Policy Changes

Citrus College has made every reasonable effort to ensure the information in this catalog accurately reflects current legislation, policies and fees. However, these are subject to modification at any time, without notice, in order to accommodate changes in the resources or educational plans of the Citrus Community College District, or for reasons deemed appropriate by the college president or designee.

Accreditation

Citrus College is accredited by Western Association of Schools and Colleges (WASC). Its many professional memberships include the American Association of Community Colleges (AACC) and the Community College League of California (CCLC).
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### What Degrees Does Citrus College Offer?

#### Programs of Study Leading to an Associate Degree

- **Major Requirements**
- **Programs of Study Leading to an Associate in Arts Degree**
  - Fine and Performing Arts
  - Language Arts
  - Social and Behavioral Sciences
  - Liberal Arts
- **Programs of Study Leading to an Associate in Science Degree**
  - Applied Arts
  - Natural Science
  - Physical Education/Recreation
- **Additional Requirements for an Associate Degree**
- **Application for Graduation**
- **Multiple Degrees**
- **Online Degrees**

### What Certificates Does Citrus Offer?

#### Programs of Study Leading to a Certificate

- **Listings by Instructional Division**
- **How Can I Earn a Skill Award From Citrus?**
  - **Programs of Study Leading to a Skill Award**
  - **Definition**
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### How Do I Transfer to a Four-Year College or University?

#### Programs of Study Leading to Transfer

- University of California
- California State University
- Intersegmental General Education Transfer Curriculum (IGETC) 2007-2008

### How are Citrus College's Academic Programs Organized?

#### Instructional Divisions, Department, and Subjects

- **Subjects by Division and Department**
- **Institutional Memberships and**
- **Professional Certifications**
- **Course Directory (alphabetical)**
- **Sample Course Description**
President's Message: Welcome to Citrus College

Your plans and your progress are important to the faculty and staff at Citrus College. For more than 90 years, Citrus has built a solid reputation as an educational community fully dedicated to student success. While much has changed over the years in education and in society, our core values and our mission remain the same: we offer exceptional educational opportunities and we are committed to your achievement.

In this catalog, you will find our current course offerings and the basic information you need to make sound planning decisions. We are proud of our individualized attention to students, boasting a student-teacher ratio of 27 to 1. In addition, members of the counseling and student services departments are available for additional guidance and support.

Citrus College’s most distinctive and outstanding educational programs include, but are not limited to, coursework that is transferable to four-year colleges and universities, career preparation for health occupations (including our new Registered Nursing program), cosmetology, transportation technology, child development, theatre, and performing arts. Citrus College also confers associate in arts and associate in science degrees, and offers a variety of courses in non-credit and community education.

We are proud of the opportunities available to help you learn and grow. Whether you are seeking an associate degree, transferring to a four-year school, preparing for a career or taking a class for personal enrichment, Citrus College is an outstanding resource.

On behalf of the board of trustees, faculty and staff, I wish you every success in your educational pursuits: your bright future begins here.

Sincerely,

Michael J. Viera, Ph.D.
Superintendent/President
The Citrus Community College District Board of Trustees establishes policies, approves current and long-range educational plans and programs, and promotes the orderly growth and development of the college.

Residents of the district communities–Azusa, Claremont, Duarte, Glendora and Monrovia/Bradbury–elect a representative to serve on the board for a four-year term. The student trustee is elected annually in a general student body election and serves on the board in a nonvoting capacity.

The Board of Trustees meets on the first and third Tuesdays of every month at 4:15 p.m. All meetings of the board are open to the public and meeting dates are announced in advance. A record of all board transactions is available to the public in the college library.
2007-2008 Academic Calendar

Citrus College's new academic (or "compressed")
calendar begins in Fall 2007. Under the new cal-
endar, fall classes will begin September 4; both fall
and spring semester length will be 16 weeks,
instead of 18 weeks. In addition, a 6-week winter
intersession begins January 7, 2008. The winter
intersession will provide students with the opportu-
nity to take more classes.

For Late Start and 8-week Short Term session
dates, as well as deadlines for class changes, refer
to the current class schedule.

Fall Semester 2007
September 4-December 22

August 20     Cosmetology Program begins
September 1 & 3 Labor Day Holiday
September 4     Instruction Begins
November 10 & 12 Veteran's Day Holiday
November 22-24 Thanksgiving Holiday
December 17-22 Final Exams
December 23- January 7     Winter Break
January 7

Winter Intersession 2008
January 7-February 14

January 7     Instruction Begins
January 19 & 21 Dr. Martin Luther King Jr.
Birthday Holiday
February 14     Instruction Ends

Spring Semester 2008
February 20-June 13

February 15-18 Presidents' Day Holiday
February 20     Instruction Begins
April 14-19      Spring Break
May 24 & 26 Memorial Day Holiday
June 9 - 13 Final Exams
June 14     Commencement

2007

2008
Who Are We? History, Mission and Community

Overview and History
Citrus College is located in Glendora, California, near the foothills of the San Gabriel Mountains, and approximately 25 miles northeast of metropolitan Los Angeles. The college has the distinction of being the oldest community college in Los Angeles County and the fifth oldest in California.

This public community college serves more than 200,000 residents and the Azusa, Bradbury, Claremont, Duarte, Glendora and Monrovia school districts.

Citrus College was founded in 1915 under the leadership of Dr. Floyd S. Hayden, who helped bring the community college movement to California. From 1915 to 1961, the college was operated by the Citrus Union High School District. In July 1961, the Citrus Community College District was created to include the Azusa and Glendora unified school districts. In 1967, the district expanded to include the Claremont, Duarte and Monrovia school districts. Today, Citrus College occupies a 104-acre campus. The college is currently experiencing a major facilities expansion project that will change the look of the campus.

The college enrolled 27 students in 1915 and currently serves more than 11,000 students.

Mission Statement
Citrus College delivers high quality instruction that empowers students to compete globally and to contribute to the economic growth of today's society.

We are dedicated to fostering a diverse educational community and cultural learning environment that supports student success in pursuit of academic excellence, economic opportunity, and personal achievement.
Foundation and Alumni

The Citrus College Foundation is a 501(c) (3) nonprofit corporation founded in 1966 and revitalized in 1982. It is governed by a 30-member volunteer board of directors.

Directors, appointed by the Foundation executive board, are prominent and influential members of the communities served by the college. Each may serve up to two 3-year terms in office. Officers include a president, president elect/vice president, secretary and treasurer. Directors are appointed by the Foundation board.

The superintendent/president of the college is named in the Foundation's by-laws as the executive director of the Foundation; however, the executive director of development and external relations manages the Foundation's day-to-day operations.

In 2006, the Foundation awarded 171 scholarships and grants, valued at over $170,000. This assistance allowed Citrus College students to receive the instruction necessary to accomplish their goals.

The Citrus Alumni Association advances the general interest of Citrus alumni, promotes goodwill in the community, raises funds for scholarships, helps Citrus Union High School and Citrus College alumni plan reunions, and assists with special projects that benefit Citrus College. The special projects include, but are not limited to, memorial projects, membership benefits, and the Distinguished Alumni Award presented every year at Commencement.

Adrienne Vestal
2007 Mary E. LaFetra Scholarship Recipient

“I chose to attend Citrus because they have a really good performing arts program. I also felt that the college could better prepare me for transfer to UCLA. Since that time, I have become more confident as a student. I have really flourished academically because of the resources that Citrus provides.”
Citrus College Directory
1000 West Foothill Blvd., Glendora, California 91741
General Information: 626-963-0323 • www.citruscollege.edu
(All telephone numbers are in the 626 area code)

President's Office

Superintendent/President
Dr. Michael J. Viera
Administrative Assistants
Christine Link and Pam Sewell, 914-8821

Administrative Divisions

Administrative Services and Finance
Vice President
Carol R. Horton
Administrative Assistant
Judy Rojas, 914-8890
Bond Program
Robert Bradshaw, Project Manager, 857-4113
Environmental Health
Jeff Eichler, Supervisor, 914-8704
Facilities and Construction
Michael Harrington, Director, 914-8691
Fiscal Services
Rosalinda Buchwald, Director, 914-8897
Golf Driving Range
Lauri Stoner, Supervisor, 914-8835
Mailroom
Dawn Dineley, Supervisor, 857-4116
Purchasing/Warehouse
Tom Hippie, Director, 914-8888
Risk Management
Eric Guzman, Supervisor, 914-8889

Advancement, Foundation, External Relations
Executive Director, Development
Michael Fehrs
& External Relations
Jane Cole, 914-8825
Administrative Assistant
Paula Green, Director, 914-8873
Communications
Marilyn Grinsdale, Coordinator, 914-8824
Governmental Relations & Protocol
Thomas Reynolds, Supervisor, 914-8740
Reprographics

Human Resources
Director
Dr. Sandra Lindoefer
Administrative Assistant
Sandra Coon, 914-8552
Staff Diversity
Brenda Fink, Director, 914-8830

Institutional Research
Director
Dr. Lan Hao
Administrative Secretary
Linda Swan, 914-8002
Research Analyst
Kay Nguyen, 852-8038
Research Analyst
Jose Aguilar, 852-8038
Technology and Computer Services
Chief Technology Officer  
Linda Welz
Administrative Secretary  
Linda Miller, 914-8810
Network Central Computing & 
Telecommunications Systems  
Leigh Buchwald, Supervisor, 914-8810
Technology Operations & Support Services  
Glenna Johnson, Supervisor, 914-8812

Office of Instruction and Instructional Divisions

Vice President  
Irene Malmgren
Administrative Assistants
Mary Garcia, 914-8882
Jerry Capwell, 914-8881
Kathleen Bueno, 914-8882

Business, Computer Science and Information Systems, and Distance Education
Accounting
Business
Computer Science and Information Systems
Office Technology and Computer Applications
Real Estate
Distance Education  
Dean  
Dr. Stephen Lindsey
Administrative Secretary  
Jaclyn Vazquez, 914-8807
Distance Education  
Bruce Langford, Faculty Coordinator, 914-8585
Lari Kirby, Supervisor, 914-8569

Continuing Education, Cosmetology and Transportation Technology
Automotive, Motorcycle, Diesel Technology
Classroom Scheduling
Community Education
Contract Education
Cosmetology
Evening Administrator on Duty
Noncredit Instruction  
Dean  
Wanda Cunnyngham
Administrative Secretary  
Debbie Vanschoelandt, 914-8022
Vocational Education  
Dr. Kim Holland, Director, 914-8700
Cosmetology  
Ervalyn “Gus” Brooks, Director, 914-8713
Center for International Trade (CITD)  
Gene Bohatch, Director, 335-4016
Fine and Performing Arts, Haugh Performing Arts Center

**Fine Arts Department:** Art, Digital Media, Photography

**Performing Arts Department:** Music (Commercial, Instrumental, Vocal), History, Theory, Dance, Theatre, Recording Arts

Haugh Performing Arts Center

**Dean**

Administrative Secretaries

Haugh Performing Arts Center

Robert Slack

Autumn Leal, 914-8580

Greg Hinrichsen, Director, 852-8047

Ann Heming, Supervisor, 914-8580

Language Arts

College Preparation

Communications: Clarion (student newspaper), Logos (student magazine) Litrus (student creative writing website)

English

English as a Second Language

Foreign Languages: French, German, Japanese, Spanish

Learning Center: Assessment/Testing, Tutoring Center, Language Lab, Writing Center

Reading

Speech Communications

**Dean**

Administrative Secretary

Learning Center

Samuel Lee

Cathy Day, 914-8856

Marcy Morris, Supervisor, 914-8571

Library

Library (Learning Resource Center, Audiovisual)

Library Technology

Staff Development

**Dean**

Administrative Secretary

Audiovisual Technician

Public Services Librarian/

Bibliographic Instruction

Technical Services/Systems Librarian

Dr. John Thompson

Ingrid Valdez

Tina Gutierrez, 914-8576

Barbara Rugeley, 914-8644

Katherine Halcrow, 857-4061

Mathematics

College Success Program (Basic Skills)

Honors Program

Learning Communities

Mathematics

**Dean**

Administrative Secretary

College Success Program (Basic Skills)

Honors Program

James McClain

Cynthia Audelo, 914-8792

Sylvia Smythe, Director, 857-4172

Brian Waddington, Coordinator, 857-4039
Physical Education and Athletics
Intercollegiate Athletics
Physical Education

Dean
Jody Wise
Administrative Secretary
Isabel Bellman, 914-8650

Science, Engineering and Health Sciences
Architecture
Astronomy
Biology
Chemistry
Digital Design
Drafting
Earth Science
Electronics
Engineering and Information Technology
Forestry
Natural History
Physics

Dean
Eric Rabitoy
Administrative Secretary
Chris Pagano, 914-8789
Lillian Laspina, 914-8789

Health Sciences
Dental Assisting
Health Occupations
Nursing (LVN)
Nursing (ADN)
Technical Preparation
Educational Specialist

Dr. Maureen Estrada, Director, 857-4147
Claudia Pohl, 914-8727
Cliff Hadsell, 914-8755
Julie Wong, 914-8721
Dr. Maureen Estrada, 857-4147
Marti DeYoung, Supervisor, 914-8702
Terry Adams, 914-8791

Social & Behavioral Sciences
Administration of Justice
Anthropology
Child Development/Orfalea Children’s Center
Economics
Geography (Cultural)
History
Humanities
Philosophy
Political Science
Psychology
Sociology
Student Government
Study Abroad Program

Dean
Dr. Michael Hurtado
Administrative Secretary
Gayle Allen, 914-8860
Child Development Center
Dr. Mickie Allen, Director, 914-8501
Study Abroad
Lynn Jamison, Coordinator, 914-8560
Student Services

Vice President
Administrative Assistant

Dr. Jeanne Hamilton
Pam McGuern, 914-8532

Admissions & Records
Admissions
Financial Aid
Registrar
Service Learning
Student Employment Center
Transcripts

Dean
Administrative Secretary
Registrar
Financial Aid
Service Learning
Student Employment Services

Lois Papner
Peggy Olson, 914-8519
Judith Heinrichs-Harmon, 914-8516
Lila Medina, Director, 914-8591
Sandra Hardin, Coordinator, 857-4163
Tedd Goldstein, Supervisor, 914-8596

Counseling
Career/Transfer Center
Counseling/Advisement Center
DSP&S
EOP&S/CARE, CalWORKS
Noncredit Matriculation

Dean
Administrative Secretary
Articulation Officer
Career/Transfer Center
Center for Teacher Excellence
EOP&S/CARE, CalWORKS
DSP&S
Noncredit Counseling & Matriculation

Lucinda Over
Tonya Ryan, 914-8541
Michelle Plug, 914-8637
Justina Rivadeneyra, Coordinator, 914-8639
vacant, 914-8639
vacant, 914-8555
Jennifer McLeod, Coordinator, 914-8677
Kristie Shimokawa, Coordinator, 852-8021

Student Affairs
Bookstore
Food Services
High School Outreach
International Student Center
Student Activities
Student Government
Student Health Center

Dean
Administrative Secretary
Bookstore
Campus Security
Food Services
School Relations/Outreach
International Student Center
Student Activities
Student Health Center

Martha McDonald
Teri Shamhart, 914-8601
Eric Magallon, Supervisor, 914-8624
Anthony Giannone, Supervisor, 914-8611
Philomena O'Shea, Supervisor, 914-8615
Ivon McCraven, Coordinator, 857-4162
Coe Lamoureux, Supervisor, 914-8548
Adrienne Thompson, Supervisor, 914-8603
Shauna Bigby, College Nurse, 914-8635
How Do I Get Started?  Admission, Registration, Matriculation

Admission
Citrus College is an open access institution, offering admission to high school graduates or persons who are at least 18 years of age. (Special provisions for high school students are addressed in this section.)

How to Apply
The process of applying to Citrus College begins when prospective students submit an application online through our website, www.wingspan.citruscollege.edu. There is no charge to submit an application and one can be submitted at any time. Computers allowing access to the college website are also available in the Admissions and Records Office, as well as other areas on campus.

Once an application is completed and submitted, the new student will receive a "Welcome to Citrus College" email or letter, which will include a student User ID and Personal Identification (PIN) number. This will enable the student to register for classes, pay fees, and officially enroll at Citrus College.

Residency Requirements
As a public community college, Citrus College is required by law to verify each applicant's residence in accordance with Title V, the California Education Code. Residence status is determined as of the day before each term begins, known as the residence determination date, and establishes the fees and tuition to be collected at the time of registration.

California Residents
California residents attend Citrus College tuition free and pay enrollment and incidental fees only.

A Citrus College applicant who has lived in California for less than two years must clearly demonstrate their:
- Intent to make California his/her home of residence
- Physical presence in California for at least one year and one day prior to the first day of school
- Financial independence

The burden of residency proof rests with the applicant. A complete list of residency requirements is available in the Admissions & Records Office and at www.citruscollege.edu/ar.

Nonresidents
Students who do not meet the California residence requirements will be charged nonresident tuition, plus enrollment and incidental fees. For more information, visit www.citruscollege.edu/ar.

International Student Admission
The International Student Office admits international students to Citrus College, upon approval of their applications. The students are required to pay international student tuition; the board of trustees determines the amount annually.

In order to qualify for admission, an international student must fulfill the following requirements:
1. English Proficiency with a minimum TOEFL score of 450
   Or
   Successful completion of the Citrus College Intensive ESL Program
2. Financial guarantee to cover the payment of tuition, fees, and living expenses. Applications are available in the International Student Center and must be submitted by July 1 for Fall Semester enrollment or by December 1 for Spring Semester enrollment. There is no deadline for international students who are already in the United States, who are new students, or are transferring from another college.
Early Decision Program
The Early Decision Program enables seniors from Azusa, Claremont, Duarte, Gladstone, Glendora and Monrovia high schools, who have submitted a Citrus College application, to visit the campus, take the assessment test and meet with a counselor during the second semester of their senior year.

Seniors who attend other high schools and who are interested in the Early Decision process are encouraged to call the Student Outreach Office at 626-857-4162.

Classes for High School Students
Citrus College offers selected programs and classes for high school students who are in the 11th and 12th grades. These students must be enrolled concurrently at their high schools and at Citrus College. They are required to complete and submit an application and a High School Registration Authorization Form. This form, which requires signatures from a parent and from a counselor or principal, is available online at www.citruscollege.edu/ar.

Citrus College classes for high school students are offered at Claremont, Duarte and Monrovia high schools. For more information, contact the Counseling Office at these respective high schools.

Distance Education (online classes)
Distance Education classes utilize computer technology to deliver instruction to students who may have schedule constraints, live at a distance, or have a physical disability. These classes have the same content and meet the same requirements as traditional classes, but provide a more flexible way for students to take courses. Many of these online classes require orientations and testing on campus; some classes require no campus attendance at all.

Students who do well in online courses are typically self-motivated, organized, and proactive about their education. Some knowledge of how to use a computer is helpful. In addition, online classes rely heavily on the exchange of information through reading and writing, so a proficiency in these skills is important.

For a complete list of available classes, or for more information, visit the Distance Education web site at www.citruscollege.edu/de or call the Distance Education office at 626-914-8831.

Transcripts
Official high school transcripts are required of new students who attended high school within the last three years. Official college transcripts are required of new students who were previously enrolled in a college or university. Transcripts from all colleges attended are required.

To ensure a smooth registration process it is recommended that transcripts are received and are on file prior to a student's registration appointment. This may expedite clearance to enroll in courses with prerequisites. Transcripts are also required for financial aid and veteran's benefits consideration.

Transcripts from colleges accredited by one of the regional associations of the Accrediting Commission for Junior Colleges are evaluated during a student’s first semester of attendance at Citrus College.

Transcripts from non-accredited colleges, or military service credits, are evaluated upon request if a student has completed 12 units of credit at Citrus College.

Students who request their Citrus College transcript receive their first two transcripts free. Thereafter, the student will be charged $3.00 per transcript.
Enrollment Verification
Citrus College has authorized the National Student Clearinghouse to act as its agent for verification of student enrollment status. An official Enrollment Verification Certificate may be obtained from the Clearinghouse web site at www.studentclearinghouse.org/secure_area

This certificate may be presented to health insurance agencies, housing authorities, consumer-product companies, banks, etc., when asked to provide official evidence of enrollment at Citrus College.

Registration
Registration is conducted prior to every semester and session. In addition to class selection, all fees must be paid during registration. Dates, deadlines policies, and guidelines are listed in the class schedule published for a specific semester or session.

Class Schedules
Citrus College publishes a Schedule of Classes each semester and session. These class schedules list the intended credit course offerings and teaching assignments. A Noncredit, Community Education schedule is published separately. All class schedules are available online at www.citruscollege.edu/schedule.

Effective this academic year, class schedules will be published for fall, winter intersession/spring, and summer sessions.

WingSpan
WingSpan is Citrus College’s one stop resource for information and the primary method of registration. It provides online access for students to:
- Apply for admission
- Check application status
- Make appointments for registration
- Check registration status
- Register for classes
- Add/drop classes
- Print individual schedule
- Pay fees by credit or debit card

Future WingSpan features include access to grades and unofficial transcripts. To learn more about WingSpan, go to www.wingspan.citruscollege.edu and download the Student Guidelines handbook.

2007-2008 Fees and Expenses
Fees and tuition are subject to change.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$20.00 per unit</td>
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<tr>
<td>International Student Tuition*</td>
<td>$200.00 per unit</td>
</tr>
<tr>
<td>Nonresident Tuition*</td>
<td>$176.00 per unit</td>
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<td>Campus Service Fee</td>
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<tr>
<td>Health Service Fee</td>
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<td>Parking Fee</td>
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<tr>
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<tr>
<td>7 or more units</td>
<td>$16.00</td>
</tr>
<tr>
<td>Less than 7 units</td>
<td>$9.00</td>
</tr>
</tbody>
</table>

*Nonresident and International Students are required to pay tuition and enrollment fees for each unit.

Student Service Fee
The Student Service Fee is a voluntary fee that supports campus activities such as athletics, clubs, cultural events, campus improvements and other special programs and services that benefit students.

Students receive the ASCC Calendar and Benefits guide upon registration. The book lists the many benefits, services and discounts available to students who have paid the service fee and received a sticker. Because of the broad range of programs and services provided, all students are requested to pay the Student Service Fee upon registration.

Students may waive this fee by obtaining a waiver form or a refund request form from the Student Affairs Office, located in the Campus Center. Proof of registration is required. Students who waive or receive a refund will become ineligible for the benefits associated with this fee, but not for any other student services.
In addition, students are asked to donate to the Student Emergency Fund, which assists students with financial emergencies.

**Health Service Fee**
The Health Service Fee is mandatory for both full-time and part-time students. This fee may be waived only by students whose religious beliefs require that they rely solely on prayer for healing. To receive this waiver, a student must present valid documentation of his or her membership in such a religion to the office of the vice president of student services.

Low-income students will pay a reduced fee if they are eligible according to income standards established by the Board of Governors. (Section 58620 of Title V of the California Code of Regulations.)

**Fee Refund Policy**
Official withdrawals, program changes and refund request forms must be completed by the college-established deadlines. These deadlines, which are based on the beginning and ending dates of classes, are published in the class schedule and online. A one-time, $10 processing fee will be accessed each semester. All refunds are subject to approval by the Citrus Community College District.

It is the student’s responsibility to return the parking permit and/or ASCC sticker before the refund deadline in order to receive a refund for these items. Failure to do so will change the amount of the refund. Official withdrawals and parking permit refunds for students changing from on campus to Distance Education classes also apply.

Cash refunds will not be issued. Credit will be immediately issued to credit card payments. However, the student and cardholder must be present, with the credit card and the credit card receipt, at the time of the refund request. Otherwise, a refund request form must be submitted.

Fee payments made with cash, check or debit card will receive a refund by check. This check will be mailed to the address on file with the Admissions and Records Office. Therefore, it is important the address on file is correct and current.

**Student Financial Obligations**
All fees must be paid in a timely manner to avoid losing classes. Fee payment schedules are included in the class schedules and online.

Citrus College will withhold grades, transcripts, degrees, registration privileges, or any combination thereof, from any student or former student who has failed to pay any financial obligation due the college. Holds on a student’s record will be released when the debt obligation has been met. Debts must be paid in the form of cash or money order; a bank service charge will be added to the amount due.

**Cancelled Classes**
Classes may be cancelled at the discretion of the College. Students enrolled in a cancelled class may enroll in other open classes.

Students who have a class or classes cancelled by the College because of low enrollment are eligible for a full refund of fees paid for those classes. The student must file a refund request at the Cashier's (Bursar's) Office. All applicable receipts, cards and permits must be attached to the request form.

**Matriculation**
What Is Matriculation?
The primary objective of matriculation is to ensure student success. It is designed to assist students in planning, selecting and achieving their educational goals. The matriculation process begins with admission and ends when the student achieves his/her educational goal.

The California Community Colleges Board of Governors defines matriculation as "a process that brings a college and a student who enrolls for credit into an agreement for the purpose of realizing the student's educational objective through the college's programs and services."
Components of Matriculation
The matriculation plan consists of several components that colleges are required to provide. They are:

- Admissions: a procedure for processing the application
- Orientation: an activity that informs students of their responsibilities, the programs and services offered by the college; and the policies and limitations on enrollment
- Assessment: for all non-exempt students regarding placement into math, reading and English with the use of multiple measures
- Counseling and Advisement: development of a Student Educational Plan (SEP) based on the student’s educational goals
- Student Follow-up: involving early intervention such as the "Early Alert Program," follow-up with students on probation, and students who are undecided on a major/career goal
- Coordination and Training: faculty and staff training in matriculation and research on student outcomes
- Research and Evaluation: validation of assessment instruments, analysis of student outcomes, placement rules, and district resources in relation to student needs
- Prerequisites, co requisites and advisories: developing and monitoring the course requirements students need to progress and achieve their educational goals

Under the requirements of Title V, the following services will be provided for all students who enroll for credit courses.

The college's responsibility is to:
- Process applications for admission
- Assess basic educational skills and career goals
- Orient students to the college's programs, services and policies
- Provide quality instruction
- Offer services for educational support
- Provide follow-up evaluation of a student’s educational progress

The student's responsibility is to:
- Declare and update educational goals
- Attend classes
- Complete assignments and courses
- Meet with a counselor for advisement/evaluation
- Seek out support services as needed
- Maintain progress toward educational goals

Exemption from Matriculation
Citrus College students may be exempt from matriculation activities, based on the following criteria:

- A completed associate degree or higher
- Enrollment in fewer than five units
- Enrollment in courses to advance in current job, to maintain a certificate or license, or for personal development
- Assessment/orientation components completed at another college, with placement scores on file at Citrus College.

Refusal of Matriculation Services
Citrus College strongly believes in the value of its matriculation process. However, the college recognizes the right of students to refuse to participate in its assessment, orientation, counseling and advisement services. Please contact the Counseling and Advisement Center at 626-914-8330, for more information.
What Classes Should I Take? Assessment and Placement

What is Assessment?
All new students who are not exempt from matriculation activities are required to participate in an assessment/orientation/advisement process. This process is designed to assist students in reaching their educational and career goals.

The assessment program at Citrus College provides information regarding language, reading and mathematics skills, and other activities necessary for a successful college experience. Student-reported information is also used, along with available high school and/or college transcripts. Other factors that are used in assessing college readiness may include evaluation of study skills, student goals and career aspirations, and the results of the placement exam.

Assessment information assists the counselor in outlining a useful and clear educational program for the student’s long-range educational plans and the eventual attainment of a chosen career.

This assessment program is an effort to provide students with the finest academic advisement and counseling possible. The assessment orientation is scheduled periodically throughout each semester and during the summer. For more information, please contact the Counseling and Advisement Center at (626) 914-8530.

Who Should Take the Placement Tests?
Placement testing is required for students who are:

- Enrolled in five units or more
- Planning to take an English, ESL, reading, mathematics or science course

Students who have a disability that requires testing accommodations are advised to make arrangements through the DSP&S Office, (626) 914-8675. Deaf Services are available 24 hours, (626) 914-8674 TDD.

Placement Appeals Process
Students who feel their placement does not reflect their abilities may request a Review of Placement. Please contact the Counseling and Advisement Center for more information.

Students may appeal their English and/or math placement if they can demonstrate alternate proof of course equivalency or competency. If extenuating circumstances exist that may affect course placement, students may seek consultation in the appropriate division office. Students should be prepared to present documentation such as high school or college transcripts, or additional test results.
Orientation
Orientation, as required by matriculation policy, provides information new students need to ensure a successful transition to Citrus College. This information includes college programs, student services, registration, procedures, guideline for student success and more.

The college’s orientation program may be completed one of three ways:

1) Online Orientation: visit www.citruscollege.edu/orientation
2) Enrollment in one of two counseling classes:
   a) College Planning 156
   Or
   b) Strategies for College Success 160
3) Completion of a New Student workshop; sign-ups are taken at the Counseling and Advisement Center

Counseling/Advisement
All students are encouraged to meet with a counselor every semester to ensure their educational plan accurately reflects their educational goal.

The college counseling staff provides a variety of services including educational planning, career counseling, university transfer counseling, personal counseling (personal concerns and issues affecting students’ academic progress), Disabled Student Programs and Services (DSP&S), Extended Opportunity Program and Services (EOP&S), and financial aid. The counselors assist in long-range planning and in checking specific requirements so that students meet graduation requirements, course prerequisites, and requirements for transfer to other colleges or universities.

New, non-exempt students are strongly encouraged to see a counselor. If meeting with a counselor is not an option, it is strongly recommended that the student take COUN 156 College Planning or COUN 160 Strategy/College Success during their first semester at Citrus College.

Students on probation are required to make a formal counseling appointment well in advance of registration.

Veterans planning to receive G.I. benefits are also required to see a counselor prior to registration if they are new or returning students or if they have attempted 45 or more units of accredited college work.

Students planning to transfer to a four-year college and those planning to graduate from Citrus College are strongly encouraged to see a counselor well in advance of registration.

It is important for all students to have a Student Educational Plan (SEP) while attending Citrus College. Counselors assist students in developing an educational plan that reflects their goals. As students progress, the plan can be changed as frequently as their goals change. When these changes occur, the student should meet with a counselor to update his/her SEP.

Counseling Follow-up
Follow-up services are designed to evaluate and track the student’s academic progress. Special services are provided to students on academic and/or progress probation, students in basic skills courses, and students who are undecided about their educational goal. Counselors also give referrals to appropriate programs, both on and off campus services.
Prerequisites, Co Requisites and Recommendations
Citrus College students receive information about courses that require specific knowledge or skills needed to be successful in that course. This information is presented as a requisite statement under the title of the course. The definitions of these statements are:

• **Prerequisite** - A course that a student is required to complete in order to demonstrate current readiness for enrollment in a course or program. (Example: SPAN 101 must be completed before taking SPAN 102)

• **Co Requisite** - A course that a student is required to take at the same time with another course. (Example: Students taking AUTO 109 must also take AUTO 112)

• **Recommendation** - A skill or course that is strongly suggested before enrollment in a course, but is not required.

Verification of Prerequisites
Prior to registration, students are required to provide verification of how skill or course prerequisites have been satisfied prior to registration. Students unable to verify how a prerequisite has been satisfied will not be allowed to enroll in those courses. Transcripts from other colleges may be used to verify course prerequisites. Skills prerequisites must be verified through the Citrus College assessment process or the assessment process from another college.

Challenging Prerequisites and Co Requisites
Students may challenge a course prerequisite or a co requisite if they meet one of the following conditions:

• Knowledge or the ability to succeed in the course without the prerequisite
• Excessive delay in attaining an educational plan goal, because the prerequisite or co requisite course has not been made reasonably available

• Belief that the prerequisite is discriminatory or is being applied in a discriminatory manner
• Belief that the prerequisite was established in violation of regulations and/or the established district-approved policy and procedures

A Prerequisite Challenge Form can be obtained from the Admissions and Records Office.

Non-Credit Counseling
The Noncredit Counseling Department assists students and members of the community who are building the basic skills needed for personal and professional growth. Its staff provides the guidance students need to establish their goals and effectively plan their educational experience.

Reasons to enroll in noncredit classes include:

• Test Preparation: Assessment, GED, California High School Exit Exam (CAHSEE)
• Strengthening skills required for employment and college success
• Developing learning tools for college success
• Continued learning support for students enrolled in credit classes

An orientation is required prior to enrollment in the Basic Skills Lab, English as a Second Language (ESL), short-term vocational programs and selected counseling services. Students are encouraged to make an orientation/intake appointment to learn more about:

• Academic, Personal and Career Counseling
• Career assessment and guidance
• Preparation for college test (Accuplacer)
• Student Educational Plan (SEP)
• Prepare for exams such as the GED or CAHSEE
• Orientation with personalized enrollment assistance
• Transition assistance to degree/certificate programs
• Support and parenting skills groups
• Academic, career and personal enrichment workshops
What are the Rules?  Academic Policies and Requirements

Attendance and Enrollment

Attendance Policy
Students are expected to attend all regularly scheduled class meetings, including other required activities such as labs, field trips, athletic meets, and performances. It is the instructor's responsibility to notify the students of all such required activities early enough in the semester to enable students to attend all meetings.

Absences
It is the student's responsibility to speak to the instructor regarding their absence and arrange to make up the coursework missed. Instructors may allow make up work for excused absences for reasons that include:

- Illness, bereavement, personal emergency or medical appointment
- College-approved field trips, performances, or intercollegiate events

Instructor Drop
An instructor may drop a student from a class if the student has an excessive absence record. This drop can be made up to the midpoint of a semester or session. After the midpoint, a student may not be dropped and the instructor must assign a grade.

Readmission
To be readmitted to a course after being dropped by the instructor, a student must submit a Program Change Form ("Add") to the Admissions and Records Office, which must be signed by the instructor. If a student is readmitted, they must attend class regularly, or they may be permanently dropped from the class.

The student may appeal, in writing, to the vice president of instruction who will chair a committee comprised of the Vice President of Student Services, the department head concerned, and the instructor involved.

The committee will meet within three school days of the appeal submission and make a final decision.

Auditing Courses
Auditing classes is not permitted.

Withdrawal from the College
Any student who withdraws from Citrus College at any time after registration must be formally withdrawn. Official withdrawal forms are available from the Attendance and Records Office.

- Students in good standing will be honorably withdrawn upon application.
- Students who discontinue class attendance without a formal withdrawal risk receiving failing grades.
- Students who withdraw may lose their "continuous enrollment" status for graduation purposes and be subject to any new graduation requirements when they re-enroll.

All books and equipment belonging to Citrus College must be returned or paid for before an honorable withdrawal is granted.

Credits, Grades and Academic Status
All credit courses listed in the description of courses section have been reviewed by the Citrus College Curriculum Committee and approved by the Board of Trustees in accordance with California Education Code requirements.

Units
A unit is the amount of college credit earned by satisfactory completion of a course taken for one semester. A unit of credit may be earned by:

- One hour per week of lecture or recitation
- Three hours in a laboratory or other exercises not requiring outside preparation

All Citrus College credit courses are measured in semester units. A unit is one class hour of lecture per week for one semester, plus two hours of outside preparation. Laboratory work is valued at one unit for every three hours. Physical education activity courses are not included in computing the semester load.
Fifteen units per semester is a typical course load for a student who is planning to earn an associate degree or transfer to a four-year institution within two years. In order to take a 15-unit load, the student must be in satisfactory scholastic standing. Students are not permitted to enroll in more than 19 units per semester without the permission of a counselor. Students on academic probation are advised to enroll in no more than 12 units per semester.

Units Attempted
Units attempted are the total number of units in the course for which a student has enrolled and has received a grade of A, B, C, D, F, W, Cr, or NCr.

Student Classifications
Full-Time: Enrolled in 12 or more units.
Part-Time: Enrolled in fewer than 12 units.
Three-Fourths Time: Enrolled in 9, but fewer than 12, units.
Half Time: Enrolled in 6, but fewer than 9, units.
Special: A community college or college graduate or a high school student under 18 years of age
Freshman: A student with fewer than 30 units.
Sophomore: A student with 30 or more units.

Grades
Grade reports will be available online at https://wingspan.citruscollege.edu at the close of each semester and session. Contact the Admissions and Records Office for more information.

Academic Record Symbols and Grade Points

Evaluative Grades
Evaluative grades are assigned grade point values, which are used in calculating a student's GPA. An instructor's determination of a student's grade is final, if no evidence of mistakes, fraud, bad faith or incompetence has been determined.

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Point Value</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Passing, less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>CR</td>
<td>Credit At least satisfactory, units awarded,</td>
<td>Units not counted in GPA</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit Less than satisfactory or failing</td>
<td>Units not counted in GPA</td>
</tr>
</tbody>
</table>

Minimum Grade Requirements
A C or better is required in courses that are prerequisites to another courses. Other instances in which a C or better is required include courses taken to:

- Satisfy competency for degree or transfer
- Fulfill major requirements for the associate degree or transfer
- Complete requirements for a vocational certificate
- Meet statutory regulations (usually part of a transfer pattern)
- Complete courses within IGETC (Intersegmental General Education Transfer Curriculum) categories

A D is the minimum acceptable grade in electives and other limited categories of coursework.

Non-Evaluative Grades
Non-evaluative grades are not assigned a grade point value and therefore are not used in calculating GPA. Credits are not issued when the following non-evaluative grades are assigned.
Incomplete:  I
Incomplete academic work for unforeseeable, emergency and justifiable reasons may result in the I symbol being entered in a student's record at the end of the term. The condition for removal of the I, and the grade to be assigned in lieu of its removal, is stated by the instructor in a written record.

A copy of this record is given to the student and the original is filed in the Admissions and Records Office until the incomplete is made up or the time limit has passed. A final grade is assigned when the required work has been completed and evaluated, or when the time limit for completing the work has passed.

An incomplete grade may be made up within one year following the end of the term in which it was assigned. Incomplete Contracts are initiated by the instructor of record and are available in the Admissions & Records Office.

Withdrawal:  W
W denotes withdrawal from a class or classes when a student withdraws at mid-semester or mid-session. A notation is not made on the academic record of a student who withdraws earlier; contact the Admissions and Records Office for deadline dates. Although W is not used in calculating grade point average, excessive Withdrawals are used as factors in progress probation and dismissal procedures.

Withdrawal from a class or classes due to extenuating circumstances—verified cases of accident, illness or other circumstance beyond the control of the student—may be authorized after the withdrawal deadline upon petition by the student.

Military Withdrawal:  MW
MW is assigned for students who are active or reserve members of the military, who receive orders that compel a withdrawal from courses. Upon verification of such orders, MW will be assigned at any time after the period during which no notation is made for withdrawals. A Military Withdrawal shall not be counted in progress probation and dismissal calculations.

In Progress:  IP
IP is used only in those courses that extend beyond the normal end of an academic term. It indicates that work is "in progress," and that a grade will be assigned upon completion of the work. When the appropriate evaluative grade and unit credit is assigned, it will appear on the student's record for the term in which the required work of the course is completed.

Report Delayed:  RD
RD is assigned by the Admissions and Records Office when there is a delay in reporting the grade of a student, due to circumstances beyond the control of the student. It is a temporary notation and is replaced by a permanent symbol as soon as possible.

Evaluating Academic Progress

President's List
To be eligible for the President's List, a student must have a 3.8 GPA in at least 6 units completed in the semester they are being recognized, and a minimum 24 units completed at Citrus College. Non-degree applicable courses are not included.

Dean's List
Dean's List students must have a 3.5 GPA in at least 6 units completed in the semester they are being recognized, and a minimum of 24 units completed at Citrus College. Non-degree applicable courses are not included.

Notice of Satisfactory/Unsatisfactory Work
It is the instructor's responsibility to provide at least two evaluations of a student's progress, such as exams and/or papers, before the mid-semester or mid-session withdrawal deadline.

Probation, Dismissal and Reinstatement
At the end of each semester or session, the academic standing of all graded students is determined on degree applicable course work. Probation and dismissal status is based on the following:
1a. Placement on Academic Probation
A student who has attempted at least 12.0 semester units of Citrus College credit is placed on academic probation when the earned grade point average in all units attempted at Citrus College is less than 2.0.

1b. Placement on Progress Probation
A student who has enrolled in at least 12.0 semester units of Citrus College credit shall be placed on progress probation when 50% or more of all enrolled units have entries of "W," "I," and "NC." A student who has been placed on probation will be notified by mail of the probationary status; this notification will also request that student confer with a counselor regarding the probationary status.

2a. Removal from Academic Probation
A student on academic probation shall be removed from probation when the Citrus College cumulative grade point average is 2.0 or higher.

2b. Removal from Progress Probation
Students on progress probation shall be removed from probation when their percentage of all Citrus College enrolled units with recorded entries of "W," "I," and "NC" drops below fifty percent (50%).

3. Dismissal
At the end of a spring semester, students on probation shall be dismissed when one of the following conditions applies:

a. The earned grade point average in all units attempted at Citrus College is less than 2.0 in two consecutive semesters of enrollment;

b. The number of units for which "W," "I," and "NC" entries have been assigned has warranted probationary status for two consecutive semesters of enrollment.

Students will be notified by mail of their dismissal from Citrus College and will be urged to meet with a college counselor during the semester prior to reinstatement. Students may apply for reinstatement after one regular semester of absence from Citrus College.

A student who has been dismissed from Citrus College may appeal the dismissal to the Counseling and Advisement Center. Circumstances that shall warrant exception to the standards for dismissal include error, illness, or other circumstances beyond the control of the student.

4. Reinstatement after Dismissal
Students who have been dismissed from Citrus College may file a Petition for Reinstatement with the Counseling and Advisement Center after one semester has elapsed since the semester of dismissal.

Petitions for reinstatement must be supported with verification of remedial work or evidence of readiness to do successful college work. Students are required to meet with a counselor prior to registration each semester until they are removed from probationary status.

A reinstated student must earn a grade point average of at least 2.0 and complete more than 50% of all units attempted each semester after reinstatement. This is mandatory until the student has achieved a cumulative grade point average of at least 2.0 and the number of "W," "I" and NC units drops below 50% of all attempted units at Citrus College. A reinstated student who fails to meet these criteria will be dismissed again.

These standards also apply as the minimum standards of satisfactory progress for students who are recipients of federal and state funds administered by the college.

Program Changes (Adding and Dropping Classes)
Students wishing to make adjustments in their program (add or drop a class) may do so according to the add/drop dates issued by the Admission and Records Office.
Repeated Courses
A student may enroll in a course and receive a satisfactory grade of "A," "B," "C," or "CR" only once, unless the course description in the college catalog states that the course may be repeated for credit.

A student may repeat a course only once when a "D," "F," "NC" or "W" has been earned. A student must file a petition and receive approval prior to attempting a course for a third time. The petition will be considered if the withdrawal or substandard grade was the result of extenuating circumstances. In this case, extenuating circumstances are defined as verified cases of accident, illness or other circumstances beyond the control of the student.

When a "D," "F" or "NC" is repeated, the units and grade points of the higher grade will be used in computing the student's grade point average at Citrus College. The permanent academic record shall be annotated in such a manner that all work remains legible.

A student may repeat a course one time only at another accredited college to alleviate a final grade of "D," "F," or "NC" earned at Citrus College. The student must file a petition and verify the grade with an official college transcript. The units and grade points of the higher grade shall be used in computing the student's grade point average at Citrus College. Then, the permanent academic record shall be annotated in such a manner that all work remains legible.

A student may petition to repeat a course one time only when it has been determined by the college that there has been a significant lapse of time since the student previously took the course. The units and grade points of the first enrollment in the course will be used in computing the student's grade point average at Citrus College, and the permanent academic record shall be annotated.

Credit/No Credit Courses
Citrus College students may be evaluated on a Credit/No Credit grading basis in courses approved by the Curriculum Committee. Credit/No Credit course options are designated in the Description of Courses section of this catalog by the symbol, C/NC. A student must declare the option by no later than Friday of the third week of a semester for a full semester class (or 17 percent of the length of a class of any other term length) by filing a Credit/No Credit Petition in the Admissions and Records Office.

Standards for Credit/No Credit Courses
- A Credit "CR" grade is defined as "C" or better
  o Units are awarded
  o Grade points are not assigned, and the grade is not used to compute grade point average
- A No Credit "NC" grade is defined as less than satisfactory ("D" or "F")
  o Units are not earned
  o Grades are not used to compute grade point average

Credit/No Credit Units Allowed
- 12 maximum, during 4 or more semesters
- Limit of one Credit/No Credit option per semester or session
- Courses where all students are evaluated on a Credit/No Credit grading basis are excluded from the 12-unit limitation (see course descriptions for details)

Credit by Examination
A student in satisfactory scholastic standing who has completed at least 12 units at Citrus College may petition to receive Credit by Examination for coursework offered by the College and/or the Advanced Placement examinations of the College Entrance Examination Board, College Level Examination Program, or the International Baccalaureate.

Credit earned by examination may not be counted toward eligibility in any activity program and may not be used to satisfy the 12 units in residence required for the associate degree.
A student may be granted a maximum of 30 units through any combination of Credit by Examination (AP, CLEP, IB or local examinations) and evaluation of military service or other non-classroom experience. Credit by Examination opportunities and their requirements consist of the following:

Credit by Examination/Locally Administered Examination
1. This examination includes written, oral, or skill tests—or a combination of all three—as determined appropriate by the department administering the examination.
2. Credit by Examination shall be granted for those courses that have been designated by a department as eligible; department approval is required.
3. A student may attempt Credit by Examination only once per particular course.
4. The student may not be enrolled in the same course or a more advanced course beyond the sixth week of classes, or equivalent.
5. A student may not petition for Credit by Examination of a course for which the student has previously received an evaluative symbol grade (A, B, C, D, F, CR, and NC).
6. A student may not petition for Credit by Examination for basic courses in the student’s native language.
7. The maximum number of credits allowed for coursework taken by examination is twelve (12) units.
8. Grades received because of courses taken for Credit by Examination shall be recorded as Credit/No Credit grades on the permanent transcript record and shall be designated as credit earned by examination.

Credit by Examination Programs
Students who earn credit for Citrus College courses or as electives for one or more of the following examination programs will be assigned a Credit grade. When a student transfers to another college or university, that institution evaluates and compares Credit by Examination programs with their institutional policies. Therefore, AP, CLEP or IB units remain intact and do not transfer as Citrus College courses. Students planning to transfer should consult the catalog of the transfer institution to determine how credit by examination is awarded at that college or university.

Advanced Placement (AP)
1. The college will grant 3 units of elective credit for an examination score of 3, 4, or 5 in subjects of the Advanced Placement (AP) program of the College Entrance Examination Board.
2. Subject credit, rather than elective credit, may be granted upon recommendation of the department.
3. Credit earned by Advanced Placement exams may be counted towards associate degree and CSU general education/breadth requirements.
4. Credit may be granted for Intersegmental General Education Certification (IGETC) only when specific subject credit is given. Check with a counselor or educational adviser for more information.
Academic Honors
Every fall and spring semester a press release is sent to the local media, on behalf of each member of the board of trustees, listing each student who earned a place on the President’s List and the Dean’s List. President’s List students have a 3.8 GPA in at least 6 units completed in the semester they are being recognized. Dean’s List students have a 3.5 GPA in at least 6 units completed in the semester they are being recognized. Non-degree applicable courses are not included.

Honors at Graduation
Citrus College graduates are recognized at Commencement for their permanent membership in the Alpha Gamma Sigma and Phi Theta Kappa honor societies, and for earning Highest Honors, 3.80-4.00; High Honors, 3.60-3.79; and Honors, 3.30-3.59.

Honors Program
Citrus College’s Honors Program is for highly motivated students and provides a unique learning environment that emphasizes scholastic excellence. The major objective of the program is to better prepare students for transfer to a four-year institution and to complete a bachelor’s degree.

To enter the Honors Program, a student must have a minimum grade point average of 3.25 and be eligible for English 101.

Students participating in the Citrus College Honors Program will benefit in a number of ways. Honors course work enhances the ability to read, write, and think critically about current topics.

Other program benefits include:
• A variety of courses that meet UC, CSU and private university transfer requirements
• Enhanced transfer opportunities
• Interaction with highly motivated students
• Smaller class sizes
• Honors classes and program participation noted on Citrus College transcripts
• Scholarship opportunities

College Level Examination Program (CLEP)
1. The college will grant units for scores of 50 or above in the general examinations of the College Level Examination Program (CLEP) of the College Entrance Examination Board.

2. Subject credit, rather than elective credit, may be granted upon recommendation of the department.

3. Credit earned by CLEP exams may be counted towards associate degree and CSU general education/breadth requirements when specific subject credit is given.

4. CLEP scores cannot be used for IGETC certification.

International Baccalaureate (IB)
1. The college will grant 3 to 4 units of elective credit for an examination score of 5, 6 or 7, in the subjects covered on the International Baccalaureate (IB) Higher Level exams.

