of shutter, aperture and focal length. Software utilized may include Adobe Photoshop, Adobe Lightroom and others. Students are required to supply their own digital single lens reflex (SLR) camera with manual controls. 36 hours lecture and 54 hours laboratory.

PHO-200 - Photography Work Experience 1-2-3-4 units  
CSU*  
Prerequisite: None.  
Advisory: Students should have paid or voluntary employment.  
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

PHYSICAL EDUCATION

See KINESIOLOGY

PHYSICAL SCIENCE

PHS-1 - Introduction to Physical Science 3 units  
UC*, CSU  
Prerequisite: None.  
Fundamental concepts of earth, space and environmental science (geology, oceanography, meteorology, and astronomy) and principles of physics and chemistry especially as they relate to these fields. Emphasis is placed on the application of science in the understanding and solution of environmental problems. 54 hours lecture.

PHYSICIAN ASSISTANT

PHT-1 - Applied Clinical Skills 2 units  
CSU  
Prerequisite: None.  
Limitation on enrollment: Acceptance into the Physician Assistant program.  
This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The student will learn basic clinical skills applicable to the clinical environment including interpretation and theory of body fluids and tissue and their implications in arriving at preliminary diagnosis. Topics include clinical biochemistry, hematology and urinalysis. 27 hours lecture and 27 hours laboratory.

PHT-2 - Medicine Science I 6.5 units  
CSU  
Prerequisite: None.  
Limitation on enrollment: Acceptance into the Physician Assistant program.  
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The course provides a systematic approach to the theory of clinical medicine including the etiology, epidemiology and pathophysiology of human disease, illness and injury. 120 hours lecture.

PHT-3 - History and Physical Assessment I 4 units  
CSU  
Prerequisite: None.  
Corequisite: PHT-2.  
Limitation on enrollment: Acceptance into the Physician Assistant program.  
This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The student is exposed to clinical gathering skills, how to elicit and write a medical history, introduction to physical examination using the problem oriented medical record and patient simulation. Emphasis will be placed on a normal history, physical and neurological exam and progressive case presentations which correlate with the pathophysiology of disease systems covered in the PHT-2 Medical Science I course. 54 hours lecture and 54 hours laboratory.
PHT-4 - Applied Clinical Skills II 4 units 
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The course provides a systematic approach to the basic skills and concepts of electrocardiography and radiology applicable to the clinical setting. 54 hours lecture and 54 hours laboratory.

PHT-5 - Medicine Science II 6.5 units 
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The course provides a systematic approach to the basic skills and concepts of clinical medicine including the etiology, epidemiology and pathophysiology of human disease, illness and injury. 120 hours lecture.

PHT-6 - History and Physical Assessment II 4 units 
CSU
Prerequisite: Completion of all first semester courses.
Corequisite: Concurrent enrollment in PHT-5.
Limitation on enrollment: Acceptance into the Physician Assistant program.
This course is designed to meet the state and national accreditation requirements of an approved Physician Assistant program. The student is exposed to the continuation of clinical data gathering skills related to history and physical assessment. Emphasis will be on a normal history, physical and neurological exam and progressive case studies will correlate with the clinical symptoms covered in PHT-5. The student will also learn how to perform an obstetric and gynecological exam and examination of the male genitalia and prostate using patient simulations and patient models. Includes practical experiences of history taking and physical assessment supervised by individual preceptors. 54 hours lecture and 54 hours laboratory.

PHT-7 - Medical Pharmacology 4 units 
CSU
Prerequisite: Completion of all first semester courses.
Corequisite: Concurrent enrollment in PHT-4, 5, and 6.
Limitation on enrollment: Acceptance into the Physician Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The student is introduced to the basic principles of pharmacology including pharmacokinetics, drug actions, drug interaction and drug toxicities involved in the clinical use of drugs. Emphasis will be placed on the physiological and biochemical actions, absorptions, distribution, metabolism, excretions and therapeutic use of drugs. 72 hours lecture.

PHT-8 - Applied Clinical Skills III 3 units 
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The course provides a systematic approach to the basic skills and concepts of cardiopulmonary resuscitation, aseptic technique, operating room principles and guidelines, wound closure, bandaging and splinting, casting, parenteral medication administration, intravenous access, venipuncture, nasogastric intubation and bladder catheterization and standard precautions. 36 hours lecture and 54 hours laboratory.

PHT-9 - Medicine Science III 6.5 units 
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The course provides a systematic approach to the theory of clinical medicine including the etiology, epidemiology and pathophysiology of human disease, illness and injury. 120 hours lecture.

PHT-10 - Clinical Nutrition 3 units 
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. The student is introduced to the science of nutrition as it relates to good health, health promotion, disease prevention, the diagnosis, assessment and treatment of the nutritional aspects of acute and chronic illnesses. 54 hours lecture.

PHT-11 - Internal Medicine I 6 units 
CSU
Prerequisite: None.
Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.
Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Internal Medicine where, under supervision, they participate in a variety of patient care activities including rotation through Intensive and Coronary Care Units and the Emergency Room. Students are assigned to patients for medical history review, physical examination, diagnostic testing and within limitation imposed by education and experience, patient management. They attend grand and special conferences participating, where possible, in the elucidation of diagnoses and formulation of therapeutic plans. 336 hours laboratory. (TBA option)
PHT-12 - Internal Medicine II  6 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Internal Medicine, where, under supervision, they participate in a variety of patient care activities including rotations in the Intensive and Coronary Care Units. Students are assigned to patients for medical history, physical examination, diagnostic testing and patient management. Students attend daily ward rounds, grand rounds, and special conferences and participate in discussions of diagnostic problems and formulation of patient management plans. 336 hours laboratory. (TBA option)

PHT-13 - General Surgery  4 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Surgery where, under supervision, they participate in a wide variety of patient care activities including surgical history review, physical examination, diagnostic testing, technical and surgical procedures and management of the surgical patient. Students attend daily ward rounds, special conferences with participation in pre-operative and post-operative care of patients. Includes rotations through the Trauma Unit and Emergency Room. 224 hours laboratory. (TBA option)

PHT-14 - Surgery II  6 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are exposed to a continuation of Surgery Internship with the Department of Orthopedic Surgery. 336 hours laboratory. (TBA option)

PHT-15 - Pediatrics  6 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to Pediatric patients for medical history, physical examination, diagnostic testing, and participation in supportive role in the patient’s therapeutic management. They attend daily ward rounds, grand rounds, and special conferences and participate on discussion of diagnostic problems and formulation of patient management plans. 336 hours laboratory. (TBA option)

PHT-16 - Obstetrics/Gynecology  6 units  
CU

Prerequisite: Advanced standing in the Physician Assistant program including completion of all first-year courses.

This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Obstetrics and Gynecology where, under supervision, they participate in a variety of patient care activities emphasizing patients with reproductive tract abnormalities and normal or complicated pregnancies. Students are assigned to patients for medical history review, physical examination and diagnostic testing in preparation for a supportive role during labor and delivery or gynecologic surgery. They also attend daily grand rounds and special conferences with participation in the discussion of diagnostic problems and patient management plans. 336 hours laboratory. (TBA option)

PHT-17 - Family Practice  6 units  
CU

Prerequisite: Advanced standing in the Physician Assistant program including completion of all first-year courses.

This course is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Family Practice where, under supervision, they participate in a variety of patient care activities. Students are assigned to patients for medical history review, physical examination, diagnostic testing and with limitation imposed by education and experience, patient management. They attend daily grand rounds and special conferences with participating, where possible, in the elucidation of diagnosis and formulation of therapeutic plans. 336 hours laboratory. (TBA option)

PHT-18 - Psychiatry/Mental Health  4 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Psychiatry and Mental Health where, under supervision, they participate in a variety of patient care activities. Students perform psychiatric interviews and mental status examinations and participate in discussions and formulation of therapeutic plans. 224 hours laboratory. (TBA option)

PHT-19 - Emergency Medicine  4 units  
CU

Prerequisite: None.

Limitation on enrollment: Advanced standing in the Physician Assistant program including completion of all first-year courses.

Designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Emergency Medicine where, under supervision, they participate in a variety of patient care activities including medical history review, physical examination, advanced life support, basic life support, suturing, splinting, insertion of central lines, venipuncture, intravenous access, and minor surgical procedures. Students participate in discussion on diagnostic problems and formulate therapeutic plans. 224 hours laboratory. (TBA option)
PHT-20 - Medical Genetics 3 units
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
Medical Genetics course introduces students to the human genome and human genetic research. The course covers the principles of heredity at the cellular and molecular levels; genetic and molecular analysis of representative human traits in conjunction with their clinical manifestation. Genetic variation in individuals and its application in forensic medicine; gene mining for the advance medicine; genetics of cancer, immunogenetics, and pharmacogenetics will also be discussed. Emphasis is placed on understanding the role of genetic and environmental factors in maintaining health, prevention and management of disease in individuals and populations; on identification of genetic predispositions based on family pedigree in the context of clinical preventive practice; and on genetic testing and counseling. The ethical, legal and social implications of genomics for individuals and health care systems will be discussed. Controversial, thought-provoking topics related to the treatment of genetic diseases such as stem cell research and gene therapy will be included. Genomics of emerging pathogens in the aspect of world health will be recognized. Designed to meet the requisites in basic medical sciences for professional programs. 54 hours lecture combined with problem-based learning and virtual laboratory setting.