2. Subject credit rather than elective credit may be given upon recommendation of the department.

3. IB scores cannot be used for IGETC certification.
Educational records consist of student files maintained by Admissions and Records, Counseling and Assessment, Financial Aid, and files maintained for individual students by departments.

Academic Renewal
Past performance does not always accurately reflect a student's current ability. Therefore, Citrus College has a policy of academic renewal without course repetition so students may achieve their educational goals in spite of past poor performance.

Criteria for Academic Renewal
- Units taken at Citrus College only may be disregarded; units from other colleges do not apply
- A maximum of 24 units may be disregarded
- A minimum of two years must have elapsed since the end of the term when the poor performance occurred
- A minimum of 12 units must be completed at any accredited college or university, with a grade point average of a 3.0
  - Or 24 units with a minimum 2.5 GPA
  - Or 36 units with a minimum 2.0 GPA
- A student may be granted academic renewal only once

Academic renewal by Citrus College does not guarantee that other institutions outside the district will approve such actions. Each institution determines its own policy. Only D or F grades can be disregarded.

When academic renewal is granted, the student's permanent academic record shall be annotated so that it is readily evident to all users of the record. If the student has been granted academic renewal by another accredited college, the action shall be honored under this policy. However, the number of semester units that can be disregarded will be reduced by the number previously disregarded.

For purposes of computing honors at graduation, a student’s cumulative grade point average shall include all work undertaken at any accredited institution including those academically renewed.

Transcripts
See Admission, Registration and Matriculation section

Challenge of Educational Records
See Student Grievances
Where Do I Find Help and How Do I Become Involved?
Student Services and Student Life

Admissions and Records
The Admissions and Records Office, located on the first floor of the Administration Building, is the gateway to Citrus College. In this department, applications are received and processed; registration is facilitated; and grades are verified.

Admissions and Records is the official custodian of student records, which include, but are not limited to, demographic information, academic history and data mandated by the California Community College Chancellor’s Office and other government agencies.

Assessment Center
The Assessment Center offers placement tests, monitoring for online exams, and make-up tests on a drop-in basis (except Adapted Testing). Students must present a Citrus College student ID to use this service.

Students who require accommodations, due to disabilities or other circumstances, may arrange to take their exams through Adapted Testing. Typical accommodations provided by Adapted Testing include extended time, large print, distraction-free exam space and adapted computer equipment. Adapted Testing is available in the Testing Center, by appointment only. Students must schedule an appointment at least three days in advance.

Athletics: The Fighting Owls
Citrus College is a member of the Western State Conference. Men’s intercollegiate sports include basketball, football, track and field, golf, cross country, swimming, water polo, soccer and baseball. Women’s intercollegiate sports include volleyball, soccer, swimming, golf, cross country, track and field, softball, basketball, and water polo.

In accordance with the Equity in Athletics Disclosure Act of 1994, for information concerning Citrus College intercollegiate athletic programs contact the Citrus College Athletic Director.

Athletic Eligibility
The California Commission on Athletics governs Citrus College's athletic eligibility rules. To be eligible, a student athlete must:

1. Enroll in and pass a minimum of 12 units during participation in a sport. Nine of these units must be in academic courses.

2. Second-season student athletes must pass 24 semester units, 18 of which must be in academic courses, before participating in the same sport. A 2.0 GPA (cumulative) is required.

Student athletes who participated in intercollegiate athletics at another community college are required to:

1. Complete 12 units, nine of which must be in academic courses, at Citrus College prior to competing for Citrus College. The student must also complete and pass 24 semester units, 18 of which must be in academic classes.

   Or

   Complete 36-quarter units, 27 of which must be in academic classes, before being eligible for a second season of participation.

2. A student athlete who has participated in intercollegiate athletics at a four-year institution is not required to complete 12 units at Citrus College before becoming eligible to compete for Citrus College. However, he or she must complete 24 semester or 36 quarter units, earning at least a 2.0 GPA before becoming eligible for a second season of participation.
Student athletes who plan to transfer to a four-year college must follow specific transfer eligibility requirements. An athletic counselor is available to advise student athletes to ensure they follow the athletic academic plan, established by the Counseling and Advisement Center.

CalWORKs
CalWORKs is California’s welfare-to-work program for families with children. The CalWORKs Program collaborates with the Department of Public Social Services to assist students with education, training and job skills. The program also assists students receiving Temporary Aid for Needy Families (TANF).

Through CalWORKs, Citrus College provides short-term training programs to help students enhance their skills and/or develop new skills in order to find employment and become self-sufficient.

CalWORKs students have the opportunity to establish education and career paths allowing them to transfer to a university and continue their education, with the goal of earning a bachelor’s degree.

Campus Security
Campus Security ensures the safety of students, faculty, staff and visitors while they are on campus property or involved in college-sponsored programs and activities, as well as protects district property and facilities.

Campus Security has the authority to enforce the Standards of Student Conduct. According to the Education Code, Campus Security is the liaison with local law enforcement agencies in all criminal action cases.

Therefore, in the event of an emergency students and staff should promptly report the incident to Campus Security. It is Campus Security’s responsibility to contact police agencies.

Campus Security also provides a security escort for any member of the college community from dusk until dawn. These escorts are for safety, not convenience.

For additional information, refer to the Campus Policies and Notices section.

Career/Transfer Center
The Career/Transfer Center, located in the ED Building, serves students’ career development and transfer needs. Career counselors help students explore occupations and career fields from their library of printed materials and a database assessing over 2,000 job descriptions.

A counselor may recommend career assessment in order to measure interests, skills, personality traits, and work values. Students also receive help developing resumes and improving job interviewing either individually by appointment or during job search presentations.

The Career/Transfer Center also provides resources for students who are interested in transferring to a four-year college or university. They include:

- An up-to-date resource library containing college catalogs and information on transfer programs
- Appointments with representatives from four-year colleges and universities
- Campus tours
- Application assistance and workshops
- College fairs
- Transfer agreements with UC Irvine, UC Riverside, UC Santa Cruz, UC Davis, and UC Santa Barbara, plus on site admission with California State Polytechnic University, Pomona
Cashier
See Fiscal Services/Cashier

Child Development Center
The Orfalea Family Children’s Center at Citrus College is a state licensed program providing child development services for children 13 months to 5 years of age. It is accredited by the National Association for the Education of Young Children.

Services include:
• Early morning (6:30-8:00 a.m.) and late afternoon (4:00-6:30 p.m.) childcare
• Age-specific developmental and educational programs in enclosed classrooms
• Daily breakfast, lunch and afternoon snack
• Parent education workshops
• A lab setting the provides training opportunities for students and other professionals

Childcare fees are on a sliding scale based on family income and availability of funds. State funding assistance is available to eligible parents who need help in paying for services. For more information, call the Child Development Center at 914-8501.

Computer Labs
See Learning Center and Library and Research Resources sections.

Counseling & Advisement Center
The Counseling and Advisement Center is located on the first floor of the Administration Building. Professional counselors and educational advisers are available by appointment to assist students in matters dealing with educational, vocational and personal concerns. Consistent use of counseling and advisement is necessary due to the frequent changes in requirements and recommendations for colleges and universities, as well as new developments in career opportunities.

Students are encouraged to meet with a counselor during their first semester to develop an education plan. This plan will list the courses needed to complete your educational goal. In addition, courses in college planning, career exploration, decision-making and communication are taught by counselors to assist students.

Disabled Students Programs & Services (DSP&S)
DSP&S provides support to students who have a verifiable disability that limits one or more major life activities. Students with a physical disability, visual impairment, auditory impairment, psychological disability, permanent or temporary health concerns or a learning disability can receive assistance from specialized personnel. Services and instructional support include:
• Adapted testing
• Adapted physical education
• Adaptive computer technology
• Campus referrals
• Citrus College web accessibility
• Closed-captioned videotapes
• Community liaison
• Electronic textbooks
• In-class and laboratory assistance
• Instructor liaison
• Note taker service
• Priority registration/registration assistance
• Reader service
• Sign language interpreting
• Specialized counseling
• Specialized equipment

New students should contact the DSP&S Office before enrolling to allow sufficient time to arrange for requested services.

EOP&S/CARE
(Extended Opportunity Programs & Services/Cooperative Agencies Resources for Education)
EOP&S helps community college students from economically and educationally disadvantaged backgrounds achieve their academic and career goals. The support services consist of information and assistance in admissions, enrollment, financial aid, assessment, and selecting a major and/or a career.
EOP&S also provides:

- Support services such as priority registration, textbook purchase assistance, career test fee waivers, tutoring and self-development workshops
- Outreach to high schools, community-based organizations and agencies
- Peer advising designed to retain students using mentors and positive role models
- Counselors and educational advisers who provide academic and personal counseling
- Referrals to other services available on campus and in the community
- A six-week Summer Bridge program where potential students from local high schools attend classes, learn college success strategies and take field trips.

The CARE Program, established by the California Legislature (AB 3103), assists EOP&S students who are on public assistance and single parents with at least one child under the age of 14.

Through CARE, students receive supplemental educational support services, such as counseling, advisement and peer networking activities specifically designed for low-income, single parents.

In addition, CARE provides grants and allowances for childcare, transportation, textbooks, and supplies to ensure strong retention, persistence and transfer rates among their students as they work to achieve their chosen objectives: obtaining vocational certificates or licenses, earning an associate degree and/or transferring to a four-year college or university.

Financial Aid

The Citrus College Financial Aid Office is located in the ED building, across from the Administration Building.

The Financial Aid Office is responsible for initiating, monitoring, and disbursing federal and state funds. These programs are provided to students in the form of grants, scholarships, employment, and loans.

Federal and state Financial Aid programs are designed to assist all Citrus College students, especially those students from low to middle income families. The intent of these programs is to assist students who are pursuing post secondary education and have not earned their first bachelor's degree.

Students must apply for financial aid as soon as possible after January 1 of every year. Do not procrastinate. Many students underestimate the time it takes to prepare for college. It is important that both the student and the Financial Office have enough time to prepare and process the applications in a timely manner.

In order to apply for Financial Aid, all of the following requirements must be satisfied:

   a. Eligible non-citizens include: U.S. permanent residents with an I-551 Card; Conditional Permanent residents with an I-551 Card; Applicants with an Arrival-Departure Record (I-94) with one of the following designations: "Refugee," "Asylum Granted," "Parole," or "Cuban-Haitian Entrant."
   b. A student who is in the U.S. on an F1 or F2 student visa, a J1 or J2 exchange visitor visa, or a G series visa, is not eligible for Federal Student Aid, but may be eligible for state or institutional aid.
2. Males born after 12/31/1959 must register with Selective Service. Call 1-847-688-6888 or go online to: www.sss.gov. for registration guidelines or to verify registration.

3. A high school diploma, GED, or successful completion of the Ability To Benefit (ATB) Test is required.

4. Financial aid applicants must be undergraduate students enrolled in a certificate, degree, or transfer program.

5. Students must not owe a refund to any institution for grants received; not be in loan default in a Stafford or Perkins Loan.

6. Maintain Satisfactory Academic Progress (SAP) as defined by the Financial Aid Office.

7. Demonstrate financial need, which is determined by the Financial Aid Office and based on the college's cost of attendance (COA) minus Expected Family Contribution (EFC), as defined by the Federal Methodology.

The Next Step: For Students Who Meet All of the Requirements

Students, who meet all of the above-stated requirements, should complete the Free Application for Federal Student Aid (FAFSA). Apply online at: www.fafsa.ed.gov. Citrus College Federal School Code is 001166. It is important to apply early; applications are accepted as early as January 1.

Once the FAFSA has been successfully completed, follow up with the Financial Aid Office for further completion of the application.

The Financial Aid Office may request some or all of the following:
- Social Security Card(s).
- Other information that pertains to financial income.

When determining financial aid eligibility, several factors are taken into consideration, such as:
- Taxed and non-taxed family income
- Investment(s)
- Taxes paid
- Household size
- Number of family members in college

How to Apply for Financial Aid/Filing the FAFSA

A student can apply for financial aid in two ways.

1. The Internet
   Go to www.fafsa.ed.gov A PIN (Personal Identification Number) will be required for both the student and the parent(s) of dependent students. Visit www.pin.ed.gov to apply for a PIN

2. Mail
   Complete the paper FAFSA application and return it in the self-addressed envelope attached to the paper FAFSA application.

The Financial Aid Office staff is available to meet with students and assist them in filling out their FAFSA application, online or by mail. In addition, Financial Aid Office has a computer lab that is available to students. The Title IV Institutional Code for Citrus College is: 001166.

Students who complete the FAFSA may qualify for one or more of the following programs:

Federal Programs:
The following federal programs are grants, which do not have to be repaid:
- The Federal Pell Grant: is for students who have been determined eligible based on the federal methodology. This program assists students who have not earned a Bachelor's degree.
• The Federal Supplement Educational Opportunity Grant (FSEOG) is for eligible students with exceptionally high financial need. Students must be Pell Grant eligible to receive FSEOG.

• The Academic Competitiveness Grant (ACG) is available to eligible undergraduate students who have completed a rigorous secondary high school program and graduated from high school after January 1, 2005.

• Federal Work Study (FWS) is awarded to students who declared on their FAFSA that they are interested in FWS. It provides students with an opportunity to earn funds through on or off campus jobs.

Loans are awarded to students based on eligibility and must be repaid. Direct Loans (Subsidized and Unsubsidized) are awarded to students who apply and have successfully completed their financial aid application (FAFSA).

State Programs:
The Board of Governor’s Grant (BOGG) is a fee waiver designed for students who are California residents and demonstrate financial need. It covers the student’s enrollment fee. This is not a cash grant.

Cal Grants are designed to assist students from low and middle income families to help pay for the students’ educational expenses. These grants are sponsored by the California Student Aid Commission (CSAC). Eligibility is based on a student’s grade point average (GPA), student/parents income, and the students’ course of study. To be eligible you must complete a FAFSA, and meet the Cal Grant deadlines, which are March 2 and September 2 of every year.

The Extended Opportunity Program & Services (EOP&S) program offers a variety of grants and services for students who qualify for EOP&S, CARE, and/or CalWORKS. For further information regarding the EOP&S program, call: (626) 914-8555 or go online to www.citruscollege.edu. A description of the EOP&S, CARE and CalWORKS program is included in this catalog.

Locally Funded Programs
Through its Foundation, Citrus College also offers a variety of scholarships that are available each semester for new, continuing, graduating, and transferring students. Citrus College students are also encouraged to apply for scholarships available from sources outside of Citrus College. For more information on scholarship opportunities, please visit the Financial Aid Office or go online to:

www.citruscollege.edu/finaid
www.collegeboard.com
www.collegenet.com
www.collegescholarships.com
www.salliemae.com
www.srnexpress.com
www.supercollege.com
www.usafunds.org

For More Financial Aid Information and Assistance
Students are invited and encouraged to contact the following with questions regarding the student aid programs, the application process, eligibility requirements, and deadlines.

Citrus College
Financial Aid Office
Location: ED 102
(across from the Administration Building)
(626) 914-8592
financialaid@citruscollege.edu
www.citruscollege.edu/finaid

U.S. Department of Education
1-800-4FED-AID (1-800-433-3243)
Monday through Friday,
8:00 a.m. and 8:00 p.m. EST.
1-800-730-8913 (Hearing Impaired)
Health Center
The Student Health Center, located in Hayden Hall, supports the educational process and overall mission of Citrus College by providing quality health services and promoting positive health outcomes for the Citrus College community.

College nurses, part-time campus physicians, part-time nurse practitioners and other health care workers, staff the Student Health Center. Health services available to Citrus College students include:

- 12-step program referrals
- Accident and medical insurance information
- Acute illness/ambulatory treatment and care
- AIDS information, HIV testing and referrals
- Crisis intervention
- Commonly used prescription medications, including oral contraceptives, prescribed by the campus physician and/or nurse practitioner
- Condoms and personal hygiene items
- Cot room-rest area
- Eating disorders information and referrals
- Family Planning Services
- Health education (audio-visual, brochures & reference files)
- Hearing and vision screening
- Immunization (diphtheria-tetanus, flu, Hepatitis-A&B vaccine)
- Off-campus referrals as needed
- Over-the-counter (non-prescription) medications available from our self help counter
- Plan B Emergency Contraception
- Substance abuse counseling, information and/or referrals
- Testing for sexually transmitted diseases (STD)
- Tuberculin skin tests

There is no charge for the college nurse, nurse practitioner or physician services; however, some tests, medications and procedures require a minimal fee. For safety reasons, children are not allowed in the Health Center.

Visit the Student Health Center or call (626) 914-8671 for information and/or appointments. Hours sometimes vary for college health nurses, nurse practitioners, physicians and other health care personnel.

International Student Program
The International Student Center directs and coordinates international student activities in compliance with federal regulations. Citrus College international students represent 39 countries, further enhancing the diversity of the campus. The interaction and networking among all students has proven to be an invaluable experience for everyone involved. The International Student Office also assists students through its orientation and support programs, ensuring students’ completion of their objectives.

Refer to International Student Admissions for more information about registration and enrollment.

Learning Center
Located on the second floor of the ED building, the Learning Center provides instructional support services and is open to all Citrus College students with a Citrus ID card.

College Success Center–Language Arts/Multidisciplinary
The center provides multimedia computer programs, workshops, one-on-one assistance with trained staff, and directed learning experiences to any student seeking writing, reading, and ESL assistance, and to those students needing to meet their English lab requirements.

Language Lab
The Learning Center's Language Lab is open to foreign language and ESL students. A fully integrated, digitized audio lab is available for students to practice their foreign language skills. Interactive software and videos addressing study skills, internet navigation, computer skills, foreign language and ESL are also available from the lab. A lab supervisor is available to assist students.
**Tutorial Services**

Peer tutoring is available free of charge to all Citrus College students. Students interested in working with a tutor must enroll for services.

Tutors are Citrus College students who have completed the tutor training program and have successfully completed the course(s) they tutor with a grade of A or B. An online tutoring program is also available through the Citrus web site.

**Testing Center**

The Testing Center offers:

- Academic test proctoring
- Assessment testing

Academic test proctoring includes administering tests for Distance Education and make up exams for traditional classes, and providing test accommodations for students with disabilities through Adapted Testing.

Assessment testing is administered through a computerized "smart" placement test to determine students' initial placement into reading, English, including ESL, and math courses.

**Student Employment Services**

Student Employment Services is a free job referral service for currently enrolled Citrus College students and alumni. Services include:

- A job board, divided by job classification, listing a variety of jobs--full and part time, permanent and temporary, on-and off-campus
- Resume preparation and interviewing skills guidance
- A Cooperative Work Experience Education program, which allows Citrus College students to gain one to four units of credit. Participating students must be enrolled in a class at Citrus with in their major and have a job in a field that corresponds with their major.
- Processing hiring, payroll and termination of all on-campus student workers

**Barbara Meadors**

2007 Citrus College Woman of the Year

*The Woman of the Year distinction is bestowed upon the top female student who has achieved academic success while being involved on campus and in the community.*

**Student Government and Student Affairs**

ASCC

The Associated Students of Citrus College (ASCC) is recognized by the Board of Trustees as the official student government organization, and is open to all student body members. An executive board composed of 19 members conducts ASCC business; 10 elected members and 9 appointed members.

ASCC responsibilities include administering a budget of approximately $500,000, as well as planning and implementing many social, cultural and co-curricular programs. Most important of all, ASCC Board members represent the interests of the student body on all campus-wide committees.

**Student Activities and Organizations**

Citrus College urges students to become involved in student clubs and organizations. Club activities include business meetings, lectures, discussions, field trips, publications, exhibits and special events of interest to the general student body and to the community. To coordinate the club activities and provide more student representation in school government, the Inter-Club Council, represented by student members, holds weekly meetings.
Citrus College clubs include:
- Alpha Gamma Sigma (honor society)
- Anime Connection
- Black Student Union
- Campus Activities Board
- Campus Crusade for Christ
- Citrus Business Association
- Citrus College Golf Association
- Citrus College Veterans Network
- Club Zion
- Cosmetology Club
- Dental Assisting Club
- Electronic Entertainment Club
- Esthetician Club
- Evening Cosmetology Club
- Latino Unidos Student Association
- MAC Users Group
- Meditation Club
- Middle East Club
- Muslim Student Association
- National Organization for Women (NOW)
- Philosophers' Club
- Role Players Association
- Rotaract
- Vocational Nursing
- Women’s Ensemble
- X-scape Elements Dance Club

Veterans Affairs
Citrus College is an approved, degree granting institution for veterans and their eligible dependents. The United States Code (Title 38, Chapters 30, 31, 35, 1606 and 1607) provides academic and career training opportunities for veterans. Citrus College invites and urges eligible students to take advantage of the support services available to veterans.

Citrus College cooperates with the Veterans Administration and with the California State Bureau of Vocational Rehabilitation to help veterans and their eligible dependents achieve their educational and vocational goals. Our program is recognized by the Bureau for Private Postsecondary and Vocational Education in the Department of Consumer Affairs for Veterans Education Benefits.

2007 Cinco de Mayo Celebration
Cinco de Mayo festivities at Citrus College included a mariachi band, folklorico dancers and lunch. Christine Chavez, granddaughter of civil rights leader Caesar Chavez, provided the keynote address.

How to Receive Veterans Benefits
1. Submit an application for admission to Citrus College; www.citruscollege.edu/admissions
2. Have official transcripts of all previous college or university work completed and military service credits forwarded to Citrus College. Transcripts must be evaluated within the first two terms of enrollment, in order for a student to continue receiving Montgomery GI Bill (MGIB) benefits.
3. Meet with a Citrus College veteran’s counselor, who helps students develop a Student Education Plan (SEP). It is important that the counseling staff knows a student’s veterans status in order to assign him/her to someone experienced in helping veterans.
4. Submit the application for VA educational benefits, including member copy 4 of DD-214.
5. Reserve and National Guard personnel must submit a Notice of Basic Eligibility (VA form DD-2384), which is issued by the student's reserve or guard unit.
6. Submit all VA educational benefits paperwork to the Veterans Representative, located in the Admissions and Records Office.
Additional Information Regarding VA Benefits
Applications for VA benefits will not be processed until all college transcripts have been received and the above procedures have been completed.

Students receiving MGIB benefits for the first time must allow eight to 10 weeks from the processing date to receipt of the first check.

The Veterans Administration holds both the college and the recipient liable for overpayments. Overpayments commonly occur due to:

- Failure to process a Program Change Form when dropping a course. The Veterans Administration considers the recipient ineligible to receive benefits after the last date of attendance.
- Failure to report to the veterans clerk in the Admissions and Records Office any change in a student's number of units or change of address
- Repetition of a course in which a satisfactory grade (C or better) was received

If a student receives an overpayment, the Veterans Administration will automatically stop further payment until the entire amount due has been repaid.
Veterans will receive a letter requesting repayment if the following categories apply:

- Enrollment in fewer than six units and receiving benefits under Chapter 30, 31, or 35
- Enrollment in fewer than three units and receiving benefits under Chapter 1606
- Officially withdrawn from school

Hardship
In the case of hardship, a veteran may apply to the Veterans Administration to arrange for repayment of the debt with as little inconvenience as possible.

Academic Eligibility
If a VA student's cumulative grade point average remains below 2.0 for two consecutive terms, the student will not be certified for VA educational benefits until his/her academic status is restored to good standing.

Veteran's information is available at the Veteran's counter in the Admissions and Records Office, located on the first floor of the Administration Building, and at www.citruscollege.edu/ar

Vocational Education
The Vocational Education Department is an important resource for Citrus College students who want to prepare for a career. In addition to providing information about classes, the staff also directs students to the programs and services that ensure their success.

Vocational Education also offers assistance in the form of scholarships, textbook loans and job search strategies.
What Additional Resources are Available at Citrus?
Campus Facilities and Learning Resources

Adaptive PE/Fitness Center
The Adapted Physical Education Center is the home of the Fitness Center. This facility offers exercise and fitness programs for students, Citrus College employees and community members who live in the college district.

The Center features an open gym and exercise machines also modified to accommodate persons with disabilities. These machines include treadmills, flexacisers, stationary and recumbent bicycles, arm ergometers and stand aids. Individual progress is monitored by checking blood pressure (if needed), strength, endurance and flexibility.

The Adapted Physical Education Program is also conducted at the Adapted PE facility. Students with physical limitations can participate in this exercise and health-related physical fitness program, which includes adapted courses in cardiovascular training, weight training and aquatic exercise.

Art Gallery
The Art Gallery is located in the Hayden Memorial Library and features year-round exhibits by students and faculty from the Fine Arts Department.

Athletic Facilities
Citrus College’s athletics facilities are among the best in Southern California. Recent renovations to the 10,000-seat football, soccer and track stadium include an all-weather track and field turf surface. A new turf practice field is also available. Citrus athletes have the advantage of premium practice facilities: three weight training rooms, a double-circuit (64-station) fitness center, a therapy pool for injured athletes and a professional training room.

The campus’ athletic facilities continue to upgrade with the construction of the new Field House, which will provide facilities to support football, baseball, soccer and track. The single-story building will also feature locker rooms, offices, team rooms, concessions, equipment storage and restrooms.

Aquatic Center
The Aquatic Center is the home of the swimming and water polo teams, and is frequently selected as the site for regional championship events. It is open to the community and is often chosen as a location for local television stations’ weather forecasts.

Bookstore
Students are required to purchase all books and supplies needed for their courses. To meet this need, the Owl Bookshop operates as a service to students and faculty, providing books and educational materials as economically as possible. The bookshop is located adjacent to the Campus Center, hours of operation are listed in each class schedule.

Refund Policy
Books purchased for any current semester or summer session may be returned for refund as indicated on refund policy received at the time of purchase. The books must be in the same condition as when originally purchased. Do not mar, damage or write in your books. A cash register receipt, proof of registration and student ID are required for all refunds.

Students are encouraged to sell their books back during finals through BUY BACK. This opportunity is available throughout the year, as well as every day during finals week. A used book company purchases books needed by the bookstore at a percentage of the new book price. The company also buys all other books with a current market value at a wholesale price. Receipts are not needed. The bookstore cannot guarantee the buy back of any book.
When purchasing books for a new semester, all students must present a copy of their class schedule for the first two weeks of the spring and fall semesters, and the first week of Summer Session.

The Owl Bookshop accepts MasterCard, VISA, Discover, American Express, cash, ATM or personal check with valid California Driver's License. Books may also be purchased online at www.owl-bookshop.com

**Campus Center**
The Ross L. Handy Campus Center is maintained by the Associated Students of Citrus College and provides a meeting place for students, faculty, staff and the community. A staff member is on duty in the lounge area ensuring that the facility is used in accordance with ASCC and District policies. For their safety, children visiting the Campus Center must be accompanied by an adult.

**Fiscal Services/Cashier**
Fiscal Services handles all aspects of the college's financial and budgetary matters. This includes student registration fees, child care fees, and parking fines.

The cashier’s office (also known as the Bursar) provides a variety of financial services for students as well as staff, faculty and the public. These services include collecting class fees, debts and outstanding obligations; citation payments; refund processing; disbursing payroll checks, and 1098T replacements.

**Food Services**
The Stuffed Owl Café, located downstairs from the Campus Center, offers a wide range of food selections. Monday through Friday, breakfast items are offered, as well as items from the grill, fresh pizza, fresh salads, deli sandwiches, a taco, burrito and tostada bar, and entrees of the day. Vending service is available at various locations on campus throughout the day and evening.

**Golf Driving Range**
The Range at Citrus features two hitting surfaces, natural grass and mats; 13 target greens with bunkers, sand traps, 36 tees, a chipping area with bunkers and a 2,500 sq. ft. putting green. The Range also offers varying size buckets of Top-Flite Tour balls.

This golf practice center, which is open to the public, features lessons from a professional and from Citrus College instructors. The well-lighted golf driving range is open seven days a week. A well-stocked pro shop and snack bar provide added convenience. Please contact The Range for hours of operation, (626) 914-8688.

The Range at Citrus is located at the southwest portion of the campus near the baseball field, with entrance from Citrus Avenue. Designated parking for golfers is available directly in front of The Range.

**Robert D. Haugh Performing Arts Center**
Since 1971, the Robert D. Haugh Performing Arts Center has provided cultural and educational entertainment to the community. The 1,400-seat theatre offers a variety of programs from all of the performing arts disciplines. Series offered in the Haugh Center’s season include:

- **Evenings at Eight & Sundays at Two**
The popular Evenings at Eight & Sundays at Two series present excellent entertainment, including such notables as The Smothers Brothers, Cherryholmes, Debby Boone, Lorna Luft, Glen Campbell, Steve Tyrell, Debbie Reynolds, Big Bad Voodoo Daddy, Hal Holbrook, Bowfire and Robert Goulet.

- **Saturday Series for Kids**
A Saturday afternoon series of events for young audiences--and their parents--to stimulate new ideas, provide different views of the world, and just plain have fun!

- **Passport to Travel**
A 10-event travelogue series, featuring magnificent film footage, hosted in person by international filmmakers.

- **Music Department Productions**
The Music Department, including the renowned Citrus Singers, present two major productions per year; including the annual, "Christmas Is..."

In addition to their off campus concerts, the award-winning Blue Note Swing Orchestra performs throughout the year, accompanying headliners such as Patti Page or serving as an opening act for notables such as Bob Newhart. Every year, joined by the jazz band from Azusa Pacific...
University, Blue Note Swing hosts sell-out crowds in the annual "Battle of the Big Bands."

Additionally, the Citrus Music Theatre Workshop presents fully staged Broadway musicals with spectacular scenery and costumes.

**Learning Resources**

**Service Learning**

Service Learning integrates community service with what the student is learning in the classroom. Students work with their instructor and the Service Learning Coordinator to find meaningful volunteer opportunities in the community.

Through Service Learning, the student has the opportunity to apply concepts from his or her coursework, explore possible career choices and earn valuable work experience. Additionally, the student will gain an increased awareness of community needs and work to address those needs.

**Study Abroad Program**

Citrus College students have the opportunity to study in Europe and China through the Foothills Consortium for Study Abroad. All courses are taught by Citrus College faculty or faculty from one of the other colleges in the consortium. The courses meet general education requirements.

The courses are selected to enhance the cultural opportunities offered by the host country. For instance, courses in English literature and theater are a part of our London program of study. The Study Abroad Program makes it possible for students to understand a different culture and to better understand and appreciate themselves and life in the United States.

Semester-length programs are available in London and Salamanca, Spain. The college also offers a summer program in Austria, Italy and Greece. In June 2007, Citrus introduced its 3-week Study Abroad trip to China in June 2007.

**Library and Research Resources**

**Computer Labs**

The Dan Angel Data Processing Center houses the college's main computer laboratory, several classrooms and the Computer Center administrative offices. The computer laboratory, which is open six days a week, has a variety of computers, printers, and software available to Citrus College students who need computing resources to complete their class projects and assignments.

The computers, along with other campus computing resources, are also used to support the Computer Information Systems (CIS) curriculum. This program has introductory and general interest course offerings for anyone desiring to learn how to use computers for personal or professional purposes, and specialized courses for those who want to pursue a career in information processing.

There are also computer equipped classrooms and laboratories in the Art, Life Sciences, Earth Sciences, Liberal Arts/Business, Mathematics/Science, Physical Sciences, Technology B, and Educational Development buildings. Internet access is available in most of the college's computer classrooms and laboratories, including wireless access in the Student Center.

**Library**

The Hayden Memorial Library/Learning Resource Center is located at the center of campus. This 33,000-square-foot facility contains approximately 40,000 print, 4,000 multimedia, and 22,000 electronic titles. The library also features individual seating for 200, 6 listening rooms, 11 group study rooms, 50 public computers and an orientation room with 20 computers and 40 chairs.

The library's home page and catalog can be accessed online at www.citruscollege.edu/library. Its electronic databases are accessible by students and staff, on and off-campus, with passwords or by remote authentication.

The library staff will help students with research for class assignments and with personal information needs. The reference department offers group instruction to classes and one-on-one instruction in the library, by telephone or by e-mail.
What Degrees Does Citrus College Offer?
Programs of Study Leading to an Associate Degree

Requirements for Majors
The associate in arts and the associate in science degrees require a minimum of 18 units with grades of "C" or above in the following program categories, combined with general education and proficiency requirements.

Programs of Study Leading to an Associate in Arts Degree
Fine and Performing Arts
Art
Dance
Music
Language Arts
Communications/Journalism
Foreign Languages
English Speech

Social and Behavioral Sciences
Anthropology
Geography, Cultural
Economics
History
Child Development

Liberal Arts
A liberal arts degree requires satisfactory completion of lower division general education certification for CSU, UC (IGETC), 60 transferable units and the physical education requirement. It is also a transfer degree.

Programs of Study Leading to an Associate in Science Degree
Applied Arts
Administration of Justice
Automotive Technology
Business
Cosmetology
Dental Assisting
Digital Design
Drafting
Electronics
Library Technology
Medium & Heavy Truck Technology
Photography
Public Works
Vocational Nursing
Water Technology

Natural Sciences
Astronomy
Biology
Chemistry
Computer Science
Earth Science
Engineering
Forestry
Mathematics
Natural History
Physics
Registered Nursing

Physical Education
Physical Education

Additional Requirements for an Associate Degree
1. A minimum of 60 units. Only courses numbered 100-299 plus Cooperative Work Experience Education apply toward the associate degree.

2. A minimum grade point average of 2.0 (C average) in all lower-division college units attempted.

3. Residency: students must complete a total of 50 units in residence or their final 12 units in residence at the time of qualification for graduation.

4. Writing Competency Requirement
Completion of any course listed in the English composition section of the general education requirements or equivalent with a grade of "C" or better
Or
Passing the Advanced Placement Exam in English Language and Composition with a score of three or higher

5. Mathematics Competency Requirement
Completion of any mathematics class listed in the mathematics section of the general education requirements with a grade of "C" or better
Or
Completion of one year of high school elementary algebra with a grade of "C" or better, and placement at the level of intermediate algebra or higher on the math assessment test.

6. **Reading Competency Requirement**
   Completion of Reading 099 with a grade of "C" or better.
   Or
   Passing the Reading Competency Examination.

7. **Physical Education Requirement**
   Completion of three units of any physical education or dance activity course. Varsity team sports do not count.
   Or
   Completion of PE 170 Fitness for Life or PE 171 Health Science, with a passing grade.

8. **General Education Requirement**
   Completion of 22-25 units of general education. A maximum of six units or two classes from the major requirement may be applied to the general education requirements.

9. **Language, Critical Thinking and Mathematics**
   Students taking the mathematics assessment test to meet the competency requirement must complete:
   - Two courses, 6 units minimum, including one course from English composition and one course from either mathematics or communications and analytical thinking
   - Students who have not satisfied the mathematics competency requirement must complete three courses, 9 units minimum, including one course from English, one course from mathematics and one course from communications and analytical thinking
   - A grade of C or better is required for all courses taken

**Application for Graduation**
Graduating students must file a formal application for graduation with the Counseling and Advisement Department. Students may graduate at the end of the fall, spring or summer semesters, although only one Commencement ceremony is held in the spring.

All transcripts of prior college work must be on file in the Admissions and Records Office before the application can be completed; refer to the current class schedule for application deadlines.

**Multiple Degrees**
A student may receive one associate in arts and one associate in science degree. To be eligible for a second associate degree, a student must complete a minimum of 18 units beyond the 60 units required for the first degree. This includes satisfactory completion of all the required courses of the second major.

**Online Degrees**
Associate degrees can be earned online in the following majors:
- Administration of Justice
- Business
- Liberal Arts
- Social and Behavioral Sciences

Additional information is available at www.citruscollege.edu/de.
Citrus College grants certificates in 41 subject areas. These certificates may be used to verify a student’s proficiency in the skills and knowledge needed for entry-level employment or for career advancement.

To earn a certificate, a student must satisfactorily complete 18 units or more in a specific sequence of required courses. At least 50% of these required courses must be completed at Citrus College.

Programs of Study Leading to a Certificate

**Administration of Justice**

**Audio Recording Technology**

**Automotive Technology**
  - Automotive Service & Diagnosis
    - 12 month evening program
  - Automotive Service, Diagnosis & Repair - NATEF
    - 18 month program
  - Technicians’ Education Cooperative
    - 24 month program
  - Toyota / Lexus/ Scion - Technician Training & Education Network - 12 month evening program
  - Toyota / Lexus/ Scion - Technician Training & Education Network - 18 month program

**Business**
  - Accounting
  - Administrative Office Manager
  - Management
  - Marketing
  - Office Occupations
  - Secretarial
  - Word Processing

**Ceramics**
  - One Year
  - Two Year

**Child Development**
  - Master Teacher
  - Master Teacher - Early Intervention

**Child Development Teacher**

**Cosmetology**

**Dental Assisting**

**Drafting**
  - Advanced Drafting Technology - CAD
  - Architectural Design
  - Architectural Drafting - CAD
  - Computer Generated Imagery
  - Drafting Technology - CAD

**Electronics Technician**

**Engineering**
  - Advanced Digital & Web Design
  - Digital & Web Design
  - Digital Design Media
  - Information Technology

**Esthetician**

**Forestry**

**Library Technology**

**Medium & Heavy Diesel Truck Technology**

**Photography**

**Public Works**
  - I
  - II

**Theater**
  - Emerging Theater Technology

**Vocational Nursing**

**Water Technology**

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**Toyota Motor of Europe Executive Tours Campus**

David Detremmerie (center), a high-ranking executive from Toyota Motor of Europe, toured Citrus College’s T-TEN program’s classrooms and labs. The T-TEN Program (Toyota Technical Education Network) at Citrus College is ranked among the best in the nation.

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www.citruscollege.edu
Some departments, based on the satisfactory completion of a course or a sequence of courses, issue a Skill Award. Total units taken for a Skill Award may not exceed 18 units. A Skill Award may verify and provide documentation of proficiency for entry-level employment requirements, job upgrades and application into fields that require documentation of specific coursework.

**Programs of Study Leading to a Skill Award**

**Administration of Justice**
- Corrections
- Fingerprint Identification & Classification

**Automotive Technology**
- Advanced Engine Performance & Diagnosis
- Engine Performance, Diagnosis & Emissions
- Electrical Systems Diagnosis & Repair
- Steering, Suspension & Alignment & Auto Brakes
- Automatic Transmissions
- Manual Transmission Rear Axle
- Engine Rebuilding & Machine
- Automotive Heating & Air Conditioning

**Child Development**
- Child Development Associate Teacher
- Infant & Child Development Associate Teacher
- Master Teacher Infant & Toddler Specialist

**Cosmetology**
- Manicurist
- Teacher Training

**Health Occupations**
- Activity Coordinator
- Activity & Social Service Documentation
- Advanced Medical Technology
- Emergency Medical Technician
- Gerontology I
- Hospital Unit Clerk
- Medical Office Procedures
- Medical Terminology
- Medical Terminology & Transcription
- Sub-Acute/Pediatrics Activity Leader
- Therapeutic Communications

**Therapeutic Interventions**

**Heating & Air Conditioning**
- Heating & Air Conditioning

**Medium & Heavy Truck Technology**
- Allison Transmissions
- Diesel Rebuilding: Detroit
- Diesel Rebuilding: Caterpillar
- Diesel Rebuilding: Cummings
- Diesel Technician
- Electronic Controls Systems Detroit Diesel
- Engine DDECI & II
- Heavy Duty Brakes Systems

**Motorcycle and Personal Watercraft**
- Motorcycle Repair
- Personal Watercraft Repair

**Nursing-Vocational**
- Basic Critical Care Nursing
- Drugs & Solutions
- Home Health Aide
- Medical Terminology-Spanish
- Nurse Assistant
- Nursing Supervision
University of California
The University of California (UC) has 10 campuses.
Berkeley     Riverside
Davis         Santa Barbara
Irvine        Santa Cruz
Los Angeles   San Diego
Merced        San Francisco
            (Medical Center)

Each campus within the system has its own unique geographic and academic character. The UC offers bachelors, masters and doctoral degrees in a variety of subject areas.

To obtain a bachelor’s degree from the UC system, a student must complete a minimum of 120 semester units (180 quarter units). A maximum of 70 semester units of transferable credit will be accepted for courses completed at a California community college. Prospective UC transfer students should consult a Citrus College counselor/transfer adviser regarding UC admission; requirements vary depending upon the student’s status at the time of high school graduation.

Admission Requirements for Transfers
(Effective for those entering UC in Fall 1998 and later)

A transfer applicant, according to the University, is a student who has graduated from high school and enrolled in a regular session at another college or university. A student who meets this definition cannot disregard his or her college record and apply as a freshman.

California Residents
To qualify for admission to the University as a transfer student, a student must meet one of the three sets of requirements described below. The pathway the student follows depends upon whether they were eligible for admission to the University when they graduated from high school. California residents must have at least a C average (2.4 GPA) in all transferable college coursework. Subject, Scholarship and Examination requirements have been established and are described in detail in this section.

Pathways to Transfer
The pathways and options under which students become eligible for transfer are:

1. Students who were eligible for admission to the University when they graduated from high school. These students:
   • Satisfied the Subject, Scholarship and Examination requirements
   • Were identified by the University during the senior year in high school as eligible under the Eligibility in the Local Context (ELC) program
   • Have a C average (2.0 GPA) in transferable coursework.

2. Students who met the Scholarship Requirement but not the Subject Requirement. Students under this option:
   • Are required to take transferable college courses in the missing subjects (as described in Clearing Deficiencies in the Subject Requirement)
   • Must earn a C or better in each required course
   • Must have an overall C average in all transferable coursework
3. **Students who were not eligible for admission to the University when they graduated from high school because they did not meet the Scholarship Requirement.** These students have two options to fulfill:

**Option A.** Complete 60 semester units or 90 quarter units of transferable college credit classes, with a minimum 2.4 GPA. No more than 14 semester or 21 quarter units may be Pass/Not Pass classes

**Option B.** Complete the following course pattern, earning a grade of C or better in each course:

- Two transferable college courses (3 semester or 4-5 quarter units each) in English composition
- One transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning
- Four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas
  - Arts and humanities
  - Social and behavioral sciences
  - Physical and biological sciences.

Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC will satisfy Option 3B of the transfer admission requirements. Not all majors accept IGETC. See a counselor or adviser for more information about the IGETC.

**Additional Information**

Applicants in some majors may need to meet certain departmental admission requirements, such as specific general education courses and earn higher GPAs in addition to the general university requirements. The most accurate and current information available is the catalog of the school concerned and the web site www.assist.org. Students are urged to complete a year sequence of courses when available; for example, Chemistry 111 and Chemistry 112. Transferring from the semester system to the quarter system makes placement difficult when only half of a sequence is completed.

**California State University**

The California State University (CSU) has 23 campuses located throughout the state.

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

The CSU system offers more than 1,400 bachelors and masters degrees in over 200 subject areas. To obtain a bachelor’s degree from the CSU system, a student must complete a minimum of 120 or more semester units.

A maximum of 70 units of transferable credit will be accepted for courses completed at any community college. Prospective CSU transfer students should consult a Citrus counselor/transfer adviser regarding CSU admission, as requirements vary depending upon the student's status at the time of high school graduation.

**Nonresidents**

The minimum admission requirements for nonresidents are very similar to those for residents. Consult with the Admissions Office at one of the UC campuses for details. In all cases, however, nonresidents must have a 2.8 GPA or higher in all transferable college coursework.
Admission Requirements for Transfers

Lower-Division Transfer Requirements
A small number of transfers will enter CSU as lower-division transfers. Students who have completed 59 or fewer semester units or 89 or fewer quarter units at the time they enter CSU, have a lower-division transfer.

Some CSU campuses do not accept lower-division transfers, so students are encouraged to check with the campus of their choice if they are considering transfer as a lower-division student.

Upper-Division Transfer Requirements
Students who have:
- Completed at least 60 transferable semester (90 quarter) units
- Earned a 2.0 GPA (C) or better in all transferable units attempted
- Attained good standing at the last college or university attended

These students may become eligible if he or she has completed at least 30 semester (45 quarter) units of college courses, with a grade of C or better, in English, arts and humanities, social science, science and mathematics. These classes must be at a level that is at least equivalent to courses that meet general education requirements.

The 30 semester (45 quarter) units must include all of the general education requirements in Communication, Oral Communication and Critical Thinking, and Mathematics (at least 3 semester or 4 quarter units).

If a student is completing the Intersegmental General Education Transfer Curriculum (IGETC), they must take English Communication (at least 9 semester or 12 quarter units), English Composition, Oral Communication and Critical Thinking, and the requirement in Mathematics (at least 3 semester or 4 quarter units).

Category A: Communication in the English Language and Critical Thinking
Nine units are required, one course from each area (All of Category A must be completed for full certification).

1. Oral Communication (1 course required)
   SPCH 100, 101, 101H, 106

2. Written Communication (1 course required)
   ENGL 101, 101H, ESL 101

3. Critical Thinking (1 course required)
   ENGL 103, 103H, 104**
   PHIL 109, 110
   SPCH 103

**NOTE: ENGL 104 is recommended for CUSLA students, in order to meet university requirements.

Category B: The Physical Universe and its Life Forms
A minimum of 9 semester units is required. One mathematics course is required for full certification, as well as one course from biological sciences, physical sciences and mathematics. At least one science course must be a laboratory course. (Bold type indicates a lab course).

1. Physical Sciences
   CHEM 100, 103, 104, 106, 110, 111, 114, 115, 210, 220
   ESCI 111, 115, 115H, 116, 118, 120, 121, 122, 124, 130
   PHYS 105, 106, 110, 111, 112, 201, 202

2. Biological Sciences
   ANTH 212
   BIOL 104, 105, 105H, 109, 124, 125, 145, 200, 201, 220

3. Laboratory Activity: A lab course from area 1 or 2 above

4. Mathematics
   MATH 151, 160, 162, 165, 165H, 169, 170, 175, 190, 191, 210, 211
Category C: Arts, Literature, Philosophy and Foreign Language
A minimum of 9 semester units is required. Choose one course from Arts and one from Humanities, plus one additional course.

1. Arts
   - ART 100, 101, 102, 103, 104, 105, 106, 110, 111, 112, 130, 140, 199, 200, 201, 206, 207
   - COMM 136
   - DAN 102, 201
   - THEA 101, 200, 201, 202

2. Humanities
   - COMM 200 Visual Communications (3)
   - ENGL 102, 213, 251, 252, 261, 262, 271, 272, 290, 291, 291H, 293, 293H, 294, 296, 298
   - FREN 101, 102, 201, 202
   - GER 101, 102, 201, 202
   - HIST 103, 103H, 130
   - HUM 101, 101H, 102, 110, 111
   - JPN 101
   - PHIL 101, 106, 106H, 108
   - SPAN 101, 102, 201, 202, 210, 211, 298, 299

Category D: Social, Political & Economic Institutions & Behavior; Historical Background
A minimum of 9 semester units from at least two different disciplines is required.

1. Behavioral Sciences
   - ANTH 210, 210H, 212, 214, 216, 220
   - PSY 101, 110, 111, 205, 206, 206H, 212, 220, 225, 226
   - SOC 118, 122, 201, 201H, 202, 203, 216

2. Social Sciences
   - ECON 100, 101, 102
   - GEOG 102
   - HIST 120, 123, 125
   - POLI 103*, 103H, 104, 105, 110, 116, 118

Category E: Lifelong Understanding
(3 units required)
   - BIOL 116
   - COUN 145
   - PE 170, 171, 173
   - PSY 133, 152, 206, 206H, 213, 225
   - SOC 114

NOTE: These general education requirements should not be confused with lower division major requirements, or with general education requirements for the AA or AS degree from Citrus College.

- CSU Baccalaureate Requirement: Not part of CSU Certification Requirements but may be completed prior to transfer.

American Institutions & History Requirement: 6 Units
   - POLI 103, 103H
   - HIST 107, 107H or 108 or 108H

General Education and Certification Requirements
The California State University system recommends that 39 lower-division semester units of general education be completed. Students may complete these 39 units of general education at Citrus College for certified transfer to the California State University System if the following requirements are met:

- For certification of 39 units, there must be a minimum of 9 units of coursework completed in each of the Categories A through D.
- All of Category A and the Mathematics area (3) of Category B must be completed prior to transfer with grades of C or better.

Certification of CSU General Education Requirements
Certification is the process community colleges use to verify to a CSU campus that a student has completed the agreed upon general education requirements as listed in this catalog.

Certification protects the community college transfer student from having to repeat lower-division general education requirements at a CSU campus.
Certification is a complicated process; students planning to transfer to a CSU campus should meet with a counselor to verify that they are meeting these requirements.