PHT-21A - Neurosurgery Clerkship 5 units
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program, as well as successful completion of all first-year courses.
This course is an advanced student-cohort course of study and is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Neurosurgery where, under supervision, they will participate in various inpatient and outpatient care activities that further develop clinical skills in assessment, evaluation, diagnosis and differential diagnosis, medical and surgical management, and discharge planning of patients with neurological conditions. 270 laboratory hours. (TBA option)

PHT-21B - Advanced Mental Health Clerkship 5 units
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program, as well as successful completion of all first-year courses.
This course is designed to meet the state and national requirements for an approved Physician Assistant Program. The course is a comprehensive review of human anatomy and physiology with an emphasis on their clinical applications. The course also includes pathophysiological processes that impact the human body that result in various disease processes. The course is a systems based course that covers all of organ systems. The anatomy and physiology of each organ system serves as the foundational knowledge that is requisite to for discussing the mechanisms of possible disorders of that specific system, and for reviewing the most common pathological conditions in pertinent the corresponding clinical disciplines. The course is one of two a two series course (22A and 22B). 54 hours lecture.

PHT-21C - Advanced Geriatrics Clerkship 5 units
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program, as well as successful completion of all first-year courses.
This course is an advanced student-cohort course of study and is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Family Medicine where, under supervision, they participate in a variety of patient care activities consistent with Geriatric Medicine. 270 hours laboratory. (TBA option)

PHT-21D - Hospitalist Medicine Clerkship 5 units
Prerequisite: None.
Limitation on Enrollment: Acceptance into the Physician Assistant program, as well as successful completion of all first-year courses.
This course is an advanced student-cohort course of study and is designed to meet the state and national accreditation requirements for an approved Physician Assistant program. Students are assigned to the Department of Internal Medicine where, under supervision, they participate in a variety of inpatient care activities that further develop clinical skills in assessment, treatment and discharge planning of common diseases and conditions of hospitalized patients. 270 hours laboratory. (TBA option)

PHT-22A - Clinical Anatomy, Physiology and Pathophysiology 3 units
CSU
Prerequisite: None.
Limitation on enrollment: Acceptance into the Physician Assistant program.
This course is designed to meet the state and national requirements for an approved Physician Assistant Program. This course is a two series course (22A and 22B). 54 hours lecture.
PHT-22B - Clinical Anatomy, Physiology and Pathophysiology 3 units
CSU
Prerequisite: PHT-22A.
Limitation on enrollment: Acceptance into the Physician Assistant program.
This course is designed to meet the state and national requirements for an approved Physician Assistant Program. The course is a comprehensive review of human anatomy and physiology with an emphasis on their clinical applications. The course also includes pathophysiological processes that impact the human body that result in various disease processes. The course is a systems-based course that covers all of organ systems. The anatomy and physiology of each organ system serves as the foundational knowledge that is requisite to for discussing the mechanisms of possible disorders of that specific system, and for reviewing the most common pathological conditions pertinent the corresponding clinical disciplines. The course is the second of a two series course (22A and 22B). 54 hours lecture.

PHYSICS

PHY-4A - Mechanics 4 units
UC*, CSU
Prerequisite: None.
Corequisite: MAT-1A.
Examines vectors, particle kinematics and dynamics, work and power, conservation of energy and momentum, rotation, oscillations and gravitation. 54 hours lecture and 54 hours laboratory.

PHY-4B - Electricity and Magnetism 4 units
UC*, CSU
Prerequisite: PHY-4A.
Corequisite: MAT-1B.
Study of electric fields, voltage, current, magnetic fields, electromagnetic induction, alternating currents and electromagnetic waves. 54 hours lecture and 54 hours laboratory.

PHY-4C - Heat, Light and Waves 4 units
UC*, CSU
Prerequisite: PHY-4A.
Corequisite: MAT-1B.
Examines temperature, heat transfer, thermal properties of matter, thermodynamics and heat-engine cycles, wave motion and acoustical phenomena, reflection, refraction, lenses, interference and diffraction. 54 hours lecture and 54 hours laboratory.

PHY-4D - Modern Physics 4 units
UC, CSU
Prerequisite: PHY-4A.
The study of special relativity theory, the old quantum theory, fundamentals of quantum mechanics and basic applications of these theories to the hydrogen atom. 72 hours lecture.

PHY-10 - Introductory General Physics 3 units
UC*, CSU
Prerequisite: MAT-52.
A liberal arts physics course covering mechanics, properties of matter, heat, sound, light, electricity and magnetism and nuclear physics. 54 hours lecture.

PHY-11 - Physics Lab 1 unit
UC, CSU
Prerequisite: None.
Corequisite: PHY-10.
An optional laboratory science course for the non-science major. Emphasis on laboratory techniques, student experimentation, and laboratory demonstrations. 54 hours laboratory.

POLITICAL SCIENCE

POL-1 - American Politics 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
The principles and critical issues of American politics, with emphasis on the national government. Course topics include: political parties and elections, interest groups, mass movements, public policy, media, judicial system, and California state and local government are included. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

POL-1H - Honors American Politics 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
The principles, and critical issues of American politics, with emphasis on the national government. Course topics include: philosophic and ideological sources of political system and culture, political parties and elections, interest groups, mass movements, public policy, media, judicial system, and California state and local government. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

POL-2 - Comparative Politics 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
A comparative study of selected European, Asian, African, Latin American and Middle Eastern political systems. Concerned with broadening and deepening the student’s understanding of the nature and variety of political systems. Course topics will include a study of institutions and issues of various countries. Students may not receive credit for both POL-2 and POL-2H. 54 hours lecture.

POL-2H - Honors Comparative Politics 3 units
UC, CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Limitation on enrollment: Enrollment in the Honors program.
A comparative study of selected European, Asian, African, Latin American, Middle Eastern and Political Systems. Concerned with broadening and deepening the student’s understanding of the nature and variety of political systems. Course topics will include a study of institutions and issues of various countries. Students may not receive credit for both POL-2 and POL-2H. 54 hours lecture.
### Course Descriptions

**POL-4 - Introduction to World Politics**  
3 units  
UC, CSU  
Prerequisite: None.  
Advisory: Qualification for ENG-1A.  
A study of the theories, paradigms and issues of global politics. Special attention is given to the role of the United States in the international community, the role of international organizations and international political economy. Students may not receive credit for both POL-4 and POL-4H. 54 hours lecture.

**POL-4H - Honors Introduction to World Politics**  
3 units  
UC, CSU  
Prerequisite: None.  
Advisory: Qualification for ENG-1A.  
Limitation on enrollment: Enrollment in the Honors program.  
A study of the theories, paradigms and issues of global politics. Special attention is given to the role of the United States in the international community, the role of international organizations and international political economy. The honors course offers and enriched experience for accelerated students by means of limited class size, seminar format, student-generated and –led discussions and projects, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills—analysis, synthesis and evaluation. Students may not receive credit for both POL-4 and POL-4H. 54 hours lecture.

**POL-6 - Introduction to Political Economy**  
3 units  
(Same as ECO-6)  
UC, CSU  
Prerequisite: None.  
Advisory: Qualification for ENG-1A.  
This course will examine the historical, structural, and cultural elements in the development of international political economy. Topics covered will include the relation of politics and economics on development, globalization, national institutions, social groups and classes, and democracy. 54 hours lecture.

**POL-8 - Introduction to Public Administration and Policy Development**  
3 units  
UC, CSU  
Prerequisite: None.  
Advisory: Qualification for ENG-1A.  
This course is designed as an introduction to the processes of policy formation and implementation. Public administration, decision making in the public bureaucracy, and administrative tasks are discussed. In addition to the politics of administrative organizations, personnel management, budget administration, public relations, and Government service as a career are discussed. Practicing public administrators will be featured as guest speakers. 54 hours lecture.

**PSY-1 - General Psychology**  
3 units  
UC, CSU  
Prerequisite: None.  
Historical and philosophical antecedents of contemporary psychology; the scientific study of behavior and mental processes as systemized in learning, motivation, emotion, personality, intelligence, and thought. 54 hours lecture.

**PSY-2 - Biological Psychology**  
3 units  
UC, CSU  
Prerequisite: PSY-1.  
The scientific study of brain-behavior relationships and mental processes. Issues addressed include: historical scientific contributions and current research principles for studying brain-behavior associations and mental processes, basic nervous system structure and function, sensory and motor systems, emotion, motivation, learning and memory, sleep and dreaming, and neurological and mental disorders. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental investigations. 54 hours lecture.

**PSY-8 - Introduction to Social Psychology**  
3 units  
UC, CSU (C-ID PSY 170)  
Prerequisite: None.  
This course examines individual human behavior in relation to the social environment. It includes emphasized topics; such as, aggression, prejudice, interpersonal attraction, attitude change, gender roles, and social cognition. 54 hours lecture.

**PSY-9 - Developmental Psychology**  
3 units  
UC, CSU  
Prerequisite: None.  
This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

**PSY-33 - Theories of Personality**  
3 units  
UC, CSU  
Prerequisite: None.  
This course examines the basic concepts and principles of the prevailing theories of personality and evaluates the scientific merits of their assumptions and propositions. 54 hours lecture.
PSY-35 - Abnormal Psychology 3 units
UC, CSU (C-ID PSY 120)
Prerequisite: None.
Survey of historical and contemporary approaches to diagnosing, understanding and treating major forms of psychological disorder including: anxieties, fears, obsessions, psychoses, sexual and personality disorders, disorders of childhood and adolescence. 54 hours lecture.

PSY-50 - Research Methods in Psychology 4 units
CSU
Prerequisite: PSY-1 and MAT-12/12H.
This course introduces students to psychological research methods with emphasis on the use of the scientific method. The laboratory will complement the lectures and allow each student to design and conduct behavioral research, including collecting and analyzing research data. 63 hours lecture and 27 hours laboratory.

READING
REA-2 - Rapid Reading 2 units
CSU
Prerequisite: None.
Designed for readers with good vocabulary skills who are interested in increasing reading speed. A qualifying placement level is recommended. Students practice utilizing a variety of rapid reading methods and comprehension-building techniques, including computer assisted instruction. 36 hours lecture. (Letter Grade, or Pass/No Pass option.)