Intersegmental General Education Transfer Curriculum for Transfer to UC and CSU

The Intersegmental Committee of the Academic Senates has approved the Intersegmental General Education Transfer Curriculum (IGETC). The IGETC is a series of courses that community college students can use to satisfy lower-division general education requirements at any University of California (UC) or California State University (CSU) campus. The IGETC will provide an option to the California State University General Education Requirements and will replace the University of California Transfer Core Curriculum.

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

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from Citrus College to a campus in either the University of California or California State University system without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements.

The IGETC is not recommended for all transfer majors. Some programs will not accept IGETC for fulfillment of general education requirements. Get additional information from your counselor or adviser.

If you are nearly ready to transfer and, for good cause, are unable to complete one or two IGETC courses, you may be eligible to complete IGETC after transferring, with one exception--all of Areas 1 and 2 must be completed prior to transfer.

Typical situations that constitute good causes for not completing one or two IGETC courses are illness, unavailable or canceled courses, military service, and unexpected hardships, such as family or employment problems. These unexpected events would typically occur in the final term before transfer. Contact the Articulation Officer or the Transfer Center Coordinator for further information.

All IGETC courses must be completed with grades of "C" or better.

Area I: English Communication

CSU: 3 courses required, one from each group below.
UC: 2 courses required, one each from Group A & B.

Group A: English Composition
1 course, 3 semester units/4-5 quarter units
ENGL 101, 101H

Group B: Critical Thinking-English Composition
1 course, 3 semester units/4-5 quarter units
ENGL 103, 103H, 104
PHIL 109

Group C: Oral Communication (CSU only)
1 course, 3 semester/4-5 quarter units
SPCH 101, 101H 103

Area II: Mathematical Concepts and Quantitative Reasoning
1 course, 3 semester units/4-5 quarter units.
MATH 162, 165, 165H, 170, 175, 190, 191, 210, 211

Area III: Arts and Humanities
At least 3 courses, with at least 1 from the Arts and 1 from Humanities;
9 semester units/12-15 quarter units.

Group A: Arts
ART 100, 101, 102, 103, 104, 105, 106, 110, 199, 200, 201, 206, 207
COMM 136
DANC 102, 201
MUS 110, 110H, 111, 111H, 113, 114, 114H, 218, 219, 225
THEA 101, 200
Group B: Humanities
ENGL 251, 252, 261, 262, 271, 272, 290, 291, 291H, 293, 293H, 294, 296, 298
FREN 201, 202
GER 201, 202
HIST 103, 103H, 104, 105, 106, 130, 140
HUM 101, 101H, 102, 110, 111
PHIL 101, 106, 106H, 108
SPAN 102, 201, 202, 210, 211, 298, 299

Area IV: Social and Behavioral Sciences
At least 3 courses from at least 2 disciplines; 9 semester units/12-15 quarter units.
ANTH 210, 210H, 214, 216
ECON 100, 101, 102
GEOG 102
POLI 103*, 103H, 104, 105, 110, 116
PSY 101, 110, 111, 205, 206, 206H, 212, 220, 225, 226
SOC 118, 122, 201, 201H, 202, 216

Area V: Physical and Biological Science
Two courses, one Physical Sciences course and one Biological Sciences course; at least one must include a laboratory; 7-9 semester units/9-12 quarter units.

GROUP A: Physical Sciences (Courses in Bold have a laboratory component)
CHEM 103, 104, 110, 111, 112, 114, 115, 210, 220
ESCI 115, 115H, 116, 118, 120, 121, 122, 130
PHYS 105, 110, 111, 112, 201, 202, 203

GROUP B: Biological Sciences (Courses in Bold have a laboratory component)
BIOL 104, 105, 105H, 124, 125, 145, 200, 201, 220

Language Other than English (UC Requirement Only)
Complete 2 years of the same language as high school work with a grade of C or better or a college course that meets the proficiency level.
FREN 102, 201, 202
GER 102, 201, 202
SPAN 101, 102, 201, 202, 210, 298, 299
JPN 102

CSU Graduation Requirements in U.S. History, Constitution and American Ideals
(Not part of IGETC; may be completed prior to transfer)
6 units, one course from Group A and one course from Group B.
NOTE: Courses used to meet this requirement may not be used to satisfy requirements for IGETC.
GROUP A: HIST 107*, 108*
GROUP B: HIST 107*, 108*
POLI 103*, 103H

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

Courses may be listed in more than one place, but shall not be used more than one area.

An Important Note about Planning For Transfer
In general, courses listed as preparation for a major may also be applicable as general education requirements. Students should refer to the catalog of the institution offering their intended major to determine lower-division major requirements, as well as those that are recommended or required in preparation for the major. Refer to the Citrus College Transfer Planning Guide, available in the Transfer Center.

In addition, the ASSIST website at www.assist.org, is the official California statewide database listing a selection of campus-approved articulation/transfer agreements, general education requirements, information on UC and CSU transferable courses.
Students are also advised to contact a Citrus College counselor for more information and for details regarding other transfer agreements and options not available on ASSIST.

Pre-Professional Majors
When a student identifies himself or herself as a pre-professional student, there is a certain set of courses necessary for admission to the selected professional program. The major one chooses for the bachelor’s degree is often in an academic area that fits well with the student's eventual professional objective. For instance, to enter law school one might major in economics, English, history or philosophy because these academic disciplines require extensive analysis using language. To enter a school of dentistry, medicine or veterinary medicine, one often majors in disciplines such as biology, chemistry, microbiology, physics or zoology because these courses emphasize the foundation needed for success in those professional schools. However, any major can be chosen as long as pre-professional preparation courses are completed for the major, general education or electives.

Due to changing curricula at Citrus College and at four-year colleges and universities, students need to make an appointment with a counselor to receive the most up-to-date academic information regarding courses to take.

Teacher Education
Students who plan to enter the teaching profession at the elementary or high school level can take their first two years of instruction at Citrus College and then transfer to a four-year university.

Teachers must demonstrate comprehensive knowledge of the subjects they teach, and subject matter preparation can begin at Citrus. For elementary school teaching, many general education courses will also apply to subject matter preparation.

In order to avoid duplication of coursework and make the most efficient use of time, students should see a counselor in the Center for Teacher Excellence, located in the ED Building.

The work of Citrus College photography students, Vernon Krahn and David Saucedo, was included in an exhibit featuring a select group of outstanding black and white prints. Exhibit sponsors Freestyle Photographic Supplies noted, “The work demonstrates the keen vision of a new photographic generation.”
How are Citrus College's Academic Programs Organized?
Instructional Divisions, Departments, and Subjects (with subject codes)

Business, Computer Science and Information Services
Business 914-8807
Accounting (ACCT)
Business (BUS)
Office Technology (OFF)
Real Estate (REAL)

Computer Science and Information Systems 914-8792
Computer Science and Information Systems (CSIS)

Career and Technical Programs
Cosmetology 914-8710
Cosmetology (COS)

Public Services 914-8701
Heating and Air Conditioning (HEAT)
Public Works (PUB)
Water Technology (WATR)

Transportation Technology 852-8022
Automotive Technology (AUTO)
Collision Repair Technology (COL)
Medium and Heavy Truck Technology (MTRK)
Motorcycle and Personal Watercraft Technology (MOTO)

Counseling
Counseling (COUN) 914-8530
Disabled Student Programs & Services (DSPS) 914-8675

Fine and Performing Arts
Fine Arts 914-8580
Art (ART)
Photography (PHTO)

Performing Arts 914-8580
Dance (DANC)
Music (MUS)
Recording Technology (REC)
Theatre Arts (THEA)

Language Arts
Foreign Languages 914-8856
French (FREN)
German (GER)
Japanese (JPN)
Spanish (SPAN)

Language Arts 914-8856
Communications (COMM)
English as a Second Language (ESL)
Reading and College Preparation (READ), Speech (SPCH)

Library Technology 914-8640
Library Technology (LBPT)

Mathematics 914-8792
Mathematics (MATH)

Physical Education 914-8650
Physical Education (PE)

Science, Engineering and Health
Biological Sciences 914-8789
Biology (BIOL)
Forestry (FOR)
Natural History (NAT)

Health Sciences 914-8720
Dental Assisting (DENT)
Registered Nursing/Associate Degree in Nursing (NRS)
Vocational Nursing (NRS)
Physical Sciences and Engineering
914-8788
Chemistry (CHEM)
Drafting Technology (DRAF)
Earth Sciences/Astronomy (ESCI)
Electronics (ELEC)
Engineering (ENGR)
Physics (PHYS)

Social and Behavioral Sciences
Social Sciences
914-8860
Economics (ECON)
Geography-Cultural (GEOG)
History (HIST)
Humanities (HUM)
Philosophy (PHIL)
Political Science (POLI)
Social Sciences (SOCS)

Behavioral Sciences
914-8860
Administration of Justice (AJ)
Anthropology (ANTH)
Child Development (CHLD)
Psychology (PSY)
Sociology (SOC)

Institutional Memberships and Professional Certifications
Citrus College is proud of its memberships and certifications with the most credible and prestigious organizations in the country. These affiliations include, but are not limited to, the ones listed here by division and department.

Behavioral Sciences
California Child Development Administrators Association
Child Care Food Program Roundtable
National Association for the Education of Young Children

Counseling
California Association of Postsecondary Educators of the Disabled

Fine and Performing Arts
American Choral Directors Association
National Association of College Band Directors
Society of Professional Audio Recording Services

Health Sciences
Council on Dental Education of the American Dental Association

Language Arts
Associated Collegiate Press
International Writing Centers Association
Journalism Association of Community Colleges
Society for News Design

Library Technology
Council of Chief Librarians, California Community Colleges
Library Orientation Exchange Clearinghouse for Library Instruction
Metropolitan Cooperative Library System

Public Services
Maintenance Superintendents Association (MSA)

Transportation Technology
Automotive Engine Rebuilders Association (AERA)
Automotive Service Councils of California (ASC)
Bureau of Automotive Repair (BAR)
National Automotive Technicians Education Foundation (NATEF)
National Institute for Automotive Service Excellence (ASE)
Specialty Equipment Market Association (SEMA)
State of California Department of Consumer Affairs
Toyota/Lexus/Scion Technician Training & Education Network (T-TEN)
## Course Code Directory

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A Guide to Understanding the Course Descriptions

1. Course and Department Name
2. Course Number
   The course numbering system distinguishes between courses that are degree applicable and those that are not. Units from courses numbered 001-099 are appropriate for financial aid and athletic eligibility, but may not be applied toward the units required for a degree. Units numbered 100-299 may apply toward the associate degree.
3. The units of credit that can be earned during a semester.
4. Concurrent enrollment required in a related course.
5. Course Description
6. Number of times a course may be taken for credit.
7. Transferable course: designates that the course is transferable to the California State University (CSU) or the University of California (UC). To verify the transfer policies of other colleges and universities, consult a counselor.
8. Credit/No Credit (Cr/Nc): the student can choose to make the course to receive a credit/no credit grade instead of a letter grade.
9. The recommended reading level or skill preparation a student is expected to have in order to succeed in the coursework.
10. Prerequisite: a requirement that must be satisfied before enrolling in the course.
11. The number of lecture hours and lab hours the course offers during the semester or session in which it is offered.

Dance
(Fine & Performing Arts Department)

DANC 275 Performance Ensemble (3) (Cr/Nc)
Corequisite: Concurrent enrollment required in DANC 171 or 172 and 261 or 262.
Dance ensemble designed to provide intermediate dance students performance experience in various dance styles. Course provides rehearsal and performance skill sharpening with the intent of public performance. Out of class rehearsal time may be necessary in order to complete production. Must be taken for two consecutive semesters in order to gain full potential from the course. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC

French
(Foreign Languages Department)

French Courses

FREN 101 FRENCH I (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in elementary French grammar, vocabulary, and pronunciation which focuses on understanding, speaking, reading, and writing simple French and serves as an introduction to the geography, history, and culture of the French-speaking world. 72 lecture hours, 18 lab hours. CSU;UC

FREN 102 French II (4) (Cr/Nc)
Prerequisite: FREN 101 or one year of high school French.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A further study of the elementary French grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of French. 72 lecture hours, 18 lab hours. CSU;UC
course descriptions
Accounting (Business Department)

The Accounting Program encompasses an area of study which includes basic accounting, financial and managerial accounting principles, income tax accounting and accounting general ledger software. The Accounting Program within the Citrus College Business Department conducts the program with an outstanding faculty to prepare students for professional careers, transfer, and/or personal use. The program combines classroom lectures, demonstrations and a wide use of technology to ensure relevant training.

Certificates:

ACCOUNTING
REQUIRED COURSES: ACCT 101, 102; OFF 101, ACCT 120 or OFF 120, BUS 130, BUS 132.
Plus one of the following:
BUS 146, BUS 150, BUS 152, BUS 160

ACCT 100 Accounting (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The objective of this course is to provide an elementary accounting background for business students. Course content includes development of the accounts through journalizing, cash journal entries, sales and purchases, posting, trial balance, work sheet and resultant financial statements. 72 lecture hours.

ACCT 101 Financial Accounting (4)
Prerequisite: ACCT 100 with min. grade of C.
The objectives of this course are to learn the content and meaning of the basic financial statements and their impact on the decision-making process in the business environment. This course will provide a broad overview of the importance of accounting in the business process as well as introduce the student to the double entry system of accounting, how to record, process and report on the business transactions and events and to consider the operating cycles in business. Topical areas covered in this class will include cash, accounts, inventory, property, plant and equipment, intangible assets, current liabilities and stockholder equity. The importance of internal controls will be reviewed and the components of the income statement will also be discussed. 72 lecture hours. CSU;UC

ACCT 101H Financial Accounting - Honors (4)
Strongly recommended: Accounting 100 or high school bookkeeping; or related job experience.
Examines the fundamental concepts of financial accounting such as: the basic financial statements: the double entry system of accounting; financial analysis and internal controls. Analyze financial data to evaluate performance and formulate appropriate course of action in the business environment. Students are expected to work and participate at an honors level which includes advanced critical thinking skills, more in depth analysis of financial statements and presentation skills as demonstrated by group presentations, class participation and case study analysis. 72 lecture hours. CSU;UC

ACCT 102 Managerial Accounting (4)
Prerequisite: ACCT 101.
The objectives of this course are to finish reviewing financial accounting concepts and to discuss cost and managerial accounting. Financial accounting concepts such as long-term debt and cash flows will be covered before moving into the area of managerial accounting. Managerial accounting objectives are to provide management and employees timely feedback on the performance of the company operations so that management can plan ahead and make appropriate business decisions. Tools and techniques to evaluate efficiency and profitability such as process costing, break-even analysis, variance analysis and capital budgeting will be reviewed. 72 lecture hours. CSU;UC

ACCT 110 Income Tax Accounting (4)
Prerequisite: ACCT 101.
A course designed to study the federal income tax process, federal income tax laws that apply to individuals, and the application of tax principles to specific problems. Topics include gross income and exclusions, business deductions and itemized deductions, losses, certain tax credits and property transactions. Study is also made of California income tax laws in those areas which differ from federal tax law. 72 lecture hours. CSU

ACCT 111 Advanced Income Tax Accounting (3)
Prerequisite: ACCT 110.
A course designed to acquaint the advanced student with current developments in federal and state taxation. Study is also made of partnerships, corporations and
other areas of federal and state taxation as well as review of the more complex features of individual income tax. 54 lecture hours. CSU

ACCT 112 Computer Income Tax Preparation/Turbo Tax (3) (Cr/Nc)
Preparation of individual Federal Income tax returns using Turbo Tax computer system. This course may be taken three times. 36 lecture hours, 54 lab hours.

ACCT 115 QuickBooks (2)
Prerequisite: ACCT 101.
Instruction in QuickBooks, a computerized accounting system for business. Reinforces concepts developed in introductory accounting course. 36 lecture hours.

ACCT 118 Payroll Accounting (3) (Cr/Nc)
Prerequisite: ACCT 100.
This course is designed to provide a working knowledge of payroll accounting, computerized payroll accounting, and pertinent laws which will assist in preparing the student for more advanced accounting courses to provide occupational competence. 54 lecture hours.

Administration of Justice

(Behavioral Sciences Department)

Administration of Justice offers men and women a career of personal challenge and rewarding public service. A great need exists for intelligent, well-educated personnel with a firm commitment toward professional improvement in the justice system. Citrus College offers courses to prepare students for employment and promotion in the criminal justice system.

Certificates:

ADMINISTRATION OF JUSTICE
REQUIRED COURSES: AJ 101, 102, 103, 109, 112; ENGL 100 or 101 or AJ 123 or 133 plus one elective AJ course
ELECTIVES: One AJ course (3 units)
EMPLOYMENT OPPORTUNITY: Entry level police cadet/police officer

Skill Awards:

CORRECTIONS
REQUIRED COURSES: AJ 131, 133 plus three of the following: AJ 102, 103, 130, 135, 136 or 137
ELECTIVES: Complete six additional units from AJ, PSY, SOC, or SPCH
EMPLOYMENT OPPORTUNITY:
Entry level Correctional Officer I

FINGERPRINT IDENTIFICATION AND CLASSIFICATION
REQUIRED COURSES: AJ 117

Administration of Justice Courses

AJ 101 Introduction to the Administration of Justice (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The history and philosophy of administration of justice in America; recapitulation of the system; identifying the various sub systems; role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education and training for professionalism in the system. 54 lecture hours. CSU;UC

AJ 102 Concepts of Criminal Law (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The philosophy and historical development of law, including the provisions of the U.S. Constitution. The concepts and definitions necessary to relate court decisions to statutes including those specific to correctional institutions. 54 lecture hours. CSU;UC

AJ 103 Legal Aspects of Evidence (3) (Cr/Nc)
Prerequisite: AJ 102.
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 lecture hours. CSU

AJ 105 Criminal Investigation (3) (Cr/Nc)
Prerequisite: AJ 101.
Fundamentals of investigation and the techniques of crime scene recording and search. The collection and preservation of physical evidence, modus operandi processes, sources of information, interview and interrogation, follow up, and case preparation. 54 lecture hours. CSU
AJ 106 Patrol Procedures (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is a study of the responsibility, techniques, and methods of police patrol. This includes the areas of patrol distribution, selective enforcement, pull over and approach methods, emergency pursuit driving, search of suspects and buildings, field interrogations, and procedures in handling "police-called-for" services. 54 lecture hours. CSU

AJ 107 Traffic Control (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study covering traffic law enforcement regulation and control, fundamentals of traffic accident investigation, and the California Vehicle Code. 54 lecture hours. CSU

AJ 108 Juvenile Procedures (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The techniques of handling juvenile offenders and victims, the prevention and repression of delinquency, juvenile law and procedure, the organization of community resources, and diagnosis and referral. 54 lecture hours. CSU

AJ 109 Criminal Procedures (3) (Cr/Nc)
Prerequisite: AJ 101 with min. grade of C
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Legal processes from pre-arrest, arrest through trial, sentencing and correctional procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. 54 lecture hours. CSU

AJ 111 Narcotics and Vice Control (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
History, identification, and effects of narcotics. Current narcotic and vice problems. Special consideration will be given laws affecting the control of narcotics and vice. 54 lecture hours. CSU

AJ 112 Community Relations (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An in depth exploration of the roles of the administration of justice practitioners and their agencies. Through interaction and study the student will become aware of the interrelationships and role expectations 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 lecture hours. CSU;UC

AJ 117 Fingerprint Identification and Classification (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Science of fingerprints as it relates to civilian and law enforcement work including techniques and procedures involved in identification and classification of fingerprints, latent impressions, court presentation, and print lifting at crime scene. 54 hours lecture. CSU

AJ 118 Police Supervision (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Covers duties and responsibilities of first line police supervisors, including: leadership qualities, civil service disciplinary procedures, employee morale, performance evaluation, employee selection and transfer procedures, grievance procedures, and psychological aspects of supervision. Emphasis on special problems of supervising sworn police personnel. 54 lecture hours. CSU

AJ 123 Writing for Criminal Justice Professionals (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Techniques for communicating facts, information, and ideas effectively in a simple, clear, and logical manner in various types of criminal justice reports: letters, memoranda, directives, and administrative reports. Emphasis is on criminal justice terminology, use of English, and organization of information. Students will practice note taking and report writing as well as presentation of testimony in court. 54 lecture hours. CSU

AJ 130 Introduction to Probation and Parole (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A survey of the role of probation and parole in today’s criminal justice system. Career opportunities available in probation and parole work will be included. 54 lecture hours. CSU
AJ 131 Introduction to Corrections (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A survey of the field of correctional science. Historical development, current concepts and practice, explanations of criminal behavior; functions, and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender’s behavior and survey of professional career opportunities in public and private agencies. 54 lecture hours. CSU

AJ 133 Correctional Writing (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The practical aspects of gathering, organizing, and preparing written reports for correctional activities on local, state, and federal levels. Emphasis on techniques of communicating facts and ideas effectively in the criminal justice system context. Practical experience in note taking, report writing, and testifying in court. 54 lecture hours. CSU

AJ 135 Control and Supervision in Corrections (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Supervision of inmates in the local, state, and federal correctional institutions. Emphasis on the role of the offender and the correctional worker on a continuum from institutional living through crisis situations. Included are inmate subculture, violence and effects of crowding along with coping techniques for correctional officers. Causes and effects of abusive tactics. 54 lecture hours. CSU

AJ 136 Correctional Interviewing and Counseling (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The techniques in counseling and interviewing available to practitioners in Corrections. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling. 54 lecture hours. CSU

AJ 137 Legal Aspects of Corrections (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The historical framework, concepts, and precedents that guide correctional practice. Course material will broaden the individual's perspective of the corrections environment, the civil rights of prisoners, and responsibilities and liabilities of corrections officials. 54 lecture hours. CSU

Cooperative Education Courses

AJ 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

AJ 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

AJ 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

AJ 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.
AJ 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

AJ 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

AJ 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

AJ 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Administration of Justice at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

ANTH 210 Introduction to Cultural Anthropology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Students will critically examine various societies around the world using basic cultural concepts such as marriage, family, art, food production, political organization, and religion. The class is designed to foster a pluralistic view of the world, teach introductory anthropological concepts, and strengthen critical thinking. College level reading is strongly advised for success in the course. 54 lecture hours. CSU;UC

ANTH 210H Introduction to Cultural Anthropology (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Students will critically examine various societies around the world using basic cultural concepts such as marriage, family, art, food production, political organization, and religion. The class is designed to foster a pluralistic view of the world, teach introductory anthropological concepts, and strengthen critical thinking. College level reading is strongly advised for success in the course. Students are expected to work and participate at an honors level which includes; strong critical thinking skills, thorough analysis of anthropological readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

ANTH 212 Introduction to Physical Anthropology (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory study of the biological origin of humans. The course will emphasize the biology of humans, human evolution, taxonomy, pre human fossil identification, and adaption to the environment. An optional laboratory component is available. College level reading is highly recommended for success in the course. 54 lecture hours. CSU;UC

ANTH 212L Introduction to Physical Anthropology Lab (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Concurrent enrollment with ANTH 212 is required.
This course is the lab component for Introduction to Physical Anthropology 212. In the lab students will have an expanded opportunity to work with anatomy, skeletal identification, taxonomy, and evolutionary trends. College level reading is highly recommended for success in the course. 54 lab hours.

ANTH 214 Native North America (3)
A survey of North American Indigenous people both past and present through culture areas, ethnicity, and language. A frank look at the stereotyped image of Native Americans. 54 lecture hours. CSU; UC

ANTH 216 Sex and Gender in Cross Cultural Perspectives (3)
Strongly recommended: ANTH 210 and SOC 201. Also READ 099 if required by reading placement exam or if required by reading level. A cross-cultural look at different groups ideas of sex and gender. The course will focus on attitudes, beliefs, and socialization techniques. Theories behind the formation of gender will be explored. Both Anthropological and Sociological terms and concepts will be utilized for a cross-disciplinary approach. Same as SOC 216. No credit if SOC 216 completed. 54 lecture hours. CSU; UC

ANTH 218H Honors Presentation Seminar (0.5)
Strongly Recommended: READ 099 if required by reading placement exam or if required by reading level. Member in good standing of the Citrus College Honors Program. Recommendation from an Honors Instructor. A course designed to help honors students further their research skills, professional presentation skills, and to promote transfer. Research topics from previous honors classes will be enhanced with further research and presented in a professional manner in class. Materials will also be submitted to local honors conferences for presentation to peers. Honors students should be in good standing and must be recommended by an honors professor. 18 lecture hours. CSU

ANTH 220 Introduction to Archaeology (3)
Strongly Recommended: READ 099 if required by reading placement exam or if required by reading level. An introductory study of the science of archaeology. The course will emphasize the evolution of human material culture, the laws and theories governing the science of archaeology, archaeological processes, and the realities of archaeology versus popular culture definitions. College level reading is strongly recommended for success in the course. 54 lecture hours.

Art
(Fine and Performing Arts Department)
The Art curriculum offers instruction in art theory, practice and history. These three areas of study constitute the foundation courses needed to begin a career in commercial art (for example, illustration, graphics, etc.) or fine arts (for example, painting, ceramics, etc.). The foundation courses meet prerequisite requirements to UC, CSU systems and four-year art schools.

Certificates:

CERAMICS-ONE YEAR
REQUIRED COURSES: ART 111, 120, 140, 141, 145 plus two electives
ELECTIVES: ART 104, 105, 106, 130, 180, 215; PHOTO 101
EMPLOYMENT OPPORTUNITY: Studio Potter, Ceramic Shop (retail)

CERAMICS-TWO YEAR
REQUIRED COURSES: ART 112, 121, 240, 241, plus two electives
ELECTIVES: ART 105, 180, 181, 182, 183; PHOTO 101; BUS 185

DIGITAL AND WEB DESIGN
REQUIRED COURSES: ART 111, 120, 150, 162; CSIS 185; ART 153 or ENGR 110; ART 167 or ENGR 112; ENGR 114; PHTO 101

ADVANCED DIGITAL AND WEB DESIGN
REQUIRED COURSES: Digital and Web Design certificate plus ART 163; DRAF 190; ART 253 or ENGR 115; ENGR 111, ART 267 or ENGR 113; ART 157 or ENGR 116; ART 257 or ENGR 117

Skill Awards:

ADVANCED MULTIMEDIA/WEB DESIGN
REQUIRED COURSES: Multimedia/Web Design certificate plus ART 163; ENGR 111, or ART 253, ENGR 115

Art Courses

ART 100 Art History and Appreciation - Fundamentals (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course designed to further the general education of all students. A study of the basic principles and elements and how they are applied to art forms from prehistoric times to the present. 54 lecture hours. CSU; UC
ART 101 Art History and Appreciation - Ancient (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the history of western art from its prehistoric beginnings to the fall of Rome. Some of the course content is concerned with the appreciation of art as well as its history. 54 lecture hours. CSU;UC

ART 102 Art History and Appreciation - Medieval (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the history of western art from the fall of Rome to the beginning of the Renaissance. Some of the course content is concerned with the fundamentals of art appreciation as well as its history. 54 lecture hours. CSU;UC

ART 103 Art History and Appreciation - Renaissance to Rococo (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the history of western art from the early Renaissance through the Rococo period. Some of the course content is concerned with the fundamentals of the appreciation of art as well as its history. 54 lecture hours. CSU;UC

ART 104 Art History and Appreciation - 19th Century Art (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the history of western art from the French Revolution to c. 1900 A.D. Some of the course content is concerned with the fundamentals of the appreciation of art as well as with its history. 54 lecture hours. CSU;UC

ART 105 Art History and Appreciation - 20th Century Art (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the history of western art from the late 19th century to contemporary art. The course is concerned with the fundamentals of art appreciation as well as the history of our times. 54 lecture hours. CSU;UC

ART 106 Art History and Appreciation - Pre-Columbian (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The study of pre-Columbian cultures and art, e.g. Aztec, Mayan, Zapotec, etc. Some of the course content is concerned with fundamentals of art as well as its history. 54 lecture hours. CSU;UC

ART 110 Introduction to Visual Arts (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to further the general education of all students. Students will be introduced to the visual arts through aesthetics, critique, history, and by creating art using various mediums. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 111 Beginning Drawing (3) (Cr/Nc)
Prerequisite: ART 111.
Emphasis is on conceptual art through advanced, imaginative and subjective approaches to drawing. Includes experimental use of media, theoretical and conceptual approaches to content, and examination of aesthetics within contemporary drawing concerns. Required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 112 Intermediate Drawing (3) (Cr/Nc)
Prerequisite: ART 111.
Emphasis is on conceptual art through advanced, imaginative and subjective approaches to drawing. Includes experimental use of media, theoretical and conceptual approaches to content, and examination of aesthetics within contemporary drawing concerns. Required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC
ART 113 Drawing for Spatial Manipulation (3) (Cr/Nc)
Prerequisite: ART 111
An advanced study of form in space, including various types of linear perspective and other standard methods for depicting shallow and deep space on a two dimensional surface. Standard drawing tools and media are used. A foundation course for illustration, animation, design, architecture, and fine arts. 36 lecture hours, 72 lab hours. CSU;UC

ART 120 Two-Dimensional Design (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An investigation of the elements of art: especially color and composition. Emphasis is placed on individual solutions to visual problems by observing the principles of design. Required of all art majors. 36 hours lecture, 72 lab hours. CSU;UC

ART 121 Three-Dimensional Design (3) (Cr/Nc)
Prerequisite: ART 120
Experiments involving the design elements and principles in the creation of three-dimensional form and space relationships. Critical evaluation of designs for aesthetic, technical, and theoretical concerns. Required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 122 Color Theory and Composition (3)
Prerequisite: ART 120.
The course advances beyond color theory and composition received in ART 120. Emphasis is on the use of color to communicate concepts through the study of established color theory. Excellent for illustrations, graphics, and fine art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 125 Interior Design I (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study of the principles of design, color, furniture history, space planning, architectural history and drafting techniques. 36 lecture hours, 18 lab hours. CSU

ART 126 Interior Design II (2) (Cr/Nc)
Prerequisite: ART 125.
A study of textile fibers and fabric construction, fabric characteristics, hard and soft floor coverings, window treatments, wallcovering, case and upholstered furniture, lighting, purchasing and drafting. 36 lecture hours, 18 lab hours. CSU

ART 130 Beginning Painting (3) (Cr/Nc)
Prerequisite: ART 111.
An objective approach to form, space, and color concepts using standard painting media. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences. 36 lecture hours, 72 lab hours. CSU;UC

ART 131 Intermediate Painting (3) (Cr/Nc)
Prerequisite: ART 130.
Development of expressive painting concepts and techniques with emphasis on historical, theoretical, and cultural meanings. Standard painting media. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 140 Beginning Ceramics (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course explores basic techniques of pottery making. It includes handbuilding and throwing on the potter’s wheel. Emphasis is on understanding the qualities of clay, appreciation of basic pottery forms, simple glazing technique and the development of personal expression. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 141 Intermediate Ceramics (3) (Cr/Nc)
Prerequisite: ART 140.
This course further develops basic pottery skills by introducing new forms on the potter’s wheel and additional decorating techniques. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 142 Experimental Ceramics (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course for beginning to advanced students to explore the creative possibilities of clay in a workshop setting. Individual projects using handbuilding or the potter’s wheel will be used to create sculpture or pottery. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 143 Ceramic Handbuilding (3) (Cr/Nc)
This course is an introduction to ceramic handbuilding techniques and processes. Traditional methods of forming, joinery and construction are introduced. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC
ART 145 Ceramic Design and Decoration (3) (Cr/Nc)
Prerequisite: Completion of ART 141.
This course involves handbuilt and wheel thrown projects that investigate problems in pottery form and surface enhancement. Other related topics include the effect of various firing methods and exhibit preparation. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 149 Studio Problems in Ceramics (1) (Cr/Nc)
Prerequisite: Completion of ART 141 with minimum grade of C.
Independent study involving intermediate or advanced projects in studio ceramics. Materials used include clay, engobe, stain and glaze. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

ART 150 Computer Art Basics (3) (Cr/Nc)
Strongly recommended: Ability to draw, design, and type.
This introductory course is for people new to computers and interested in art. Using the PC computer with its Windows operating system, students will explore word processing and art applications using Microsoft Word, Adobe Illustrator, PhotoShop, QuarkXpress, printers, and scanner. 36 lecture hours, 72 lab hours. CSU

ART 153 Digital Media Productions (3) (Cr/Nc)
Prerequisite: CSIS 130.
An overview of multimedia production and associated technology. The course will use Illustrator, Freehand, PhotoShop and QuarkXpress in the development of graphic presentations for use in business and communications. This is a hands-on class. Students will be provided an opportunity to produce computer graphics linking images and text. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 157 Digital Color File Manipulation (3)
An introduction course in the various computer file formats and appropriate color manipulation mandated for each. Included are CMYK, RGB, Web, Pantone usage for the printing industry, printmaking and the web, as applied to digital prepress and media. Software includes Quark, Adobe Photoshop, Illustrator, and Dreamweaver. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 158 Commercial Graphic Design (3) (Cr/Nc)
Strongly recommended: ART 111 and ART 120.
Students will examine graphic design as used in advertising, corporate identity, video, billboards and print media. Utilizing Illustrator, PhotoShop and Quark software, students will apply principles of color theory, layout and typography to take their ideas from concept to finished print quickly and professionally. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 162 Computer Graphics I (3) (Cr/Nc)
Strongly recommended: ART 150 and 158.
An introduction and skill development course using the computer as a tool for graphic design and page layout projects where basic design, personal creativity, typography, illustration, and production techniques are implemented. An emphasis is placed on understanding the role of graphic design and the designer in contemporary society and how computer technology plays a major part in this rapidly developing career field. Software includes current software applications. 36 lecture hours, 72 lab hours. CSU

ART 163 Computer Graphics II (3) (Cr/Nc)
Prerequisite: ART 162.
This course advances the experiences in ART 162, through additional projects in graphic design, layout, and presentation. Adobe Illustrator, Photoshop, and QuarkXpress computer software is used in combination with digital imaging hardware to create visual communication projects relating to business, education, and public services. Work produced is to be of portfolio quality. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 166 Computer Illustration and Fine Arts I (3) (Cr/Nc)
Strongly recommended: ART 111 and 150.
Emphasis on computer technology in the development of images for commercial illustration and fine art purposes. Includes software and peripheral hardware use, presentation approaches, aesthetics, and other content considerations. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 167 World Wide Web Design I (3) (Cr/Nc)
An overview of World Wide Web design and publishing. This course will use various developmental tools in the design of pages to be used on the Internet for commercial or personal use. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 168 Computer Animation I (3) (Cr/Nc)
Prerequisite: ART 150.
The focus of this course is visual communication using fundamentals of two- and three-dimensional tilting
computer and character animation with an output to video tape. This technology is used in many areas including business, education, and entertainment. Students develop projects that involve scripting, storyboarding, action, transition, and timing, in the development of video portfolio selections. 36 lecture hours, 72 lab hours. CSU

ART 180 Beginning Clay Sculpture (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Clay sculpture classes will include clay techniques, application of color, sculpting methods, and sculpture concepts. Students will learn the fundamentals of building and coloring ceramic hand built sculpture. Students will work with human models, animals, birds and other topics. 36 lecture hours, 72 lab hours. CSU;UC

ART 181 Intermediate Clay Sculpture (3) (Cr/Nc)
Prerequisite: ART 180.
Clay sculpture classes will include techniques, application of color, sculpting methods and sculpture concepts. Students will work with human models, animals, birds and other topics with emphasis on composition and craftsmanship. 36 lecture hours, 72 lab hours. CSU;UC

ART 182 Advanced Clay Sculpture I (3) (Cr/Nc)
Prerequisite: ART 181.
Clay sculpture classes will include clay techniques, application of color, sculpting methods, and sculpture concepts. Students will design and construct medium size hand built sculpture of the human model, human head, animal, bird, or other topic. 36 lecture hours, 72 lab hours. CSU;UC

ART 183 Advanced Clay Sculpture II (3) (Cr/Nc)
Prerequisite: ART 182.
Clay sculpture classes will include clay techniques, application of color, sculpting methods, and sculpture concepts. Students will design and construct large hand built sculpture pieces of the human model, human head, animal, bird, or other topic. 36 lecture hours, 72 lab hours. CSU;UC

ART 184 Sculpture and Metalwork (3)
Prerequisite: ART 121
An introduction of sculpture materials and techniques. Student explores potential of expressive form, structure, and space in various materials and processes. Study of aesthetics, technique and theoretical concerns as applied to sculpture. This course may be taken two times. 36 lecture hours, 54 lab hours. CSU

ART 188 Multimedical Portfolio and Resume Production (3)
Prerequisite: ART 162 and ART 253.
Creative organization and presentation of a body of art/design work exhibiting portfolio-quality aptitude. CGI (Computer Graphic Imaging) and traditional art/design will be included. Portfolio presentation to include any or all of the following, based on area of student’s expertise: Print/collateral materials, signage, company ID, slides, Web page design, video and audio type, and traditional renderings. Additionally, compilation of a professional resume and mock interviews will be completed by each student. 36 lecture hours, 72 lab hours.

ART 189 Art Portfolio and Resume Production (3)
Prerequisite: ART 162 and ART 153.
An advanced course to prepare a body of portfolio quality student art/design work for the purpose of a job interview or advanced university placement. The final presentation will be based on the students’ area of expertise and may include advanced levels of traditional and computer (CGI) art and graphics. Additionally, the production of a professional appearing resume plus participation in mock interviews will be a part of the class. 36 lecture hours, 72 lab hours.

ART 199 Motion Picture Appreciation (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in which the student will learn how to analyze films on technical, aesthetic, and thematic levels. Historically significant films will be used as source material. Proficiency will be demonstrated in critical essays. 54 lecture hours. CSU;UC

ART 200 History of Motion Pictures (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in motion picture history covering the years 1895-1945. The historically significant technical and thematic developments of world cinema are analyzed in detail in the context of production systems. 54 lecture hours. CSU;UC

ART 201 History of Motion Pictures (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A second semester introductory course continuing with the study of motion picture history covering the years 1945-present. The historically significant thematic developments in world cinema are analyzed in a technical and production context. 54 lecture hours. CSU;UC
ART 206 History of Latin American Art (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Survey of the art of Mexico and Central and South America from the Spanish colonial period forward to the present. 54 lecture hours. CSU;UC

ART 207 History of Asian Art - China, Korea, and Japan (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Survey of the arts of ancient China and their influence on the historical development of Korean and Japanese art forms throughout the 19th century, Asian culture and philosophies, and their relation to the developing art forms. 54 lecture hours. CSU;UC

ART 213 Advanced Drawing-Pastels and Mixed Media (3)
Prerequisite: ART 111.
Emphasis on the use of alternative drawing media such as pastels, watercolor, colored pencils, and mixed media in the expression of concepts for illustration and fine arts. 36 lecture hours, 72 lab hours. CSU;UC

ART 215 Figure Drawing I (3) (Cr/Nc)
Prerequisite: ART 111.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to the structural understanding of the human form, based on study of the figure in history, theory, and aesthetics and its practical application to drawing from the live model. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU;UC

ART 216 Figure Drawing II (3) (Cr/Nc)
Prerequisite: ART 215.
A continuation of the structural study of the figure with emphasis placed on the exploration of the expressive concepts, media, and techniques. Included will be reading for historical, theoretical, and aesthetic application to class material. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU;UC

ART 217 Head Drawing and Painting (3)
Prerequisite: ART 215.
The course establishes a foundation for the traditional study of the human head from life and progressing to contemporary approaches in portraiture via historical and contemporary concerns. The class will include aesthetics, technique and context. Work in standard drawing and painting media. 36 lecture hours, 72 lab hours. CSU;UC

ART 218 Head Drawing and Painting II (3)
Prerequisite: ART 217.
A continuation of the structural study of the human head from life with emphasis on painting concepts, media and techniques. Included will be reading for historical, theoretical, and aesthetic application to class material. 36 lecture hours, 72 lab hours, CSU;UC

ART 225 Illustration (3) (Cr/Nc)
Prerequisite: ART 111 and 120.
Introduction to the study of techniques and methods utilized in illustration. Emphasis is on the use of design elements in creating effective graphics for use in visual advertising communications. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 226 Illustration/Airbrush (3) (Cr/Nc)
Prerequisite: ART 225.
Applying the principles and methods of illustration to actual situations. Emphasis is on the refinement of individual visual solutions and portfolio presentation. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 232 Advanced Painting (3) (Cr/Nc)
Prerequisite: ART 130 and 131.
Personalized exploration of expressive painting concepts and techniques. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU;UC

ART 234 Beginning Watercolor Painting (3) (Cr/Nc)
Prerequisite: Completion of ART 111.
Introduction to watercolor technique and its application to the basic elements of pictorial art. Communicating in watercolor with emphasis on composition and structure by designing and ordering the picture plane. 36 lecture hours, 72 lab hours. CSU;UC

ART 235 Intermediate Watercolor Painting (3)
Prerequisite: Completion of ART 234.
Intermediate experience in watercolor painting with emphasis on composition for communicating desired concept. Development of intermediate painting concepts and techniques based on historical, cultural, theoretical, and cultured meanings. 36 lecture hours, 72 lab hours. CSU;UC
ART 236 Advanced Watercolor Painting (3) (Cr/Nc)
Prerequisite: Completion of ART 235.
Advanced application of watercolor media to conceptual and meaningful subject matter. Emphasis on the aesthetic, content, art historical, and contemporary aspects of watercolor painting. This course may be taken four times. Offered for Credit/No credit grading only. 36 lecture hours, 72 lab hours. CSU;UC

ART 240 Advanced Ceramics I (3) (Cr/Nc)
Prerequisite: ART 141.
An advanced course in pottery with an emphasis on larger forms and development of a distinctive style. Also included is glaze technology and basic kiln operation. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 241 Advanced Ceramics II (3) (Cr/Nc)
Prerequisite: ART 240.
A broader experience in ceramics is the emphasis of this course. Independent visits to craft galleries and special exhibits, research on selected topics and time to explore new ideas in clay. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 253 Digital Media Production II (3)
Prerequisite: ART 153.
Introduction, creative application, and interaction of video and sound editing, 2 dimension and 3D animation technology, printed materials and Web page design, as associated with multimedia/entertainment/advertising, will be explored to produce a multimedia presentation. This course will use currently available software in the development of creative and innovative multimedia presentations appropriate to industry, business, and community. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 257 Project: Advanced Digital Portfolio (3)
Prerequisite: Completion of Digital and Web Design Certificate, ART 163, DRAF 190 and ART 253, 267.
Creative organization and presentation of a body of digital design work exhibiting a professional attitude; portfolio presentation of examples illustrating knowledge in software including Quark, Adobe PhotoShop, and Illustrator; web and animation software. Presentation will include a resume and a self-promotional piece using software of student choice. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 266 Computer Illustration and Fine Arts II (3)
Prerequisite: ART 166.
A more advanced study of two and three dimensional computer software for the production of illustration and fine art images. Includes presentation approaches, peripheral hardware use, analysis of aesthetic and other content concerns. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 267 World Wide Web Design II (3) (Cr/Nc)
Prerequisite: ART 167.
Advanced application and integration of WEB language and software on specific projects. Students to work on creative, applicable utilization of various programs including, but not limited to HTML, JAVA software, Macromedia Dreamweaver, Fireworks and Flash along with Adobe PhotoShop. Emphasis will be placed on design, animation, quality, and application employment-related situations. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 268 Computer Animation II (3) (Cr/Nc)
Prerequisite: ART 168.
This intermediate level animation course focuses on the development of one’s personal creativity and the improvement of computer skills with the goal of producing a personal video portfolio. 36 lecture hours, 72 lab hours. CSU

Cooperative Education Courses

ART 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

ART 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.
ART 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

ART 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

ART 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

ART 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

ART 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

ART 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Art at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Astronomy
(Physical Sciences and Engineering Department)

Astronomy is concerned with celestial bodies and their structure, origin and fate.

Astronomy Courses

ESCI 115 Planetary Astronomy (3) (Cr/Nc)
Strongly recommended: MATH 130. Also READ 099 if required by reading placement exam or if required by reading level.
The astronomy of the solar system including the history of astronomy, Newton’s and Kepler’s laws, light, telescopes, the sun, terrestrial and giant planets, satellites, comets, meteors, and the origin of the solar system. 54 lecture hours, 18 lab hours. CSU;UC

ESCI 115H Planetary Astronomy (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The astronomy of the solar system including the history of astronomy, Newton’s and Kepler’s laws, light, telescopes, the sun, terrestrial and giant planets, satellites, comets, and meteors. The lab hour will be used for enrichment activities including research, data gathering, and analysis. 54 lecture hours, 18 lab hours. CSU;UC

ESCI 116 Stellar Astronomy (4)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level.
The astronomy of the solar system including the history of astronomy, Newton’s and Kepler’s laws, light, telescopes, the sun, terrestrial and giant planets, satellites, comets, and meteors. The origin of the solar system and the processes that shape the solar system and the bodies within it. The lab hour will be used for enrichment activities including research, data gathering, and analysis. 54 lecture hours, 18 lab hours. CSU;UC
the structure, classification and evolution of stars, galaxies and the universe, interstellar matter, and the theories of Newton and Einstein. Laboratory exercises include: energy and forces, light, optics, telescopes, stars and their classification, and galaxies. 54 lecture hours, 72 lab hours. CSU;UC

Automotive Technology
(Transportation Technology Department)

This program is designed to prepare students who wish to seek employment in the automotive technology industry or qualify for a more responsible position within the field.

Certificates:

TOYOTA/LEXUS/SCION - TECHNICIAN TRAINING & EDUCATION NETWORK - 24 MONTH
REQUIRED COURSES: AUTO 101, 151, 154, 156, 162, 166, 167, 168, 201, 699D plus 3 of the following: CSIS 130; ENGL 100, ENGL 101 MATH 129 or a higher level of Math; PHYS 110.

TECHNICIANS’ EDUCATION COOPERATIVE - 24 MONTH
REQUIRED COURSES: AUTO 101, 151, 154, 156, 162, 166, 167, 168, 699D plus 3 of the following: CSIS 130; ENGL 100; ENGL 101 MATH 129 or a higher level of Math; PHYS 110.

AUTOMOTIVE SERVICE, DIAGNOSIS & REPAIR - NATEF - 18 MONTH
REQUIRED COURSES: AUTO 101, 151, 154, 156, 162, 166, 167, 168

AUTOMOTIVE SERVICE & DIAGNOSIS - 12 MONTH
REQUIRED COURSES: AUTO 101, 142, 144, 146, 148, 167

TOYOTA/LEXUS/SCION - TECHNICIAN TRAINING & EDUCATION NETWORK - 1 SEMESTER*
REQUIRED COURSES: AUTO 201 and 699D

Skill Awards:

ADVANCED ENGINE PERFORMANCE AND DIAGNOSIS
REQUIRED COURSES: AUTO 112 and 129, or AUTO 120 AND 129 or AUTO 107, 125, 128 and 129
EMPLOYMENT OPPORTUNITY:
Engine Performance and Diagnosis Technician

AUTOMOTIVE HEATING AND AIR CONDITIONING
REQUIRED COURSES: AUTO 181 or 109; and AUTO 270
EMPLOYMENT OPPORTUNITY:
Licensed Air Conditioning Technician

AUTOMATIC TRANSMISSIONS
REQUIRED COURSES: AUTO 200
EMPLOYMENT OPPORTUNITY:
Entry level automatic transmission technician

ELECTRICAL SYSTEMS DIAGNOSIS AND REPAIR
REQUIRED COURSES: AUTO 109 or 181; and AUTO 180
EMPLOYMENT OPPORTUNITY:
Entry level body electrical and electrical systems technician

ENGINE PERFORMANCE, DIAGNOSIS AND EMISSIONS
REQUIRED COURSES: AUTO 128, 129, 130, and 131
EMPLOYMENT OPPORTUNITY:
Licensed Smog Technician

ENGINE REBUILDING AND MACHINE
REQUIRED COURSES: AUTO 260, 261, and 262
EMPLOYMENT OPPORTUNITY:
Entry level engine machinist

MANUAL TRANSMISSION REAR AXLE
REQUIRED COURSES: AUTO 210, and 221
EMPLOYMENT OPPORTUNITY:
Entry level manual drivetrain Technician

STEERING, SUSPENSION & ALIGNMENT AND AUTOMOTIVE BRAKES
REQUIRED COURSES: AUTO 114, or AUTO 150; or AUTO 160 and 170
EMPLOYMENT OPPORTUNITY:
Brake, suspension, steering and alignment technician

*This one semester certificate is designed for students currently working at a Toyota/Lexus/Scion dealership who need to complete the specific Toyota training required by the dealership or for those students completing the Automotive Service & Diagnosis Certificate (12 month evening program) who desire to work at a Toyota/Lexus/Scion dealership.
Automotive Technology Courses

AUTO 098 A8 ASE Preparation (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course will prepare students for the ASE (Automotive Service Excellence) exam in A8-Engine Performance. It is designed for students with the appropriate educational or work experience who need to review test topics prior to taking the test. 18 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

AUTO 099 L1 ASE Preparation (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course will prepare students for the ASE (Automotive Service Excellence) exam in L1-Advanced Engine Performance Specialist. It is designed for students with the appropriate educational or work experience who need to review test topics prior to taking the test. 18 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

AUTO 100 Automotive Technology and Maintenance for the Consumer (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Intended for non-majors, automobiles and light trucks will be explained from the point of view of the consumer. Operation of essential automotive technologies is central to the course goal of skill development in the inspection of various automobile systems for needed repairs and/or maintenance performed by the end-user. Appropriate lab activities in automobile inspection, service and repair are included. 54 lecture hours and 18 lab hours. CSU

AUTO 101 Fundamentals of Automotive Service, Diagnosis and Repair (5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Intended for automotive majors, this class serves as the pre-requisite for all automotive certificate and/or degree-applicable courses. Automobiles and light trucks will be explored from the point of view of the service technician. Scientific principles and operation of essential automotive technologies are central to the course goal of preparing students for entry into the automotive core curriculum. Appropriate lab activities in automobile inspection, service and repair are included. 72 lecture hours, 54 lab hours. CSU

AUTO 102 Introduction to Automotive Parts Specialist (3) (Cr/Nc)
This course will cover vehicle identification methods and cataloging skills, including use of paper and computer parts catalogs, required of those individuals seeking employment in an automotive parts store or at a parts counter in an automotive dealership. 54 lecture hours.