REA-3 - Reading for Academic Success 3 units
CSU
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Intended to provide students with a review and study of reading skills at the college level. Students will receive instruction in fundamental, academic and discipline-specific reading skills. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

REA-4 - Critical Reading as Critical Thinking 3 units
CSU
Prerequisite: None.
This course is intended for students to fully understand the relationship between critical reading and critical thinking. Emphasis will be placed on the development of reading skills in the interpretation, analysis, criticism, and advocacy of ideas encountered in academic reading. 54 hours lecture.

REA-82 - Reading, Level II 3.5 units
Prerequisite: REA-81 or qualifying placement level.
Intended for students who experience significant difficulty in reading college-level materials. Instruction in reading skills at a less basic level than that required in REA-81, along with individually prescribed practice work, in which a wide range of materials will be utilized. 54 hours lecture and 36 hours laboratory. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

REA-83 - Reading, Level III 3 units
Prerequisite: REA-82 or ESL-73 or qualifying placement level.
Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

REA-86 - Reading Strategies for Textbooks 1 unit
Prerequisite: None.
This course is intended for students currently enrolled in a lecture class where the curriculum and instruction depends on extensive textbook readings. Students will receive instruction on using different reading comprehension strategies designed for better understanding and retention of textbook material. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

REA-87 - Reading Clinic .5 unit
Prerequisite: None.
This self-paced course provides practice on individually prescribed learning plans designed to improve and develop reading skills. Instruction is provided on an individualized basis through conferences with the student. 27 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

REA-95 - Special Topics in Reading .5 unit
Prerequisite: None.
Designed to introduce students to a variety of basic activities that expand strategies and techniques for developing reading comprehension. Students improve comprehension skills by questioning, surveying, establishing a purpose for reading and changing speeds in relation to difficulty and content. 9 hours lecture. (Non-degree credit course. Pass/No Pass only.)
REAL ESTATE

RLE-80 - Real Estate Principles 3 units
CSU
Prerequisite: None.
The fundamental real estate course covering the basic laws and principles of California real estate, gives understanding, background, and terminology necessary for specialized courses. Assists those preparing for the real estate sales agent license examination. 54 hours lecture.

RLE-81 - Real Estate Practices 3 units
CSU
Prerequisite: None.
Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state’s educational requirements for the brokers examination. 54 hours lecture.

RLE-82 - Legal Aspects of Real Estate 3 units
CSU
Prerequisite: None.
California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

RLE-83 - Real Estate Finance 3 units
CSU
Prerequisite: None.
Analysis of real estate financing, including lending policies and problems in financing transactions in residential, apartment, commercial, and special purpose properties. Methods of financing properties emphasized. 54 hours lecture.

RLE-84 - Real Estate Appraisal 3 units
CSU
Prerequisite: None.
Purposes of appraisals, the appraisal process, and the different approaches, methods, and techniques used to determine the value of various types of property. Emphasis will be on residential and single-unit properties. 54 hours lecture.

RLE-85 - Real Estate Economics 3 units
CSU
Prerequisite: None.
Trends and factors affecting the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles and business fluctuations, residential market trends, real and special purpose property trends. 54 hours lecture.

RLE-86 - Escrow Procedures I 3 units
CSU
Prerequisite: None.
Methods and techniques of escrow procedure for various types of real estate transactions, including the legal/ethical responsibilities engaged in escrow work. 54 hours lecture.

RLE-200 - Real Estate Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related classroom instruction. Students enrolled in this occupational work experience course must be employed in a field related to the work experience subject area. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. 18 hours lecture. Additionally, 60 hours of volunteer work or 75 hours of paid work is required for each unit.

SOCIOLOGY

SOC-1 - Introduction to Sociology 3 units
UC, CSU (C-ID SOCI 110)
Prerequisite: None.
An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and SOC-1H. 54 hours lecture.

SOC-2 - American Social Problems 3 units
UC, CSU (C-ID SOCI 115)
Prerequisite: None.
Identification and analysis of major social problems confronting 20th century America; emphasizing, among other topics, urban and rural transformations; family life; minorities; criminal and delinquent behavior. 54 hours lecture.

SOC-10 - Race and Ethnic Relations 3 units
UC, CSU (C-ID SOCI 150)
Prerequisite: None.
An introduction to the relevant theories and operational definitions that ground the study of race and ethnic relations in the social sciences. Extensive treatment of prejudice, discrimination, and the concept of racism. The course brings into sharper focus the history and contemporary status of White-ethics, religious minorities, American Indians, Afro-Americans, Hispanic-Americans, Asian-Americans, Jewish-Americans, and women in the United States. Social institutions such as family, education, politics, and the economy receive special attention for each group. The similarities and differences in ethnic hostilities between the United States and other societies are closely examined. 54 hours lecture.
SOC-12 - Marriage and Family Relations 3 units
UC, CSU
Prerequisite: None.
Patterns in marriage and family relations focusing on both academic and practical considerations. Includes courtship, marriage, child-parent relations, intrafamily conflict, and sexual adjustment. 54 hours lecture.

SOC-17 - Introduction to Public Mental Health 3 units
(Same as HMS-17)
CSU
Prerequisite: None.
Introductory course for students interested in public mental health. An overview of the history of public mental health, the types and functions of agencies, practices, careers, professional ethics, current trends and issues is provided. 54 hours lecture.

SOC-20 - Introduction to Criminology 3 units
UC, CSU
Prerequisite: None.
An introduction to the fundamentals of criminology. Including surveys of the theories of crime, statistical procedures and research methodology, types of crimes, criminal etiology, the origins and features of criminal law, the police, courts, and corrections. An analysis of the interrelationships between social organization, the perceptions of social harm, and the dynamics of social control. 54 hours lecture.

SOC-50 - Introduction to Social Research Methods 3 units
UC, CSU
Prerequisite: None.
Designed to introduce the student to the nature of scientific inquiry and to the basic principles and procedures applied to the conduct of research in the social sciences. The course is organized around the generally accepted sequential steps in the research process; from the inception of a research idea to the research design for inquiry, to the gathering and analysis of data, to the final report of the findings. 54 hours lecture.

SPANISH

SPA-1 - Spanish 1 5 units
UC*, CSU (C-ID SPAN 100)
Prerequisite: None.
This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. This course includes discussion of Hispanic culture and daily life. Students may not receive credit for both SPA-1 and SPA-1H. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-1H - Honors Spanish 1 5 units
UC, CSU
Prerequisite: None.
Limitation on enrollment: Enrollment in the Honors program.
This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. This course includes discussion of Hispanic culture and daily life. This honors course offers an enriched experience for accelerated students through limited class size, a seminar format, the reading of level-appropriate adapted Hispanic works and cultural studies, and the application of higher level critical thinking skills. Students may not receive credit for both SPA-1 and SPA-1H. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-2 - Spanish 2 5 units
UC, CSU
Prerequisite: SPA-1, 1H, or 1B.
Further development of basic skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the beginning level. This course includes expanded discussion of Hispanic culture and daily life. Students may not receive credit for both SPA-2 and SPA-2H. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-2H - Honors Spanish 2 5 units
UC, CSU
Prerequisite: SPA-1, 1H, or 1B.
Limitation on enrollment: Enrollment in the Honors program.
Further development of basic skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the beginning level. This course includes an expanded discussion of Hispanic culture and daily life. Honors course offers an enriched experience for accelerated students through limited class size, a seminar format, the reading of level-appropriate adapted Hispanic works and cultural studies, and the application of higher level critical thinking skills. Students may not receive credit for both SPA-2 and SPA-2H. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-3 - Spanish 3 5 units
UC*, CSU
Prerequisite: SPA-2 or 2H.
Development of intermediate skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the intermediate level. This course includes an expanded discussion of Hispanic culture and daily life. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)
SPA-3N - Spanish for Spanish Speakers 5 units
UC*, CSU

Prerequisite: None.
Enrichment and formalization of speaking, reading and writing skills in Spanish. Emphasis on vocabulary expansion, awareness of standard versus non-standard lexicon, introduction to various Spanish dialects. Intense review of grammar and linguistic terminology necessary to expand and enrich language skills. Introduction to diverse literary materials, writing styles and composition techniques. Intensive survey of Latino culture in the United States and in the Spanish-speaking world. Designed for students with near-native fluency, having acquired the language in a non-academic environment, and having received minimal or no formal instruction in Spanish. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-4 - Spanish 4 5 units
UC, CSU

Prerequisite: SPA-3 or 3N.
Further development of intermediate skills in listening, reading, speaking and writing. A review of the vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the intermediate level. Enhancement of basic Spanish language skills though the reading of authentic literary and factual texts. This course includes an expanded discussion of Hispanic culture and daily life. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

SPA-8 - Intermediate Conversation 3 units
UC, CSU

Prerequisite: SPA-2 or 2H.
Intermediate-level vocabulary building and improvement of speaking proficiency in the context of Hispanic culture, daily life and topics of current interest. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

SPA-11 - Spanish Culture and Civilization 3 units
UC, CSU

Prerequisite: None.
Introductory survey of Spanish culture and civilization as reflected in language, literature, art, history, policies, customs and social institutions. Class conducted in English. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

SPA-12 - Latin American Culture and Civilization 3 units
UC, CSU

Prerequisite: None.
Introductory survey of Latin American culture and civilization as reflected in language, literature, art, history, policies, customs and social institutions. Class conducted in English. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

SPA-13 - Spanish for Health Care Professionals 5 units
CSU

Prerequisite: None.
This course is designed for health care professionals who want to learn basic phrases in Spanish as related to their daily activities. Class conducted in Spanish. 90 hours lecture. (Letter Grade, or Pass/No Pass option.)
SLP-5 - SLPA Workplace Issues 3 units
CSU
Prerequisite: SLP-1.
Class discussions and assignments in this course are designed to address a variety of issues related to the work setting. Challenging situations encountered in the students’ field work experiences are presented in class with the purpose of discussing and identifying potential solutions which are to be implemented and evaluated. Students participate in an on-going self-evaluation to identify areas of strength demonstrated in the work setting and to measure progress on skills that need improvement. 54 hours lecture.