AUTO 103 Automotive Parts Inventory Management/Merchandise (1) (Cr/Nc)
This course will cover inventory management skills necessary for those students seeking employment in the automotive parts field, including stock rotation, special orders, exchanges, and displays. 18 lecture hours.

AUTO 106 Parts Counterperson-Basic Parts and Accessories (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course will cover the basic theory and identification of parts and components on the automobile and what parts are required for various automotive services. Course prepares students seeking employment in an automotive parts store or at a parts counter in an automotive dealership. 36 lecture hours.

AUTO 107 Introduction to Engine Performance and Diagnosis (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A basic class for the beginner which includes electrical theory and service of the ignition and charging system, and minor tune up procedures. 54 lecture hours.
AUTO 108 Introduction to Transportation Technology  
(3) (Cr/Nc)  
_Strongly recommended: READ 099 if required by reading placement exam or if required by reading level._

This course will offer an overview of technology used in the vehicle, diesel and gasoline powered arena. It will provide students with a basic knowledge of gasoline and diesel vehicle technology, including personal watercraft, motorcycles, and collision repair. The course will also cover necessary requirements and equipment to enter this career field. This course may be taken two times. 36 lecture hours, 54 lab hours.

AUTO 109 Toyota/Lexus Body Electrical Diagnosis (3) (Cr/Nc)  
This highly specialized and accelerated course, offering training on Toyota vehicles only, is designed to meet Toyota T-TEN training requirements and should be considered only by those with a strong automotive background. The course covers Basic Electrical Theory and Body Electrical Diagnosis. Emphasis is placed on electrical theory and troubleshooting body electrical problems using appropriate test equipment. Dealership sponsorship strongly recommended along with interview by department. 36 lecture hours. 54 lab hours.

AUTO 112 Toyota Engine Performance, Diagnosis, and Electric (9) (Cr/Nc)  
_**Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.**_

This highly specialized and accelerated course, offering training on Toyota vehicles only, is designed to meet Toyota T-TEN training requirements and should be considered only by those with a strong automotive background. The course includes an introduction to the theory of electricity, electronics and the use of hand held meters and testers. The theory of operation, diagnosis and repair of engine computer control systems including ignition, fuel injection, and emission control. Battery, charging, starting, electrical accessories and wiring are also covered along with the use of computer diagnostic equipment including Toyota factory specialized diagnostic equipment. Dealership sponsorship strongly recommended along with interview by department. 108 lecture hours, 180 lab hours.

AUTO 114 Toyota Brakes, Suspension, Alignment and Steering (9)  
_**Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.**_

This highly specialized and accelerated course, offering training on Toyota vehicles only, is designed to meet Toyota T-TEN training requirements and should be considered only by those with a strong automotive background. The course covers the operation, diagnosis and repair of braking, suspension and steering systems. Toyota’s ABS and active suspension systems are included. Emphasis is placed on using factory approved procedures for completing all types of brake and suspension service. Extensive training given in doing alignments on all types of Toyota vehicles and the use of 4-wheel computer alignment equipment. Dealership sponsorship strongly recommended along with interview by department. This course may be taken two times. 108 lecture hours, 162 lab hours.

AUTO 120 Engine Performance and Diagnosis (9) (Cr/Nc)  
_**Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.**_

Course covers the theory of operation, diagnosis, repair and service of engines, ignition, fuel, and related systems. Basic electrical and electronics is covered along with electronic ignition systems including DIS, fuel systems including fuel injection, and engine computer control. Emphasis is placed on diagnosis, testing and repair of ignition, fuel, and engine computer control systems using digital meters, oscilloscopes, DSO’s, scanners, dynamometers, and 4 and 5 gas analyzers. Course prepares students for the ASE A8, Engine Performance certification. This course may be taken two times. 108 lecture hours, 180 lab hours.

AUTO 125 Advanced Engine Performance and Diagnosis (3) (Cr/Nc)  
Course prepares students for diagnosis of ignition systems, distributorless ignition, exhaust gas analysis, and the fundamentals of scanner and DSO operation to access trouble codes and data on late model vehicles. Curriculum will include DMM operation, electronic ignition systems used by Ford, GM, and Toyota, ignition analysis using an oscilloscope, generic distributorless ignition troubleshooting procedures, 4 gas analysis, OBD I computer control and fuel injection operation, and basic scanner and DSO operation. This course will help prepare the student for the ASE A8 test. This course may be taken two times. 54 lecture hours.

AUTO 128 Electronic Fuel Injection and Computer Controls (3) (Cr/Nc)  
_**Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.**_

This course will cover the fundamentals of engine computer control systems common to most engine
Auto 129: Advanced Engine Computer Controls (3)
Prerequisite: One of the following AUTO courses: 112, 120 or 121 or 128.
This course is a continuation of AUTO 128, covering the operation, diagnosis and repair of engine computer control systems for Chrysler and import vehicles. (This course will not cover fundamentals of computer control systems which were covered in AUTO 128.) 54 lecture hours.

Auto 130: Basic Smog Technician (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Meets Bureau of Repair smog license requirement for Basic Smog Technician Clean Air Car Course for smog license. Areas covered includes emission control systems, emission rules and regulations, use of emission tester and emission inspection, and testing procedures. This course may be taken two times. 18 lecture hours, 90 lab hours.

Auto 131: Advanced Smog Technician (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Meets Bureau of Automotive Repair requirements clean air car course for renewal of Smog License. Areas covered include ASM underload testing, IM240 emission testing, use of 4 and 5 gas analyzers, DSO analyzers, diagnosing emission failures including feedback systems, CAT converter, and 02 testing procedures. This course may be taken two times. 36 lecture hours.

Auto 135: Bureau of Automotive Repair (BAR) On-Board Diagnostics II (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Meets Bureau of Automotive Repair smoog license update requirement for the State of California 20 hour ODBII Diagnostics Program. The OBDII training program is generic in nature and is not intended to cover any individual vehicle manufacturer’s system. It is intended to cover commonalities between all manufacturers and to discuss the generic approach to OBDII. 18 lecture hours, .25 lab hours.

Auto 140: Principles of Automotive Technology (3) (Cr/Nc)
Strongly recommended: MATH 029 or Math Level 2, Also READ 099 if required by reading placement exam or if required by reading level.
A course that covers analogies in mechanical, fluid, electrical, and thermal systems and how they apply to the automobile. The use of problem solving techniques, with emphasis placed on hands-on laboratory activities, will be used in practical applications. 36 lecture hours, 54 lab hours.

Auto 142: Drivetrain Systems (5)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 is required by reading placement exam or if required by reading level. Also, MATH 129 or higher and ENGL 100 or higher.
Generally intended for those students majoring in automotive technology and currently employed with an automotive service/repair establishment, this course includes limited laboratory time. The greatest benefit will be realized by those students with the ability to take the course content and apply it in their place of employment. The course covers essential drivetrain theory, inspection, diagnosis, service and repair of manual and automatic transmissions and transaxles, including four-wheel/all-wheel drive systems. The course prepares students for the ASE Automatic Transmission and Transaxle (A2) and Manual Drivetrain and Axles (A3) certification exams. 72 lecture hours, 54 lab hours.

Auto 144: Chassis Systems (5)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, MATH 129 or higher and ENGL 100 or higher.
Generally intended for those students majoring in automotive technology and currently employed with an automotive service/repair establishment, this course includes limited laboratory time. The greatest benefit will be realized for those students with the ability to take the course content and apply it to their place of employment. The course covers essential chassis theory; inspection, diagnosis, service and repair of the following undercar systems: brake, steering, suspension, alignment, wheels and tires. Ride control and ABS are introduced. The course prepares students for ASE Suspension and Steering (A4) and ASE Brakes (A5) certification. 72 lecture hours, 54 lab hours.
AUTO 145 Automotive Service Consulting (3)
Strongly recommended: AUTO 100.
Also, READ 099 if required by reading placement exam or if required by reading level.
Course focuses on the customer service skills required for automotive service consultants. Course includes new car warranties, implied warranties, service contracts, warranty labor operations, California common laws, Bureau of Automotive Repair (BAR), write it right techniques, parts and labor estimating, customer relations, internal relations, and communication skills. Prepares students for ASE C1 certification. 54 lecture hours.

AUTO 146 Automotive Electrical Systems (4)
Prerequisite: AUTO 101
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Also, MATH 129 or higher, and ENGL 100 or higher.
Generally intended for those students majoring in automotive technology and currently employed with an automotive service/repair establishment, this course includes limited laboratory time. The greatest benefit will be realized for those students with the ability to take the course content and apply it in their place of employment. This course covers essential electrical and electronic systems theory, along with inspection, diagnosis, service and repair of specific electrical systems including the battery, starting systems, charging systems, lighting systems, gauges, instrument-panel warning lights and power accessories. This course prepares students for ASE Electrical and Electronic Systems (A6) certification. 54 lecture hours, 54 lab hours.

AUTO 148 Engine Control Systems (5)
Prerequisite: AUTO 101
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Also, MATH 129 or higher and ENGL 100 or higher.
Generally intended for those students majoring in automotive technology and currently employed with an automotive service/repair establishment, this course includes limited laboratory time. The greatest benefit will be realized for those students with the ability to take the course content and apply it in their place of employment. The course covers essential engine management system theory, along with inspection, diagnosis, service and repair of the following systems: ignition, air and fuel delivery, electronic engine controls, and auxiliary emission controls. This course prepares students for ASE Engine Performance (A8) certification. 72 lecture hours, 54 lab hours.

AUTO 150 Suspension, Alignment and Brakes (9)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Course covers the theory of operation, diagnosis, service and repair of braking, suspension, and steering systems. Emphasis is placed on complete brake services including related machine operations, rebuilding suspension systems, wheel alignments including electronic 4-wheel alignments and wheel balancing. Theory of operation, diagnosis, and repair of ABS systems is covered along with the use of ABS scanners and ABS test and repair equipment. Course prepares students for the ASE A4, Suspension and Steering and ASE A5, Brakes certification tests. This course may be taken two times. 108 lecture hours, 162 lab hours.

AUTO 151 Engine Service, Diagnosis and Repair (5)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Also, MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry. This National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. The course covers essential engine theory, inspection, diagnosis, service and repair. Engine disassembly, inspection, measurements and assembly are covered, with emphasis on in-vehicle repairs. The course prepares students for ASE Engine Repair (A1) certification exam. 54 lecture hours, 108 lab hours and 27 hours arranged.

AUTO 154 Chassis Service, Diagnosis, and Repair (8)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Also, MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry. This National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. The course covers essential chassis system theory, along with inspection, diagnosis, service and repair of the following undercar systems: brake, steering, suspension, alignment, wheel/tire, ride control and ABS. Course prepares students for ASE Suspension and Steering (A4) and ASE Brakes (A5) certification. 108 lecture hours, 108 lab hours and 27 hours arranged.
AUTO 156 Automotive Electrical & Electronic Systems I (4)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry, this National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. This class covers essential electrical and electronic systems theory, along with inspection, diagnosis, service & repair of specific electrical systems including the battery, starting systems, charging systems, lighting systems, gauges, and instrument-panel warning lights. Prepares students for ASE Electrical and Electronic Systems (A6) Certification. 54 lecture hours, 36 lab hours.

AUTO 160 Automotive Brakes (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course meets requirements for state licensing and includes conventional brakes, disc, air, hydraulics, and related machine practices. 54 lecture hours.

AUTO 162 Drivetrain Service, Diagnosis and Repair (8)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, AUTO 154, MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry. This National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. This course focuses on the service, diagnosis and repair of the manual and automatic automotive drivetrain systems. Appropriate lab activities in automobile drivetrain inspection, service and repair are included. The course prepares students for the ASE Automatic Transmission and Transaxle (A2) and Manual Drivetrain and Axles (A3) certification exams. 108 lecture hours, 108 lab hours and 27 hours arranged.

AUTO 166 Automotive Electrical & Electronic Systems II (3)
Prerequisite: AUTO 156.
Strongly recommended: READ 099 is required by reading placement exam or if required by reading level. Also, MATH 129 or higher and ENGL 100 or higher. Intended for those seeking a career in the automotive service and repair industry. This National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. This class covers advanced electrical and electronic systems theory, along with inspection, diagnosis, service and repair of specific accessory systems including supplemental restraint, navigation, entertainment, power windows/locks/seats, customizable body electronics, hybrid vehicle controls and multiplex systems. This course prepares students for ASE Electrical and Electronic Systems (A6) certification. 36 lecture hours, 54 lab hours.

AUTO 167 Automotive HVAC Service, Diagnosis & Repair (3)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, AUTO 156 and MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry. This National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. This class covers essential heating, ventilation and air conditioning system theory, along with inspection, diagnosis, service and repair of specific HVAC subsystems including: refrigeration, air distribution and automatic temperature control. This course prepares students for ASE Heating and Air Conditioning (A7) certification. 36 lecture hours, 36 lab hours, 18 hours arranged.

AUTO 168 Engine Control Systems Service, Diagnosis and Repair (8)
Prerequisite: AUTO 101.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, AUTO 151 and MATH 129 or higher and ENGL 100 or higher.
Intended for those seeking a career in the automotive service and repair industry, this National Automotive Technicians’ Education Foundation certified course is one component of the Toyota Technical Education Network and Technicians’ Education Cooperative programs. The course covers essential engine management systems theory, along with inspection, diagnosis, service and repair of the following systems: ignition, air and fuel delivery, electronic engine controls, and auxiliary emission controls. This course prepares students for ASE Engine Performance (A8) certification. 108 lecture hours, 108 lab hours, 27 hours arranged.

Citrus College Catalog 2007-2008 www.citruscollege.edu
AUTO 170 Steering, Suspension and Alignment (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The theory, operation and diagnosis of suspensions, steering systems, wheel alignments, and tires. 54 lecture hours.

AUTO 171 Advanced Steering, Suspension and Four Wheel Alignment (2) (Cr/Nc)
Prerequisite: AUTO 114 or 150 or 170.
The course covers 4-wheel computerized alignment; advanced chassis geometry, aftermarket shim selection and adjustment procedures on front and rear wheels; selection and installation of alignment kits on modified suspension systems, and vibration correction. 18 lecture hours, 54 lab hours.

AUTO 180 Automotive Electrical Systems (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An automotive electrical class dealing with all of the automotive electrical systems and components with the exception of the ignition system. This class will include principles of operation, troubleshooting, test procedures, service and repair of the automotive electrical components and system. 54 lecture hours.

AUTO 181 Body Electrical Diagnosis (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Course covers theory of electronics and electronics.
Reading wiring diagrams, application of electrical wiring service manuals in diagnosis of electrical and wiring failures. Diagnosis and repair of various body electrical systems including body computer systems is covered along with the use of the latest electronic diagnostic tools, meters and test equipment. Course prepares students for the ASE A-6 certification test. 36 lecture hours, 54 lab hours.

AUTO 190 Introduction to Compressed Natural Gas Vehicles (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course introduces students to the role, function, and application of compressed natural gas (CNG) as an alternative fuel for today’s internal combustion engine. Propane, methanol, hydrogen, fuel cells and electric vehicles are also discussed. Course prepares students to take the ASE F1 exam. 54 lecture hours.

AUTO 200 Automatic Transmissions and Diagnostic Repair (6) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The theory of operation, diagnosis, testing, service and modification of domestic and foreign automatic transmissions. Course prepares students for the ASE A2 certification test. This course may be taken two times. 54 lecture hours, 162 lab hours.

AUTO 202 Manual Drivetrain (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Course covers the theory of operations, diagnosis, and repair of manual transmissions, drive axle and shaft assemblies, transfer cases, clutches, and electrical and electronic systems. Emphasis is placed on rebuilding manual transmissions, rebuilding and set-up of differential, and R & R clutch assemblies. Course prepares students for the ASE A-3, Manual Drivetrain, and Axles. This course may be taken two times. 54 lecture hours, 81 lab hours.

AUTO 210 Manual Transmissions, Transaxles, and Drive Train (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in the theory, operation, and service procedures of clutches, manual transmissions, overdrives, drivelines, and transaxle assemblies, including non slip differentials. 54 lecture hours.

AUTO 213 Toyota Drivetrain I (4) (Cr/Nc)
Strongly recommended: Toyota dealership sponsorship and/or verification of qualifications.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in the theory, operation, and service procedures of Toyota manual transmissions and transaxles. Also covered is the diagnosis and repair of Toyota clutches, differentials, drive axles, transfer cases, drive train electrical, and related drive line components. Toyota service equipment and tools will be used. 54 lecture hours, 81 lab hours.

AUTO 214 Toyota Drivetrain II (4) (Cr/Nc)
Strongly recommended: Toyota dealer sponsor and/or verification of qualifications.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in the theory, operation, and service procedures of Toyota automatic transmissions and transaxles. Also covered is the diagnosis and repair of electronically controlled transmissions. Toyota service equipment and tools will be used. 54 lecture hours, 81 lab hours.
AUTO 221 Automatic Transmission (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The theory of operation, diagnosis, servicing, and rebuilding of automatic transmissions. Emphasis on disassembly, inspection, testing, measurements, adjusting and reassembly techniques of latest types of automatic transmissions. 54 lecture hours.

AUTO 245 Automotive Service Management (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Also, AUTO 100 and AUTO 145.
Course focuses on the management skills required for automotive service managers. Course includes but is not limited to: Compensation plans, importance of customer service, staff organization, evaluations, job descriptions, employee regulations and government agencies, shop planning, equipment, scheduling, and training considerations. 54 lecture hours.

AUTO 251 Toyota Engine Rebuilding (5) (Cr/Nc)
Strongly recommended:Toyota Dealer Sponsor and/or verification of qualifications.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers diagnosis, service, repair, inspection, and assembly procedures on all types of Toyota engines. Emphasis will be placed on maintaining manufacturer's specifications following manufacturer's recommendations. 36 lecture hours, 162 lab hours.

AUTO 253 Engine Repair and Service (5) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Course covers diagnosis, service, repair of engines. Engine disassembly, inspection, measurements, and assembly is covered. Preparing students for three ASE A1 test covered. 36 lecture hours, 162 lab hours.

AUTO 255 Engine Machining and Blueprinting (9) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in engine theory and rebuilding. Emphasis is placed on engine machining, assembly, and blueprinting for total performance. This course may be taken two times. 90 lecture hours, 252 lab hours.

AUTO 260 Engine Design (6)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to teach engine design and analysis of cylinder heads, cylinder blocks, crankshafts, piston and rings, connecting rods, camshaft, valve train systems. The course will also cover the design and tuning of intake and exhaust systems, turbocharging and supercharging and the use of basic and advanced engine design formulas. 108 lecture hours.

AUTO 261 Cylinder Head Rebuilding (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to teach the skills necessary to rebuild a cylinder head for total performance. Emphasis will be placed on cylinder, head reconditioning, head CCing, and basic flowbench operation. 54 lecture hours, 54 lab hours.

AUTO 262 Cylinder Block Rebuilding (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to teach the skills necessary to rebuild a cylinder block for total performance. Emphasis will be placed on cylinder, block reconditioning, including operation of align-honing, surfacing, boring, and honing machine operation. 54 lecture hours, 54 lab hours.

AUTO 265 Advanced Toyota Certified Technician Training (7)
Strongly recommended: Successful completion of evening One Year Certificate or equivalent experience in the automotive field.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An advanced-level course specifically designed to meet the Toyota Certified Technician Program requirements for certification in the following University of Toyota technical training courses: 021, 262, 301, 452, 552, 622, 652, 750, and 852. Only students having completed the one-year evening certificate program or equivalent experience in the automotive field are advised to attend. 126 lecture hours.
AUTO 285 Digital Storage Oscilloscopes (1)
Prerequisite: AUTO 112 or 120 or 128 and 129 or current licensed smog technician or consent from department.
The use and application of Digital Storage Oscilloscopes (DSO) to diagnose input sensors and output actuators. Voltage and waveform analysis of normal and faulty components will be covered. Recommended that students bring their own DSO to class. 18 lecture hours.

AUTO 290 Introduction to the Automotive Aftermarket (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This class is an introduction to the automotive aftermarket industry. It provides an insight into the various specialized segments that make up the industry and explores employment opportunities, specific job requirements, and career paths. 18 lecture hours.

AUTO 291 Engine Performance Enhancements (3)
Strongly recommended: Successful completion of AUTO 112 or 120 or 125, 128 and 129 or consent of department.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This class covers the engine performance enhancements available for automotive vehicles. The subject areas covered include stand-alone engine management systems, fuel systems, turbochargers, superchargers, nitrous oxide, ignition systems, and the use of the chassis dynamometer as a tuning tool. 36 lecture hours, 54 lab hours.

AUTO 292 Advanced Drivetrain Development (2)
Strongly recommended: Successful completion of AUTO 200 or 202 or 210 or 213 or 214 or consent from department.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The theory of operation, testing, service, and proper selection of high performance drive train components as well as the modification of domestic and foreign drive train components for use in high performance applications. 18 lecture hours, 54 lab hours.

AUTO 293 Advanced Steering and Suspension Geometry (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, successful completion of AUTO 114 or 150 or 170 or consent from instructor.
The course covers: advanced chassis geometry, ultra high performance tires, aftermarket adjustment procedures on front and rear wheels, selection and installation of alignment kits, performance steering and suspension modifications, weight distribution, and NVH correction. 36 lecture hours, 36 lab hours.

AUTO 294 Brake Design and Analysis (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, successful completion of AUTO 114 or 150 or 160 or consent from department.
This is an advanced course in disc brake design. The course will cover structure, geometry, composition, production, quality, analysis, and testing, of original equipment and aftermarket disc brake systems. 54 lecture hours.

AUTO 295 Special Projects (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Also, recommended consent from instructor.
This laboratory class is designed to provide hands-on application of skills and techniques acquired in the HPI program series of classes. The HPI program has a number of designated special projects that students will take an active role in planning, preparation, and completion of projects. This course may be taken two times. 108 lab hours.

Cooperative Education Courses

AUTO 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

AUTO 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.
AUTO 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

AUTO 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

AUTO 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

AUTO 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

AUTO 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

AUTO 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Automotive Technology at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Biology
(Biological Sciences Department)
These courses are designed for two different purposes, some for general education and others as introductory level courses required for such professional disciplines as biology, dentistry, forestry, optometry, medicine, registered nursing, veterinary medicine and wildlife management. Students who intend to transfer as biology majors, or in majors closely related to biology, are advised to consult with a Citrus College counselor.

Biology Courses
(See Also Natural History)
BIOL 095 Pre-Collegiate Science Methodology (3) (Cr/Nc)
This course is a multi-disciplinary introduction to use of computers in science applied math, rhetoric, and scientific writing. The students will learn to use these combined skills as preparation for success in subsequent science classes. Topics will include word problems, use of Word and Excel programs, graphing techniques, paragraph construction, summarizing, and separating observation from interpretation. This course may be taken two times. Offered for Credit/No Credit grading only. 54 lecture hours, 18 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

BIOL 100 Introductory Biology (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A preparatory biology course which serves as an introduction to scientific method, cell structure and function, cell division, genetics, energy relationships, nutrient processing and usage, biological diversity and environmental relationships. 54 lecture hours.
BIOL 104 Biology: Contemporary Topics (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A general biology lecture course for non-majors which will cover basic life processes and address contemporary issues in biology. Biological principles covered will include chemical foundations of biology, cell structure and function, cell reproduction, and genetics. Contemporary issues may include such areas as public health, biotechnology, and environmental science. 54 lecture hours. CSU;UC

BIOL 105 General Biology (4)
Strongly recommended: MATH 130, high school biology, or chemistry. Also, READ 099 if required by reading placement exam or if required by reading level.
A general biology course, lecture and laboratory, for non-majors, with emphasis upon molecular biology, cell structure and function, energy relationships, nutrient processing, reproduction and development, genetics and evolution, ecological interrelationships, and discussion of contemporary issues. The laboratory provides the student with expanded first-hand experience in specific areas of course content. 54 lecture hours, 72 lab hours. CSU;UC

BIOL 105H General Biology (4)
Strongly recommended: MATH 130, high school biology, or chemistry. Also, READ 099 if required by reading placement exam or if required by reading level.
The general biology course, lecture and laboratory, for non-majors, with emphasis upon molecular biology, cell structure and function, energy relationships, nutrient processing, reproduction and development, genetics and evolution, ecological interrelationships, and discussion of contemporary issues. The laboratory provides the student with expanded first-hand experience in specific areas of course content. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of biological readings, presentations, and leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours, 72 lab hours. CSU;UC

*No UC credit for BIOL 104 if taken after 105 or 124.

BIOL 109 Biology for Educators (4)
Prerequisite: CHEM 106 or PHYS 106 and MATH 150. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of biology and the interrelationships among living organisms. Emphasis is placed upon the chemical basis of life, the role of cells in the formation of complex organisms, the relationship between structure and function in complex organisms like plants and animals, the role that genetics plays in the evolution of life, and the relationship between living organisms and the physical world around them. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. 54 lecture hours, 54 lab hours. CSU

BIOL 116 AIDS: Insights and Implications (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course covering the most common sexually transmitted diseases (STD's) with emphasis on the complex biological, sociological, and psychological aspects of the AIDS epidemic. Topics include history of the infections, agent(s), current medical knowledge, transmission, risk reduction, and societal responses. Common myths and misunderstandings will be identified to distinguish them from accepted scientific information. Selected topics will be presented by guest speakers. 54 lecture hours. CSU;UC

BIOL 124 Principles of Biology I (5)
Corequisite: Concurrent enrollment required in CHEM 111.
A principles of biology course designed for biology majors and pre med. students. Detailed study of basic structure and function of living material, with emphasis on cell and molecular biology, genetic mechanisms and their control, reproduction and development, evolution. 72 lecture hours, 72 lab hours. CSU;UC

BIOL 125 Principles of Biology II (5)
Corequisite: Concurrent enrollment in CHEM 111.
A principles of biology course designed for biology majors and pre-med students. Detailed study of the structure and function of living material, with emphasis on the diversity of living material, animal and plant form, function, reproduction and development, evolution, and ecological relationships. 72 lecture hours, 72 lab hours. CSU;UC
BIOL 145 Environmental Science (3)
*Strongly recommended:* BIOL 104 or 105.
A lecture course exploring contemporary global environmental concerns. Basic concepts covered will include the Earth's life support systems, population dynamics, environmental pollution, food production, and natural resource utilization. Emphasis will be placed on recognizing global environmental problems and exploring various solutions for them. 54 lecture hours. CSU;UC

BIOL 200 Human Anatomy (4)
*Prerequisite:* BIOL 105.
A lecture/laboratory course in human anatomy using the cat for dissection to show the different organ systems. Required of pre-nursing students. 54 lecture hours, 54 lab hours. CSU;UC

BIOL 201 Physiology (4)
*Prerequisite:* BIOL 200 and CHEM 103.
An advanced course in human physiology emphasizing muscle, nerve, circulation, respiration, excretion, digestion, and reproduction systems. Required of pre-nursing students. 54 lecture hours, 54 lab hours. CSU;UC

BIOL 210 Nutrition (3)
*Corequisite:* Concurrent enrollment required in CHEM 103, 110 or BIOL 124.
A course in nutrition concerned with its principles and their use in the selection of food in clinical situations. Designed for allied medical and child development students. 54 lecture hours. CSU;UC

BIOL 220 Microbiology (5)
*Prerequisite:* CHEM 103 or 110 and BIOL 104 or 105.
An introduction to the biology of microorganisms including bacteria, viruses, fungi, and protozoa. Metabolism, genetics, culture methods, identification, and control of common microbes are considered. Emphasis is placed on the virulence mechanisms and control of human pathogens and on the principles of immunology and host defense. Laboratory work includes techniques common to the control, culture, and identification of microbes. Required of pre-nursing students and medical technologists. 54 lecture hours, 108 lab hours. CSU;UC

Cooperative Education Courses

BIOL 698A Cooperative Education (1) (Cr/Nc)
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.*
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

BIOL 698B Cooperative Education (2) (Cr/Nc)
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.*
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

BIOL 698C Cooperative Education (3) (Cr/Nc)
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.*
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

BIOL 698D Cooperative Education (4) (Cr/Nc)
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.*
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

BIOL 699A Cooperative Education (1) (Cr/Nc)
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.*
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

**BIOL 699B Cooperative Education (2) (Cr/Nc)**
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.*
*During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

**BIOL 699C Cooperative Education (3) (Cr/Nc)**
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.*
*During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

**BIOL 699D Cooperative Education (4) (Cr/Nc)**
*Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.*
*During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Biology at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

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**Business**
*(Business Department)*

The Business Program encompasses a broad area of study that includes business management, business law, marketing, business ethics, personal finance and business communication skills. The Business Program within the Citrus College Business Department conducts the program with outstanding faculty to prepare students to transfer to four-year institutions, for professional careers and/or personal growth. The program combines classroom lectures, demonstrations and practical application within the business environment.

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**Certificates**

**ADMINISTRATIVE OFFICE MANAGER**
*REQUIRED COURSES: ACCT 100 or 101; ACCT 120 or OFF 120; BUS 130, 132; BUS 150 or BUS 152, BUS 160, 176; OFF 101, 201, 291, 294.*

**MANAGEMENT**
*REQUIRED COURSES: ACCT 101, BUS 130, 132, 152, 160, 170, 175.*

**MARKETING**
*REQUIRED COURSES: BUS 130, 132, 160, 170, 185, 192; OFF 101.*

**Business Courses**
*(See Also Accounting, Office Technology, Computer Science and Information Systems, and Real Estate)*

**BUS 130 Introduction to Business (3) (Cr/Nc)**
This is a foundation course in business administration. It is recommended for all students planning further study in this field. Lecture, discussion, and problems involve such topics as business finance, personnel, production, distribution, government regulations, and managerial controls. 54 lecture hours. CSU;UC

**BUS 132 Ethics in Business (3) (Cr/Nc)**
This course emphasizes development of managerial decision-making skills utilizing ethical business standards for improvement of business organizations, communities, government, and international trade. 54 lecture hours. CSU

**BUS 140 International Business (3) (Cr/Nc)**
A comprehensive overview of international business for beginning and experienced business people with a global perspective on international trade including foreign investments, impact of financial markets, international marketing, and the operation of multi-national corporations. 54 lecture hours. CSU

**BUS 146 Personal Finance (3) (Cr/Nc)**
This course introduces basic concepts of personal finance. Topics include managing personal assets, investing in various financial instruments, analyzing various aspects of insurance, planning for retirement, and budgeting household expenditures. Credit card debt, home financing, and buying/leasing vehicles will be discussed along with personal income tax issues. This course may be taken three times. 54 lecture hours. CSU
BUS 150 Business English (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in business writing, which includes a common-sense approach to the use of English grammar, punctuation and style in the business context, and strategies for effective writing of business-related communications. Recommended for business majors. 54 lecture hours. CSU

BUS 152 Business Communications (3)
Strongly recommended: BUS 150. Also, READ 099 if required by reading placement exam or if required by reading level.
A study of principles and strategies for developing effective written and oral communication skills for use in the workplace and in business. Several types of written and oral forms of business communication are highlighted. Recommended for business majors. 54 lecture hours. CSU

BUS 155 Business Law and the Legal Environment I (3)
A study of law, with an emphasis on the law's relationship to business. Topics covered include the legal environment of business, court procedures, jurisdiction, torts and crimes in the business environment, principles of contract law, commercial transactions, and ethical business practices. 54 lecture hours. CSU;UC

BUS 160 Business Law and the Legal Environment II (3)
Interaction of public and private law in the political and socio-economic environment. Topics covered include agency, partnerships, corporations, sole proprietorships, franchises, real and personal property, wills and trusts, secured transactions, bankruptcy, insurance, federal trade, negotiable instruments, employment law, consumer law, environmental law, landlord/tenant and international law. 54 lecture hours. CSU;UC

BUS 163 International Business Law (3) (Cr/Nc)
A survey course designed to acquaint the student with International Business Law. Includes discussions regarding the responsibilities of states for the treatment of aliens and foreign businesses, multinational enterprises, foreign investments, importing and exporting, and money and banking. This is an elective course which may be used to satisfy the Associate in Arts or Associate in Science degree requirement in Business. 54 lecture hours. CSU

BUS 170 Small Business Management (3) (Cr/Nc)
The study of business organization emphasizing the small independently owned business. Instructional topics include discussion of the benefits of small business, creation of a new venture, marketing, managing, financial, and administrative controls. 54 lecture hours. CSU

BUS 172 Personnel Management (3)
The study of personnel management emphasizing employer/employee relationships, communications, employee selection, job analysis and description, job motivation and productivity, employee benefits, principles of collective bargaining, labor relations, O.S.H.A., and affirmative action. 54 lecture hours. CSU

BUS 175 Introduction to Management (3)
A course focusing on communication, decision making, and leadership for administrative and managerial positions in business, government, the professions, and the volunteer sector. 54 lecture hours. CSU

BUS 176 Management for the Office Professional (3) (Cr/Nc)
An overview of office management for the administrative professionals. Topics include: concepts and trends in administrative office management, centralizing/decentralizing managerial authority, and communication in the office, managing a culturally diverse workplace, managing the ergonomic office environment, automating the office, managing office information systems, and improving office productivity. 54 lecture hours. CSU

BUS 185 Elements of Marketing (3)
A course focusing on the moving of goods, services, and ideas from producer to consumer. Topics include: functions and institutions of marketing; marketing research and customer motivation; buying, selling, pricing and competition; transportation, storage and packaging; banking, communication, and insurance. 54 lecture hours. CSU

BUS 192 Advertising (3) (Cr/Nc)
A study of media advertising, including magazine, television, radio, newspaper, and direct mail; the purpose and cycles of advertising; laws affecting advertising; and economic effects of advertising. 54 lecture hours. CSU

BUS 201 Introduction to Electronic Commerce for Business (2) (Cr/Nc)
An overview of Electronic Commerce for Business. Topics include: definition of Electronic Commerce, interface design and web site promotion, building an
electronic commerce store, electronic security, electronic payment systems, and careers in electronic commerce. 36 lecture hours, 18 lab hours.

BUS 246 Personal Investments (3) (Cr/Nc)
This course provides a comprehensive study of stocks, bonds, and related securities which includes a detailed study of the nature of these securities and their markets. Emphasis is placed on personal investment objectives for growth, growth with income and income with preservation of capital. Also covered is the topic of taxes and their affect on investment policy. 54 lecture hours. CSU

Chemistry
(Physical Sciences and Engineering Department)

The two-year program in chemistry provides the student with a broad background in inorganic and organic chemistry and quantitative analysis. Other majors requiring chemistry include engineering (CHEM 111, 112); nursing (CHEM 103, 104); pre-medicine, pre-dentistry, pre-pharmacy, pre-veterinary science, chiropractic (CHEM 111, 112, 210, 211L, 220, 221L).

Chemistry Courses

CHEM 095 Pre-Collegiate Science Methodology (3) (Cr/Nc)
This course is a multi-disciplinary introduction to use of computers in science applied math, rhetoric, and scientific writing. The students will learn to use these combined skills as preparation for success in subsequent science classes. Topics will include word problems, use of Word and Excel programs, graphing techniques, paragraph construction, summarizing, and separating observation from interpretation. Offered for credit/no credit only. This course may be taken two times. 54 lecture hours, 18 lab hours. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

CHEM 100 Chemistry for Daily Life (4) (Cr/Nc)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level. A course designed for the non-science major to satisfy the general education requirement for a physical science with a lab. The focus will be on contemporary issues that affect our daily lives and how chemistry can help explain those issues. Topics may include air and water quality, the ozone layer, global warming, acid rain, energy, and other topics. 54 lecture hours, 54 lab hours. CSU

CHEM 103 College Chemistry (5)
Prerequisite: Completion of MATH 130 with min. grade of C.
The first semester of a year program includes chemistry of inorganic compounds; covers topics of nomenclature, stoichiometry, bonding, chemical equations, gas laws, solutions, acids and bases, nuclear and equilibrium. Required for students transferring to four-year college nursing programs and students majoring in physical therapy, occupational therapy, and home economics. 72 lecture hours, 72 lab hours. CSU;UC*

CHEM 104 College Chemistry (5)
Prerequisite: CHEM 103 or 110.
The second semester of a year program includes chemistry of organic compounds; covers topics in biochemistry including carbohydrates, fats, proteins, metabolism, nucleic acids, and nutrition. Required for students transferring to four-year college nursing programs and students majoring in physical therapy, occupational therapy and home economics. 72 lecture hours, 72 lab hours. CSU;UC*

CHEM 106 Chemistry and Physics for Educators (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This is the same course as PHYS 106. This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of chemistry and physics and the interrelationships among these disciplines. Emphasis is placed on the ways in which chemistry and physics affect everyday life and the role of these disciplines in addressing issues and problems related to energy and the environment. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. 54 lecture hours, 54 lab hours. CSU

*No UC credit for CHEM 110 if taken after CHEM 103, 111 or 114; CHEM 111, 112 and 114 combined: Maximum UC credit one series.
CHEM 110 Beginning General Chemistry (5)
Prerequisite: Completion of MATH 150 with min. grade of C or concurrent enrollment.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in the fundamental principles of chemistry. Topics covered are those necessary for understanding chemical structure and reactions, and for making scientific calculations. There is an emphasis on laboratory work and communication skills. The course is designed for science and engineering majors, pre-medical students and as a general education class. 54 lecture hours, 126 lab hours. CSU;UC*

CHEM 111 General Chemistry (5)
Prerequisite: MATH 150. Passing score on Chemistry Placement Test or CHEM 110.
A general course in the fundamental principles of chemistry. Topics covered include stoichiometry, gas laws, nomenclature, crystal structures, periodicity, redox and organic chemistry. The course is designed for all science and engineering majors and pre-medical students. 54 lecture hours, 126 lab hours. CSU;UC*

CHEM 112 General Chemistry (5)
Prerequisite: CHEM 111.
Chemistry 112 is a continuation of Chemistry 111 and includes topics of equilibrium, kinetics, electrochemistry, nuclear chemistry, and thermodynamics. 54 lecture hours, 126 lab hours. CSU;UC*

CHEM 114 Chemical Principles (5)
Prerequisite: MATH 150. Passing score on Chemistry Placement Test or CHEM 110.
A general course in the fundamental principles of chemistry. Topics covered are those necessary for understanding chemical structure and reactions and for making chemical calculations. The course contains observational lab experiences for students with disabilities. 54 lecture hours, 108 lab hours. CSU;UC*

CHEM 115 Chemical Principles (5)
Prerequisite: CHEM 114.
CHEM 115 is a continuation of CHEM 114 and includes topics of chemical equilibrium, kinetics, electrochemistry, nuclear chemistry, and an introduction to thermodynamics. The course contains observational lab experiences for students with disabilities. 54 lecture hours, 108 lab hours. CSU;UC

*No UC credit for CHEM 110 if taken after CHEM 103, 111 or 114; CHEM 111, 112 and 114 combined: Maximum UC credit one series.

CHEM 210 Organic Chemistry (3)
Prerequisite: CHEM 112.
A course in organic chemistry including the properties and reactions of alkanes, alkenes, alkynes, alcohols, ethers, thiols, emphasizing fundamental principles and reaction mechanism, stereochemistry and IR spectroscopy. First semester of a one-year course, required for students enrolled in pre-professional programs in medicine, dentistry, pharmacy, veterinary science, biology, and chemistry. CHEM 211L required concurrently for most stated majors. 54 lecture hours. CSU;UC

CHEM 211L Organic Chemistry Lab (1)
Prerequisite: Completion of, or concurrent enrollment in CHEM 210.
Introduction to organic laboratory techniques of purification, isolation, analysis, thin layer chromatography, infrared spectroscopy, and selected synthesis. 54 lab hours. CSU;UC

CHEM 220 Organic Chemistry (3)
Prerequisite: CHEM 210.
A course in organic chemistry including the properties and reactions of aromatic compounds, aldehydes, ketones, carboxylic acid derivatives, enols, enolates, amines, and selected topics in biochemistry, NMR, and mass spectrometry. Second semester of the year course required for students in pre-professional programs in medicine, dentistry, pharmacy, veterinary science, biology, and chemistry. CHEM 221L is required concurrently for most of the stated majors. 54 lecture hours. CSU;UC

CHEM 221L Organic Chemistry Lab (1)
Prerequisite: Completion of, or concurrent enrollment in CHEM 220.
Synthesis of selected organic compounds, including multi-step processes, techniques of column chromatography, analysis and natural products. 54 lab hours. CSU;UC

Cooperative Education Courses

CHEM 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the students must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of volunteer employment or training sites. This course may be taken four times. 60 lab hours arranged per semester.
CHEM 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

CHEM 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

CHEM 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

CHEM 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of paid employment or training sites. This course may be taken four times. 150 lab arranged per semester.

CHEM 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

CHEM 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the Summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Chemistry at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Child Development
(Behavioral Sciences Department)

Certificates:

CHILD DEVELOPMENT TEACHER
REQUIRED COURSES: CHLD 110 or PSY 206, CHLD 112, 114, 154, plus eight units of electives.
ELECTIVES: CHLD 120, 121, 122, 123, 124, 134, 142, 144, 150, 160, 164 plus 3 units of fieldwork: CHLD 156, 156L, 158, 158L; plus 16 units of general education courses that meet graduation requirements (100-299 level).
EMPLOYMENT OPPORTUNITY: Upon completion of this program, student will be eligible to apply for the state’s Child Development Permit: Teacher Level for teaching at the preschool level in a public or private program.

CHILD DEVELOPMENT MASTER TEACHER - EARLY INTERVENTION
REQUIRED COURSES: CHLD 110 or PSY 206, CHLD 112, 114, 120, 142, 150, 154, 156, 158, 160, 164, 166, 168, 169, 194 plus 350 days of work experience required. Also, 16 diversified general education units within the areas of English, Humanities, Math/Science, Social Sciences, Fine Arts. Please see an academic counselor or adviser.
EMPLOYMENT OPPORTUNITY: This program prepares you for the Child Development Permit: Master Teacher Level with an emphasis on working with young children with special needs. You will be qualified to teach at the preschool level in all programs. You will also be prepared to work under supervision in Early Intervention programs.
MASTER TEACHER
REQUIRED COURSES: Completion of the Child Development Teacher Certificate and the following course work: CHLD 194 or 220 plus 6 units in area of specialization plus work experience requirement of 350 days within a four year period (3 hours a day minimum).
EMPLOYMENT OPPORTUNITY: Prepares the employed child development teacher to function as a mentor teacher to students in training or other adults working in the same environment. May be eligible to participate in the Mentor Teacher Project, which includes a stipend for professional development and for supervising identified students in training.

Skill Awards:

CHILD DEVELOPMENT ASSOCIATE TEACHER
REQUIRED COURSES: CHLD 110 or PSY 206, CHLD 112, 114, plus three units of electives
ELECTIVES: CHLD 120, 121, 122, 123, 124, 134, 160 plus Early Childhood Work Experience (Cooperative Education), which counts toward the 50 days of required experience.
EMPLOYMENT OPPORTUNITY: This program prepares you to work as a child development aide or assistant in a public or private preschool, Headstart program or day care center, or as a teacher in a private program. Upon completion of the program, students may apply for the Child Development Permit: Associate Teacher Level.

INFANT AND CHILD DEVELOPMENT ASSOCIATE TEACHER
REQUIRED COURSES: Completion of the Child Development Associate Teacher Skill Award plus CHLD 130
EMPLOYMENT OPPORTUNITY: This program prepares you to work as a child development aide or assistant in a public or private preschool, Headstart program or day care center, or as a teacher in a private infant or preschool program.

ChiLDDevelopmentCourses

CHLD 100 Introduction to Education and Teaching (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is an introductory course for students wishing to explore the teaching profession in the K-12 setting. Topics include an introduction to teacher performance expectations and California Standards for the teaching profession. Other topics include pedagogical strategies, curriculum design, California subject matter standards, use of technology in today’s classroom and the importance of current issues and legislation. In addition, students will be required to observe 45 hours in K-12 classrooms. 54 lecture hours. CSU

CHLD 106 Parenting Your Preschool Child VI (0.5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will be taught through practical experience and a series of discussions. A variety of topics will be covered including health, nutrition, sex education, discipline, self-esteem, reading and literacy, library use, media evaluation, hospitalization and illness, divorce and separation, death, parents as teachers, play techniques, and community resources. This course may be taken four times. 9 lecture hours.

CHLD 108 Model Approach to Partnership in Parenting (1.5)
An in-service training series for foster parents. Mandated for newly licensed foster parents by Los Angeles County Department of Children and Family Services. 27 lecture hours.

CHLD 110 Early Childhood Development (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Students will critically examine theories of child development in the physical, intellectual and social-emotional areas as they pertain to the various ages and stages in a child’s life from prenatal development through early childhood. Practices in teaching that derive from theories and diverse cultural environments will be analyzed and evaluated in light of an understanding of the “whole child” at different developmental stages. Students will learn to observe and assess children’s development and gain insight and appreciation of cultural differences through directed observations. 54 lecture hours. CSU
CHLD 111 Child Development Youth - Adolescence (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course examines the history and philosophy of child development from middle childhood through adolescence (8-18 years). This includes a survey of parenting and educational practices as well as examining the responsibilities of teaching and caring for this age group. 54 lecture hours. CSU; UC

CHLD 112 Principles of Early Childhood Education I (3)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is designed to introduce students to philosophies of early childhood education and to their actualization in design of environment and program. Observation and analysis of the elements that make up a developmentally appropriate program for young children will be required. The student will learn how to assess and meet individual children’s developmental needs, create an environment that supports the diversity of cultures, and communicate with parents/caregivers in ways that facilitate partnership in their child’s education. 54 lecture hours.

CHLD 114 Home-Child-Community Relations (3)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study of home, child, school and community relationships as they pertain to the historical and contemporary perspectives on the education and socialization of children. Includes an examination of community resources and the influences of age, gender, diverse abilities, culture, socioeconomic status and public policy factors that affect children and families. 54 lecture hours. CSU

CHLD 118 Effective Family Child Care Practices (2)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course introduces students to strategies that will help them to create and operate a family day care business. The course will cover issues dealing with licensing and business practices as well as techniques to promote parent-caregiver relationships. Students will also evaluate family day care environments and curriculum. 36 lecture hours.

CHLD 120 Literacy for Children (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Students will explore techniques for developing literacy skills in the preschool and early school-age child. Discussion and planning of developmentally appropriate curriculum that supports children’s listening, speaking, reading and writing skills. Students will survey children’s books and learn techniques to enhance literacy development. A complete language arts program that includes storytelling, puppetry and other relevant literacy experiences will be explored. 54 lecture hours.

CHLD 121 Art for Children (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Designed to provide the student with opportunities to experience personally and evaluate art and crafts materials used with the preschool and early school-age child to discover the development of creativity in themselves and in children. The student will design developmentally appropriate art curriculum and explore ways to support creative thinking and experiences for children. Students will gain appreciation for art within diverse cultures and society at large. 36 lecture hours.

CHLD 122 Music and Rhythms for Children (2)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will provide the student with basic skills and techniques for using musical instruments, recordings and songs and development of rhythmic movement activities to use with preschool and early school-age children. Discussion and planning of developmentally appropriate curriculum that supports children’s music and movement needs. Previous music experience not required. 36 lecture hours.