SUPERVISION
See MANAGEMENT

THEATER ARTS

THE-3 - Introduction to the Theater 3 units
UC, CSU (C-ID THTR 111)
Prerequisite: None.
A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of the theater as a separate and distinctive art form. 54 hours lecture.

THE-32 - Acting Fundamentals-Theater 3 units
Games and Exercises
UC, CSU (C-ID THTR 151)
Prerequisite: None.
Foundation training for actors through theater games and improvisational exercises for developing expressive freedom, creativity, relaxation, sensory awareness and concentration. Development and preparation of the actor’s instrument: voice, speech, body and imagination. Beginning of relationship and motivation. 36 hours lecture and 54 hours laboratory. (TBA option)

THE-200 - Theater Arts Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours lecture and 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.

WKX-200 - Work Experience 1-2-3-4 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours lecture and 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.

WKX-201 - General Work Experience 1-2-3 units
CSU*
Prerequisite: None.
Advisory: Students should have paid or voluntary employment.
This course is designed to coordinate the student’s occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to three (3) units each semester for two (2) semesters for a maximum of 6 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. 18 hours lecture and 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.
NON-CREDIT COURSES

Non-credit courses are one of several educational options offered by community colleges. They offer students access to a variety of low and no-cost courses that do not carry any unit value, but can help students in reaching personal and professional goals. They provide lifelong learning, career preparation opportunities, and skill remediation, development or proficiency. They can serve as an “educational gateway” for students who want to improve their earning power, literacy skills or access to higher education. Non-credit courses are approved by the district Curriculum Committee, the Board of Trustees and the state Chancellor’s Office.

ENGLISH

ENG-885 - Writing Clinic 0 units
Prerequisite: None.

Intended for students who need concentrated attention in various areas of grammar, punctuation, and composition. Self-paced, open-entry/open-exit, with no traditional lecture-based component. Instead, it requires students to do the majority of their coursework independently. Each student follows a sequential series of modules based on his or her diagnosis. Students meet with their instructor in the Writing and Reading Center for the pre- and post-test and as needed for one-on-one instruction or small group study for the duration of the students’ enrollment in the course. May be taken a total of four times. 27 hours laboratory. (TBA option)

ENGLISH AS A SECOND LANGUAGE

ESL-801 - ESL Support for Career and Technical Programs 0 units
Prerequisite: None.

Advisory: Qualification for ESL 53.

This course, designed for multi-lingual students whose primary language is not English, is intended for students currently enrolled in an entry-level vocational class. Students will receive instruction including writing, reading, speaking, vocabulary building and test taking skills designed to help them succeed in the content area course. Subsequent enrollment in an additional semester will provide the student with an opportunity for continued skills and competency development within the level and subject matter. May be taken a total of eight times. 36 hours lecture. (Non-credit course. Pass/No Pass only.) (TBA option)

GUIDANCE

GUI-801 - Testing for Success CAHSEE Preparation 0 units
Prerequisite: None.

Course is intended to give students a review of study skills and time management strategies in preparation for the California High School Exit Examination (CAHSEE). This course may be taken multiple times. 10 hours lecture. There is no mandatory laboratory hour requirement. (Materials fee: $16.00)

INTERDISCIPLINARY STUDIES

ILA-800 - Supervised Tutoring 0 units
Prerequisite: None.

Co-Requisite): Student must be enrolled in at least one other non-tutoring course.

Limitation on Enrollment: Student must be referred by an instructor or a counselor.

This self-paced open-entry/open-exit course provides supervised tutoring, study skills development, and assistance in understanding college course assignments. Students receive individualized tutoring and small group instruction outside of class time in the Learning Center, which is designed to help achieve specific course objectives related to college courses and/or to improve learning and study skills in specific subject matter. Content varies according to the course for which tutoring is sought. 216 hours laboratory. May be taken a total of twelve times. (TBA option) (Non-degree, non-credit course.)

READING

REA-887 - Reading Clinic 0 units
Prerequisite: None.

This self-paced course provides practice on individually prescribed learning plans designed to improve and develop reading skills. Instruction is provided on an individualized basis through conferences with the student. Subsequent enrollment in the course will provide the student further opportunities for additional skill and competency development within the subject matter. May be taken a total of four times. 27 hours laboratory. (TBA option)

SENIOR CITIZEN EDUCATION

For information about Senior Citizen Education courses, contact the Young @Heart Program at 152 East Sixth Street, Corona, CA. The telephone number is (951) 222-8090.

SCE-804 - Senior Topics 0 units
Prerequisite: None.

This course will encourage students 55 years and older to develop a sense of personal empowerment through continued learning and self-awareness of the knowledge, experience, understanding and wisdom attained in later adulthood. Students will learn communication and listening skills as they participate in various discussions of special interest and have an opportunity to review and discuss books, biographies, film, theatre, music and news items while experiencing intellectual excitement and the pleasure of camaraderie during class sessions. Students would provide their own entrance fees to any events planned. 24 hours lecture; Positive Attendance.