CHLD 123 Science Experiences for Children (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course focuses on planning and implementing science experiences with preschool and early school-age children. Discussion and planning of developmentally appropriate curriculum that supports children’s understanding of life, earth and physical science concepts. Exposure to formal, informal and incidental science activities and direct use of science materials. Analysis of the teacher’s role in incorporating science concepts within the total program for children. 18 lecture hours.
CHLD 124 Mathematics for Children (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The student will gain knowledge of practical mathematics activities to use with preschool and early-school age children. Planning of developmentally appropriate math curriculum activities. Analysis of relevant theories of child development. Designed to provide the student with opportunities to experience directly and evaluate mathematical materials. 18 lecture hours.

CHLD 130 Infant Development and Group Care (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course focuses on the development of the infant and on the dynamics of infant group care. Methods of providing care designed for physical, emotional, social, and intellectual development will be stressed. The health and safety requirements of the state and county are included. 54 lecture hours. CSU

CHLD 134 Parent-Child Interaction (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course explores dynamics of parent-child relationships. Students will analyze the process of being a parent, considering both internal and external forces that have influences. A focus on children from birth to adolescence will include understanding developmental needs. A problem solving approach to the parent-child interaction will be examined to promote positive relationships within a harmonious family atmosphere. 54 lecture hours. CSU

CHLD 140 Before/After-School Programs (3)
Prerequisite: CHLD 111.
An overview of quality school age childcare programs based on good child development principles and practices. This course includes community resources, environment, staffing, activities, homework assistance, discipline and relationships. This class meets the Title XXII licensing requirements for personnel in school age programs. 54 lecture hours.

CHLD 142 Parent Teacher Partnership (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will focus on planning and implementing educational programs that supports successful parent-teacher partnerships. Analyses of family patterns, parent involvement, teaching techniques, and policy. Barriers to good parent-teacher relationships are analyzed and solutions generated. Emphasis is placed on building partnerships within the preschool and early-school age classroom. 18 lecture hours.

CHLD 144 Health and Safety for Children (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides an overview of health and safety issues, policies, and procedures and focuses on the development of health and safety curricular materials. 36 lecture hours.

CHLD 145 Child Abuse Education (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is a comprehensive overview of the research in the area of child abuse including physical, emotional, sexual abuse and neglect. The causes and effects of child maltreatment will be suited. Prevention and support services, treatment modalities, and crisis intervention will be explored. 54 lecture hours.

CHLD 147 Computers in Early Childhood Programs (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Students will be introduced to computer use in Early Childhood Programs. Hardware requirements will be reviewed and students will have an opportunity to use and evaluate a data base program designed for Early Childhood Programs. 54 lecture hours.

CHLD 150 Multi-Culture Anti-Bias Classroom (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is designed to assist students in becoming more effective teachers of individuals from backgrounds other than their own. Included is an examination of concepts of culture, ethnicity, gender, sex, prejudice and discrimination and an analysis of the appropriateness of current educational theories relating to a diverse society. Emphasis will be given to increasing understanding of subcultures based on race, ethnicity, age, religion, gender, language, family background and income. The development of bias free curriculum models, methods and philosophies will be examined. 54 lecture hours. CSU
CHLD 154 Observing and Recording Behavior (3) (Cr/Nc)
Prerequisite: CHLD 110 or CHLD 111 or PSY 206 and CHLD 112 and CHLD 114.
This course will focus on principles of observation, collection, organization, and uses of data. Observation as the basis for evaluation of children’s skills and the formulation of lesson plans will be the basis of field work assignments. Students will practice a variety of techniques in a variety of different settings. Students will organize data gathered for use in lesson planning and parent conferencing. 54 lecture hours.

CHLD 156 Principles of Early Childhood Education - Practicum A (2) (Cr/Nc)
Prerequisite: CHLD 110 or PSY 206 and CHLD 112, 114, 154, and 8 units from the following: CHLD 120, 121, 122, 123, 124, 134, 142, 144, 150, 160, 164.
This course is designed to provide the student with opportunities to identify, develop, and implement appropriate activities which support the total growth of the whole child. Emphasis is placed on teacher planning and implementation of curriculum, environment design, documentation of children’s learning, and parent involvement. Advocacy for children and families in social policy and critical evaluation of early childhood programs/philosophies will be examined. 36 lecture hours.

CHLD 156L Practicum A Lab (1) (Cr/Nc)
Corequisite: Concurrent enrollment in CHLD 156.
The student will have the opportunity for application of acquired knowledge and teaching skills directly in the early childhood classroom. The students will gain experience teaching activities to children and developing a professional attitude. 54 lab hours.

CHLD 158 Practice Teaching in Early Childhood Education - Practicum B (2) (Cr/Nc)
Prerequisite: Twelve units of CHLD including CHLD 112 and six units from the following: CHLD 120, 121, 122, 123, 124, 125, 126, 127, or 128.
The course offers the student actual experience in planning, presenting, and evaluating lessons in the preschool environment. The lecture will be devoted to techniques to enhance effectiveness in the classroom setting and a discussion of the laboratory experience. The course offers the student actual experience. 36 lecture hours. CSU

CHLD 158L Practicum B Lab (1) (Cr/Nc)
Corequisite: Concurrent enrollment in CHLD 158.
The student will have the opportunity for application of acquired knowledge and teaching skills directly in the early childhood classroom. The students will gain experience teaching activities to children and developing a professional attitude. 54 lab hours.

CHLD 160 Perceptual Motor and Movement (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will focus on evaluation of motor skills, planning and implementation of perceptual motor and movement activities appropriate for normal and motor-delayed young children. Emphasis will be placed on the role of the physical and psychomotor domain in the total development of the young child. Developmental motor activities will be examined that aide children in acquiring movement abilities and fitness, as well as social interaction and cognitive development. Participants will develop movement experiences for use in the classroom and in the planning of a motor development curriculum. 36 lecture hours.

CHLD 164 The Child with Special Needs (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A presentation of different types of atypical development that interfere with normal physical, cognitive, social, behavioral and emotional growth from preschool through early school-age children. 54 lecture hours. CSU

CHLD 166 Speech and Language Development and Disorders (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will cover children’s acquisition of speech and language skills from birth to age 5. Emphasis will be on normal language, articulation, fluency, and voice development. Included will be children’s language learning strategies, adult teaching strategies, language and cultural differences, and an overview of communication disorders, as well as appropriate referral to a professional. 36 lecture hours. CSU

CHLD 168 Development Risk: Infants and Toddlers (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This class introduces the student to early intervention strategies that are positive and cost-effective for use with...
children who are developmentally delayed or at risk for developmental delay. Information on Public Law 99-457 is included. Specific strategies for language intervention and child abuse reporting are also included. This class is appropriate for all professionals and paraprofessionals working with young children. 36 lecture hours.

CHLD 169 Managing Disruptive Behavior (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course provides an overview of challenging and disruptive behaviors in preschoolers. Topics of study include attention deficit disorder, aggression, and other related topics. Students will analyze behavioral issues and explore strategies for classroom management. Students will develop guidance techniques for modifying inappropriate behaviors. 18 lecture hours.

CHLD 181 Infant and Toddler Caregiver: Relationships (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This is one of four one-unit classes in Infant and Toddler Caregiving based on the Responsive Caregiving approach. Students in this class will examine the impact of teacher/parent relationships on the quality of Infant and Toddler Caregiving and review and evaluate techniques for supporting families. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 182 Infant and Toddler Caregiver: Socialization and Emotional Development (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This is one of four one-unit classes in Infant and Toddler Caregiving based on the Responsive Caregiving approach. Students in this class will study infant and toddler temperaments, stages of social and emotional development, appropriate guidance, and responsive curriculum for group care. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 183 Infant and Toddler Caregiver: Learning and Development (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This is one of four one-unit classes in Infant and Toddler Caregiving based on the Responsive Caregiving approach. Students in this class will learn to recognize cues and to follow the child’s interest in order to facilitate the infant’s discoveries and learning. Students will learn to base the curriculum on the child’s interest and readiness. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 184 Infant and Toddler Caregiver: Environments and Routines (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This is one of four one-unit classes in Infant and Toddler Caregiving based on the Responsive Caregiving approach. Students in this class will learn to set up a safe, intimate, and interesting environment for infants and toddlers. They will also learn the techniques of responsive caregiving in daily routines. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 190 Administration of Early Childhood Education Programs I (3) (Gr/Nc)
Prerequisite: CHLD 110 or 111 or PSY 206 and CHLD 112 and 114.
Introduction to the basic principles of administration of early childhood education programs. Includes specific topics of curriculum development and evaluation; staff selection, supervision and evaluation; laws and regulations; site development and supervision; budgeting and fiscal management; parent education; health and safety supervision; time management and problem solving techniques. This class meets state requirements for supervision of Title XXII preschool programs. 54 lecture hours.

CHLD 191 Administration of Early Childhood Education Programs II (3)
Prerequisite: Eighteen units of early childhood education, CHLD 190. Recommended: One year teaching experience. Introduction to the policies and procedures specific to state funded programs. Includes Title V regulations, evaluation of programs utilizing the state mandated Program Quality Review, development of proposals and grant requests for state or other funding, process of promulgating regulations, affecting proposed regulations, staff development and training, development of program policies. 54 lecture hours.
CHLD 194 Personnel Issues in Early Childhood Education Programs (3) (Cr/Nc)
Prerequisite: CHLD 190.

This course addresses those personnel issues most often encountered by administrators of Early Childhood Education program including: policies and procedures for selection and supervision of staff; pre-service and in-service education; leadership and motivation; team building; conflict resolution; supervision and evaluation. 54 lecture hours.

CHLD 220 Early Childhood Education Mentor Teacher Practices (3)
Prerequisite: Master Teacher Permit and two years teaching experience.
A study of the methods and principles of supervising student teachers in early childhood classrooms. Emphasis is on the role of experienced classroom teachers who function as mentors to new teachers while simultaneously addressing the needs of children, parents and other staff. Upon completion of this class students may be eligible to apply to participate in the Early Childhood Mentor Teacher Program. 54 lecture hours.

Cooperative Education Courses

CHLD 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. At least one of the seven units must be a Child Development class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Child Development at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

CHLD 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. At least one of the seven units must be a Child Development class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Child Development at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

College Preparation
(Language Arts Department)

College Preparation Courses

COLL 033 Sentence Skills (3)
This course focuses intensively on the development of sentences. Practice is provided in skillful writing of clear sentences as forms of written expression. 54 hours lecture. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

Communications
(Language Arts Department)
The communications program includes instruction and laboratory experiences in mass media and journalism. The program includes an overview of mass media; courses in reporting, writing, editing, and designing for publications; introductions to broadcasting and public relations; instruction in desktop publishing; and film studies. The curriculum features both theory and application through traditional and online instructional delivery systems.

Communications Courses
(See Also Speech)

COMM 090 Introduction to Distance Education (1) (Cr/Nc)
Instruction in the skills needed for successful distance education study. Introduction to practical skills, including sending and receiving email, using attachments and using search engines on the web. Study skills, time management and communication skills will also be covered as they relate to student success. Proper use of citations and web based research skills will be developed. 18 lecture hours. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

COMM 100 Mass Media and Society (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A survey and evaluation of mass media in economic, historical, political, psychological, and sociological terms. Focuses on helping the media consumer understand the power and significance of mass communications: books, newspapers, magazines, radio, television, motion
pictures, the Internet, public relations, and advertising. Discusses the rights and responsibilities and interrelatedness of media in a diverse global society. Required for all communications and journalism majors; also a general interest course. 54 lecture hours. CSU;UC

COMM 101 Reporting and Writing News (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Adherence to professional writing style and successful interviewing techniques as well as the legal and ethical aspects of the profession are covered among a wide range of writing experiences. Required of all communications majors. 54 lecture hours, 18 lab hours. CSU

COMM 103 Freelance Journalism (1) (Cr/Nc)  
Prerequisite: COMM 101.  
This course is designed for students who wish to contribute to the campus newspaper and magazine but are unable to enroll in the regular staff class. Students who are interested in advertising, writing, photography, illustration, cartooning, design, computer graphics, page layout and paste-up may participate to a limited extent through this class. 54 lab hours. CSU

COMM 104 Public Relations (3) (Cr/Nc)  
A survey of public relations history, theories and practices with emphasis on applications to business, public agencies and institutions. A practical approach to using the media, creating publicity releases, organizing and executing campaigns. Explores job opportunities of particular interest to communications majors. 54 lecture hours. CSU

COMM 136 Cultural History of American Films (3)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. In considering the history of American commercial motion picture culture from its origins to the present, students will study film language, the social composition of audiences, the economics of the film industry, major themes and genres that have appeared in American films, and the relationship between politics and American motion pictures. 54 lecture hours, 36 lab hours. CSU;UC

COMM 200 Visual Communications (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. An introduction to the history of film and television as visual mass media. Analysis of seminal films and television programs with emphasis on their evolution as entertain-ment media and their impact on society. 54 lecture hours. CSU;UC

COMM 202 Writing Broadcast News (3) (Cr/Nc)  
Prerequisite: COMM 101.  
Intensive journalistic writing and reporting for radio and television. Newscast planning, story organization, and functions of a broadcast newsroom will be explored. Emphasis on writing assignments for both audio and video media. Lecture/discussion of issues and responsibilities facing broadcast journalists, including developing news judgment, discussing ethical considerations and examining legal issues. 54 lecture hours, 18 lab hours. CSU

COMM 230 Desktop Publishing (3) (Cr/Nc)  
Strongly recommended: COMM 101.  
Instruction and practice in analysis of story structures and effectiveness of written material, rewriting, correction of errors, proofreading, headline writing, news and picture evaluation, and page design. Provides hands-on experience working with the college newspaper staff. This class may be taken four times. 36 lecture hours, 54 lab hours. CSU

COMM 240 Newspaper Production Staff (3) (Cr/Nc)  
Prerequisite: COMM 101.  
Staff members gather, evaluate, write, photograph, and edit the news for publication in the campus newspaper. Working as a production team, the staff plans, budgets and designs each issue through final paste-up. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

COMM 245 Editorial Board Workshop (2) (Cr/Nc)  
Prerequisite: COMM 101.  
A study of the major aspects of editorial responsibilities. Taught in a laboratory setting, the course provides practical instruction and experience for campus editors in writing, editing, and evaluating each issue of the campus newspaper and magazine, as well as formulating editorial policy. 18 lecture hours, 54 lab hours. CSU

COMM 280 Magazine Production Staff (3) (Cr/Nc)  
Strongly recommended: COMM 101.  
A lecture/laboratory course in which the organization, formula, format, and production methods of magazines are studied and applied in the development of a college magazine. Activities include writing, editing, photography, art, layout, and production through paste-up. 36 lecture hours, 54 lab hours. CSU
Computer Science & Information Systems

The CSIS program includes microcomputer applications, programming languages, and computer support of business organizations. The program offers state-of-the-art training in the use of business application software to prepare students for professional careers, transfer study, and/or personal use. Students receive individual hands-on training in laboratory facilities. Faculty work closely with industry and business to ensure relevant training.

Computer Science and Information Systems Courses

(See Also Accounting, Business, Office Technology and Real Estate)

CSIS 105 Introduction to Windows and Personal Computers (2) (Cr/Nc)
Strongly recommended: READ 099 required by reading placement exam or if required by reading level.
This course covers computer literacy concepts. It provides an introduction to the personal computer and the Windows operating system. The course prepares students to operate a computer using the Windows interface. It is designed for students with no previous computer experience. 36 lecture hours, 18 lab hours. CSU

CSIS 107 Fundamentals of Information Technology (4) (Cr/Nc)
Strongly recommended: READ 099 required by reading placement exam or if required by reading level. Knowledge of MSWindows.
This course covers essential concepts of information technology. Topics include computer hardware, software programming concepts, network/Internet technologies, ethics and emerging technologies. 72 lecture hours, 18 lab hours. CSU

CSIS 111 Introduction to Programming Concepts and Design (4) (Cr/Nc)
Prerequisite: CSIS 107.
Strongly recommended: READ 099 required by reading placement exam or if required by reading level.
Previously: CSIS 110. An introduction to the principles of computer programming and software development. Topics covered include the program development cycle, developing algorithms, data and control structures, structured programming, and object-oriented programming. Students are introduced to Visual Basic.Net and Visual C++.Net to help illustrate programming concepts common to modern high-level programming languages. 72 lecture hours, 18 lab hours. CSU

CSIS 119 Introduction to Web Programming (3) (Cr/Nc)
Recommended: CSIS 107 or equivalent, knowledge of Windows 95 or higher.
This course focuses on developing and publishing web pages and web sites using HTML, Cascading Style Sheets, fundamentals of Dynamic HTML and XML, and file transfer techniques (FTP). 54 lecture hours, 18 lab hours. CSU

CSIS 130 Microcomputers Applications I (4) (Cr/Nc)
Strongly recommended: CSIS 105 or 107. Also READ 099 if required by reading placement exam or if required by reading level.
Students will use the personal computer to learn an office suite, such as Microsoft Office, that includes word processing, electronic spreadsheets, database management systems, multimedia/presentation graphics, and personal information management. Prepares students to take the Microsoft Office User Specialist certification exams. 72 lecture hours, 18 lab hours. CSU

CSIS 140 Java Programming with Game Applications (4) (Cr/Nc)
Prerequisite: CSIS 111.
An introduction to the Java programming language that allows students to design and solve a wide range of applications. The materials to be covered will include Java applications, controls structures, arrays, and object-based/oriented programming, and an introduction to Java applets. Some of the applications involve creating graphical games using the Java programming language. Some of the applications involve creating games using the Java programming language. Emphasis is placed on good design techniques and documentation. 72 lecture hours, 54 lab hours. CSU

CSIS 150 Web Development with Dreamweaver I (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Strongly recommended: CSIS 105 or CSIS 107.
This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces the basic features of Dreamweaver. Topics include: the Dreamweaver interface, the object panel, HTML integration, images, and tables. 36 lecture hours, 18 lab hours.
CSIS 151 Web Development with Dreamweaver II (2) (Cr/Nc)
Strongly recommended: CSIS 150 Web Development with Dreamweaver I.
This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces additional tools in Dreamweaver for building and enhancing Web sites. Topics include: working with frames, forms, templates, and style sheets. 36 lecture hours, 18 lab hours.

CSIS 154 Web Development with Fireworks (2) (Cr/Nc)
Prerequisite: CSIS 105 or CSIS 107
Strongly recommended: CSIS 150. Also, READ 099 if required by reading placement exam or if required by reading level.
This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces the basic features of Fireworks to create, modify, and export graphic objects to Web design software such as Dreamweaver. Topics include: the Fireworks workspace, vector/bitmap graphics, text enhancements, and building interactive graphics. 37 lecture hours, 18 lab hours.

CSIS 156 Web Development with Flash (2) (Cr/Nc)
Strongly recommended: CSIS 150, READ 099 if required by reading placement exam or if required by reading level.
This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces the basic features of Flash to create media-rich elements that integrate with Web pages. Topics include: the Flash interface, creating animations, adding buttons, actions, and sounds. 36 lecture hours, 18 lab hours.

CSIS 160 Web Design Using FrontPage (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to web concepts and design using MS FrontPage. FrontPage allows you to create and develop dynamic interactive World Wide Web sites. Using FrontPage you can easily organize and maintain the numerous files and folders that make up an ever-expanding Web site. 36 lecture hours, 18 lab hours.

CSIS 162 Electronic Spreadsheets Using Microsoft Excel (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides comprehensive instruction in the use of spreadsheet software to create, edit, store, retrieve, and print spreadsheets and charts. Topics include completing calculations, making decisions, organizing and graphing data, developing professional looking reports, publishing organized data to the Web, and accessing real-time data from Web sites. 54 lecture hours, 18 lab hours.

CSIS 166 Introduction to PowerPoint (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to a presentation graphics program that lets you create a high-quality presentation that is both interesting to the audience and effective in its ability to convey your message. Using a computer you can create a simple overhead transparency or a sophisticated on-screen electronic display. 36 lecture hours, 18 lab hours.

CSIS 167 Introduction to MS Publisher (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to desktop publishing concepts using MS Publisher. MS Publisher allows you to create and design newsletters, brochures, calendars, and flyers. Using a computer you can create high-quality publications suitable for course work, professional purposes, and personal use. The course also covers concepts of publishing on the World Wide Web. 36 lecture hours, 18 lab hours.

CSIS 168 Using Web Page Software (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to using Web-authoring software for the World Wide Web (WWW) to build and preview text, images, animation, tables, and links on a Web page. Using software like MS FrontPage, Macromedia Dreamweaver, or other Web-authoring software. Use of database management software to design and create a simple database that can be used on the WWW. Use of client and server-side Web development interfaces to business databases. Create simple or sophisticated Business/Personal Web pages. 72 lecture hours, 18 lab hours.

CSIS 170 Visual Basic Programming (4) (Cr/Nc)
Prerequisite: CSIS 111.
Introduces the Visual Basic programming language as a tool for developing user-friendly applications in the Windows environment. Topics include event driven programming, data types, basic control structure, and arrays. Students will write and debug several programs for the PC as partial fulfillment of the course requirements. 54 lecture hours, 54 lab hours. CSU
CSIS 175 Introduction to Access (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Using "hands-on" microcomputers, develop the skills necessary to define, create, and maintain a fully programmed database system using Microsoft Access in a Windows environment. The course covers concepts, design, tables, reports, menus, analysis of data management requirements, and design of a database to meet those needs. 36 lecture hours, 18 lab hours.

CSIS 176 Programming in Microsoft Access and Visual Basic Applications (5) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Using microcomputers, develop the skills necessary to define, create, and maintain a fully programmed database system using Microsoft Access in a Windows environment. The course covers concepts, design, tables, reports, menus, analysis of data management requirements, and design of a database to meet those needs. Programming using Visual Basic Application (VBA) concepts will be included. 72 lecture hours, 54 lab hours.

CSIS 180 Business Drawings and Diagrams Using Visio (2) (Cr/Nc)
Visio is a drawing program that helps to easily create professional-looking business drawings and diagrams. With Visio the student can create, modify, and print drawings from basic templates. Students will learn how to configure and use the stencils, charts, tools, and wizards found in Visio. 36 lecture hours, 18 lab hours.

CSIS 181 Introduction to Microsoft Project (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Project management is the process of defining, organizing, tracking, and communicating information about a project in order to meet a project goal. This "hands-on" microcomputer course will utilize Microsoft Project to help introduce you to the phases, terminology, and benefits of formal project management. 36 lecture hours, 36 lab hours.

CSIS 185 Web Application Development Using Scripts (3) (Cr/Nc)
Strongly recommended: Successful completion of CSIS 110, 119, 130, or ENGR 112.
An introduction to the use of client and server side scripting to develop web based applications. Visual Basic Script and Java Script will be used to develop interactive web pages which, with their supporting Active Server Pages (ASP), will provide business application functionality through a browser interface. Retrieval, presentation, and updating of data from databases will be covered in depth. Students will write and debug both client side scripts and ASP scripts as partial fulfillment of the course requirements. 36 lecture hours, 90 lab hours.

CSIS 190 Introduction to Flash Game Programming (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Introduction to Macromedia Flash MX2004 game programming using ActionScript 2. Those areas of Flash+ MX 2004 proficiency needed for programming games are also introduced in this course. 72 lecture hours. CSU

CSIS 199 Data Processing Project I (2)
Prerequisite: Completion of one programming course or equivalent experience.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Designed for students who desire in-depth experiences in designing and implementing a data processing project. Will meet part of the requirements for a data processing certificate. This course may be taken two times. 18 lecture hours, 54 lab hours. CSU

CSIS 225 Object Oriented Programming with C++ (4)
Prerequisite: MATH 150 and CSIS 111.
This course is a second semester course in object-oriented programming using the C++ language. Problem analysis and algorithm design will serve as the foundation for the use of functions, control structures, user-defined data types, arrays, searching and sorting algorithms, use of streams and external files, structures, data abstraction, and software development methods. 54 lecture hours, 54 lab hours. CSU;UC

CSIS 230 Microcomputer Applications II (4) (Cr/Nc)
Prerequisite: CSIS 130.
A second course in the use of microcomputers for personal and professional productivity. Covers the advantages of using integrated software over a single application. Practical experience in the integration of Windows programs and the World Wide Web/HTML. 72 lecture hours, 18 lab hours. CSU

CSIS 238 Systems Analysis and Design (4) (Cr/Nc)
Prerequisite: CSIS 111 or equivalent experience.
Introduces methods for carrying out a systems study and for developing and implementing new systems. Students will participate in case studies and will do a systems study as a project. 72 lecture hours. CSU
CSIS 240 Advanced Java Programming (4) (Cr/Nc)
Prerequisite: CSIS 140.
A second course in Java programming language that allows students to create some advanced applications. The materials to be covered will include object-oriented programming, strings, files, graphics, graphical user interface applications, and Java networking applications. This course may be taken three times. 72 lecture hours, 18 lab hours. CSU;UC

CSIS 250 Data Processing Seminar (4) (Cr/Nc)
Provides a forum for the student to integrate previously learned concepts. Introduces more advanced topics in computer science and presents some probable futures for data processing. Also focuses on the need for each individual to develop a professional growth plan. 72 lecture hours, 18 lab hours. CSU

CSIS 290 Data Processing Workshop (A-Z) (0.5)
This workshop is designed to allow the data processing department to meet the needs of the data processing community by providing a framework in which to offer short-term special topic workshops. Each topic workshop will be assigned an alphabetical letter from A to Z to differentiate from among the many topics in the field of data processing. This course for Credit/No Credit grading only. 9 lecture hours.

CSIS 291 Data Processing Workshop (A-Z) (1)
This workshop is designed to allow the data processing department to meet the needs of the data processing community by providing a framework in which to offer short-term special topic workshops. This course may be taken three times. Offered for Credit/No Credit grading only. 18 lecture hours.

CSIS 292 Data Processing Workshop (A-Z) (2)
This workshop is designed to allow the data processing department to meet the needs of the data processing community by providing a framework in which to offer short-term special topics workshops. This course may be taken three times. Offered for Credit/No Credit grading only. 36 lecture hours.

CSIS 299 Data Processing Project II (2) (Cr/Nc)
Prerequisite: A programming course or equivalent experience.
Advanced project designed for students who desire in-depth experiences in designing and implementing a data processing project. The course will meet part of the requirements for a data processing certificate. 18 lecture hours, 54 lab hours. CSU
COS 152 Beginning Chemical Reformation of the Hair (4.5)  
Prerequisite: COS 140 with min. grade of C  
A continuation of the science and theory of professional haircutting and permanent waving techniques and procedures introduced in Cosmetology 140. Lectures, demonstrations, and practical experience in the following areas: permanent waving, chemical hair straightening, chemistry of products, and the use of scissors, razors, and clippers. 45 lecture hours, 117 lab hours.

COS 153 Advanced Chemical Reformation of the Hair (4.5)  
Prerequisite: COS 152 with min. grade of C  
A continuation of the science and theory of professional haircutting and permanent waving techniques and procedures introduced in Cosmetology 152. Lectures, demonstrations, and practical experience in the following areas: hair reconditioning, trichology, and scalp treatments. 45 lecture hours, 117 lab hours.

COS 154 Beginning Haircoloring (4.5)  
Prerequisite: COS 140 with min. grade of C  
A continuation of the science and theory of professional haircoloring techniques and procedures introduced in Cosmetology 140. Lectures, demonstrations, and practical experience in the following areas: chemistry of products and hair analysis. 45 lecture hours, 117 lab hours.

COS 155 Advanced Haircoloring (4.5)  
Prerequisite: COS 154 with min. grade of C  
A continuation of the science, theory, professional haircoloring techniques, and procedures introduced in COS 154. Lectures, demonstrations, and practical experience in the following areas: tinting procedures, bleaching procedures, specialized color application, and corrective hair color. 45 lecture hours, 117 lab hours.

COS 156 Beginning Manicuring (4.5)  
Prerequisite: COS 140 with min. grade of C  
A continuation of the science and theory of professional manicuring techniques and procedures introduced in Cosmetology 140. Lectures, demonstrations, and practical experience in the following areas: manicure and pedicure, acrylic nails, nail wraps, nail tips, diseases, and disorders of the nail. 45 lecture hours, 117 lab hours.

COS 157 Advanced Manicuring (4.5)  
Prerequisite: COS 156 with min. grade of C  
A continuation of the science and theory of professional manicuring techniques, and procedures introduced in Cosmetology 156. Lectures, demonstrations, and practical experience in the following areas: bacteriology, sterilization, and California state laws governing the practice of cosmetology. 45 lecture hours, 117 lab hours.

COS 158 Beginning Physical Restructuring of the Hair (4.5)  
Prerequisite: COS 140 with min. grade of C  
A continuation of the science and theory of professional hairstyling techniques, and procedures introduced in COS 140. Lectures, demonstrations, and practical experience in the following areas: wet hair styling, thermal press and curl, safety, sanitation, and sterilization. 45 lecture hours, 117 lab hours.

COS 159 Advanced Physical Restructuring of the Hair (4.5)  
Prerequisite: COS 158 with min. grade of C  
A continuation of the science and theory of professional hairstyling techniques and procedures introduced in COS 158. Lectures, demonstrations, and practical experience in the following areas: anatomy and theory of scalp massage, scalp treatments with electrical modalities and light therapy, and identifying diseases and disorders of the scalp. 45 lecture hours, 117 lab hours.

COS 163 Beginning Facial Treatment, Skin Care, and Make-up (4.5)  
Prerequisite: COS 140 with min. grade of C  
A continuation of the science and theory of professional skin care, make-up techniques, and procedures introduced in Cosmetology 140. Lectures, demonstrations, and practical experience in the following areas: anatomy and physiology of the face and neck, diseases and disorders of the skin, chemistry of skin care products, electricity and electrical modalities for facials and skin care, light therapy for skin care, and facial treatments including packs and masks. 45 lecture hours, 117 lab hours.

COS 164 Advanced Facial Treatment, Skin Care, and Make-up (4.5)  
Prerequisite: COS 163 with min. grade of C  
A continuation of the science and theory of professional skin care, make-up techniques, and procedures introduced in Cosmetology 163. Lectures, demonstrations, and practical experience in the following areas: hair removal by waxing and tweezing; daytime, evening, and corrective make-up. 45 lecture hours, 117 lab hours.
COS 165 Esthetician I (10)

Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.

This introductory course of professional skin care, hair removal, facial treatments, and make-up application includes anatomy and physiology, diseases and disorders of the skin, cosmetic chemistry, and electrical modalities for facials and skin care, packs and masks, hair removal by waxing and tweezing, and daytime make-up. There is a materials fee associated with the class. Part one of a two-part course. 90 lecture hours, 270 lab hours.

COS 166 Esthetician II (10)

Prerequisite: COS 165.

This course completes the two-part esthetician program. It includes advanced and customized facial treatments, make-up artistry, color coordination, and product knowledge. 90 lecture hours, 270 lab hours.

COS 167 Cosmetology Licensure Preparation (2)

Prerequisite: Minimum 1000 course hours earned or valid cosmetology license from another state.

This class will prepare the student to successfully complete the California State Test of Cosmetology. Emphasis on test techniques and preparation for state standards of all required procedures, consumer safety, and sanitary practice. This course may be taken two times. 36 lecture hours, 36 lab hours.

COS 170 Advanced Contemporary Techniques for Ethnic Hair Care (3) (Cr/Nc)

Strongly recommended: Cosmetology License.

This course focuses on advanced principles and practices of the care and styling of ethnic hair. Emphasis on thermal texturizing, product knowledge use and evaluation, haircutting, chemical reconstruction, and haircoloring. 36 lecture hours, 18 lab hours.

COS 171 Salon Readiness (2) (Cr/Nc)

Strongly recommended: 1400 State Board of Barbering and Cosmetology hours.

Advanced class to instruct new graduates salon techniques and to update licensed cosmetologists returning to the industry. Emphasis on new methods of cutting, styling, color, and perms. This course may be taken two times. 36 lecture hours, 36 lab hours.

COS 176 Professional Skin Care - Phase I (3) (Cr/Nc)

Prerequisite: Completion of the Cosmetology or Esthetician program.

This is an advanced course in current skin care procedures for the professional cosmetologist and cosmetician. Topics of study include skin type analysis and treatment, massage, electro-therapy, aroma-therapy and body waxing techniques, advanced corrective make-up application, cosmetic chemistry, and salon management. 54 lecture hours, 18 lab hours.

COS 177 Advanced Professional Skin Care II (3)

Prerequisite: COS 176.

This advanced course for the experienced professional cosmetologist and cosmetician focuses on the current and continually changing techniques and equipment used in the skin care industry. IN-depth studies in skin analysis of skin types such as mature and acne and their correct treatment, practice with current, state-of-the-art skin care machines, equipment, and products. Designed for immediate application in skin care salons. 54 lecture hours, 18 lab hours.

COS 180 Advanced Haircutting (1) (Cr/Nc)

Prerequisite: Completion of the Cosmetology program or its equivalent.

The advanced haircutting class is designed to introduce new methods and continually changing techniques in style-cutting to the experienced, professional cosmetologist and barber. There will be an emphasis on clipper-cutting and razor-cutting. 27 lecture hours, 9 lab hours.

COS 274 Cosmetology Advanced Hair Styling Workshop (2)

Prerequisite: Completion of the Cosmetology program or its equivalent.

An advanced class designed to introduce new methods and continually changing techniques to the experienced, professional cosmetologist. 36 lecture hours, 36 lab hours.

COS 280 Cosmetology Teacher Training-Delivery Skills (8)

Prerequisite: Must have completed 1600 hours of cosmetology course work.

This course is designed for licensed cosmetologists who want to become cosmetology instructors. It will introduce principles of learning, effective teaching methods and techniques, classroom management, and organizational skills. Emphasis is placed on planning, presenting, and evaluating lessons in both the classroom and clinic/laboratory setting. 72 lecture hours, 234 lab hours.

COS 281 Cosmetology Teacher Training-Planning and Preparation (8)

Prerequisite: COS 280.

This course is designed for licensed cosmetologists who
want to become cosmetology instructors. It will continue principles of learning, effective teaching methods, techniques and organizational skills. It will introduce lesson presentation, classroom management and use of technology for curriculum delivery. Emphasis is placed on classroom delivery and evaluation of student performance. 72 lecture hours, 234 lab hours.

Counseling
(Counseling Department)

Career Education Courses

Career Education includes courses designed for students who wish to explore in-depth their aptitudes, work experience, and decision-making skills. Career options, job trends, career goals and alternatives are studied in terms of the student's educational and vocational needs, special abilities, and previous training.

COUN 143 Career Exploration (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will provide students with career exploration techniques. Emphasis will be placed on selecting a career based on self-examination of interests, personality, skills, and values through assessment inventories, skill exercises, and career research. 18 lecture hours. CSU

COUN 145 Career/Life Planning (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Through personal exploration, occupational research and the study of contemporary work issues, students will increase their understanding of the relationship of the individual to the economic community and develop individual career plans. Maximum credit allowed for Career Education 143, 145, 150, and 155 is three units. 54 lecture hours. CSU

COUN 150 Job Search Planning (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will prepare students to seek and secure employment. Students will prepare a resume, learn effective job interviewing skills, and develop a job search plan. Maximum credit allowed for COUN 145, 150, 155 is three units. 18 lecture hours.

COUN 154 Peer Counseling and Advising (1)
Strongly recommended: READ 099 if required by reading placement exam or required by reading level.
This course is designed to provide on-going training for Citrus College peer advisors. Primary concepts are covered in modular form including advising principles; mentoring; guidance theories; client confidentiality; employee practices; methods of communication including listening skills and problem solving strategies. Students will become familiar with Citrus College student support services for referral purposes. Students demonstrate mastery of concepts presented in modules through discussion of work-site issues and role play. 18 lecture hours.

COUN 155 Occupational Exploration (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to facilitate occupational choice and preparation for entry level employment. Students will be assisted in personal interest/skill discovery, gain information regarding occupational clusters and short-term occupational programs within each cluster, participate in experiential occupational activities, and learn about the world of work. Occupational research methods will be introduced, empowering students with the decision-making skills necessary to make a satisfying career choice. 18 lecture hours.

COUN 202 Job Seeking Skills for the Disabled (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course, designed for disabled persons, includes an examination of the job search process with an emphasis on their unique needs. Topics include networking, the value of volunteering, dealing with rejection, protective employment laws, community resources, job interviews, and resumes. 18 lecture hours.

College Planning Courses

College planning is designed to acquaint students with the philosophy and services of the college. Information about general education, transfer curricula, and occupational offerings is emphasized in the course so that students can outline an educational plan. Students develop a realistic level of expectation concerning college experiences and explore issues about themselves and their educational, vocational and personal goals.

COUN 011 Basic Orientation for International Students (0.5)
A course introducing international students with limited English skills to the facilities, programs and services
available at the college. The emphasis will be on information which will familiarize students with college environment. 9 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

COUN 156 College Planning Today for Tomorrow (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in helping students transition to college life. Students will receive practical information about college services, effective study habits, and individual educational planning. Emphasis is on college and career decisions as catalysts for growth. 18 lecture hours. CSU

COUN 158 Transfer Planning (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in helping students transfer successfully to a four-year university. Students will receive information about educational options in California, college majors, transfer assistance, ASSIST (web based student transfer information), California Articulation Number System (CANS), college and universities fees and tuition, California State University/University of California/California independent systems, general education certification options, Inter-segmental General Education Transfer Curriculum (IGETC) curriculum, questions often asked about IGETC, filing periods for college/university applications, financial aid, scholarships, and transfer terminology. 18 lecture hour. CSU

COUN 159 On Course to Success (3) (Cr/Nc)
This course will assist students in identifying the unique strengths they possess that will lead toward achieving academic mastery, career, and life success. Students will learn how they learn best and utilize this information to build a personal success plan. Through an exploration and critical analysis of the components of a successful student, students will analyze their reasons for attending college and develop a "success plan" that addresses maintaining motivation, goals setting, improving communication, and maintaining self-esteem, detailing how they may overcome obstacles. 54 lecture hours.

COUN 160 Strategies for College Success (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to give students the opportunity to create and change their habits and vision in order to have a rich, full, and rewarding scholastic life through adoption of positive attitude and critical thinking techniques. The course integrates the intellectual, physiological, social, and psychological aspects of being a college student. Learning strategies will be introduced that can be immediately and continuously applied so that students leave the course with confidence, enthusiasm, and a passion to succeed. 54 lecture hours. CSU;UC

Cooperative Education Courses

COUN 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

COUN 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

COUN 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.
COUN 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

COUN 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

COUN 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

COUN 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

COUN 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Dance
(Fine and Performing Arts Department)

Dance classes at Citrus prepare you for many opportunities in the world of dance. Classes are offered in jazz dance, classical ballet, tap dance and modern dance.

Certificates:


Dance Courses
(See Also Music)

DANC 102 History of Dance (3) (Cr/Nc)
A survey of dance from tribal, ethnic, and folk dance forms including Renaissance Europe, Louis XIV, the Golden Age of Ballet, and the Diaghilev Era, concluding with 20th Century dance including jazz, African-American influences, neo-classic ballet, modern, and world dance. 54 lecture hours. CSU;UC

DANC 103 Introduction to Dance (1) (Cr/Nc)
An introduction to dance as an art form through lecture, video, and activity. The student will experience historical and contemporary dance forms, such as ballet, modern jazz, hip hop, tap, and ballroom. This course may be taken four times. 18 lecture hours 36 lab hours. CSU;UC

DANC 130 Alignment and Correctives (2)
A class for non-dancers and dancers seeking an introduction to the structural aspects that affect movement and gait. Lectures include biomechanical and neuromuscular aspects of the body. Practical hours include in-depth study of Pilates mat techniques and Gyro-kinesis. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU

DANC 159 Beginning Tap (1) (Cr/Nc)
Designed to instruct students in the dance technique of beginning tap. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC
DANC 160 Beginning Jazz Dance (1) (Cr/Nc)
A survey of the basic skills in jazz movement. This class provides basic technique and practice warm-ups, stretching, body control, and the building of stamina and strength progressing to dance combinations. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 161 Beginning Modern Dance (1) (Cr/Nc)
The study of dance through varied individual and group experiences in Beginning Modern Dance, with emphasis on increasing the individual's ability to use movement creatively. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 36 lab hours. CSU;UC

DANC 162 Beginning Ballet (1) (Cr/Nc)
Designed to instruct students in the dance technique of classical ballet. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 163 Dance Movement for the Performer (1) (Cr/Nc)
A course in choreography designed for students wishing an in-depth performance experience.

Elementary:
Introduction to dance and body movement through acquisition of basic repertoire.

Intermediate:
Further expansion of established repertoire with emphasis on technique and developmental concepts.

Advanced:
Expansion of repertoire with student contribution in concept and execution of choreography. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 164 Commercial Dance Techniques (2) (Cr/Nc)
A course designed for the music student in jazz dance techniques, body control techniques, dance styles, performance preparation, and audition techniques. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 165 Summer Dance Conservatory (3)
This course provides beginning and intermediate students with ballet, modern, jazz, hip hop, tap, video for dance, choreography, and rehearsal techniques needed for a showcase performance. Each student receives a concentrated experience in dance training, choreography, and culminates in a stage dance performance. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU

DANC 171 Introduction to Choreography/Improvisation (2) (Cr/Nc)
Prerequisite: DANC 160 or 161 or 162.
An introduction and exploration of the art of dance composition. Course will include the elements of experimentation, imagination, and improvisation through choreographic exercises. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 172 Composition in Group Forms (2) (Cr/Nc)
Prerequisite: DANC 161.
A practical course guiding the student in choreographic structure, designed specifically for group forms. All movement exploration will be on the basis of modern dance technique. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 200 Dance Kinesiology (3) (Cr/Nc)
An introduction to and exploration of the structural aspects of a dancer's body and factors that affect movement in dance. Lectures include the structural, biomechanical and neuromuscular aspects of the dancer's body. 54 lecture hours. CSU;UC

DANC 201 Appreciation and Analysis of Dance (3) (Cr/Nc)
Lectures, readings, and discussion to understand and appreciate the value of dance as an art form and the various approaches to choreography. Attendance of two dance performances is required. 54 lecture hours. CSU;UC

DANC 259 Intermediate Tap I (1) (Cr/Nc)
Prerequisite: DANC 159 or Audition.
Designed to instruct students in the intermediate dance technique of tap. More study of the positions and combinations of tap. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC
DANC 260 Intermediate Jazz Dance I (1) (Cr/Nc)
Prerequisite: DANC 160 or Audition
Development of the techniques necessary to execute modern jazz dance. This class is designed to further develop the techniques of the student with intermediate instruction in stretching, body control, strength, stamina more challenging dance combinations and progression of personal style. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 261 Intermediate Modern Dance 1 (1) (Cr/Nc)
Prerequisite: DANC 161 or Audition
A continuing study of modern dance with more in-depth instruction in the technique and creative elements of the dance form, including individual and group in-class projects. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 262 Intermediate Ballet I (1) (Cr/Nc)
Prerequisite: DANC 162 or Audition.
Designed to instruct students in the intermediate dance technique of classical ballet. A more in-depth study of the positions and combinations of ballet. This course may be taken four times. 18 hours lecture, 36 hours lab. CSU;UC

DANC 263 Dance for Musical Theatre (4) (Cr/Nc)
Corequisite: Concurrent enrollment required in MUS 116 or 126.
This course is an in-depth performance experience focusing on styles of body movement for Musical Theatre stage productions. The fundamentals of dance will be reviewed, including basic ballet positions and exercises and basics in tap. Concepts of the history of dance in musical stage will also be explored. This course may be taken four times. 36 hours lecture, 108 hours lab. CSU;UC

DANC 264 Popular Dance Techniques (4) (Cr/Nc)
Corequisite: Concurrent enrollment required in MUS 116 or 126.
This course is an in-depth performance experience focusing on popular dance styles. The fundamentals of dance will be reviewed, and a focus on modern dance styles and techniques will be explored. Concepts of commercial dance techniques for videos and pop stage will also be studied. This course may be taken four times. 36 lecture hours, 108 lab hour. CSU;UC

DANC 265 Musical Staging: Rehearsal and Performance (2) (Cr/Nc)
Corequisite: Concurrent enrollment required in DANC 263.
Special rehearsal and public performance above and beyond normal class expectations. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 266 Pop Dance: Rehearsal and Performance (2) (Cr/Nc)
Corequisite: Concurrent enrollment required in DANC 264.
Special rehearsal and public performance above and beyond normal class expectations. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 269 Intermediate Tap II (1) (Cr/Nc)
Prerequisite: DANC 259 or Audition.
A more in-depth study of students' abilities and techniques in tap dance. Increased emphasis on style, speed and accuracy of sounds. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

DANC 270 Intermediate Jazz Dance II (1) (Cr/Nc)
Prerequisite: DANC 260 or Audition.
Designed to instruct students in the advanced techniques of advanced jazz dance for the purpose of performance. More challenging dance combinations and instruction in individual body control, strength, stamina, style, and line. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 271 Intermediate Modern Dance II (1) (Cr/Nc)
Prerequisite: DANC 261 or Audition.
A more advanced study of modern dance through varied individual and group experiences. Includes more complicated exercises and combinations with emphasis on the individual's use of creative movement. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 272 Intermediate Ballet II (1) (Cr/Nc)
Prerequisite: DANC 262 or Audition.
A course in the advanced techniques of classical ballet for the purpose of performance. A more in-depth study of movement vocabulary centered on individual style, strength, and technique. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC
DANC 275 Performance Ensemble (3) (Cr/Nc)
Corequisite: Concurrent enrollment required in DANC 171 or 172 and 261 or 262.
Dance ensemble designed to provide intermediate dance students performance experience in various dance styles. Course provides rehearsal and performance skill sharpening with the intent of public performance. Out of class rehearsal time may be necessary in order to complete production. Must be taken for two consecutive semesters in order to gain full potential from the course. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC

DANC 279 Advanced Tap I (1) (Cr/Nc)
Prerequisite: DANC 269 or Audition.
An advanced study of students’ abilities and techniques in tap dance. Increased emphasis on style, speed and accuracy of sounds. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

DANC 280 Choreography-Student Project (2) (Cr/Nc)
Prerequisite: DANC 171 and 172.
Corequisite: Concurrent enrollment required in DANC 261 or 262.
An in-depth choreography course utilizing the students organizational, creative and technical knowledge. The fundamentals of choreography will be reviewed and further development or choreographic motivation and structure will be explored. Individual project will be set in the ballet or modern dance style. This course may be taken two times. 18 lecture hours, 72 lab hours. CSU

DANC 281 Advanced Jazz Dance I (1) (Cr/Nc)
Prerequisite: DANC 270 or Audition.
Designed to instruct students in the advanced techniques of advanced jazz dance for the purpose of performance. More challenging dance combinations and instruction in individual body control, strength, stamina, style, and line. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 282 Choreography-Repertoire (2) (Cr/Nc)
Prerequisite: DANC 171 and 172.
Corequisite: Concurrent enrollment required in DANC 259, 260, 261 and/or 262, depending upon emphasis.
A course in dance performance training specifically for performance preparation. Repertoire will consist of existing works, reconstruction, and new works in jazz, modern, musical theatre, tap, and ballet styles. This course may be taken two times. 18 lecture hours, 72 lab hours. CSU;UC

DANC 286 Choreography-Musical and Dramatic (2) (Cr/Nc)
Prerequisite: DANC 280 and 282.
Corequisite: Concurrent enrollment required in DANC 269, 270, 271 and/or 272, depending upon emphasis.
A course in the composition of dance styles for musical and dramatic form. Course will include concepts on working with a score, story motivation, and a character movement and development. This course may be taken two times. 18 lecture hours, 72 lab hours. CSU;UC

DANC 287 Special Projects in Dance (2) (Cr/Nc)
Prerequisite: DANC 280 and 282.
Corequisite: Concurrent enrollment required in DANC 269, 270, 271 and/or 272, depending upon emphasis.
An in-depth course utilizing the student’s organizational, creative, and technical knowledge. The intermediate choreographic structure will be reviewed and further development of choreographic motivation and structure will be introduced. Selection of dance style may be chosen by the student with permission of the instructor. This course may be taken two times. 18 lecture hours, 72 lab hours. CSU

DANC 288 Citrus Dance Company - Touring Ensemble (3) (Cr/Nc)
Prerequisite: Audition.
Dance touring ensemble provides intermediate to advanced level dance students. Professional quality performance experience in a variety of dance styles and settings. Course employs rehearsal and performance skill sharpening methods with the intent of gaining performance/touring experience. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC

DANC 289 Dance Concert Production (3) (Cr/Nc)
Prerequisite: Audition.
Live dance concert production. Students will function as dance members in a fully produced dance production. The course is also open to all qualified students who wish to participate in production. This course may be taken four times. 36 lecture hours, 72 lab hours. CSU;UC

DANC 290 Dance Academy (3) (Cr/Nc)
Prerequisite: Two consecutive semesters of DANC 190.
Corequisite: Concurrent enrollment required in DANC 269, 270, 271, and/or 272 depending on emphasis.
Performance ensemble designed to provide intermediate to advanced level dance student’s performance experience in various dance styles. Enables students to rehearse and
Dental Assisting

Dental Assisting
(Health Sciences Department)

The Dental Assisting Program prepares students for the California State Registered Dental Assistant Examination. This program is accredited by the American Dental Association Commission on Accreditation and the California State Board of Dental Examiners. Upon completion, the graduate is eligible to sit for the California State Registered Dental Assistant Examination and the National Certification Examination. Must maintain a minimum grade of “C” in all dental courses.

Certificates:

DENTAL ASSISTING
REQUIRED COURSES: DENT 100, 101, 102, 121, 122, 123, 124, 125, 201, 202, 203

EMPLOYMENT OPPORTUNITY:
Dental Assistant, Registered Dental Assistant

Dental Assisting Courses

DENT 100 Dental Assisting Basics (2.5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will give the beginning dental assisting student a foundational knowledge of basic terminology, structures of the oral cavity, tooth morphology, tissues of the teeth, charting, and oral health care. The student will be oriented to the profession of dentistry in terms of governing bodies, professional organizations, ethics and jurisprudence. 45 lecture hours.

DENT 101 Chairside Assisting (3)
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.
This lecture/lab course provides preclinical instruction in four-handed dentistry techniques and prepares the student to assist a dentist at chairside. Content includes: the use and care of dental equipment, oral evacuation, instrument transfer, tray setups, infection control, preparation of anesthetic syringe, rubber dam, tofflemire matrix, cavity preparation, and rotary and hand instruments. Emphasis is placed on the responsibilities of a chairside dental assistant during general restorative procedures. 45 lecture hours, 45 lab hours, 27 lab hours arranged.

DENT 102 Dental Materials (2.5)
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.
This course presents the basic physical and technical aspects of dental materials utilized in restorative, and laboratory dental procedures. It is designed to develop the manipulative skills necessary for the application of these materials. 36 lecture hours, 36 lab hours, 18 lab hours arranged.

DENT 110 Introduction to Dental Assisting (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Open to anyone wanting to explore the possibilities of a career in dental assisting and/or dentistry. This class emphasizes introductory information and skills common to a dental assistant. Includes active learning and hands-on activities. 18 lecture hours, 9 lab hours.

DENT 121 Preclinical Dental Science (2)
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.
The study of the basic structure and function of the human anatomy as it relates to the oral cavity. This course provides instruction on oral histology and embryology, head and neck anatomy, and oral pathology with emphasis on their relationship to and affect on dental treatment. 36 lecture hours.

DENT 122 Infection Control in the Dental Office (1.5)
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.
This course is designed to prepare the dental assistant in the prevention of disease transmission in the work environment. Emphasis is placed on knowledge of the infectious disease process, use of barriers, sterilization, disinfection, OSHA requirements, and the concept of universal precautions. 27 lecture hours.

DENT 123 Preventive Dental Health (2)
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.
Fundamental skills involved in assessing the dental patient’s health, the effect on dental treatment and the adjustments to dental treatment needed to protect the physical welfare of the patient. This class provides instruction on health history, vital signs, recognition and management of medical emergencies, nutrition, and pharmacology. 36 lecture hours.
DENT 124 Dental Specialties (2)  
Prerequisite: Completion of, or concurrent enrollment required in, DENT 100.  
The scope of this course includes all aspects of dental specialties with emphasis on the procedures, terminology, the role of the auxiliary and special patient considerations.  36 lecture hours.

DENT 125 Dental Practice Management (2) (Cr/Nc)  
Prerequisite: Completion of DENT 100, 101, and 102.  
This course is designed to provide instruction in the application of skills and responsibilities of a business assistant in a dental practice.  Fundamentals in basic bookkeeping procedures, communication skills, appointment scheduling, dental insurance, records management, employment preparation, and banking/financial procedures.  Instruction includes integration of material through lecture, practical experience and the use of computers.  36 lecture hours, 18 lab hours arranged.

DENT 201 Dental Radiology (1.5) (Cr/Nc)  
Prerequisite: DENT 100, 101, 102.  
This course encompasses the preclinical and clinical instruction in safety radiation, exposing of intra-oral radiographs utilizing both bisecting and paralleling technique, and all aspects of film processing and mounting.  Student must be 18 years of age.  18 lecture hours, 45 lab hours, 18 lab hours arranged.

DENT 202 Registered Dental Assistant (5)  
Prerequisite: DENT 101, 102, 121, 122, 123, and 124.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
This course provides preclinical and, where appropriate, clinical practice in functions delegated to the dental assistant and the registered dental assistant under the jurisdiction of the California Dental Practice Act as specified by the rules and regulations of the Board of Dental Examiners.  Emphasis is placed on the practical application of each task, competency of performance, demonstrated concern for patient safety, and an acquired background knowledge to support each duty.  72 hours lecture, 99 hours lab.

DENT 203 DENTAL PRACTICAL EXPERIENCE (6)  
Prerequisite: DENT 122, 124, and 201.  
This course provides the student with the opportunity for application and performance of acquired knowledge and skills while assuming the role of a chairside assistant in a dental school setting or private dental office.  This course may be taken two times.  324 hours lab.

Cooperative Education Courses

DENT 698A Cooperative Education (1) (Cr/Nc)  
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester.  During the summer the student must be enrolled in at least one other class.  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of volunteer employment or training sites.  This course may be taken four times.  60 hours lab arranged per semester.

DENT 698B Cooperative Education (2) (Cr/Nc)  
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester.  During the summer the student must be enrolled in at least one other class.  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of volunteer employment or training sites.  This course may be taken four times.  120 hours lab arranged per semester.

DENT 698C Cooperative Education (3) (Cr/Nc)  
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester.  During the summer the student must be enrolled in at least one other class.  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of volunteer employment or training sites.  This course may be taken four times.  180 hours lab arranged per semester.

DENT 698D Cooperative Education (4) (Cr/Nc)  
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester.  During the summer the student must be enrolled in at least one other class.  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of volunteer employment or training sites.  This course may be taken four times.  240 hours lab arranged per semester.
DENT 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

DENT 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

DENT 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

DENT 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class. A course designed to assist students in planning and accomplishing meaningful learning objectives related to Dental Assisting at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Disabled Student Programs & Services
(Counseling and Advisement Department)
Specialized instructional support opportunities designed for students with disabilities. The student will become empowered through the use of individualized learning materials, technology, and compensatory strategies intended to lessen the impact of the disability for achieving success in college.

Disabled Student Courses

DSPS 075 Individualized Assessment of Learning Strengths and Weaknesses (0.5)
This course is designed for the student with special learning needs who may have a specific learning disability. Individual assessment of learning strengths and weaknesses will be completed to determine eligibility for services and to assist with early intervention in basic skills, learning strategies, study skills, and educational planning. Offered for Credit/No Credit grading only. Hours are arranged. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

DSPS 090 Empowerment for Students with Disabilities (2)
A course designed to facilitate successful transition to the collegiate level for new students with disabilities. Upon completion of this course, students will be better prepared to assert their needs, make decisions, and practice coping strategies pertinent to their unique situation. 36 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

DSPS 103 DSPS Technical Assistance Lab: Adaptive Technology (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Specialized instruction designed for students with disabilities who require adaptive computer technologies to effectively access the computer. The student will become empowered through the use of individualized learning materials, adaptive computer technology, and compensatory strategies intended to lessen the impact of the disability for achieving success in college. 54 lab hours.
Drafting Technology
(Physical Sciences and Engineering Department)

This drafting program provides coursework for such majors as electronics, engineering and architecture. In addition to the transfer program, a number of certificates are available.

Certificates:

COMPUTER GENERATED IMAGERY
REQUIRED COURSES: DRAF 102, 109, 111, 190; ART 120, 121, and 215

ADVANCED DRAFTING TECHNOLOGY-CAD
REQUIRED COURSES:
- Drafting Technology - CAD Certificate
- Plus. ART 188 or ENG 115; DRAF 190, 198; ENGR 130; MATH 130; PHYS 110

ARCHITECTURAL DESIGN
REQUIRED COURSES: ART 111, 120, 121, 188 or ENG 115; DRAF 158, 161, 190

ARCHITECTURAL DRAFTING-CAD
REQUIRED COURSES: ART 153 or ENG 110; DRAF 109 or ENGR 125; DRAF 150, 151, 152, 154, 160

EMPLOYMENT OPPORTUNITY:
- Entry level Architectural Drafter

DRAFTING TECHNOLOGY-CAD
REQUIRED COURSES: ART 111; DRAF 101 or 112; DRAF 109 or ENGR 125; DRAF 102, 103, 111; ART 153 or ENG 110.

Architectural Courses

DRAF 149 Introduction to Architectural Computer Generated Imagery and Design Technology (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A non-drafting course for students interested in exploring the architectural Computer Generated Imagery (CGI) and design technology. Students will develop career goals and knowledge required to understand various design professions. 18 lecture hours.

DRAF 150 Introduction to Architecture (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A non drafting course for students interested in exploring the fields of architecture and architectural technology and developing a working knowledge of the planning and design of a residence. 54 lecture hours. CSU

DRAF 151 Basic Residential Floor Plans and Functional Design (3) (Cr/Nc)
Prerequisite: DRAF 150, or high school architectural drawing and DRAF 101 or one year of high school mechanical drawing.
Introduction to the drafting skills of architectural technology. Residential floor plans and foundations, design problems, lettering, line work, drawing to scale, symbols, notes, and dimensions. 36 lecture hours, 72 lab hours. CSU

DRAF 152 Basic Residential Structure Design and Drafting (3) (Cr/Nc)
Prerequisite: DRAF 150 and 151 (151 may be taken concurrently).
Architectural drafting including: details of construction, framing of walls, ceilings and roofs, interior and exterior elevations, and cabinet details. Drafting techniques for completing a set of working drawings. 36 lecture hours, 72 lab hours. CSU

DRAF 153 Advanced Residential Detailing and Design (3) (Cr/Nc)
Prerequisite: DRAF 152.
Design and detail drawing of two story and split level homes. Special requirements for sloping lots, under house garages, and basements. Architectural styles typical of larger homes. 36 lecture hours, 72 lab hours. CSU

DRAF 154 Commercial and Industrial Buildings (3) (Cr/Nc)
Prerequisite: DRAF 152.
Designing and detailing small business and manufacturing buildings. Code requirements, special materials, and functional requirements. 36 lecture hours, 72 lab hours. CSU

DRAF 158 Perspective (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Project control of one and two-point perspective drawings, exterior and interior projects, shading and rendering of presentation drawings. 18 lecture hours, 54 lab hours. CSU

DRAF 160 Introduction to Architectural CAD (2) (Cr/Nc)
Prerequisite: DRAF 109.
An introductory course in which the CAD system is applied to special problems in architecture. Techniques in creating symbol libraries are explored. Proper and efficient methods of producing plans, sections, details
and elevations are introduced along with dimensioning fundamentals and sheet layout. 36 lecture hours, 36 lab hours. CSU

DRAF 161 Residential CAD (2) (Cr/Nc)
Prerequisite: DRAF 160.
An advanced architectural course using CAD for the design and development of residential floor plans and foundations, site plans, electrical plans, plumbing, climate control, sections, details, elevations and notes. 36 lecture hours, 36 lab hours. CSU

Computer Generated Imagery (CGI) Courses

DRAF 189 History and Theory of Design (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A non-drafting course for students interested in exploring the fields of Computer Generated Imagery (CGI) and engineering design and developing a working knowledge of the Computer Generated Imagery and engineering design. 54 lecture hours. CSU

DRAF 190 Computer Imaging Practices for Industry and Architecture (3) (Cr/Nc)
An advanced practical projects course using Alias/Wavefront Maya, 3D Studio Max, and other current industry standard software designed to complete the student’s preparation for employment. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

DRAF 290 Learning Maya Introduction (3)
Introduction to modeling, animate and render using Maya with a focus on establishing a working knowledge of Maya’s animation tools and techniques, this course builds a solid foundation for developing character animation and special effects sequences. The course uses the two different sections of the Learning Maya tutorial book to provide the student with an overview of the Maya environment and how it can be applied to their work. 36 lecture hours, 54 lab hours.

DRAF 291 Learning Maya Transitions (3)
Prerequisite: DRAF 190 or 290.
Teaches how to model, animate and render using Maya Transitions with a focus on establishing a working knowledge of Maya’s animation tools and techniques, this course builds a solid foundation for developing character animation and special effects sequences. The course uses the two different sections of the Learning Maya Transitions tutorial book to provide the student with an overview of the Maya environment and how it can be applied to their work. 36 lecture hours, 54 lab hours.

DRAF 292 Character Animation in Maya 4.5 (3)
Prerequisite: DRAF 290.
This instructor led course teaches artists and technical directors methods for setting up, organizing and animating characters in Maya. 36 lecture hours, 54 lab hours.

DRAF 293 Maya 4.5 Dynamics (3)
Prerequisite: DRAF 290.
This course teaches the student how to work with Maya’s Dynamics system and related tools. 36 lecture hours, 54 lab hours.

DRAF 294 Maya Rendering 4.5 (3)
Prerequisite: DRAF 290.
Teaches the final stage in the 3D Computer Graphics production process by examining the techniques and tools that will allow students to become proficient and effective using the Maya renderer. 36 lecture hours, 54 lab hours.

DRAF 295 Introduction to Maya Embedded Language (MEL) (3)
Prerequisite: DRAF 290.
Introduces the student to Maya’s scripting language Maya Embedded Language (MEL). A series of workflow enhancements, applications, and problem solving examples are used to guide the student through important fundamental MEL scripting commands, functions, concepts, and techniques. 36 lecture hours, 54 lab hours.

DRAF 296 Maya/Accelerator (3)
Prerequisite: DRAF 290.
Advanced concepts in modeling, character rigging, and animation, dynamics, and rendering in an intense, information-packed semester. Students will be taken through advanced workflows prepared by Alias/Wavefront product experts, and through key highlights from Alias/Wavefront’s Certified Training Offerings. 36 lecture hours, 54 lab hours.

DRAF 297 Maya Cloth (3)
Prerequisite: DRAF 290 and 292.
This instructor led course teaches how to plan and carry out cloth simulations at an intermediate level within the Maya environment. With a focus on establishing sound workflow practices, students will work on a variety of effects to explore the relevant tools and their application. 36 lecture hours, 54 lab hours.
## Mechanical Drawing Courses

**DRAF 101 Mechanical Drawing (3) (Cr/Nc)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
A basic course for pre engineering, pre architecture, and others who have had no previous mechanical drawing.  
36 lecture hours, 72 lab hours. CSU

**DRAF 102 Technical Illustration (2.5) (Cr/Nc)**  
*Prerequisite: DRAF 101 and 109.*  
A basic course in pictorial drawing including freehand, mechanical, and CAD constructions in isometric and perspective drawing.  
36 lecture hours, 36 lab hours. CSU

**DRAF 103 Advanced Mechanical Drawing (3) (Cr/Nc)**  
*Prerequisite: DRAF 101 or one year high school mechanical drafting.*  
Advanced techniques and the solution of drafting problems through a variety of practical applications rather than the theories of projection. Advanced problems in instrumental drawing, lettering, geometric construction, multi-view projections, sections, and auxiliary view.  
36 lecture hours, 72 lab hours. CSU

**DRAF 109 Intermediate Computer Aided Drafting (CAD) (2) (Cr/Nc)**  
*Strongly recommended: DRAF 112 or drafting industry experience. Also, READ 099 if required by reading placement exam or if required by reading level.*  
This course provides an overview of the application of microcomputers to the production of technical drawings and other computer graphics. Lectures, discussions, audiovisuals, outside reading and supervised computer laboratory projects are among the means employed to develop a comprehensive introduction to CAD. This course may be taken three times.  
18 lecture hours, 54 lab hours.

**DRAF 111 Computer Aided Design and drafting Mechanical (CADD) (2) (Cr/Nc)**  
*Prerequisite: DRAF 109 or ENGR 125.*  
Presents advanced automated drafting techniques used in the production of mechanical drawings. This study emphasizes the creation and use of symbol libraries and custom tablet menus. This course may be taken three times.  
18 lecture hours, 54 lab hours.

**DRAF 112 Introduction to Computer Aided Design (CAD) and Mechanical Drawing (3)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
A basic course for pre-engineering, pre-architecture, and others who have had no previous Computer Aided Design (CAD) and mechanical drawing.  
36 lecture hours, 72 lab hours. CSU

**DRAF 198 Special Problems in Drafting (1) (Cr/Nc)**  
*Prerequisite: DRAF 152.*  
Supervised projects in specialized drafting topics, perspective, sheet metal drafting, map drafting or model making to meet the needs of students preparing portfolios or for specific job training. This course may be taken three times.  
54 lab hours.

## Cooperative Education Courses

**DRAF 698A Cooperative Education (1) (Cr/Nc)**  
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. **During the summer the student must be enrolled in at least one other class.**  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of volunteer employment or training sites. This course may be taken four times.  
60 hours lab arranged per week.

**DRAF 698B Cooperative Education (2) (Cr/Nc)**  
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. **During the summer the student must be enrolled in at least one other class.**  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of volunteer employment or training sites. This course may be taken four times.  
120 hours lab arranged per semester.

**DRAF 698C Cooperative Education (3) (Cr/Nc)**  
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. **During the summer the student must be enrolled in at least one other class.**  
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of volunteer employment or training sites. This course may be taken four times.  
180 hours lab arranged per semester.
During the summer the student must be enrolled in at least one other class.

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

DRAF 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.
During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

DRAF 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.
During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

DRAF 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.
During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

DRAF 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester.
During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Drafting Technology at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Earth Science

Earth Science

(Physical Sciences and Engineering Department)

Earth science consists of geology, physical geography and oceanography, all of which investigate the material and phenomena associated with the development of planet Earth. The term “earth science” includes environmental science and natural resources.

The courses in this program are designed to meet the general education and lower division requirements for transfer and associate degree students.

Geography Courses

ESCI 118 Physical Geography (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study of the basic physical elements of geography; maps, seasons and time, weather, climate, soils, natural vegetation, and land forms, and their relationships and distribution upon the face of the earth. 54 lecture hours. CSU;UC

ESCI 180 Introduction to Geographic Information Systems (3) (Cr/Nc)
An introduction to GIS. The course will teach the theory and use of GIS software in a number of fields including business, resource management, Earth Sciences, and urban planning. Recommended for anyone using spatial data in their profession. 36 lecture hours, 90 lab hours. CSU;UC

Geology Courses

ESCI 111 Earth and Space Science for Educators (4)
Prerequisite: CHEM 106 or PHYS 106, MATH 150. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of Earth and space science and the interrelationships among these disciplines. Emphasis will be placed upon the comparative study of the Earth and the other planets, their formation and evolution, Earth’s atmosphere, hydrosphere, and lithosphere; the dynamics of each, and how they are interrelated. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. 54 lecture hours, 54 lab hours. CSU
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>ESCI 120</td>
<td>Physical Geology (4)</td>
<td></td>
<td>An elementary study of the Earth, particularly of its materials and structure, and of the physical and chemical processes at work upon and within it. 54 lecture hours, 54 lab hours. CSU;UC</td>
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<tr>
<td>ESCI 121</td>
<td>Historical Geology (4)</td>
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<td>The geological events of Earth history from the origin of our planet to the present time. Includes a summary of the evolution of the plants and animals of the Earth and a study of the fossils of the various periods of geologic time. Field excursions will be arranged. A transportation fee will be charged. 54 lecture hours, 54 lab hours. CSU;UC</td>
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<tr>
<td>ESCI 122</td>
<td>Geology: Earth History (3)</td>
<td></td>
<td>An introduction to the study of the Earth's geological history, from the origin of our planet to the present. Topics include the history and development of life, processes of fossilization, the origin of coal and petroleum, and plate tectonics with emphasis on North America. 54 lecture hours. CSU;UC</td>
</tr>
<tr>
<td>ESCI 124</td>
<td>Environmental Geology (3)</td>
<td></td>
<td>Application of geologic principles to selected environmental problems. Topics include earthquakes, volcanoes, mass wasting/landslides, surface water, ground water, coastal processes, mineral resources, fossil fuels, and environmental impact statements. 54 lecture hours. CSU;UC</td>
</tr>
<tr>
<td>ESCI 125</td>
<td>California Geology (4)</td>
<td></td>
<td>A study of the Geologic materials, processes, and history in the State of California. Primary emphasis is on its unique rocks and minerals, its structure, and of the physical and chemical processes which have and will continue to shape it. Course will include three weekend trips to selected locales in California. A transportation/activities fee will be charged. This course may be taken two times. 54 lecture hours, 54 lab hours. CSU;UC</td>
</tr>
<tr>
<td>ESCI 140</td>
<td>Geology of Death Valley National Park (1)</td>
<td></td>
<td>A study of the geologic materials and processes in Death Valley National Park. The primary emphasis is on the park's unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, Aeolian processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU</td>
</tr>
<tr>
<td>ESCI 141</td>
<td>Geology of Yosemite National Park (1)</td>
<td></td>
<td>A study of the geologic materials and processes in Yosemite National Park. The primary emphasis is on the park's unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, Aeolian processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU</td>
</tr>
<tr>
<td>ESCI 142</td>
<td>Geology of Channel Islands National Park (1)</td>
<td></td>
<td>A study of the geologic materials and processes in Channel Islands National Park. The primary emphasis is on the park's unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, coastal processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU</td>
</tr>
<tr>
<td>ESCI 143</td>
<td>Geology of Joshua Tree National Park (1)</td>
<td></td>
<td>A study of the geologic materials and processes in Joshua Tree National Park. The primary emphasis is on the park's unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, desert processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU</td>
</tr>
<tr>
<td>ESCI 144</td>
<td>Geology of Lassen Volcanic National Park (1)</td>
<td></td>
<td>A study of the geologic materials and processes in Lassen Park. The primary emphasis is on the park's unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, volcanic processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU</td>
</tr>
</tbody>
</table>
Volcanic National Park. The primary emphasis is on the park’s unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, volcanic processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 9 lecture hours, 27 lab hours. CSU

ESCI 145 Geology of Sequoia-Kings Canyon National Park (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study of the geologic materials and processes in Sequoia-Kings Canyon National Park. The primary emphasis is on the park’s unique geomorphology and tectonic history. Course also includes the study of regional minerals and rocks, glacial processes, and tectonic features. Course includes a weekend trip to the region. A transportation/activities fee may be charged. This course may be taken two times. 18 lecture hours, 54 lab hours. CSU

Oceanography Courses

ESCI 130 Physical Oceanography (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A study of marine geology and topography, physical processes within the marine environment, such as waves and currents, tides, sea-floor spreading, marine provinces, marine sediments, and environmental relationships. 54 lecture hours. CSU;UC

Cooperative Education Courses

ESCI 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Earth Science at their place of volunteer employment or training sites. This course may be taken four times. 75 hours arranged per semester.

ESCI 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Earth Science at their place of paid employment or training sites. This course may be taken four times. 120 hours arranged per semester.

ESCI 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Earth Science at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

ESCI 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Earth Science at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

ESCI 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Earth Science at their place of paid employment or training sites. This course may be taken four times. 75 hours arranged per semester.
Economics (Social Sciences Department)

Economics Courses

ECON 100 Economics (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This is a survey of economics course. It is designed as a beginning economics class. It involves laying the basic principles of economic theory on both the macro and micro levels and showing how the principles can be applied to analyze current economic issues such as national health care, outsourcing, gas prices, the health of the economy, immigration. 54 lecture hours. CSU; UC

ECON 101 Principles of Economics (3) (Cr/Nc)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level.
An introductory course that focuses on aggregate economic analysis. Topics include market systems; economic cycles including recession, unemployment and inflation; national income accounts; macroeconomic equilibrium; money and financial institutions; monetary and fiscal policy; and international trade and finance. 54 lecture hours. CSU; UC

ECON 101H Principles of Economics/Honors (3) (Cr/Nc)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level.
A macro economics course that focuses on aggregate economic analysis and its applications. Topics include: theory of market systems; economic cycles including recession, unemployment and inflation; national income accounts; macroeconomic equilibrium; money and financial institutions; monetary and fiscal policy; and international trade and finance. It also tackles the application of the theory to different economic issues like power of business in the energy market, outsourcing and unemployment, lending practices among financial institutions and its effects on the real estate market, the budget deficit, the trade deficit, national health care proposals, and immigration. Students are expected to participate at an honors level which includes research of the application cases, analysis of issues, and strong critical thinking and writing skills to evaluate current policies and generate optimal solutions. 54 lecture hours. CSU

ECON 102 Principles of Economics (3) (Cr/Nc)
Prerequisite: Completion of ECON 101 with min. grade of C.
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level.
Microeconomics, an introductory course that focuses on decision making from the viewpoint of the individual consumer, worker, and firm. Emphasis is on the price system, allocation of resources and income, supply and demand analysis, structure of the American industry, and applications to current economic policy and problems. 54 lecture hours. CSU; UC

Electronics (Physical Sciences and Engineering Department)

Electronics technology is a two-year program which may be applied toward a four-year degree in engineering technology. Employment opportunities are available in many areas including research and development, industrial maintenance, field service, aerospace and commercial systems testing. Upon completion of the Electronics Technician Certificate the student is prepared to take the examination for a first class commercial license from the Federal Communications Commission and can be employed as an electronics technician.

Certificates:

ELECTRONICS TECHNICIAN
REQUIRED COURSES: ELEC 101, 102, 201, 202; ENGR 104, 107
EMPLOYMENT OPPORTUNITY: Aerospace Technician, Research and Development Technician, Test Equipment Repair and Calibration Technician

Electronics Courses

ELEC 100 Introduction to Technology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in technology covering computer technology, CADD, electronic technology, and recording arts technology. This course is ideally suited for people who wish to explore the variety of classes and job opportunities available in the technology field. This course may be taken two times. 36 lecture hours, 54 lab hours. CSU
ELEC 101 Electronics Fundamentals (4) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  
*Also, Math Level 2*

This course covers the fundamentals of D.C. circuits.  
The following topics are emphasized: Ohm’s Law, power sources, capacitance, Kirchhoff’s Laws, and Norton’s and Thevenin’s theorems. Arithmetic and algebraic analysis of D.C. circuits using scientific calculators.  
ELEC 201 may be taken concurrently.  54 lecture hours, 54 lab hours. CSU

ELEC 102 Electronics Communication (4) (Cr/Nc)
**Prerequisite:** ELEC 101.  
**Strongly recommended:** Eligibility for MATH 130.  

This course covers the fundamentals of A.C. circuits.  
The following topics are stressed: magnetism, reactance, impedance, resonance, transformers, filters, and polyphase systems. 54 lecture hours, 54 lab hours. CSU

ELEC 105 Introduction to PC Hardware and Configuration (4) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

The identification of parts and the procedures to assemble them into an operational personal computer. The installation of the operating system software and basic hardware troubleshooting process. 54 lecture hours, 54 lab hours.

ELEC 106 Software Installation on Personal Computers (4) (Cr/Nc)
**Strongly recommended:** ELEC 105  
**Also, strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.

This course provides information for the configuration and installation of software on the personal computer. Loading of MS-DOS and Microsoft Windows 95 and related issues will be discussed. This course may be taken two times. 54 lecture hours, 54 lab hours.

ELEC 111 Introduction to Electronics Technology (3) (Cr/Nc)

An introductory course in electronics covering the structure of the atom through the majority of transistor and vacuum tube circuits. It is designed for those who wish to test their aptitude before committing themselves to a long program. The course is ideally suited for people who wish to communicate with those already in the field. 54 lecture hours. CSU

ELEC 112 D.C. Circuit Networks (4) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

This course covers the use of electrical laws and network theorems in the study of DC circuits. Designed to utilize practical breadboard building techniques as well as practical techniques for using electronic test equipment in the lab. 54 lecture hours, 54 lab hours. CSU

ELEC 113 A.C. Circuit Networks (4) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

This course covers the use of electrical laws and network theorems in the study of AC circuits. Designed to use schematic diagrams in building and testing AC electronic circuits. 54 lecture hours, 54 lab hours. CSU

ELEC 116 Digital Computers-Logic Design and Circuits (4) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

This course covers the principles of digital computer logic circuit technology. Course study includes introduction to number systems, logic gates, Boolean algebra, arithmetic circuits, flip-flops, counters, registers, encoders, decoders, multiplexers, demultiplexers, and analog - digital interfaces. In the laboratory, the concepts of schematic diagrams in building and testing of digital system circuits with integrated circuits components. The practical techniques for using digital probes and the oscilloscope in troubleshooting digital circuits. 54 lecture hours, 54 lab hours.

ELEC 117 Digital Computers-Systems (4) (Cr/Nc)
**Strongly recommended:** ELEC 116.  
**Also, strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

A course covering electronic digital computer system operations including codes, computer logic gates and flip flops, computer arithmetic element, computer memory element, computer organization and control, computer operations and computer input/output devices. 54 lecture hours, 54 lab hours.

ELEC 120 Introduction to Computer Technology (3) (Cr/Nc)
**Strongly recommended:** READ 099 if required by reading placement exam or if required by reading level.  

Introductory course in computer technology. This course is designed to expose the student to the basic principles of computers and networking. Topics covered: basic parts of computers, differences between Macs and PCs, file compression, streaming audio and
video, zip drives, basic maintenance of computers, and basic network theories. Recommended for the recording arts technology student. This course may be taken two times. 36 lecture hours, 54 lab hours.

ELEC 130 Computer Assisted Schematic, PCB Design, and Assembly (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Introductory use of computers for schematic, wiring list and printed circuit board layout design. Introduces the process of circuit board etching and assembly procedures. 54 lecture hours, 18 lab hours.

ELEC 185 Introduction to Microprocessor Based Systems (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is intended as an Introduction to Microprocessor based systems involving micro controllers and control systems for any student studying assembly programming, control, or machine architecture for the first time. The hardware and software principles of computer technology includes introduction to number systems, SSI, MSI, memory, counters, and registers. In the laboratory, the concepts of schematic diagrams and testing using digital probes and the oscilloscope. Students solve quite complex assembly programming problems involving conditional jumps, procedures, software and hardware interrupts, and Boolean logic. Although programs will be small, there is a good scope for modular design and separation of code and data tables. 54 lecture hours, 54 lab hours.

ELEC 201 Digital Electronics (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the principles of digital computer logic circuit technology. Course study includes: logic gates, Boolean algebra, flip-flops, arithmetic circuits, counters, registers, memory, microprocessor structure, and analog-digital interface. ELEC 101 may be taken concurrently. 54 lecture hours, 54 lab hours.

ELEC 202 Solid State Devices (4) (Cr/Nc)
Prerequisite: ELEC 101.
The study of semiconductor solid state and linear integrated circuit theory with the following devices: diodes, bipolar transistors, field effect transistors, operational amplifiers, times, optoelectronics, thyristors, with an introduction to lasers. In the laboratory the student will conduct experiments using electronic test equipment with discrete devices, including linear integrated circuits. 54 lecture hours, 54 lab hours.

ELEC 214 Op-Amp and Transistor Circuit Analysis (4) (Cr/Nc)
Strongly recommended: Completion of, or concurrent enrollment required in, ELEC 111. Also, READ 099 if required by reading placement exam or if required by reading level.
This course is designed for students as well as technicians and engineers with special emphasis placed on discrete and integrated devices. Devices covered will be the bipolar transistor, operational amplifier, and various integrated components. The course will update students on current devices available, applications, and techniques for practical use of the devices. 72 lecture hours.

ELEC 224L Op-Amp and Transistor Circuit Analysis Lab (1) (Cr/Nc)
Prerequisite: Completion of, or concurrent enrollment required in, ELEC 214.
This course is designed to utilize practical breadboard building techniques as well as practical techniques for using electronic test equipment. The course will reinforce information received in ELEC 214. 54 lab hours.

Cooperative Education Courses

ELEC 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

ELEC 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.
ELEC 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

ELEC 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

ELEC 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

ELEC 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

ELEC 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

ELEC 699D Cooperative Education (4)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Electronics at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Emergency Management
(Health Sciences Department)

Emergency Management Courses

EMER 162 Principles of Emergency Management (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides an introduction to the principles of Emergency Management and Disaster Planning. Topics covered include: terrorist profiles, trends in terrorism, the emergency operations plan, response consideration to chemical and biological incidents and components of the emergency management system. 54 lecture hours.

EMER 163 Terrorism and Emergency Management (3)
Strongly Recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides instruction to terrorism and the emergency management of terrorist types of acts. Topics covered include; concepts of emergency management, event management, local plans and resources, general biological terrorism concepts, medical consequences and planning guidelines. This course will present a foundation of the threat and explore mitigation techniques. 54 lecture hours.

EMER 164 Managing Hazardous Materials Incidents (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides an introduction to hazardous materials and management. Topics covered include; recognizing what hazardous materials are, the problems they pose; and how to begin a safe and effective response to a Haz Mat incident. Upon successful completion of the course students are eligible to sit for
the California State Specialized Training Institute (CSTI) certification examination.  54 lecture hours.

EMER 166 Emergency Planning and Methodology (3)
Strongly recommended: READ 099 if required by reading placement or if required by reading level.
This course provides instruction to emergency planning and methodology. The course provides a study of pre-plan requirements, hazards and resource assessments, vulnerability analysis, methodology of planning, and public policy considerations.  54 lecture hours.

Engineering
(Physical Sciences and Engineering Department)

Engineering is concerned with the application of scientific and mathematical theories and principles to solve practical technical problems.

Citrus College offers two tracks in their engineering program: The first track is designed to prepare a student for transfer to a four-year college with junior standing. Along with the engineering courses, students will take physics, chemistry, and mathematics.

Since there is a high level of variability in engineering programs at various institutions, the student seeks early assistance in planning their specific course of study.

The second track offers, along with the opportunity to transfer, more pragmatic and applied aspects of engineering.

Certificates:

DIGITAL DESIGN MEDIA
REQUIRED COURSES: Five of the following: ENGR 184, 185, 186, 187, 188, 189

INFORMATION TECHNOLOGY
REQUIRED COURSES: ELEC 185; PHYS 110, ENGR 104, 107, 108; ENGR 105 or CSIS 170

Engineering Courses
(See Also Drafting Technology)

ENGR 100 Principles of Technology (3)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by the reading level.
A course in the principles of technology using applied physics in practical applications. Designed for those who plan to pursue careers as technicians or for those who want to keep pace with the advances in modern technology.  36 lecture hours, 54 lab hours.

ENGR 104 PC Hardware and Maintenance (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will be of interest to computer technicians, field service and help desk support personnel, as well as, individuals interested in enhancing their technical skills and knowledge of the PC system. The course starts from the basic entry level concepts, and quickly progresses into discussing advanced topics related to the PC industry. It will lay the foundation for attendees to prepare for the A+ certification tests or to pursue further training for the MCSE program. This course may be taken two times.  54 lecture hours, 54 lab hours.

ENGR 105 Visual Basic for Networking (3)
Strongly recommended: MATH 130
Covers the use of Visual Basic in a Windows interface. Topics covered include graphics interface, event driven programming, modular design, decision structures, and repetition. Intended for students in the Engineering Computer Technology program. 36 lecture hours, 54 lab hours. CSU;UC

ENGR 106 Visual Basic Projects (2)
Prerequisite: ENGR 105.
An advanced course in the design of Visual Basic programs. This course will emphasize use of databases, arrays, OLE and Active X controls. 18 lecture hours, 54 lab hours.

ENGR 107 Network Technology (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides information covering the LAN and WAN. Network topologies and protocols are presented. This course may be taken two times. 54 lecture hours, 54 lab hours.

ENGR 108 Newtworking Operating Systems (4) (Cr/Nc)
Strongly recommended: ENGR 107.
This course provides information covering the areas of network operating systems used on LANS and WANS. This course includes installation and overview of popular server software. This course may be taken two times. 54 lecture hours, 54 lab hours.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 109</td>
<td>Network and Computer Security (Cr/Nc) (4)</td>
<td></td>
<td></td>
<td>Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Covers basics of general security concepts, network security, communication security, and infrastructure security. Business continuity, disaster recovery, planning and prevention will be covered. This course will lay the foundation for attendees to complete the CompTIA Security + certification tests. 54 lecture hours, 54 lab hours.</td>
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<tr>
<td>ENGR 114</td>
<td>Digital Design Basics (3)</td>
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<td>An overview of digital design mediums and related technologies. This course will use Quark, Adobe Photoshop, Illustrator, HTML, and Dreamweaver to explore the requirements and develop projects for various print and digital media. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU</td>
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<tr>
<td>ENGR 122</td>
<td>Engineering Drawing (3) (Cr/Nc)</td>
<td></td>
<td>DRAF 101</td>
<td>Prerequisite: DRAF 101. Covers the application of the latest industrial design standards of orthographic projection and dimensioning specifications in the production of mechanical items and assemblies. 36 lecture hours, 72 lab hours. CSU;UC</td>
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<tr>
<td>ENGR 125</td>
<td>Introduction to Engineering CAD (2)</td>
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<td>An introduction to the use of computers in engineering drawing. This course includes hands-on use of IBM compatible hardware and AutoCAD software. 18 lecture hours, 54 lab hours. CSU;UC</td>
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<tr>
<td>ENGR 130</td>
<td>Engineering Graphics (3)</td>
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<td></td>
<td>Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Covers the application of descriptive geometry in the solution of engineering problems. Presents the latest industrial design standards of orthographic projection, isometric sketching and dimensioning according to ANSI Y14.5 specifications. 36 lecture hours, 72 lab hours. CSU;UC</td>
</tr>
<tr>
<td>ENGR 184</td>
<td>Vector Drawing Using Macromedia Freehand/Adobe Illustrator I (4)</td>
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<td></td>
<td>Strongly recommended: Basic knowledge of the Windows operating system. Create artwork for print and web with this introduction to Macromedia's vector-based illustration program. Lecture and lab instruction will establish a firm foundation in Freehand and/or Adobe Illustrator by mastering the tools and techniques necessary to create complex and attractive illustrations and text effects. This is a hands-on class using both PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.</td>
</tr>
<tr>
<td>ENGR 185</td>
<td>Vector Drawing Using Macromedia Freehand/Adobe Illustrator II (4)</td>
<td></td>
<td>ENGR 184</td>
<td>Students will create vector-based illustrations for print and web. They will also learn to use many of Freehand and/or Illustrator advanced drawing and editing tools to transform artwork and create a variety of special effects, including transparency. Students will prepare a folder of finished drawings for export to other programs. This is a hands-on class using both PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.</td>
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<tr>
<td>ENGR 186</td>
<td>Photoshop/Raster Imaging I (4)</td>
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<td></td>
<td>Strongly recommend: Basic knowledge of the Windows operating system. The student will learn to create digital images using Photoshop tools in conjunction with scanned art and photos. Lecture and lab instruction covers the basic tools including photo adjustment, layers, selection tools, transformation, masking, and painting. This is a hands-on class using both the PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.</td>
</tr>
<tr>
<td>ENGR 187</td>
<td>Photoshop/Raster Imaging II (4)</td>
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<td>ENGR 186</td>
<td>Students will learn to use many of Photoshop’s advanced tools and techniques to create digital images. They will use advanced techniques for layering, adjusting images, and using different file formats. Students will also receive an introduction to image-ready animation. This is a hands-on class using both the PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.</td>
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<tr>
<td>ENGR 188</td>
<td>QuarkXpress/Page Layout I (4)</td>
<td></td>
<td></td>
<td>Strongly recommend: Basic knowledge of the Windows operating system. Students will create and integrate, multiple page print documents containing both text and graphics imported from Freehand/Illustrator and Photoshop. Lecture and lab instruction covers the basic tools used to set up a document, create and edit text, and apply master pages and styles to automate formatting; control text flow, and make editing changes quickly. This is a hands-on class using both PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.</td>
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</tbody>
</table>
ENGR 189 QuarkXpress/Page-Layout II (4)
Prerequisite: ENGR 188.
Students will learn to use many of QuarkXPress’ advanced document layout tools to explore advanced features to create and manage publications more effectively, particularly longer pieces. Students will work on a variety of projects to enhance their skills. Topics covered include: color, multiple master pages, combining files into a book, creating a table of contents, using scanned materials, and correct output techniques to a service bureau or commercial printer. This is a hands-on class using both PC’s and Macintosh computers. This course may be taken two times. 54 lecture hours, 72 lab hours.

English
(Language Arts Department)

The English program offers courses from the pre-collegiate through the college sophomore levels to provide students with a comprehensive foundation for writing, textual analysis, and critical thinking which will help them to succeed in composition and literature courses, as well as, enter a satisfying occupation or profession. The English program reflects the diversity found in the college population and fosters a strong liberal arts background through rigorous instruction in literature and its cultural contexts, including history, philosophy, politics and religion. Courses are sequenced appropriately to lead to the A.A. degree or to university transfer: English 40 and 100 are demonstrably effective prerequisites for English 101 and 101H, and these courses are in turn demonstrably effective prerequisites for the advanced writing courses (102, 103, 103H, 104).

English Courses

ENGL 030 Writing Skills I (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of non-credit course work below ENGL 030.
Strongly recommended: READ 019 if required by reading placement exam or if required by reading level.
This course focuses intensively on English fundamentals including grammar, spelling, prewriting strategies, and basic paragraph development. This course is designed primarily for those students preparing for ENGL 040. 54 lecture hours, 18 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ENGL 040 Writing Skills II (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or completion of ENGL 030 with min. grade of C.
Strongly recommended: READ 040 if required by reading placement exam or if required by reading level.
A review of English fundamentals including grammar, spelling, vocabulary, and standard usage with emphasis on punctuation, basic writing skills, and paragraph development. This course is designed primarily for those students preparing for ENGL 100. 54 lecture hours, 18 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ENGL 100 Fundamentals of Composition (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or completion of ENGL 040 with a min. grade of C.
An introduction to the fundamental techniques and rhetorical devices necessary to effective expository prose, with emphasis on paragraph development, outlining, organization, and revision leading to the multiple-paragraph essay. This course is designed primarily for students preparing for ENGL 101. 54 lecture hours.

ENGL 101 Reading and Composition (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or completion of ENGL 100 with min. grade of C.
A composition course emphasizing exposition, analysis, argument, and research techniques. Extensive writing practice based upon reading culturally diverse short stories. 54 lecture hours. CSU;UC

ENGL 101H Reading and Composition (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ENGL 100.
This composition honors course emphasizes exposition, analysis, argument, and research techniques. There is extensive writing practice based upon reading culturally diverse short stories and novels. Critical thinking skills are reflected in in-class presentations, collaborative projects, in-class essays, formal essays, and research paper. 54 lecture hours. CSU;UC

ENGL 102 Reading and Composition (3) (Cr/Nc)
Prerequisite: ENGL 101.
Reading and writing about representative works of fiction, drama, and poetry. Critical thinking and cross-cultural awareness are emphasized. 54 lecture hours. CSU;UC
ENGL 103 Composition and Critical Thinking (3)
(Cr/Nc)
Prerequisite: Completion of ENGL 101 with a min. grade of C.
This course uses literature as a basis for the teaching of critical thinking and composition. The emphasis is upon the analysis of issues, problems, and situations represented in literature and on the development of effective written arguments in support of the analysis. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 103H Composition and Critical Thinking (3)
Prerequisite: ENGL 101.
This honors course uses literature as a basis for the teaching of in-depth critical thinking and advanced composition. The emphasis is upon the analysis of issues, problems, and situations represented in literature and on the development of effective written arguments in support of the analysis. Critical thinking skills are demonstrated through research papers, in-class presentations, and collaborative exploration of material. Students are expected to demonstrate honors level work which includes strong critical thinking skills, thorough analysis of assigned readings, and presentation and leadership skills demonstrated through class participation. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 104 Advanced Rhetoric: The Classical Essay (3)
(Cr/Nc)
Prerequisite: ENGL 101.
This course is designed to help students develop critical thinking, writing and research skills beyond the level achieved in ENGL 101. Particular emphasis is placed on increasingly complex classical methods of invention, arrangement and style for writing assignments that demand sound organizational skills. Students will read and critically evaluate (for meaning, purpose, strategy and style) expository and argumentative essays from a variety of classical sources and multi-cultural perspectives and then use these essays as rhetorical models for their own writing assignments. Students will be required to test prejudices they hold, prove or disprove a hypothesis, evaluate the opinions of others, explain the effect of the media, and attempt to synthesize opposing arguments on an issue through critical thinking. Most of the written assignments will require library research and documentation. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 110 Introduction to Technical Writing (3)
Prerequisite: Placement is based on multiple assessment or successful completion of ENGL 100.
This computer-based composition course provides instruction in critical thinking, reading, writing, and research skills necessary for working in a computer-based environment. Students will produce resumes, reports, e-mail, instruction manuals, proposals, and perform Internet based research. This course may be taken two times. 54 lecture hours. CSU

ENGL 210 Creative Writing I (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Instruction and practice in various forms of creative expression such as the short story, drama, the novel, and poetry. Critical evaluation of professional and student writing. This course may be taken two times. 54 lecture hours. CSU

ENGL 211 Creative Writing II (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in creative expression for students who desire to continue creative writing in the fields of fiction, drama, and poetry. This course may be taken two times. 54 lecture hours. CSU

ENGL 213 Horror Literature (3) (Cr/Nc)
Strongly recommended: ENGL 101. Also, READ 099 if required by reading placement exam or if required by reading level.
An introduction to horror literature, this course is designed to give students an understanding of the application of literary analysis to horror literature. 54 lecture hours. CSU

ENGL 251 Introduction to English Literature I (3)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Significant works of major British writers in historical perspective. Anglo-Saxon period through the eighteenth century with emphasis on Chaucer, Shakespeare, and Milton. 54 lecture hours. CSU;UC

ENGL 252 Introduction to English Literature II (3)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Significant works of major British writers in historical perspective. Nineteenth and twentieth centuries with emphasis on the Romantic period, the Victorian period, and the novel. 54 lecture hours. CSU;UC
ENGL 261 Introduction to American Literature I (3)  
(Cr/Nc)  
Students explore the context and influence of American literature from the Colonial period to the Civil War. Students examine specific literary works and their contributions to our personal and cultural context. 54 lecture hours. CSU;UC

ENGL 262 Introduction to American Literature II (3)  
(Cr/Nc)  
Students will explore the context and influence of American literature from the Civil War to the present. Students examine specific literary works and their contributions to our culture, the continuation of traditional themes and the emergence of new forms and themes. 54 lecture hours. CSU;UC

ENGL 271 Introduction to World Literature: Ancient-Medieval (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course explores the relationships among history, philosophy and literature. Special attention has been placed on writers and thinkers of lasting significance, e.g. Homer, Sophocles, Plato, Virgil, Dante, etc. 54 lecture hours. CSU;UC

ENGL 272 Introduction to World Literature: Renaissance through Modern (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course explores the relationship among history, philosophy, and literature. Special attention has been placed on writers and thinkers of lasting significance, e.g. Machiavelli, Cervantes, Voltaire, Goethe, Dostoevsky, etc. 54 lecture hours. CSU;UC

ENGL 290 Multicultural Voices in Film (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. An introduction to the study of films reflecting the concerns and attitudes of ethnic, racial, gender, and disability groups that historically have been under-represented, distorted, or marginalized in mainstream commercial cinema. This course examines cinematic depictions of African-Americans, Latinos, Asian-Americans, Native Americans, women, gays and lesbians, and the disabled. 54 lecture hours. CSU;UC

ENGL 291 Film as Literature (3) (Cr/Nc)  
Strongly recommended: ENGL 101. Also, READ 099 if required by reading placement exam or if required by reading level. An introduction to film as literature, this course is designed to give students an understanding of the application of literary analysis to film. 36 lecture hours. CSU;UC

ENGL 291H Honors Film as Literature (3) (Cr/Nc)  
Strongly recommended: ENGL 101 or 103.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This honors course is an introduction to film as literature, designed to give students an understanding of the application of literary analysis to film. Critical analysis of such works from various perspectives is exemplified through research and written analysis. Special emphasis is given to the quality of writing and illustration of award-winning books and selected classics. 36 lecture hours. CSU;UC

ENGL 293 Children's Literature (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course is designed to give the student a knowledge and an appreciation of children's books, both fiction and non-fiction. Special emphasis is given to the quality of writing and illustration of award-winning books and selected classics. 54 lecture hours. CSU;UC

ENGL 293H Children's Literature (3) (Cr/Nc)  
Strongly recommended: ENGL 101 or 103. Also, READ 099 if required by reading placement exam or if required by reading level. This honors course is designed to give the student a knowledge and an appreciation of children's books, both fiction and non-fiction. Critical analysis of such works from various perspectives is exemplified through research and written analysis. Special emphasis is given to the quality of writing and illustration of award-winning books and selected classics. 54 lecture hours. CSU;UC

ENGL 294 Introduction to Shakespeare (3) (Cr/Nc)  
An introduction to the works of William Shakespeare including representative tragedies, comedies and history plays. The course is designed to give students an understanding of the timelessness of Shakespeare's work. 54 lecture hours. CSU;UC
ENGL 296 Introduction to Folklore (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory survey course which includes the basic concepts and vocabulary of traditional folklore and literature. This course emphasizes content, form, process, and context of traditional oral, customary and material culture: speech and names, riddles, proverbs, folk tales, ballads, myths, customs, festivals, games, crafts, drama, food, etc. 54 lecture hours. CSU;UC

ENGL 298 Literature of the Bible (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Reading and discussion of the selected books from the Old and New Testaments. Emphasis is on the religious-social-political ideas, literary qualities, and textual problems. 54 lecture hours. CSU;UC

English Second Language
(Language Arts Department)
The English as a Second Language (ESL) program serves both resident and international students by providing a comprehensive selection of courses for those with limited English proficiency. ESL courses help students improve their knowledge of English for both personal and academic purposes while providing a way for students gain access to advanced education. The ESL program also introduces international students to American culture and customs while developing the language skills they need to be successful in an American academic setting.