SCE-809 - Computer Basics for Older Adults 0 units
Prerequisite: None.

This course is designed to teach students 55 years and older the basics of home computer use, including terminology, components, basic windows functions, accessory programs, simple word processing and spreadsheet programs as well as skills in accessing and using the Internet. 16 hours laboratory; Positive Attendance.
SCE-810 - Photography as Therapy for Older Adults 0 units
Prerequisite: None.
In this course, students 55 years and older will use their own 35mm and digital cameras as they learn the theory and application of basic photographic skills needed to consistently take high quality photographs under a variety of shooting conditions. Students will be responsible for processing their own photographs. Socialization and working as a group will be an important part of this course. Students will be taught in a progressive systematic manner. 28 hours laboratory; Positive Attendance.

SCE-811 - Drawing and Painting for Older Adults 0 units
Prerequisite: None.
This course is designed for students 55 years and older, and will include a potpourri of drawing, illustration, painting, mixed media and basic design components. Individual classes will have one or more emphases and will focus on the development and/or enhancement of mental acuity, fine motor skills, creativity and art appreciation in a welcoming social environment. Classes may include creative interpretation of subjects from life, landscape and imagination, basic exploration of design elements and principles, composition, observation skills, perspective on art appreciation and history and methods of conserving and displaying completed works. Socialization and interaction will be an important part of this class. Students will be taught in a progressive systematic manner. Students will provide their own materials and supplies. 24 hours laboratory; Positive Attendance.

SCE-813 – Healthy Aging for Older Adults 0 units
Prerequisite: None.
Students 55 years and older are provided practical information regarding healthy aging including diet, nutrition, disease prevention, fall prevention and application of principles focusing on maintaining good health as they age. Course is designed to make the tasks of daily living positive. 13 hours lecture and 11 hours laboratory; Positive Attendance.

SCE-820 - Music for Active Seniors 0 units
Prerequisite: None.
Focuses on listening to, participating in and learning the history of music deemed to be of interest to older adults. Includes live instrumental and vocal presentations; instruction on composers, song stories; and backgrounds and musical styles from approximately 1900 forward. Designed for students 55 years and older who are able to be active, mobile participants. 30 hours laboratory; Positive Attendance.

SCE-821 - Music Therapy for Frail Seniors 0 units
Prerequisite: None.
Focuses on listening to, participating in and learning the history of music deemed to be of interest to seniors. Course includes live piano or other instruments and vocal presentations and instruction on composers, song stories, backgrounds and musical styles from approximately 1900 forward. This course is designed for students 55 years and older who might live in assisted living environments. 30 hours laboratory; Positive Attendance.

SCE-822 - Music Therapy for Frail Seniors 0 units
Prerequisite: None.
Focuses on listening to, participating in and learning the history of music deemed to be of interest to seniors. Course includes live piano or other instruments and vocal presentations and instruction on composers, song stories, backgrounds and musical styles from approximately 1900 forward. This course is designed for students 55 years and older who might live in assisted living environments. 30 hours laboratory; Positive Attendance.

SCE-830 - Mature Driver Improvement 0 units
Prerequisite: None.
Advisory: Students must possess a valid California Driver’s License and be prepared to pay a nominal fee (currently $1.00) for the DMV Certificate.
This course is designed to update the driving skills of students 55 years and older. Curriculum is provided by the State of California DMV to help older drivers become more defensive, more alert to their surroundings as they drive and to familiarize them with new traffic laws. DMV requires that the course be 8 hours long and be open to a maximum of 30 students. Students will pay a nominal fee for the DMV Certificate of Completion. 8 hours laboratory; Positive Attendance.

SCE-840 - Craft Design for Older Adults 0 units
Prerequisite: None.
This course offers students 55 years and older the opportunity to create and construct various types of crafts in an interactive and stimulating environment. The course will feature crafts that give students an opportunity to use their creative talents while retaining and continuing to develop their fine motor skills and improve memory skills. Some of the crafts featured in various classes might include ceramics, stained glass, wood carving, jewelry, china painting, calligraphy, fabric crafts, scrap book design, various crafts using glass items, wood items, clay pots, found items and items from nature like gourds and pine cones, etc. Students will supply their own craft materials. 24 hours laboratory; Positive Attendance.

SCE-842 - Needle Arts Therapy for Seniors 0 units
Prerequisite: None.
Students 55 years and older will learn to create needle arts projects in a socially interactive environment. The course will feature a wide variety of needle arts instruction to give students an opportunity to use their creative talents while retaining and continuing to develop their fine motor skills memory improvement and will provide an opportunity to share backgrounds and family history through the various projects and offer in a socially interactive environment. Some of the various needle arts that might be included in various classes are: needlepoint, cross stitch, needle beading, embroidery, ribbon embroidery, Japanese bunka and other ethnic needle arts, fabric embellishment, appliqué, quilting, crochet and knitting. Students will provide their own needle art supplies. 24 hours laboratory; Positive Attendance.