English as a Second Language Courses

ESL 009 American Culture I (0.5) (Cr/Nc)
A course to introduce international students to the Citrus College campus and to develop cultural awareness and intercultural adjustment skills. Offered for Credit/No Credit grading only. 27 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 020 English Language Skills II (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
A course for low-intermediate English language students providing practice in the four language skills: listening, speaking, reading and writing. Emphasis on production and comprehension of simple phrases, basic sentence construction, introductory reading skills and basic vocabulary. One of three core courses in ESL Level 2. 54 lecture hours, 9 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 022 Pronunciation and Conversation II (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
A course for low-intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression and refining pronunciation. Strongly recommended for students enrolled in ESL Level 2 core courses. 36 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 024 Reading/Vocabulary II (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
A reading and vocabulary course for low-intermediate ESL students. The course is designed to help students expand their vocabulary through oral and written practice and improve their reading comprehension. One of three core courses in ESL Level 2. 36 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 026 Grammar Fundamentals II (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
A course for low-intermediate ESL students seeking to improve their grammatical accuracy in writing and speaking. Intensive review and practice of verb tenses, noun forms, adjectives, adverbs and modals, in a communicative context. One of three core courses in ESL Level 2. 36 lecture hours, 9 lab hours.
NOTE: THE UNITS EARNED FOR THIS COURSE
MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 030 English Language Skills III (3) (Cr/Nc)
Strongly recommended: For students enrolled in ESL Level 3 core courses. Placement is based on multiple assessment measures or successful completion of ESL Level 2 core courses--ESL 020, 024 and ESL 026.
A course for intermediate ESL language students providing additional practice in the four language skills: listening, speaking, reading and writing. Emphasis is on vocabulary building, developing fluency in speaking, increasing written sentence complexity and developing reading skills. One of three core courses in ESL Level 3.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 032 Pronunciation and Conversation III (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
Strongly recommended: For students enrolled in ESL level 3 core courses.
A course for intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression, refining pronunciation, and reducing accent. 36 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 034 Reading/Vocabulary III (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 024.
A reading and vocabulary course for intermediate ESL students. The course is designed to help students further expand vocabulary and reading skills. Emphasis is on building vocabulary through oral and written practice and improving reading comprehension. One of three core courses in ESL Level 3.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 036 Grammar Fundamentals III (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 026.
A course for low-intermediate ESL students designed to improve their grammatical accuracy in spoken and written English. Intensive review and practice of meaning and use of syntactic structures such as verb tense, modals, noun and adjective forms, questions and negatives, passive voice, adverbs, and articles. One of three core courses in ESL Level 3.
NOTE: THE UNITS FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 040 English Language Skills IV (3) (Cr/Nc)
Placement is based on multiple assessment measures or successful completion of ESL Level 3 core courses, ESL 030, ESL 034 and ESL 036. This course parallels ENGL 040, preparing high-intermediate ESL students for ESL 100. It includes grammar, vocabulary, usage, and the writing skills of sentence and paragraph development. It also previews essay development and writing. One of three core courses in ESL Level 4.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 042 Pronunciation and Conversation IV (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures.
Strongly recommended: For students enrolled in ESL Level 4 core courses.
A course for high intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression, refining pronunciation and reducing accent. 36 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 044 Reading/Vocabulary IV (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 034.
A reading and vocabulary course for high intermediate ESL students, designed to facilitate appropriate strategies for improving reading comprehension and developing vocabulary. Emphasis is on college-level vocabulary and reading skills. One of three core courses in ESL Level 4.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 046 Grammar Review I (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 036.
Strongly recommended: For students enrolled in ESL Level 4 core courses.
A course for high-intermediate ESL students seeking to improve their grammatical accuracy in writing and speaking. Intensive review and oral and written practice of syntactic structures such as verb tense, passive voice gerunds and infinitives and modal verbs. One of three core courses in ESL Level 4. 36 lecture hours, 9 lab hours arranged per week.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 053 Bridge to College Literature (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL Level 4 core courses.
Strongly recommended: Concurrent enrollment in or successful completion of ESL 100.
This reading and vocabulary course is designed to help ESL students develop the skills necessary for analyzing and writing about literature in English at the college level. 36 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 054 Bridge to College Reading (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 044.
A reading and vocabulary course for advanced ESL students designed to improve their skills in the reading and analysis of academic text. Students will develop reading comprehension and study strategies in preparation for college-level coursework. 36 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 056 Grammar Review II (2) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL 046.
Strongly recommended: For students enrolled in ESL level 5 core courses.
A course for low-advanced ESL students seeking to improve their grammatical accuracy in writing and in speaking. Further review and practice of complex syntactic structures such as verb forms, tag questions, conditional statements, reported speech, phrasal verbs, subordinate clauses and basic composition skills. 36 lecture hours, 9 lab hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 070 American Idioms I (1) (Cr/Nc)
A course for intermediate ESL students. The course is designed to introduce to students the most frequently occurring idiomatic expressions, which in the colloquial speech are often heard outside the classroom. 18 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 072 TOEFL Preparation I (1)
A course in basic preparation for the T.O.E.F.L. (Test of English as a Foreign Language). Emphasis is on development of basic skills in listening and reading comprehension and in mastery of relevant grammatical features. 18 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 084 Speech Communication I (1) (Cr/Nc)
A course designed to help students develop confidence when speaking before a group. Students will deliver informative and persuasive speeches in an organized manner and listen objectively and critically. 18 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 090 American Idioms II (1) (Cr/Nc)
A course for advanced ESL students. The course is designed to introduce to students the most frequently occurring idiomatic expressions, which in the colloquial speech are often heard outside the classroom. 18 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 092 TOEFL Preparation II (1)
A course in basic preparation for the T.O.E.F.L. (Test of English as a Foreign Language). Emphasis is on development of basic skills in listening and reading comprehension and in mastery of relevant grammatical features. 18 lecture hours.

NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.
ESL 094 Speech Communication II (1) (Cr/Nc)
Strongly recommended: Completion of level 3 ESL core courses.
A course designed to help students develop interpersonal and group communication skills needed in the college environment. Students will lead and participate in weekly group discussions. 18 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

ESL 100 Fundamentals of Composition (4) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or successful completion of ESL Level 4 core courses: ESL 040, ESL 044 and ESL 046.
This course parallels ENGL 100, preparing high-intermediate and advanced ESL students for college-level writing. It provides a review of English fundamentals and practice in critical thinking, paragraph development and essay writing with an emphasis on exposition. Continued practice in special writing problems common to second language learners. 72 lecture hours, 18 lab hours. UC

ESL 101 Reading and Composition (3) (Cr/Nc)
Placement is based on multiple assessment measures or successful completion of ESL Level 5 core courses: ESL 100, ESL 053, and ESL 054.
A composition and reading course. Instruction and practice in expository writing and research techniques. The course content parallels ENGL 101, differing in that the reading is non-fiction. 54 lecture hours, 18 lab hours. CSU;UC

Forestry (Biological Sciences Department)
These courses provide forestry majors with introductory coursework. Those students who do not intend to transfer as forestry majors may take the courses for either direct vocational application or for general interest.

Certificates:
FORESTRY
REQUIRED COURSES: FOR 101, 102, 103, 104, 105, 106; ESCI 180
EMPLOYMENT OPPORTUNITY:
Entry-level forest technician in private or public sector.

Forestry Courses
FOR 101 Introduction to Forestry (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Covers the relationship of forests to our national and local life. The various forest sciences and the uses of the forest including timber, water, recreation, grazing, and wildlife. The forest organizations: federal, state, county and private. 54 lecture hours. CSU;UC

FOR 102 Introduction to Forest Ecology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An examination of the forest as a biological community, with the interrelationships between the various trees and other organisms. The effect of the changing physical environment on this ecosystem is studied. 54 lecture hours. CSU;UC

FOR 103 Plant Identification (3) (Cr/Nc)
Prerequisite: FOR 101 or 102.
An examination of tree and plant species in a forest or urban environment, with a special emphasis on plant physiology, taxonomy, and the adaptation of plants to their environments. 36 lecture hours, 54 lab hours. CSU

FOR 104 Introduction to Forest Recreation (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The course covers the historic development of forest recreation, the role of the federal, state and local government in forest recreation. The economic impact, supply and demand, private enterprises' role, education, planning and management in forest recreation. 54 lecture hours. CSU

FOR 105 Wildland Fire Management (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to provide the knowledge of the factors affecting wildland fire prevention, fire behavior and fire control techniques. Factors of topography, fuels and weather will be included. 54 lecture hours. CSU

FOR 106 Principles of Wildlife Management and Ecology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to the science of wildlife management. Includes a brief history of wildlife management, ecosystems, population ecology, animal behavior, food and...
cover, wildlife diseases, predation, endangered species, and economics of wildlife. Basic principles of fisheries management are also discussed. 54 lecture hours. CSU

Cooperative Education Courses

FOR 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

FOR 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

FOR 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

FOR 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

FOR 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

FOR 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

FOR 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

FOR 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Forestry at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.
French
(Foreign Languages Department)

The Foreign Languages program offers four semesters of proficiency-based instruction in listening, speaking, reading, and writing Spanish, French, German, and Japanese. Areas of study include beginning and intermediate vocabulary, grammar and syntax, pronunciation, and cultural understanding. The program combines classroom lectures, guided practice, and a variety of communicative activities in the target language, with individual work in the language lab, using various media.

French Courses

FREN 101 FRENCH I (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course in elementary French grammar, vocabulary, and pronunciation which focuses on understanding, speaking, reading, and writing simple French and serves as an introduction to the geography, history, and culture of the French-speaking world. 72 lecture hours, 18 lab hours. CSU;UC

FREN 102 French II (4) (Cr/Nc)
Prerequisite: FREN 101 or one year of high school French. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A further study of the elementary French grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of French. 72 lecture hours, 18 lab hours. CSU;UC

FREN 201 French III (4) (Cr/Nc)
Prerequisite: FREN 102 or two years of high school French. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course that introduces intermediate level French curriculum by presenting more advanced vocabulary, grammatical concepts, and cultural perspectives. Affords opportunities to apply communication skills to new social, professional, and travel contexts. Reading strategies and fundamentals of formal composition are introduced in conjunction with short, level-appropriate literary selections. 72 lecture hours. CSU;UC

FREN 202 French IV (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course emphasizing the development of effective skills for reading, understanding, and interpreting more advanced readings in French literature and culture. Extensive practice in oral and written expression at the intermediate-high level provided. Grammatical concepts are thoroughly reviewed and expanded. 72 lecture hours. CSU;UC

Geography, Cultural
(Social Sciences Department)

Geography Courses

GEOG 102 Cultural Geography (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A study of the patterns of human occupation and land use over the earth’s surface and their co-relation with the natural environment. Particular emphasis will be given to agricultural and industrial economics, settlement patterns and population studies. 54 lecture hours. CSU;UC

German
(Foreign Languages Department)

The Foreign Languages program offers four semesters of proficiency-based instruction in listening, speaking, reading, and writing Spanish, French, German, and Japanese. Areas of study include beginning and intermediate vocabulary, grammar and syntax, pronunciation, and cultural understanding. The program combines classroom lectures, guided practice, and a variety of communicative activities in the target language, with individual work in the language lab, using various media.

German Courses

GER 101 German I (4) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course in elementary German grammar, vocabulary, and pronunciation which focuses on understanding, speaking, reading, and writing simple German and serves as an introduction to the geography, history, and culture of the German speaking world. 72 lecture hours, 18 lab hours. CSU;UC
GER 102 German II (4) (Cr/Nc)
Prerequisite: GER 101 or one year high school German.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A further study of elementary German grammar which develops understanding, speaking, reading and writing skills. Includes German culture. 72 lecture hours, 18 lab hours. CSU;UC

GER 201 German III (4) (Cr/Nc)
Prerequisite: GER 102 or two years of high school German.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course introducing the student to German literature and culture through a series of readings by contemporary German authors. Extensive practice in oral and written expression is provided. Grammatical concepts are thoroughly reviewed and expanded. 72 lecture hours. CSU;UC

GER 202 German IV (4) (Cr/Nc)
Prerequisite: GER 201 or three years of high school German.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course emphasizing the development of effective skills for reading, understanding, and interpreting more advanced readings in German literature and culture. Extensive practice in oral and written expression at the intermediate-high level is provided. Grammatical concepts are thoroughly reviewed and expanded. 72 lecture hours. CSU;UC

Health Sciences
(Health Occupations)

The courses listed in this area are for those persons needing specialization in certain health care or health service occupations.

Skill Awards:

ACTIVITY AND SOCIAL SERVICE DOCUMENTATION
REQUIRED COURSES: HEAL 266
EMPLOYMENT OPPORTUNITY:
Advanced Activity Leader II

EMERGENCY MEDICAL TECHNICIAN
REQUIRED COURSES: HEAL 100, 161
EMPLOYMENT OPPORTUNITY:
Emergency Ambulance Driver and EMT Dispatcher, Patient Care Advocate

HOSPITAL UNIT CLERK
REQUIRED COURSES: HEAL 105
EMPLOYMENT OPPORTUNITY:
Ward Clerk
Unit Secretary

MEDICAL OFFICE PROCEDURES
REQUIRED COURSES: HEAL 154
EMPLOYMENT OPPORTUNITY:
Medical Office Assistant or Clinical Assistant

MEDICAL TERMINOLOGY
REQUIRED COURSES: HEAL 156
EMPLOYMENT OPPORTUNITY:
Preparation for Health Career

MEDICAL TERMINOLOGY AND TRANSCRIPTION
REQUIRED COURSES: HEAL 159, 160, 170
EMPLOYMENT OPPORTUNITY:
Medical Transcriber

ADVANCED MEDICAL TERMINOLOGY
REQUIRED COURSES: HEAL 170
EMPLOYMENT OPPORTUNITY:
Advanced Medical Transcriptionist

ACTIVITY COORDINATOR
REQUIRED COURSES: HEAL 264
EMPLOYMENT OPPORTUNITY:
Skilled Nursing Facility Activity Leader I

SUB-ACUTE/PEDIATRICS ACTIVITY LEADER
REQUIRED COURSES: HEAL 267
EMPLOYMENT OPPORTUNITY:
Pediatric Nursing Activity Leader I

THERAPEUTIC COMMUNICATIONS
REQUIRED COURSES: HEAL 157
EMPLOYMENT OPPORTUNITY:
Preparation for Health Career

THERAPEUTIC INTERVENTIONS
REQUIRED COURSES: HEAL 158
EMPLOYMENT OPPORTUNITY:
Preparation for Health Career
HEAL 100 Emergency Medical Services Career Preparation (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Health Occupations 100 is designed to provide the student with the knowledge and skills necessary to begin an entry-level career in Emergency Medical Services (EMS) and other allied health-related fields of patient care. This course provides beginning concepts of preparatory sciences directly related to the care of sick and injured persons. It also covers the knowledge and skills necessary for American Heart Association (AHA) cardiopulmonary resuscitation (CPR) certification and first aid certificate for healthcare providers. Successful completion of this course is required for enrollment into the Emergency Medical Technician Basic Program. This course may be taken two times. 36 lecture hours, 54 lab hours.

HEAL 105 Hospital Unit Coordinator (5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Provides information needed to perform secretarial or clerical duties on a nursing unit in a hospital setting. 72 lecture hours, 54 lab hours.

HEAL 154 Medical Office Procedures (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will teach nurses and medical assistants techniques in assisting the physician with routine physical examinations, diagnostic procedures and minor surgeries. Emphasis is placed on aseptic technique, instrumentation, and pharmacological intervention. 36 lecture hours, 54 lab hours.

HEAL 156 Medical Terminology (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course emphasizes basic medical terminology; the spelling and meaning of commonly used prefixes, suffixes, word roots, and their combining forms; the terminology of anatomy and physiology; the health problems of the patient; and the physician's diagnosis, and treatment. 54 lecture hours

HEAL 157 Therapeutic Communications (1)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will develop skills from holistic nursing's approach to therapeutic communication. It incorporates all five senses and includes the use of healing touch, aroma therapy, acupressure and other modalities to effectively communicate with the patient and others. 18 lecture hours.

HEAL 158 Therapeutic Interventions for the Health Care Worker (1) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course covers the principles of healing touch and provides actual clinical experience in a clinical setting for the nurse. 18 lecture hours, 27 lab hours.

HEAL 159 Medical Terminology and Transcription I (4)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The terminology of anatomy and physiology, learning the skills of transcribing medical reports. 72 lecture hours, 18 lab hours.

HEAL 160 Medical Terminology and Transcription II (4)
This course teaches common disease terminology and surgical procedures as well as common terms utilized with cancer medicine, radiology, nuclear medicine, pharmacology and psychiatry by transcribing a medical record. 72 lecture hours, 18 lab hours.

HEAL 161 Emergency Medical Technician - Basic (7)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The entry-level course in emergency training for those involved in Emergency Medical Services. 108 lecture hours, 54 lab hours.

HEAL 170 Advanced Medical Terminology and Transcription (4)
Prerequisite: HEAL 160.
The course is designed for advanced students of Medical Transcription. It consists of medical specialties, involving terminology, transcription of dictated medical reports relating to these specialties, as well as critical thinking/decision-making activities. It will also include medical procedures, psychological assessments, chemotherapeutic drugs, and technology. 72 lecture hours, 18 lab hours.

HEAL 260 Gerontology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides a thorough introduction to the care
of the older adult by the multi-disciplinary health team: physician, nurse, dietician, activity director, physical therapist, and others. It reviews aging issues and changes in the health care delivery system. 54 lecture hours.

HEAL 264 Activity Coordinator (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course designed to meet state and national certification minimum requirements for activity leaders in skilled nursing care facilities. This course will also be helpful to anyone involved with care in an extended care facility. 36 lecture hours, 54 lab hours.

HEAL 266 Activity and Social Service Documentation (2)
Strongly recommended: READ 099 if required by reading, placement exam or if required by reading level.
This course meets the documentation requirements established by O.B.R.A. for activity leaders in a skilled nursing facility. Emphasis upon federal and state regulations, data collection, care plan development, progress notes, including techniques for the client with special needs. 18 lecture hours, 54 lab hours.

HEAL 267 Sub-Acute/Pediatrics Activity Leader (3) (Cr/Nc)
An introductory course designed to meet state minimum requirements for activity leaders in sub-acute and pediatrics setting. This course will also be helpful to anyone involved with the care of pediatric clients in a home care setting and with volunteers, working in extended-care facility. 54 lecture hours, 27 lab hours.

Cooperative Education Courses

HEAL 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

HEAL 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

HEAL 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

HEAL 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

HEAL 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.
HEAL 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

HEAL 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Health at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Heating & Air Conditioning
(Public Services Department)

This program is designed to prepare students who wish to seek employment in the heating and air conditioning industry or qualify for a more responsible position within the field. Courses prepare students for the EPA exam, which is required in this industry. Employment as a technician is available in both the public and the private sector.

Skill Awards:

REQUIRED COURSES: HEAT 170, 180, 182 plus three of the following; HEAT 184, 186, 188 or SPCH 100

Heating and Air Conditioning Courses

HEAT 170 Air Conditioning I (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Topics will include fundamentals of refrigeration theory and practice, introductory basic electricity, service of refrigeration equipment and accessories including compressors, condensers, evaporators, and metering devices. Review for EPA exam. 36 lecture hours, 18 lab hours.

HEAT 180 Air Conditioning II (2) (Cr/Nc)
A course in the fundamentals of air conditioning, including ventilation, evaporation, cycles, charging, air distribution, control, electrical circuiting, venting, duct systems and diffusions. Emphasis on equipment selection, balance, adjustment, maintenance, and service. Prepares students for EPA exam. 36 lecture hours, 18 lab hours.

HEAT 182 Heating-Electrical and Gas (2) (Cr/Nc)
This course includes absorption systems, heating and humidifying, also heat load and heat pump systems, systems controls, boilers, and instruments. Prepares students for EPA exam. 36 lecture hours, 18 lab hours.

HEAT 184 Electricity for Heating and Air Conditioning (2) (Cr/Nc)
Strongly recommended: HEAT 170.
A course in electricity covering the functions and operations of electric motors and controls used in mechanical systems. 36 lecture hours, 18 lab hours.

HEAT 186 Control Systems (2) (Cr/Nc)
Strongly recommended: HEAT 170.
An explanation of control system theory, control hardware, and both simple and complex control systems, supervisory controls and the use of computers in control systems. 36 lecture hours, 18 lab hours.

HEAT 188 Trouble-Shooting Heating and Air Conditioning (2) (Cr/Nc)
Strongly recommended: HEAT 170.
This course covers the techniques to locate, identify, and correct the problems that occur in heating, air conditioning, and refrigeration systems, both domestic and commercial. 36 lecture hours, 18 lab hours.

Cooperative Education Courses

HEAT 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.
HEAT 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

HEAT 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

HEAT 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

HEAT 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

HEAT 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.

HEAT 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

HEAT 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Heating and Air Conditioning at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

History
(Social Sciences Department)

History Courses

HIST 103 History of World Civilization - The Ancient Period (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The course is a survey of emerging regional cultures and societies from the earliest civilizations to 1500. Consideration will be given to comparative and integrative analysis of their contributions to the fabric of world civilization. Particular focus will be given to cultural evolutionary parallels and the diffusion of ideas through migration and trade on a global scale. College level reading is strongly advised. 54 lecture hours. CSU;UC

HIST 103H History of World Civilization -The Ancient Period (3)
Strongly recommended: READ 099 if reading placement exam or if required by reading level.
The course is a survey of emerging regional cultures and societies from the earliest civilizations to 1500.
Consideration will be given to comparative and integrative analysis of their contributions to the fabric of world civilization. Particular focus will be given to cultural evolutionary parallels and the diffusion of ideas through migration and trade on a global scale. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of historical readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

HIST 104 History of World Civilization - The Middle Period (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The course offers a survey of world civilizations from 1500's regional isolation to modern-day globalism and its issues and problems. Consideration will be given to the political, economic, social, and intellectual forces present in the rise of the modern world. Particular focus will be given to the interrelatedness of historical events and on the comparisons of cultures and societies in a historical perspective. College level reading is strongly advised. 54 lecture hours. CSU;UC

HIST 105 History of World Civilization - The Modern Period (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
A survey of the political, economic, social and intellectual forces present in the rise of modern world civilization. An examination of the impact of western ideas and institutions on the non-western world and the interaction of European and non-European ideas and institutions. 54 lecture hours. CSU;UC

HIST 106 20th Century Western Civilization (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
The transformation of Western Civilization since 1900, examining changes of institutions, modes of life, cultural, social and political movements. 54 lecture hours. CSU;UC

HIST 107 Political and Social History of the United States (3) (Cr/Nc)
Strongly recommended: ENGL 100.
A survey of the political, economic and social development of the United States to 1876. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 107H Political and Social History of the United States (3) (Cr/Nc)
Meet Honors Program entrance requirements that include eligibility for ENG 101 or completion of equivalent.
The course is a survey of the political, economic and social development of North American and the United States to 1876. Students will evaluate the forces that work to create political, economic, diplomatic, and social change in colonial and early US history, along with how individuals, society and government respond to change. Students will also study the historiography of early American history by evaluating how historical interpretation has changed over the years. Students will also engage in their own historiography by creating an original research paper focused on early US history. The course is designed to create a stronger comprehension of early US history and strengthen analytical, critical thinking, community/global consciousness and communication skills. 54 lecture hours. CSU;UC

HIST 108 Political and Social History of the United States (3) (Cr/Nc)
Strongly recommended: ENGL 100.
A survey of political, economic, diplomatic, and social development of the U.S. from 1876 to the present. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 108H Political and Social History of the United States (3) (Cr/Nc)
Strongly recommended: ENGL 100.
A survey of political, economic, diplomatic, and social development of the U.S. from 1876 to the present along with a survey of American historiography and the varying interpretations of these developments. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 109 The World in conflict - The 20th Century, a History (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A critical approach of the history of the 20th Century through major events and issues. 54 lecture hours. CSU;UC

HIST 110 A Survey History of Africa (3) (Cr/Nc)
A survey of political, economic, social, and cultural history of Africa from ancient period to the present. 54 lecture hours. CSU;UC
HIST 111 History of the African-Americans (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
An exploration of the cultural development and role of the African-American in the history of the United States from the African origin to the end of Reconstruction (1876). 54 lecture hours. CSU;UC

HIST 112 History of the African Americans (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
An exploration of the cultural development and role of the African-American in the history of the United States from the end of the Reconstruction period (1876) to the present. 54 lecture hours. CSU;UC

HIST 117 History of East Asian Civilizations (3)
Strongly recommended: Successful completion of ENGL 100.
A survey of the historical, political, and social developments of China, Japan, Korea, and Southeast Asia. An emphasis will be placed on cultural traditions of the above, especially that of China. 54 lecture hours. CSU;UC

HIST 120 British Life and Culture (3)
Strongly recommended: Successful completion of ENGL 100.
An overview of British culture and civilization. 54 lecture hours. CSU

HIST 123 French Life and Culture (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
An overview of French culture and civilization which provides an interdisciplinary understanding of the French people and their contributions to the world. Guest lectures and weekly field trips to historical sites in and around Paris are part of the teaching process. Offered for Credit/No Credit grading only. 54 lecture hours. CSU;UC

HIST 125 Mexican Life and Culture (3)
Strongly recommended: Successful completion of ENGL 100.
Mexican Life and Culture provides an interdisciplinary understanding of Mexican civilization. The course provides a social and historical approach to contemporary Mexican society and examines the traditions and institutions that shape the Mexican way of life in the 20th century. 54 lecture hours. CSU

HIST 127 Spanish Civilization (3)
Strongly recommended: Successful completion of ENGL 100.
Spanish Civilization provides an interdisciplinary global understanding of the culture and history of Spain. The course critically analyzes contemporary Spanish society by examining the social and historical traditions and institutions that shape the Spanish way of life in the 20th century. Offered for Credit/No Credit or letter grade. 54 lecture hours. CSU

HIST 130 History of Latin America (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
A general history of the major issues in Latin America’s historical formation, specifically its social, economic, and political structures and experiences, from pre-Columbian times to the present. 54 lecture hours. CSU;UC

HIST 139 History of California (3) (Cr/Nc)
Strongly recommended: ENGL 100.
A survey of the political, social and economic development of the State of California from early Pre-Columbian American Indian communities and Spanish settlements to the present. 54 lecture hours. CSU;UC

HIST 140 History of the American West (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
A survey class of the region west of the Mississippi River designed to acquaint the students with the historical significance, events and personalities which made up this period. Primary emphasis will be on the 19th century. 54 lecture hours. CSU;UC

HIST 145 History of Mexico (3) (Cr/Nc)
Strongly recommended: Successful completion of ENGL 100.
This course will survey the history of Mexico from the pre-Columbian period through the Conquest and the struggle for independence, the Revolution of 1910 and Mexico’s emerging role as a developing country. There will be a special emphasis placed on the growing economic and cultural intertwining of the American and Mexican people in the twentieth century. 54 lecture hours. CSU;UC

HIST 155 History of the Vietnam War (3)
Strongly recommended: ENGL 100.
An examination of the background and involvement of America in the Vietnam War. The course will primarily focus on the American involvement in Southeast Asia,
but will also examine the origins of Vietnamese nationalism and the struggle for independence in Vietnam and its
global implications and manifestations. A Cold War
framework developed early in the course will be utilized
to understand U.S. involvement in the Vietnam War.
The course will conclude with an assessment of the long
term effects of the Vietnam War on American society
and the rest of the world. 54 lecture hours. CSU;UC

HIST 222 History of World War II (3)
An examination of the circumstances and events leading
to U.S. entry into World War II. The course will focus
on American involvement in World War II, but will also
examine the systemic fracturing of the world order
through the rise of Japanese, German, and Italian imperi-
alism, assess the impact of the worldwide economic
depression in the 1930's, military strategies and conduct,
and analyze the impact of the war on the homefront, as
well as, the long-term effects on American policy and the
world. 54 lecture hours. CSU;UC

Humanities
(Social Sciences Department)

The humanities seek to render an integrative and criti-
cal examination of the human achievements in art, lit-
^erature, philosophy and music. This approach will
broaden and enrich the students' appreciation of
human values derived from the creative forces as
expressed in the arts.

Courses offered in this curriculum meet general educa-
tion and transfer requirements and may be applied to a
major in humanities for an Associate in Arts degree.

Humanities Courses

HUM 101 Humanities (3) (Cr/Nc)
Strongly recommended: READ 099 if required by read-
ing placement exam or if required by reading level.
The humanities are approached on four levels: art,
music, literature, and philosophy. Includes the begin-
nings in Egypt, Babylonia, and Greece and proceeds
chronologically to the Medieval period. A critical in-
depth reading of several primary sources is conducted in
a discussion format. 54 lecture hours. CSU;UC

HUM 102 Humanities (3) (Cr/Nc)
Strongly recommended: READ 099 if required by read-
ing placement exam or if required by reading level.
The humanistic studies are approached on four levels:
art, music, literature, and philosophy. Begins with the
Renaissance and moves to the mid 19th century period.
54 lecture hours. CSU;UC

HUM 110 Humanities in the 20th Century (3) (Cr/Nc)
Strongly recommended: READ 099 if required by read-
ing placement exam or if required by reading level.
This course is concerned with critical analysis of the arts
and philosophy from the late 19th century to the con-
temporary period. 54 lecture hours. CSU;UC

HUM 111 Humanities through the Arts (3) (Cr/Nc)
Strongly recommended: READ 099 if required by read-
ing placement exam or if required by reading level.
An approach to the Humanities through the study of
seven major arts. Each art is considered from the per-
spective of historical development, elements, meaning,
form, and critical evaluation. 54 lecture hours. CSU;UC

Japanese
(Foreign Languages Department)

The Foreign Languages program offers four semesters
of proficiency-based instruction in listening, speaking,
reading, and writing Spanish, French, German, and
Japanese. Areas of study include beginning and inter-
mediate vocabulary, grammar and syntax, pronunciation,
and cultural understanding. The program com-
bines classroom lectures, guides practice and a variety
of communicative activities in the target language, with
individual work in the language lab, using various
media.

Japanese Courses

JPN 101 Japanese I (4)
Strongly recommended: READ 099 if required by read-
ing placement exam or if required by reading level.
A course in elementary Japanese grammar, vocabulary,
and pronunciation which aims at understanding, speak-
ing, reading, and writing simple Japanese and serves as
an introduction to Japanese geography and culture.
This course may be taken three times. 72 lecture hours,
18 lab hours. CSU;UC
JPN 102 Japanese II (4)
Prerequisite: JPN 101 or one year of high school Japanese.
A further study of elementary Japanese grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of Japanese culture. This course may be taken three times. 72 lecture hours, 18 lab hours. CSU;UC

Library Technology
(Library)

The library technology program trains students for paraprofessional work in school, academic, research, public and special libraries.

*Corresponds to two years of high school study.

Certificates:

LIBRARY TECHNOLOGY
REQUIRED COURSES: LIBT 101, 102, 201, 203, 295; CSIS 130 plus one elective
ELECTIVES: LIBT 103, 290; BUS 152, OFF 285
EMPLOYMENT OPPORTUNITY:
Library Technician

Library Technology Courses

LIBT 100 Information Literacy (1) (Cr/Nc)
This course provides an introduction to the organization and resources of academic libraries including online catalogs, periodical indexes, electronic resources and the Internet. The course focuses on the research process, research strategies, selection and evaluation of reference sources, citation elements of various formats, and the preparation of bibliographies. 18 lecture hours. CSU;UC

LIBT 101 Introduction to Library Public Services (2)
This course is an introduction to the field of library technology. It surveys the philosophy and techniques of providing direct service to patrons in all types of libraries. The course covers the history of books and libraries, the philosophy and techniques of providing public service in different kinds of libraries, career exploration and resume writing, as well as an overview of the many functions of the library technician, including the use of catalogs and classification systems, circulation systems, reference, inter-library loans and others. 36 lecture hours.

LIBT 102 Information Sources and Research Methods (3)
Students will survey and evaluate a broad range of reference materials, databases, Internet search engines, and websites. They will prepare a bibliography, present a library orientation, learn how to conduct the reference interview, and formulate search strategies for answering user queries. 54 lecture hours. CSU

LIBT 103 Library Support Services (2)
Theory and practice in a variety of paraprofessional library services. Book binding, materials, repair, preservation of archival materials and the history of printing. Experience will be provided in the preparation of signs, publications, displays, and instructional materials using graphic techniques. 36 lecture hours.

LIBT 201 Introduction to Cataloging (3)
An introduction to the tasks involved with cataloging and processing library materials. Includes descriptive and subject cataloging, classification, processing, card filing, and inventory. Covers AACR2 and MARC formats as well as the use of online data base services. 36 lecture hours, 54 lab hours.

LIBT 203 Introduction to Acquisitions (2)
An introduction to the techniques of ordering and receiving library materials. Training includes: bibliographic verification, library bookkeeping, preparation of requisitions and purchase orders, and correspondence with vendors. 36 lecture hours.

LIBT 290 Children's Library Services (2)
An evaluation of library materials for children with special emphasis on service for children in school and public libraries. Presentation of techniques for assisting in planning and carrying out reading programs and story hours. 36 lecture hours.

LIBT 295 Audiovisual Services (3)
A survey of the non print media and equipment common to media centers, libraries, and learning centers. Emphasis on the operation of equipment and the care of materials. Includes acquisition of commercial materials and production of local presentations. 36 lecture hours, 54 lab hours.
**Linguistics**  
(Language Arts Department)

LING 101 Introduction to Language and Linguistics (3)  
(Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
An introduction to the study of language and the fundamental concepts in the field of linguistics. Emphasis is on the nature of human language, including differences and universalities of linguistic structures, and the analysis of the syntactic, morphological, and phonological systems of language. First and second language acquisition and the role of language in society will also be explored. Does not meet Major Prep requirements for Anthropology. 54 lecture hours. CSU; UC

**Mathematics**  
(Mathematics Department)

The Mathematics Program offers courses ranging from arithmetic to differential equations.

Mathematics course offerings may be grouped in the following manner: High school equivalent courses: 017, 020, 029, 090, 115, 129,130, 131, 150 (or 148 and 149),151  
Conventional college offerings: 160, 162, 165, 168, 169, 170, 175, 190, 191, 210, 211  
Business, biological science, social science: 162, 165

The department maintains a mathematics study center and computer lab where students can study and get help.

NOTE: All mathematics prerequisites must be completed with a minimum grade of “C”. It is strongly recommended that all prerequisites be taken within two years prior to enrollment in the course.

*MATH 162 and 190 combined, maximum UC credit one course  
MATH 170 and 175 combined, maximum UC credit, one course

**Mathematics Courses**

MATH 017 Basic Math and Study Skills (3)  
This course focuses on building whole number arithmetic skills to prepare students for MATH 020. This course covers arithmetic operations on whole numbers, a brief introduction to fractions and decimals, and incorporates study skills for success in mathematics courses. 54 lecture hours.  
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

MATH 020 Arithmetic Fundamentals (3) (Cr/Nc)  
Prerequisite: Placement is based on multiple assessment measures or completion of MATH 017.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
The four basic operations of arithmetic on whole numbers, fractions, and decimals, with applications. Ratios, proportions, and percents with applications. 54 lecture hours.  
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

MATH 029 Pre-Algebra (3) (Cr/Nc)  
Prerequisite: Placement is based on multiple assessment measures or successful completion of MATH 020.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
This course is designed to prepare a student for Elementary Algebra. Topics include a review of arithmetic, a study of signed numbers, an introduction to fundamental algebraic concepts, solving equations, and solving applied problems. 54 lecture hours, 36 lab hours.  
NOTE THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

MATH 115 Business Mathematics (3) (Cr/Nc)  
Prerequisite: Placement is based on multiple assessment measures or successful completion of MATH 029.  
Mathematics to solve typical business problems including banking, discounts, markups, payroll, simple and compound interest, annuities, sinking funds, buying, financial reports, depreciation, inventory, taxes, insurance, stocks, and statistics. Computer assignments using Excel (or a similar application) will be used to cover many of the course topics. 36 lecture hours, 90 lab hours.

MATH 129 Elementary Algebra with Emphasis on Technology/C (4) (Cr/Nc)  
Prerequisite: Placement is based on multiple assessment measures including cut-scores or successful completion of MATH 029.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
Technology-enhanced class with hands-on computer
applications covering fundamental operations with polynomials and rational expressions, products and factoring, linear and quadratic equations in one variable, inequalities, exponents, radicals, graphing linear equations, systems of equations, and applications. Written communication skills will be emphasized. 54 lecture hours, 90 lab hours.

MATH 130 Elementary Algebra (4) (Cr/Nc)  
Prerequisite: Placement is based on multiple assessment measures including cut-scores or successful completion of MATH 029.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
Fundamental operations with polynomials and rational expressions, products and factoring, linear and quadratic equations in one variable, inequalities, exponents, radicals, graphing linear equations, systems of equations, applications and introduction to functions. 90 lecture hours.

MATH 131 Plane Geometry (4) (Cr/Nc)  
Prerequisite: MATH 130.  
A first course in geometry. Elementary logic, properties of geometric figures, parallel and perpendicular lines, ratio and proportion, congruence, area, and volume. 72 lecture hours.

MATH 148 Intermediate Algebra I (2.5) (Cr/Nc)  
Prerequisite: MATH 129 or 130.  
Presents the first half of a two-semester alternative to intermediate algebra. (MATH 150). Real number properties, first degree equations and inequalities, absolute value equations and inequalities, applications, polynomials, the binomial theorem, factoring, rational expressions, exponents, radicals, and complex numbers. 54 lecture hours.  
NOTE: BOTH MATH 148 AND MATH 149 MUST BE COMPLETED TO SATISFY ANY PREREQUISITE REQUIRING INTERMEDIATE ALGEBRA. THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH MATH 150. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150.

MATH 149 Intermediate Algebra II (2.5) (Cr/Nc)  
Prerequisite: MATH 148.  
Presents the second half of a two-semester course in intermediate algebra. This course enables students to complete Intermediate Algebra (MATH 150) at a slower pace. Quadratic equations, applications, formulas, linear equations and inequalities, variation, functions, linear systems, conics, inverse functions, exponential, and logarithmic functions. 54 lecture hours.  
NOTE: BOTH MATH 148 AND MATH 149 MUST BE COMPLETED TO SATISFY ANY PREREQUISITE REQUIRING INTERMEDIATE ALGEBRA. THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH MATH 150. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150.

MATH 150 Intermediate Algebra (5) (Cr/Nc)  
Prerequisite: MATH 129 or 130.  
Real number properties, first degree equations and inequalities, absolute value equations and inequalities, applications, polynomials, the binomial theorem, factoring, rational expressions, exponents, radicals, complex numbers, quadratic equations, applications, formulas, linear equations and inequalities, variation, functions, linear systems, conics, inverse functions, exponential, and logarithmic functions. 90 lecture hours.  
NOTE: THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH EITHER MATH 148 OR 149. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150.

MATH 151 Plane Trigonometry (4) (Cr/Nc)  
Prerequisite: MATH 131 and MATH 149 or MATH 150.  
Functions, the trigonometric functions, their graphs and identities: laws of sines and cosines; solutions of triangles; trigonometric equations; inverse trigonometric functions; polar coordinates; DeMoivre’s Theorem; exponential and logarithmic functions. 72 lecture hours. CSU

MATH 160 Survey of Mathematics (3) (Cr/Nc)  
Prerequisite: MATH 149 or MATH 150.  
A course in mathematical concepts for the liberal arts student. Topics include sets and logic, problem solving, numeration systems, consumer applications, geometry, probability, statistics, and computer applications. 45 lecture hours, 27 lab hours. CSU

MATH 162 Introductory Mathematical Analysis (4) (Cr/Nc)  
Prerequisite: MATH 149 or MATH 150.  
Concepts of function and limits: applied calculus emphasizing techniques of integration and differentiation with applications in social and life sciences, business administration, economics, and engineering technology. 72 lecture hours. CSU;UC

MATH 165 Introductory Statistics (4) (Cr/Nc)  
Prerequisite: MATH 149 or MATH 150.  
Introductory course to statistics and probability, descriptive analysis, and presentation of data, hypothesis test-
ing, statistical inference, normal curve, chi square, and applications in diverse disciplines. 72 lecture hours, 36 lab hours. CSU;UC

MATH 165H Introductory Statistics (4) (Cr/Nc)
Prerequisite: MATH 149 or MATH 150.
Introductory course to statistics and probability, descriptive analysis, and presentation of data, hypothesis testing, statistical inference, normal curve, chi square, and applications in diverse disciplines. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of mathematical readings, presentation, and leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours, 54 lab hours. CSU;UC

MATH 168 Mathematics for Elementary Teachers I (3)
Prerequisite: MATH 150.
The course is designed for prospective elementary teachers. The course covers sets, logic, number systems, number theory and algebra functions. Techniques in instructional delivery explored. 54 lecture hours, 18 lab hours.
CSU; UC

MATH 169 Mathematics for Elementary Teachers II (3)
Prerequisite: MATH 168.
Second class for elementary school teachers. Course covers topics in measurement, geometry, probability and statistics. Techniques in the design of instruction delivery will be explored. 54 lecture hours, 18 lab hours.
CSU; UC

MATH 170 College Algebra (3) (Cr/Nc)
Prerequisite: MATH 149 or MATH 150.
Polynomial, rational, exponential, and logarithmic functions; matrices and determinants; theory of equations; analytic geometry, and mathematical induction. 54 lecture hours. CSU;UC

MATH 175 Pre-Calculus (4)
Prerequisite: MATH 151.
Preparation for calculus; polynomial, rational, exponential, and logarithmic functions; analytic geometry, and mathematical induction. 72 lecture hours. CSU;UC

MATH 190 Calculus with Analytic Geometry I (4)
Prerequisite: MATH 175.
Introduction to differential and integral calculus with applications; functions; limits; and continuity; techniques of differentiation; exponential; logarithmic; and inverse trigonometric functions. 72 lecture hours. CSU;UC

MATH 191 Calculus with Analytic Geometry II (4)
Prerequisite: MATH 190.
Continuation of integral calculus with applications; techniques of integration; sequences and series; analytic geometry; plane curves; parametric equations; and polar coordinates. 72 lecture hours. CSU;UC

MATH 210 Calculus with Analytic Geometry III (4)
Prerequisite: MATH 191.
Vectors, calculus of functions of more than one variable, partial derivatives, multiple integration, vector calculus, Green’s Theorem, Stokes’ Theorem, and divergence theorem. 72 lecture hours. CSU;UC

MATH 211 Differential Equations (4) (Cr/Nc)
Prerequisite: MATH 191.

Medium & Heavy Diesel Truck Technology
(Transportation Technology Department)

These course offerings prepare students for entry-level occupations in diesel technology, medium and heavy trucks, and provide upgrading within these occupations. Employment positions are available in both the public and the private sector.

Certificates:

MEDIUM AND HEAVY DIESEL-TRUCK TECHNOLOGY
REQUIRED COURSES:
MTRK 130 and 230
EMPLOYMENT OPPORTUNITY:
Maintenance Technician, Diesel Mechanic: Heavy Equipment, Marine, Off-road, Over-the-road, Stationary

Skill Awards:

DIESEL TECHNICIAN
REQUIRED COURSES: MTRK 270 and three electives
ELECTIVES: MTRK 235, 240, 245, 280
Medium and Heavy Diesel-Truck Technology Courses

MTRK 105 Diesel and Gasoline Generator Technology
(2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will offer an overview of diesel and gasoline generator technology used in small and medium industries. It will provide students with a basic knowledge of diesel and gasoline generator repair including basic maintenance and systems troubleshooting. This course will also cover necessary requirements and equipment to enter this career field. 18 lecture hours, 36 lab hours.

MTRK 130 Diesel Medium/Heavy Truck Technology I
(11) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The study of component and system operations related to vehicles that are used in the transportation and construction industry and are powered by diesel engines. Included is a complete survey of the chassis and related components such as steering, brakes, transmissions, rear and front drives, and power take-off systems to include transfer case drives. This course may be taken two times. 108 lecture hours, 270 lab hours.

MTRK 190 Introduction to Compressed Natural Gas Vehicles
(3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course introduces students to the role, function, and application of compressed natural gas (CNG) as an alternative fuel for today’s internal combustion engine. Propane, methanol, hydrogen, fuel cells, and electric vehicles are also discussed. Course prepares students to take the ASE F1 exam. 54 lecture hours.

MTRK 230 Diesel Medium/Heavy Truck Technology II
(11) (Cr/Nc)
Prerequisite: MTRK 130 or equivalent experience.
The study of the diesel power plant and all systems related to engine operation including cooling, fuel, exhaust, lubrication and filtration. The study will include electrical theory and operation of electrical components that make up the complete power plant necessary for engine and vehicle operations. This course may be taken two times. 108 lecture hours, 270 lab hours.

MTRK 235 Diesel Rebuilding: Detroit Engine - Series 71 and 92
(2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Includes the theory and operation of the two- and four-stroke cycle diesel engine including the principles and operation of the blower and turbo charger. Complete disassembly and reassembly, current machine shop practices and tooling necessary for reconditioning the complete engine. Engine diagnosis and tune-up will be emphasized. 36 lecture hours, 18 lab hours.

MTRK 240 Diesel Rebuilding: Cummins Engine
(2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The complete disassembly and assembly of a Cummins diesel engine, including machine shop practices and necessary tooling for reconditioning the engine. The theory and function of all related systems necessary for engine operation such as turbo charger, lubrication, fuel and filtration. 36 lecture hours, 18 lab hours.

MTRK 245 Diesel Rebuilding: Caterpillar Engine
(2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The complete disassembly and assembly of a Caterpillar diesel engine, including the machine shop practice and tooling necessary for the reconditioning of the complete engine. The theory and function of all related systems necessary for engine operation such as turbo charger, lubrication, fuel and filtration. 36 lecture hours, 18 lab hours.

MTRK 265 Basic Heavy Duty Electrical
(2)
Strongly recommended: MTRK 100 or 130. Also, READ 099 if required by reading placement exam or if required by reading level.
Course of study to upgrade the diesel mechanic’s skills covering theory, parts and their function, troubleshooting, tools utilized, and electrical systems as applied to the Diesel Technology field. A strong emphasis will be placed on the Digital/Volt/Ohm meter (DVOM) as a troubleshooting tool. 36 lecture hours, 36 lab hours.

MTRK 270 Electronic Controls Systems: Detroit Diesel Engine DDEC I, II, III and IV
(2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course concentrates on advanced electronic control systems (DDEC I and II) in Detroit diesel engines.
Diagnosis and repair of the entire fuel system. The use of computer test equipment for engine diagnosis and performance. 36 lecture hours, 18 lab hours.

**MTRK 271 IS Series Cummins (2)**  
*Strongly recommended: MTRK 130.*  
The study of the mechanical and electrical components of the Cummins ISM Diesel engine. There are upgrades from the M-11 Engine which makes this engine more reliable and meeting the new emissions specification. 18 lecture hours, 54 lab hours.

**MTRK 272 Diesel Engine Troubleshooting (2)**  
*Strongly recommended: MTRK 130.*  
This course covers tune-up and troubleshooting of two and four cycle Detroit Diesel, Cummins, and Caterpillar Diesel engines. The air in-let, fuel, and lubrication system will be analyzed for its operation and troubleshooting problems related to them. The use of special tools and gauges will be used to quickly diagnose the problems. No power and smoking conditions will be analyzed. 18 lecture hours, 54 lab hours.

**MTRK 274 Detroit Diesel Series 60 Engine Overhaul (2)**  
*Strongly recommended: MTRK 130.*  
The class will provide each student with information on theory and engine overhaul of a Detroit Diesel Series 60 Engine. 18 lecture hours, 54 lab hours.

**MTRK 280 Heavy Duty Brake Systems (2) (Cr/Nc)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
A course in hydraulic and air braking systems used in heavy duty vehicles and the transportation industry (trucking and busing). Included are theory, systems operation and diagnosis. The machine shop practice and precision tooling used for reconditioning drums, rotors, valves, compressors, master and slave cylinders and related components will be included as well as anti-lock braking systems. 36 lecture hours, 18 lab hours.

**MTRK 285 Allison Transmissions (2) (Cr/Nc)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
Disassembly and assembly of the Allison heavy duty automatic transmission used on and off road. Includes component function, identification and application in circuits, hydraulic circuit and power flow throughout the transmission. The diagnosis of problem areas is stressed. 36 lecture hours, 18 lab hours.

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**Motorcycle & Watercraft Technology**  
(Transportation Technology Department)

These course offerings prepare students for entry level occupations in motorcycle or small engine repair.

**Skill Awards:**

**MOTORCYCLE REPAIR**  
REQUIRED COURSES: MOTO 100, 101  
EMPLOYMENT OPPORTUNITY:  
Motorcycle Mechanic, Parts Salesperson, Motorcycle Salesperson

**PERSONAL WATERCRAFT REPAIR**  
REQUIRED COURSES: MOTO 102, 103  
EMPLOYMENT OPPORTUNITY:  
Entry-level position in watercraft industry

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**Motorcycle Technology Courses**

**MOTO 100 Motorcycle Repair I (2) (Cr/Nc)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
A basic course in the theory of operation and repair procedures of two-and four-stroke motorcycles and ATV’s. The student will gain entry-level skills for the motorcycle repair industry. 18 lecture hours, 54 lab hours.

**MOTO 101 Motorcycle Repair II (2) (Cr/Nc)**  
*Prerequisite: MOTO 100.*  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
A basic course in diagnosing and repairing motorcycle and ATV engines, transmissions, fuel systems, and chassis components. 18 lecture hours, 54 lab hours.

**MOTO 102 Personal Watercraft Repair I (2) (Cr/Nc)**  
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*  
A course in the theory and operation of personal watercraft. The student will learn the basic maintenance and repair procedures necessary to gain an entry level position in the watercraft industry. This course may be taken two times. 18 lecture hours, 54 lab hours.

**MOTO 103 Personal Watercraft Repair II (2) (Cr/Nc)**  
*Prerequisite: MOTO 102.*  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in practical repair procedures for personal watercraft. The student will learn advanced repair and troubleshooting procedures necessary to gain employment in the watercraft industry. This course may be taken two times. 18 lecture hours, 54 lab hours.

**MOTO 105 Fundamentals of Motorcycle Technology (2)**

*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*

An introduction to motorcycle technology, this course will offer an overview of the evolution of the modern motorcycle from the machines of the early 20th century to present. Fundamentals of design and operation of modern motorcycles will be covered along with basic repair procedures and manufacturer-specific maintenance procedures to preserve new vehicle warranty. 18 lecture hours, 54 lab hours.

**MOTO 291 Engine Performance Enhancements and Tuning (3)**

*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*

The class covers the engine performance enhancements available for motorcycle vehicles. The subject areas covered include stand-alone engine management systems, fuel systems, turbo chargers, superchargers, nitrous oxide, ignition systems, and the use of the chassis dynamometer as a tuning tool. 36 lecture hours, 54 lab hours.

**Cooperative Education Courses**

**MOTO 698A Cooperative Education (1) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of volunteer employment or training sites. This course may be taken four times. 60 hours lab arranged per semester.

**MOTO 698B Cooperative Education (2) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of volunteer employment or training sites. This course may be taken four times. 120 hours lab arranged per semester.

**MOTO 698C Cooperative Education (3) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of volunteer employment or training sites. This course may be taken four times. 180 hours lab arranged per semester.

**MOTO 698D Cooperative Education (4) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of volunteer employment or training sites. This course may be taken four times. 240 hours lab arranged per semester.

**MOTO 699A Cooperative Education (1) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of paid employment or training sites. This course may be taken four times. 75 hours lab arranged per semester.

**MOTO 699B Cooperative Education (2) (Cr/Nc)**

*Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.
MOTO 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

MOTO 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Motorcycle and Personal Watercraft Technology at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Music
(Fine and Performing Arts Department)
The roster of alumni from the music department includes conductors, composers, teachers, administrators, performers in concert, jazz, musical comedy and opera, and members of symphony orchestras. All music majors must be registered every semester in a Citrus College performing group.

Commercial Courses

MUS 129 Pop/Rock Ensemble I (2) (Cr/Nc)
Prerequisite: Audition Required
Corequisite: Concurrent enrollment required in MUS 290 or 291 or 292.
A course for vocalists and instrumentalists in the techniques from Doo-Wop, Rockabilly, Rhythm and Blues, "Covers" to Classic Rock, Teen Idols and Girl Groups, with a focus on the small ensemble setting. Students will work extensively on these early rock and pop stylings and within the application of a small group, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 131 Career Opportunities in the Music Entertainment Industry (3) (Cr/Nc)
This is a class for students interested in the music entertainment industry. Practices and procedures of artists and performers, record companies, live performance and touring, publishing, management, promotion, artist, radio station, video, and retail sales will be examined. Emphasis will be on prominent guest lecturers from various fields. 54 lecture hours.

MUS 132 Music Performance for Events (1) (Cr/Nc)
Prerequisite: Audition.
Music Performance for Events is designed for the student to learn and enjoy the art of performing music for sports events and related functions. This course will incorporate the selection of, and the ability to perform the appropriate material. This course may be taken four times. 72 lab hours.

MUS 139 Pop/Rock Ensemble II (2) (Cr/Nc)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 290 or 291 or 292.
A course for vocalists and instrumentalists in the techniques from Motown, Soul, Folk-Rock and Psychedelic Rock of the 60's to contemporary pop and rock, Tex-Mex and Salsa, and contemporary vocal jazz groups, with a focus on the small ensemble setting. Students will work extensively on these rock and pop stylings and within the application of a small group, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 140 Electronic Music I (2) (Cr/Nc)
Basic theory and practice of electronic music synthesis including synthesizer components and electronic sound processing, recording, editing, and mixing techniques. 36 lecture hours, 18 lab hours. CSU

MUS 141 Electronic Music II (2) (Cr/Nc)
Advanced theory and practice of electronic music synthesis including analog synthesizer components and electronic sound processing, recording, editing, and mixing techniques. Advanced MIDI applications. 36 lecture hours, 18 lab hours. CSU
MUS 145 Pop Rock and Jazz Performance Styles (4) 
(Cr/Nc)  
Prerequisite: Audition.  
Introductory study and performance of contemporary Pop, Rock, and Jazz styles. This course will focus on the various fusions of these diverse styles including appropriate rehearsal and performance techniques. May be taken four times. 36 lecture hours, 126 lab hours. CSU

MUS 146 Pop/Cumbia Ensemble I (2) (Cr/Nc)  
Prerequisite: Audition.  
Corequisite: Concurrent enrollment required in MUS 290 or 291 or 292.  
A course for vocalists and instrumentalists in the study, rehearsal, and performance of Cumbia, Vallenato, Merengue, Corridos, and Rancheras and other Central and Interior and South American musical styles (notably excluding Mariachi) with a focus on the medium size (15-20) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of Latin American musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 147 Pop/Salsa Ensemble I (2) (Cr/Nc)  
Prerequisite: Audition.  
Corequisite: Concurrent enrollment required in MUS 290 or 291 or 292.  
A course for vocalists and instrumentalists in the study, rehearsal, and performance of Salsa, Merengue, Bolero and other Caribbean and Coastal South American musical styles with a focus on the medium size (15-20) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of Latin American musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 150 Professional Performance Techniques (3)  
(Cr/Nc)  
Prerequisite: Audition.  
The Professional Performance Techniques for the musician class provides the musician with the necessary fundamentals, to accurately assess a performance setting and make appropriate decisions for its success. The course stresses detailed style analysis in a broad range of musical settings. Logistical necessities will be examined and the course will culminate with musical performances. This course may be taken four times. 18 lecture hours, 108 lab hours.

MUS 172 Styles, Techniques, and the “Soul” of Popular Singing (2) (Cr/Nc)  
Strongly recommended: Audition.  
Development of basic techniques and skills appropriate for singing various styles of commercial and popular music. Emphasis will be on fundamental singing techniques, song interpretation, and the joy of performing. Some music technology and the business of music will also be discussed. Solo and ensemble (back-up) singing performances are included. This course may be taken four times. 36 lecture hours, 18 lab hours.

MUS 209 Musical Theatre Academy Production (4)  
(Cr/Nc)  
Prerequisite: Audition.  
An in depth survey of the skills necessary for the performer in a live musical theatre production. Emphasis on the audition process, script analysis, role preparation, theatre and rehearsal etiquette and rehearsal technique culminating in a live, full-length fully produced musical. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 211 Citrus Singers Summer Ensemble (Pop)(4)  
(Cr/Nc)  
Prerequisite: Audition.  
An advanced course for the vocal performance major. Integration of advanced pop vocal techniques, dance and body movement, and tour exposure in a professional quality performance/tour setting. This course may be taken four times. 54 lecture hours, 54 lab hours. CSU;UC

MUS 212 Citrus Singers Tour Ensemble (Classical) (4)  
(Cr/Nc)  
Prerequisite: Audition.  
An advanced course for the vocal performance major. Advanced classical vocal techniques in a professional quality performance/tour setting. This course may be taken three times. 54 lecture hours, 54 lab hours. CSU;UC

MUS 213 Professional Performance Techniques (Vocal) (3) (Cr/Nc)  
Prerequisite: Audition.  
An advanced course for the vocal performance major. Advanced vocal techniques in a professional-quality setting. Emphasis on rehearsal techniques, total presentation, body movement, and audience rapport. This course may be taken four times. 36 lecture hours, 54 lab hours.
MUS 214 Musical Theatre Techniques (4) (Cr/Nc)
This introductory course provides an overview of the techniques necessary for the performer in a live musical theatre production. Topics include history of American musical theatre, audition technique, rehearsal and performance techniques, and methods of production evaluation. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 215 Musical Theatre Production (4) (Cr/Nc)
Prerequisite: Audition
Live musical theatre production. Students will function as principals and ensemble members in a fully produced musical. The course is also open to qualified musicians and technicians who wish to participate in production. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 220 Musical Theatre Academy Techniques (2) (Cr/Nc)
Prerequisite: Audition.
Musical Theatre Academy Techniques course provides students with the vocal training, dance technique, and acting fundamentals needed to perform. The course culminates in a final showcase which allows each student the training, experience, and exposure of performing for a live audience. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 228 Jazz Ensemble Summer Tour (7) (Cr/Nc)
Prerequisite: Audition.
This course prepares the student for a unique instrumental ensemble experience through classroom instruction, laboratory training, and performance. Emphasis on solos as well as ensemble study of jazz compositions, combined with an in-depth travel experience abroad. Public performance required. This course may be taken four times. 72 lecture hours, 252 lab hours. CSU

MUS 240 Electronic Music III (2) (Cr/Nc)
Prerequisite: MUS 141.
Advanced theory and practice of electronic music synthesis including digital synthesizer components and electronic sound processing, recording, editing, and mixing techniques. Advanced MIDI applications. 36 lecture hours, 18 lab hours. CSU

MUS 241 Electronic Music IV (2) (Cr/Nc)
Prerequisite: MUS 240.
Continued study of advanced theory and practice of electronic music synthesis including digital samplers, electronic sound processing and recording. Emphasis on computer manipulation and control of MIDI instruments and devices. 36 lecture hours, 18 lab hours. CSU

MUS 245 Arranging I (3) (Cr/Nc)
Prerequisite: MUS 101 and 103.
Scoring and arranging for instrumental and vocal ensembles in traditional and contemporary styles and formats. 54 lecture hours.

MUS 264 Arranging II (3) (Cr/Nc)
Prerequisite: MUS 264.
Scoring and arranging for studio orchestra and vocal ensembles in traditional and contemporary styles and formats. 54 lecture hours.

MUS 290 Applied Music/Individual Instruction (2)
Prerequisite: Audition.
Corequisite: Concurrent enrollment in appropriate Citrus College ensemble
A workshop class in applied music and a private one-half hour lesson per week. The student is required to enroll and participate in a Citrus performing music ensemble class and to attend a weekly concert hour recital. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC

MUS 291 Applied Music/Individual Instruction (Classical) (2) (Cr/Nc)
Corequisite: Concurrent enrollment in appropriate Citrus College ensemble
A workshop class in applied classical music techniques and repertoire and a private or small group one-half hour lesson per week. The student is required to enroll and participate in a Citrus College performing ensemble class and to attend a weekly concert hour recital. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC

MUS 292 Applied Music/Individual Instruction (Popular) (2) (Cr/Nc)
Corequisite: Concurrent enrollment in appropriate Citrus College ensemble
A workshop class in applied popular music techniques and repertoire and a private or small group one-half hour lesson per week. The student is required to enroll and participate in a Citrus College performing ensemble class and to attend a weekly concert hour recital. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU;UC
History and Theory Courses

MUS 100 Musicianship (2)
Corequisite: Concurrent enrollment required in MUS 102.
An introductory class for the music major. Practice and skill development in melodic and rhythmic dictation, intervals, and sight-singing. Required of all music majors. 36 lecture hours. CSU;UC

MUS 101 Musicianship (2)
Prerequisite: MUS 100 and 102.
Corequisite: Concurrent enrollment required in MUS 103.
Continuation of materials and skills developed in Music 100. Continued practice and skill development in melodic and rhythmic dictation, intervals, and sight-singing. Required of all music majors. 36 lecture hours. CSU;UC

MUS 102 Harmony (3)
Corequisite: Concurrent enrollment required in MUS 100.
Strongly recommended: MUS 112.
An introductory class in music theory for the music major. Study of scales, intervals, chord types, and harmonic progression. Required of all music majors. 54 lecture hours. CSU;UC

MUS 103 Harmony (3)
Prerequisite: MUS 102.
Corequisite: Concurrent enrollment required in MUS 101.
Continuation of materials and skills developed in Music 102. Additional study and analysis of scales, intervals, chord types and harmonic progression. Required of all music majors. 54 lecture hours. CSU;UC

MUS 110 History of Music I (3)
An in-depth lecture course examining music from antiquity to J.S. Bach. Required of all music majors. 54 lecture hours. CSU;UC

MUS 110H History of Music I (3)
An in-depth lecture course examining music from antiquity to J.S. Bach. Required of all music majors. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of musical readings, presentations, and leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours. CSU;UC

MUS 111 History of Music II (3)
An in-depth lecture course examining music from J. S. Bach to the 20th century. Required of all music majors. 54 lecture hours. CSU;UC

MUS 111H History of Music II (3)
An in-depth lecture course examining music from J. S. Bach to the 20th century. Required of all music majors. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of musical readings, presentation, and leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours. CSU;UC

MUS 112 Music Fundamentals (3)
This course emphasizes basic music skills. Recommended for all students desiring a foundation in beginning theory, notation, ear training, and composition. 54 lecture hours, 18 lab hours. CSU;UC

MUS 113 History of Rock and Roll (3) (Cr/Nc)
This course focuses on the rock musician, the music and the manner in which sociological, political, and economic conditions merged in the evolution of this art form. Listening and classroom discussion will be stressed. 54 lecture hours. CSU;UC

MUS 114 Music Appreciation (3)
Introduction to music from the Renaissance to the 20th century. Units on opera, keyboard music, symphonic, ballet, chamber music, and jazz. Recommended for the non-music major. Required for music majors. 54 lecture hours. CSU;UC

MUS 114H Music Appreciation (3)
Introduction to music from the Renaissance to the 20th century. Units on opera, keyboard music, symphonic, ballet, chamber music, and jazz. Recommended for the non-music major. Required for music majors. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of musical readings, presentations, and leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours. CSU;UC

MUS 160 Popular Piano Styles (2)
Prerequisite: MUS 105 and 112.
This course acquaints the student with the musical concepts employed by the professional pianist in the commercial music field. Concepts include construction
and identification of extended (jazz) chords, voicing, accompanying, fills, substitutions, and style in view of solo and ensemble playing. This course may be taken four times. 36 lecture hours, 18 lab hours.

MUS 162 Songwriting (2)  
Prerequisite: MUS 112.  
This course acquaints the student with commercial songwriting techniques. Included are developing an idea, writing a melody, melodic expansion, chord progressions, form, and light orchestration. This course may be taken four times. 36 lecture hours, 18 lab hours.

MUS 170 Sight Reading for the Studio (3)  
Prerequisite: Audition.  
Strongly recommended: MUS 112. Also, READ 099 if required by reading placement exam or if required by reading level. A preparatory course in sight-reading for the aspiring performer/studio musician. Focus is upon polished/professional performance through the application of music theory and analysis to the sight-reading process. This course may be taken four times. 54 lecture hours, 18 lab hours. CSU

MUS 200 Musicianship (2)  
Prerequisite: MUS 101 and 103.  
Corequisite: Concurrent enrollment required in MUS 202. Emphasis is on melodic and rhythmic dictation. Required for music majors. 36 lecture hours. CSU;UC

MUS 201 Musicianship (2)  
Prerequisite: MUS 200 and 202.  
Corequisite: Concurrent enrollment required in MUS 203. A continuation of MUS 200. This course will include more challenging rhythmic, melodic, and harmonic dictation. 36 lecture hours total. CSU;UC

MUS 202 Harmony (3)  
Prerequisite: MUS 103.  
Corequisite: Concurrent enrollment required in MUS 200. Continuation of first year’s study, including seventh chords, secondary dominants, modality, harmonic structure of the phrase, harmonization of a given part, harmonic rhythm, irregular resolutions of secondary dominants, analysis of melodies, short works for piano, chorales, and songs. Required of all music majors. 54 lecture hours. CSU;UC

MUS 203 Harmony (3)  
Prerequisite: MUS 200 and 202.  
Corequisite: Concurrent enrollment required in MUS 201. Units on orchestration, modern compositional techniques, jazz, 18th century counterpoint, and analysis of large forms (sonatas, symphonies, string quartets). Studies concerned with dominant ninth chords (incomplete, complete, major, and minor) sequences, non-dominant harmony, ninth, eleventh, and thirteenth chords, Neapolitan sixth, augmented sixth chords, and other chromatic chords. Required of all music majors. 54 lecture hours. CSU;UC

MUS 218 History of Jazz (3)  
A survey of jazz music. This course provides an opportunity to explore jazz music, its origins, its many styles, and some of the great names whose artistry influenced its development. The effect of jazz on other musical forms such as classical and rock & roll will be explored as well. 54 lecture hours. CSU;UC

MUS 219 World Music (3)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course compares and contrasts the musical traditions and instruments of the folk, tribal, and classical music of India, China, Japan, Southeast Asia, the Middle East, Africa, Europe, and the Americas. Listening and discussion will be stressed. 54 lecture hours. CSU;UC

MUS 225 Introduction to American Music (3)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A survey of American music from the 17th century until the present. Units include the Colonial music, religious, and gospel music, parlor songs, the ragtime and jazz era, the rise of classical music, music for the stage and screen, the blues, folk and protest music, country and western, and the birth of rock and roll. 54 lecture hours. CSU;UC

MUS 260 Counterpoint I (3)  
Prerequisite: MUS 112. Principles of modal counterpoint of the 16th century Renaissance period in two, three, and four parts. 54 lecture hours.
MUS 261 Counterpoint II (3)
Prerequisite: MUS 260.
Principles of modal and tonal counterpoint in two, three, and four parts. Analysis and composition of interventions and fugues of the Baroque and Classical periods. 54 lecture hours.

MUS 262 Orchestration I (3)
Prerequisite: MUS 100, 101, 102, and 103.
Studying the works of the great composers from both a pianistic and orchestral standpoint; sketching and scoring their piano works for symphony orchestra and/or sketching and scoring original music for full orchestra in traditional and contemporary 20th century formats. 54 lecture hours.

MUS 263 Orchestration II (3)
Prerequisite: MUS 262.
Continuation of studying works of the great composers from both a pianistic and orchestral standpoint; sketching and scoring their piano works for symphony orchestra and/or sketching and scoring original music for full orchestra in traditional and contemporary 20th century formats. 54 lecture hours.

Instrumental Courses

MUS 105 Elementary Piano I (2)
For the beginning music student or non-music major. Covers all basic elements in elementary piano, including music reading, rhythm studies, technique, and scales. 36 lecture hours. CSU;UC

MUS 106 Elementary Piano II (2)
Continuation of skills and techniques learned in MUS 105. Emphasis on reading skills, major scales, compound meters, ensemble playing, harmonization, and elementary classical keyboard literature. 36 lecture hours. CSU;UC

MUS 107 Jazz Ensemble (4)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 290 or 291 or 292.
Study and performance of jazz and big band music. This course provides an opportunity to learn the techniques applicable to the large ensemble. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 108 Woodwind Techniques (1)
Prerequisite: Audition.
Selected intermediate and advanced studies to further knowledge and tonal proficiencies of musicians. Study of solo literature from different periods of music chosen to suit the student's performance level. Different periods of performance practices are explored. This course may be taken four times. 54 lab hours. CSU;UC

MUS 109 Brass and Percussion Techniques (1)
Prerequisite: Audition.
Selected intermediate and advanced studies to further technique and tone proficiency of musicians. Study of solo literature from different periods of music chosen to suit the student's performance level. This course may be taken four times. 54 lab hours. CSU;UC

MUS 122 Beginning Guitar I (2)
Stringing, tuning, fingering, playing techniques, notation, chords and chord progression, reading guitar music, playing simple melodies and accompaniment. 36 lecture hours. CSU;UC

MUS 123 Beginning Guitar II (2)
This course continues the development of skills begun in MUS 122. In addition, the following areas are covered: barre-chords, additional accompaniment techniques, major and minor scale patterns in first position. 36 lecture hours. CSU;UC

MUS 124 Intermediate Guitar (2)
Instruction in scales, chords, and arpeggios in all keys and positions. Improvising, accompanying, sight reading, transposing and performing of popular and classical styles. 36 lecture hours. CSU;UC

MUS 125 Intermediate Guitar (2)
This course is a continuation of the first semester intermediate guitar (MUS 124). In addition, the following areas are covered: solo guitar playing, guitar literature and ensemble playing. 36 lecture hours. CSU;UC

MUS 127 Brass Instrumentation/Technique I (1)
Corequisite: Concurrent enrollment required in MUS 107, 153, 207, or 208.
Selected intermediate and advanced brass studies to further knowledge and tonal proficiencies of musicians. Study of solo literature from the Renaissance to the Classical era, chosen to suit the student's performance level. This course may be taken four times. 54 lecture hours. CSU;UC
MUS 128 Brass Instrumentation/Technique II (1)
Corequisite: Concurrent enrollment required in MUS 107, 153, 207, or 208.
Selected intermediate and advanced brass studies to further knowledge and tonal proficiencies of musicians. Study of solo literature from the Baroque era to contemporary brass music, chosen to suit the student's performance level. This course may be taken four times. 54 lab hours. CSU;UC

MUS 130 Guitar Ensemble (2)
Prerequisite: MUS 123 or Audition.
Rehearsal and performance of original and transcribed guitar ensemble literature from the Renaissance to 20th Century and Jazz. This course may be taken four times. 36 lecture hours. CSU;UC

MUS 137 Standard Percussion Instrumentation/Techniques (1)
This course, for the percussionist, introduces appropriate exercises in rhythm, technique and consistency. Special selected studies including specific techniques and rhythmic patterns are chosen to advance the student's proficiency on the standard percussion instruments. Study of solo and ensemble literature from different periods of music chosen to suit the student's performance level. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 138 World Percussion Instrumentation/Techniques (1)
This course for the percussionist introduces appropriate exercises in rhythm, technique, and consistency. Special selected studies including specific techniques and rhythmic patterns are chosen to advance the student's proficiency on ethnic percussion instruments. Study of instruments and rhythms from Latin America, Africa, and other ethnic cultures. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 152 Jazz Combos (1)
Prerequisite: Instructor placement evaluation.
Corequisite: Concurrent enrollment required in MUS 290, 291, or 292.
Students will work extensively on improvisation and small group techniques. The study of standard "be-bop" tunes and their application in the small group will be covered. This class will be divided into small ensembles. Public performance required. This course may be taken four times. 72 lab hours. CSU;UC

MUS 153 Chamber Jazz (4)
Prerequisite: Audition.
Corequisite: Concurrent enrollment in MUS 108 or 109 and 290 or 291 or 292.
Advanced study and performance of traditional and contemporary jazz. Jazz and world music styles along with their influence will be covered. Public performance and the possibility of touring are required. This course may be taken four times. 36 lecture hours, 126 lab hours CSU;UC

MUS 154 Jazz Improvisation (3)
This is a class for music majors and performing artists. The theory, technique, and practice of jazz improvisation in a variety of styles will be examined. This course may be taken four times. 54 lecture hours, 18 lab hours. CSU;UC

MUS 155 The Professional Pianist (2)
Prerequisite: Audition.
Exploration of collaborative keyboard skills required of a professional pianist. An intermediate-level course in classical and popular, vocal, and instrumental collaboration, and sight-reading techniques. 36 lecture hours.

MUS 157 Percussion Ensemble I (1) (Cr/Nc)
Prerequisite: Audition or successful completion of the Student Learning Outcomes of MUS 137.
A course for percussionists in the study, rehearsal, and performance classical, modern and novelty percussion ensemble chamber music with a focus on the small to medium size (4-16) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 158 World Percussion Ensemble I (1) (Cr/Nc)
Prerequisite: Audition or successful completion of the Student Learning Outcomes of MUS 138.
A course for percussionists in the study, rehearsal, and performance percussion ensemble chamber music from Latin American, Middle Eastern and various other ethnic cultures with a focus on the small to medium size (4-16) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC
MUS 161 Keyboard Skills for the Music Major (3)
A keyboard skills class for music majors. Covers all basic elements of piano; includes skills that are specifically essential for musicians, such as: accompaniment, score reading, harmonization, sight-reading, keyboard harmony, and ensemble playing. 54 lecture hours.

MUS 205 Intermediate Piano I (2)
Prerequisite: MUS 106 or Audition.
Continued development of essential keyboard skills. This course emphasizes improvisation, melodic harmonization, and reading music at sight. 36 lecture hours. CSU;UC

MUS 206 Intermediate Piano II (2)
Prerequisite: MUS 205 or Audition.
Continued development of essential keyboard skills learned in Intermediate Piano I. This course emphasizes working with lead sheets, interpretation of chord symbols, advanced scale types, and transcription. 36 lecture hours. CSU;UC

MUS 207 Laboratory Band (2)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 108 or 109 and 290 or 291 or 292.
Introductory study and performance of jazz and commercial music. Topics include scales, chords, patterns, improvisation and development of musical style. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 208 Studio Orchestra (4)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 108 or 109 and 290 or 291 or 292.
Study and performance of commercial musical styles including Broadway show styles, variety show, stage productions, and recording session. Public and studio performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 216 Brass Choir I (3)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 290, 291, or 292.
Study and performance of brass ensemble music. This course provides an opportunity to learn performance practices of brass music in various styles through the medium of a large brass ensemble. Literature from the Renaissance through the Classical period will be covered. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 217 Chamber Winds I (4)
Study of band literature from the Renaissance to Classical Era. Working soloists and guest artists will be emphasized in addition to the study of different performance practices. Public performance required. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 221 Drum and Bugle Corps (2)
Prerequisite: Audition.
Students will be part of a performing drum and bugle corps, performing in preconceived and free-form formations and routines, playing brass and percussion instruments, with accompanying visual units appropriate to the ensemble. This course may be taken four times. One hour lecture, six hours lab per week. CSU

MUS 223 Handbell Ensemble (3)
Prerequisite: Audition.
An advanced course for the music major. This course provides the skills of coordination, dexterity and musicianship through the use of 5-octave English handbells. Emphasis is placed on skills necessary for the development of professional quality musical performance in an ensemble setting. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 226 Brass Choir II (3)
Prerequisite: Audition.
Corequisite: Concurrent enrollment required in MUS 290, 291, or 292.
Study and performance of contemporary brass ensemble music. This course provides an opportunity to learn performance practices of brass music in various styles through the medium of a large brass ensemble. Literature from the Romantic Era to the 20th Century will be covered. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

MUS 227 Chamber Winds II (4)
Study of band literature from the Romantic Era to the 20th Century. Working soloists and guest artists will be emphasized in addition to the study of different performance practices. Public performance required. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 229 Summer Instrumental Music Academy (3)
The Summer Instrumental Music Academy provides the instrumental musician with the necessary fundamentals
of music reading ability, historical framework and basic technique on the student’s chosen instrument. The course culminates with a summer concert, which provides students with the training and experience to play successfully in a variety of concert settings. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU

MUS 234 Wind Symphony I (4)
Prerequisite: Audition.
The study and performance of advanced wind band literature, with an emphasis on the exploration of traditional wind and percussion music and the development of the highest standards of personal and musical professionalism. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 235 Advanced Piano I (2)
Prerequisite: MUS 205 or Audition.
This course continues the development of skills begun in MUS 105 and 106 with emphasis on increased proficiency. Included in the repertoire are moderately difficult compositions representative of selected stylistic periods of piano literature. This course, or a similar background, is required for music majors. 36 lecture hours. CSU;UC

MUS 236 Advanced Piano II (2)
Prerequisite: MUS 235 or Audition.
This course is a continuation of the first semester of second year piano and emphasizes the further development of those skills previously set forth. This course, or a similar background, required of all music majors. 36 lecture hours. CSU;UC

MUS 244 Wind Symphony II (4)
Prerequisite: Audition
The study and performance of advanced wind band literature, with an emphasis on the exploration of contemporary wind and percussion music and the development of the highest standards of personal and musical professionalism. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 252 Fusion Ensemble (1)
Corequisite: Concurrent enrollment required in MUS 290, 291, or 292.
Students will work extensively on contemporary jazz styles including fusion of rock and jazz elements, post "Be-Bop" and avant garde styles. This class will be divided into small ensembles. Public performance required. This course may be taken four times. 72 lab hours. CSU

MUS 115 Voice (2)
Special attention given to beginners with emphasis on basic elements necessary for good singing. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

MUS 116 Chamber Singers I (4)
Prerequisite: Audition.
This course includes the study and performance of compositions for the small vocal ensemble. Includes compositions of the Baroque, Classic, Romantic and Contemporary style periods. Composers will include Gibbons, Weelkes, Purcell, Gabrielli, Hassleg, etc. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 117 Vocal Ensemble I (3)
Recommended for all students interested in learning and performing repertoire for the small vocal ensemble. Includes standard vocal literature for various combinations of voices with intensive preparation in choral techniques for public concerts. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 118 Concert Choir I (3)
Open to all students. Standard choral literature studied; special attention is given to tone production, phrasing and interpretation. Participation in public performances. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

MUS 119 Concert Choir II (3)
A more in-depth study of standard choral literature: special attention is given to tone production, phrasing, and interpretation. Advanced study for student conductor/section leader with emphasis given on conducting techniques. Participation in public performance. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

MUS 120 Opera Workshop (2)
Prerequisite: Audition.
Training and performance in solos, trios and small ensembles from the light opera and operatic repertoire. Introduction to standard literature, languages/diction, staging and performance of this repertoire in scenes or in full opera productions. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU
MUS 121 Chamber Chorale (3)
This course prepares the student for more in-depth ensemble experience. Emphasis on study and performance of classical and pop compositions for small vocal ensembles. Public performance required. This course may be taken four times. 36 lecture hours, 90 lab hours. CSU;UC

MUS 126 Chamber Singers II (4)
Prerequisite: Audition.
This course includes the study and performance of composition for the small vocal ensemble. Primary focus on compositions of the 20th with specifics on popular music styles through the century. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 210 Intermediate Voice (2)
Vocal exercises, analysis, and song memorization for the development of skill in performing literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

MUS 222 Women's Tour Ensemble (4)
Prerequisite: Audition.
This course prepares the student for a unique ensemble experience through classroom instruction, laboratory training, and performance. Emphasis on solo as well as ensemble study and performance of vocal compositions combined with an in-depth travel experience. Public performance is required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 230 Advanced Voice (Classical) (2)
Advanced vocal exercises and techniques, analysis and repertoire development used in performing classical literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

MUS 231 Advanced Voice (Popular) (2)
Advanced vocal exercises and techniques, analysis and repertoire development used in performing popular literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU

MUS 232 Women's Ensemble I (4)
Prerequisite: Audition.
This course prepares the student for in-depth women's ensemble performance. Emphasis on study and performance of classical compositions for women's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 233 Men's Ensemble (3)
Prerequisite: Audition.
This course prepares the student for in-depth men's ensemble performance experience. Emphasis on study and performance of classical and pop compositions for men's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 242 Women's Ensemble II (4)
Prerequisite: Audition.
This course prepares the student for in-depth women's ensemble performance. Emphasis on study and performance of pop compositions for women's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU/UC

MUS 242 Women's Ensemble II (4)
Prerequisite: Audition.
This course prepares the student for in-depth women's ensemble performance. Emphasis on study and performance of pop compositions for women's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU/UC

MUS 277 Vocal Ensemble II (3)
Recommended for all students interested in furthering and expanding their knowledge of repertoire for the small vocal ensemble. Includes more in-depth study of standard vocal literature for various combinations of voices with intensive preparation of choral literature for public concerts. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

MUS 288 Summer Vocal Instruction (2)
A workshop class in applied music and a private one-half hour lesson per week. Classroom activity will include audition techniques, music history background, and an opportunity for performance and assessment in a vocal master class setting. This course may be taken four times. One hour lecture, four hours lab per week.

MUS 289 Summer Vocal Music Academy (3)
The Summer Vocal Music Academy provides beginning students with the vocal technique, historical framework, and music reading ability needed to perform. It culminates in the Summer Showcase which provides each student with training, experience, and exposure of performing a principle role. This course may be taken four times. One hour lecture, five and one-half hours lab, one-half hour private instruction lab arranged per week. CSU
Natural History (Biological Sciences Department)

Natural History Courses

NAT 151 Natural History of the San Gabriel Mountain Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the San Gabriel Mountain region.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 152 Natural History of the Death Valley Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The culmination of the course is three days of class sessions in the region. A transportation fee will be charged.
36 lecture hours. CSU

NAT 153 Natural History of the Southern California Coastline (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Southern California Coastline.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 154 Natural History of the Sierra Nevada Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Sierra Nevada region.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 155 Natural History of the High Desert (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 156 Natural History of the Anza Borrego-Salton Basin (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 157 Natural History of the Owens Valley Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Owens Valley region.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 158 Natural History of the Western Colorado Plateau (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Western Colorado Plateau.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 159 Natural History of the Eastern Colorado Plateau (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 161 Natural History of the Central San Andreas Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Central San Andreas region.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 162 Natural History of the Northern San Andreas Region (2) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
The physiography, climate, geology, life zones, wildlife, and human history of the Northern San Andreas region.
There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU
NAT 163 Natural History of the Hawaiian Islands (2) (Cr/Nc)
The physiography, climate, geology, life zones, wildlife, and human history of the Hawaiian islands. There will be eleven days of class in the region. A transportation fee will be charged. 27 lecture hours, 27 lab hours. CSU

NAT 164 Natural History of the Channel Islands (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Channel Islands. There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 165 Natural History of the Cascade Mountains (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Cascade Mountains. There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 166 Natural History of the Banff-Jasper National Park (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Banff-Jasper region. There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 167 Natural History of Alaska (2) (Cr/Nc)
The physiography, climate, geology, life zones, wildlife, and human history of Alaska. There will be fifteen days of class in the region. A transportation fee will be charged. 27 lecture hours, 27 lab hours. CSU

NAT 168 Natural History of the Oregon Coast (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Oregon coastline. There will be three days of class in the region. A transportation fee will be charged. 36 lecture hours. CSU

NAT 169 Natural History of the Southeastern Arizona Region (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Southeastern Arizona region. The culmination of the course is seven days of class sessions in the region. A material/transportation fee will be charged. 36 lecture hours CSU

NAT 170 Natural History of the Central California Coastline (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Central California Coastline region. The culmination of the course is one three day field trip over one weekend. A material/transportation fee will be charged. 36 lecture hours. CSU

NAT 171 Natural History of the Northern California Coastline (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The physiography, climate, geology, life zones, wildlife, and human history of the Northern California Coastline region. The culmination of the course is one three-day field trip over one weekend. A material/transportation fee will be charged. 36 lecture hours. CSU

Nursing

Nursing - Vocational
(Health Sciences Department)

Successful completion of the program studies allows the student to become eligible to take the State Board Examination for Licensed Vocational Nurse.-NCLEX

Educational Concerns:
Students or concerned parties have the right to contact the Board of Vocational Nursing (BVNPT). It is recommended that this is done after all college means for resolving problems/issues have been exhausted.

Board of Vocational Nurse and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833-2945
916-263-7800
Nursing RN Degree Program
(Health Sciences Department)

Citrus College offers a program designed to meet the requirements for licensure by the California Board of Registered Nursing. It is designed to qualify the student for the licensure examination and entry into practice as a Registered Nurse. Additionally, completion of the Associate in Science Degree in Nursing prepares a student to transfer to a four-year institution for completion of a baccalaureate degree.

Advanced placement in the program may be granted to those students with certain prior vocational nursing, or registered nursing education or equivalent. Transfer/challenge applications require and individual appointment with the Program Director or Assistant Program Director. Completion of an RN orientation session (call the Health Sciences Department for session dates) is strongly advised.

Educational Concerns:
Students or concerned parties have the right to contact the Board of Registered Nursing (BRN). It is recommended that this is done after all college means for resolving problems/issues have been exhausted.

Board of Registered Nursing
1170 Durfee Avenue, Suite G
South El Monte, CA 91733
626-575-7080

CONTINUING EDUCATION

Many regular courses in behavioral sciences, psychology, life sciences and supervision may be used for continuing education units for licensure renewal for nurses. Also, specialty short-term workshops and refresher courses are scheduled throughout the year. Please call Continuing Education for noncredit course information at (626) 832-8022. Certificates will be issued upon completion of approved courses.

Certificates:

VOCATIONAL NURSING
EMPLOYMENT OPPORTUNITY:
Vocational Nurse

Skill Awards:

BASIC CRITICAL CARE NURSING
REQUIRED COURSES: NRS 250
EMPLOYMENT OPPORTUNITY:
Critical Care Unit Nurse

DRUGS AND SOLUTIONS
REQUIRED COURSE: NRS 260
EMPLOYMENT OPPORTUNITY:
Assist CNA to challenge the LVN licensure exam NCLEX-PN.

HOME HEALTH AIDE
REQUIRED COURSES: NRS 102
EMPLOYMENT OPPORTUNITY:
Home Health Aide

MEDICAL TERMINOLOGY-SPANISH
REQUIRED COURSES: NRS 157
EMPLOYMENT OPPORTUNITY:
Enter level translator for medical office or hospital.

NURSE ASSISTANT
REQUIRED COURSES: NRS 101
EMPLOYMENT OPPORTUNITY:
Certified Nurse Assistant
Acute Care Nurse Aide

NURSING SUPERVISION
REQUIRED COURSES: NRS 263
EMPLOYMENT OPPORTUNITY:
Team Leader
Charge Nurse
Nurse Manager

Vocational Nursing Courses

NRS 100 Introduction to Health Occupations (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Fundamental skills needed for health related occupations. Includes medical terminology, medical math, the application of computers to health care, techniques and learning tools to evaluate scientific readings, field study and exposure to health career opportunities. 36 lecture hours, 54 lab hours.

NRS 101 Nurse Assistant (5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Basic nursing care to patients in extended care facility. 54 theory hours, 108 clinical hours.
NRS 102 Home Health Aide (2)
Prerequisite: Completion of, or concurrent enrollment required in NRS 101.
Preparation of individuals to provide safe and proper nursing care and home care services to the elderly, ill, and infirm. Meets criteria necessary for State certification. 18 lecture hours, 54 lab hours.

NRS 150 Fundamentals of Nursing (3)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 151L, 152, 153, 154, and 155.
Introduction to basic procedures and treatments in the practice of vocational nursing. 54 lecture hours.

NRS 151L Fundamentals of Nursing Lab (3) (Cr/Nc)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 150, 152, 153, 154, and 155.
Clinical application of theoretical concepts of basic nursing functions. 162 lab hours.

NRS 152 Pharmacology I (1)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 150, 151L, 153, 154, and 155.
A beginning course in pharmacology. Elementary use of drug formulas, conversions, and dosage forms. 18 lecture hours.

NRS 153 Introductory Nutrition for the Vocational Nurse (1)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 150, 151L, 153, 154, and 155.
A basic course in nutrition as it relates to the patient and the vocational nurse. 18 lecture hours.

NRS 154 Body Structure and Function for the Vocational Nurse I (1.5)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 150, 151L, 153, and 155.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Basic facts of human anatomy and physiology with selected clinical examples for the vocational nurse. 27 lecture hours.

NRS 155 Social - Psychology for the Vocational Nurse (1)
Prerequisite: NRS 100.
Corequisite: Concurrent enrollment required in NRS 150, 151L, 152, 153, and 154.
Job-related communications. Advanced problem-solving skills needed in the clinical area. 18 lecture hours.

NRS 157 Medical Terminology - Spanish (2) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course will prepare the health care provider to learn to improve Medical Spanish in a simplified manner in order to assist the Spanish speaking person in a medical situation. It will provide "everyday" language rather than literary Spanish. Prior course in Spanish not required. 36 lecture hours.

NRS 160 Medical - Surgical Nursing I (3)
Prerequisite: NRS 150.
Corequisite: Concurrent enrollment required in NRS 161L, 162, 163, 164, and 165.
Nursing care of patients with alterations of mobility, nutrition, elimination of solid wastes, and skin integrity. Theoretical and practical application of nursing care. 54 lecture hours.

NRS 161L Medical - Surgical Nursing I Lab (3) (Cr/Nc)
Prerequisite: NRS 150.
Corequisite: Concurrent enrollment required in NRS 160, 162, 163, 164, and 165.
Clinical application of theoretical concepts of nursing care for patients with alterations of mobility, nutrition elimination of solid wastes, and skin integrity. 162 lab hours.

NRS 162 Pharmacology II (1)
Prerequisite: NRS 150.
Corequisite: Concurrent enrollment required in NRS 160, 161L, 163, 164, and 165.
Fundamental principles of drug action, the application of specific drugs in the treatment of disease, and the appropriate nursing actions to maximize the desired outcome of therapy. 18 lecture hours.

NRS 163 Diet Therapy for the Vocational Nurse (1)
Prerequisite: NRS 150.
Corequisite: Concurrent enrollment required in NRS 160, 161L, 162, 164, and 165.
A basic course in diet therapy for medical surgical patients. 18 lecture hours.
NRS 164 Body Structure and Function for the Vocational Nurse II (1.5)
Prerequisite: NRS 100, 150, 151L, 152, 153, 154, 155.
Corequisite: Concurrent enrollment required in NRS 160, 161L, 162, 163, and 165.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Vocational nursing students will explore the basic facts of human anatomy and the principals of physiology with selected clinical examples. 27 lecture hours.

NRS 165 Growth and Development: Young Adult Elderly (1)
Prerequisite: Completion of NRS 100, 150, 151L, 152, 153, 154, 155.
Corequisite: Concurrent enrollment required in NRS 160, 161, 162, 163, and 164.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Nursing assessment and promotion of health of the adult through death. Theoretical principles of growth and development. 18 hours lecture.

NRS 170 Medical - Surgical Nursing II (7)
Prerequisite: NRS 160.
Corequisite: Concurrent enrollment required in NRS 171L.
Provides advanced nursing students the theory needed to perform skills and procedures for the adult in NRS 171L. By consistently emphasizing the nursing process and rationale, the format with each body system includes basic assessment or data collection, planning, implementation, evaluation and documentation. Basic nursing skills are reinforced. Advanced skills include those related to the following body systems: cardiovascular, respiratory, neurological, genitourinary, endocrine, special senses. 126 lecture hours.

NRS 171L Medical - Surgical Nursing II Lab (7) (Cr/Nc)
Prerequisite: NRS 160.
Corequisite: Concurrent enrollment required in NRS 170.
Clinical application of theoretical concepts of medical-surgical nursing of patients with alterations of respiration, circulation, and introduction to care of the patient with neurological and genitourinary conditions. 378 lab hours.

NRS 172 Advanced Pharmacology (2)
Prerequisite: NRS 160.
Corequisite: Concurrent enrollment required in NRS 171L.
Fundamental principles of drug action and the application of specific drugs on the treatment of renal diseases for patients with alterations of respiration, circulation, the blood, endocrine function, neurological function, vision, and hearing. 36 lecture hours.

NRS 173 Psychology for Vocational Nurses (2)
Prerequisite: NRS 160.
Corequisite: Concurrent enrollment required in NRS 171L.
Mental health care for patients and their families who are experiencing the pain of mental disorders. Teaches the nurse to plan and deliver care and provide health teaching so that effective self-care is possible when discharge occurs. 36 lecture hours.

NRS 180 Pediatric Nursing (3.5)
Prerequisite: Completion of NRS 160 with min. grade of C.
This course covers normal and abnormal conditions of the child from infancy through adolescence. It includes pediatric nursing experience in a local hospital, day care center, and/or clinic. This course may be taken two times. 36 lecture hours, 90 lab hours.

NRS 181 Growth and Development: Infancy - Adolescence (1)
Prerequisite: Completion of NRS 160 with min. grade of C.
Basic knowledge of child development and guidelines for use in primary health care settings. This course may be taken two times. 18 lecture hours.

NRS 182 Obstetrical - Gynecological Nursing (4)
Prerequisite: Completion of NRS 160 with min. grade of C.
This course covers obstetrical and gynecological conditions of the female patient, with clinical experience in a local community hospital. This course may be taken two times. 36 lecture hours, 126 lab hours.

NRS 183 Leadership in Nursing (3)
Prerequisites: Successful completion of NRS 160, 161L, 162, 163, 164 SLOs.
Co-requisites: NRS171L
Teaches advanced nursing students the theory needed to perform skills and procedures used by nursing team leaders in a clinical setting. 36 lecture hours, 54 lab hours.

NRS 250 Basic Critical Care Nursing (3)
Prerequisite: Completion of NRS 160, 161L, 162, 163, 164 SLOs.
Teaches advanced nursing students the theory needed to perform the learning experiences which will enable the nurse to acquire basic critical care skills and related knowledge necessary for the safe care of the critically ill adult. Should be a licensed vocational nurse or have completed a vocational nurse program. 54 lecture hours.
NRS 260 Drugs and Solutions (3)
A review of basic mathematics, drug formula calculations, and updated drug information. 54 lecture hours.

NRS 263 Nursing Supervision (3)
This course is planned to prepare the LVN or RN for nursing leadership roles in areas such as extended care and nursing home facilities. Should be a licensed vocational nurse or have completed a vocational nursing program. 54 lecture hours.

Registered Nursing Courses

REGISTERED NURSING - GENERIC OPTION
REQUIRED COURSES: NRS 190, 191, 192, 193, 194, 195, 201, 203, 251, 252, 290
EMPLOYMENT OPPORTUNITY: Registered Nurse

REGISTERED NURSING - ADVANCED PLACEMENT OPTION
200, 201, 203, 251, 252, 290
EMPLOYMENT OPPORTUNITY: Registered Nurse

NRS 190 Foundations of Nursing (4) (Cr/Nc)
Prerequisites: BIO 200, BIO 201 and BIO 220 or equivalents and admission to the ADRN program. Corequisites: NRS 191 and 192.
The first course in the nursing sequence, students are introduced to the applications of critical thinking and the nursing process needed to provide basic care to clients in a variety of community, long term and acute care settings. Emphasis is on promoting optimum health across the health-illness continuum. Clinical experiences provide the opportunity to practice basic skills and include campus laboratory and experiences in community settings. 36 lecture hours, 108 lab hours.

NRS 191 Introduction to Medical/Surgical Nursing I (4)
(Cr/Nc)
Prerequisites: BIO 200, BIO 201 and BIO 220 or equivalents and admission to the ADRN program. Corequisites: NRS 190 and NRS 192.
Introduction to concepts and practices as they related to the adult patient in the Medical-Surgical environment. 36 lecture hours, 162 lab hours.

NRS 192 Pharmacology for Nurses (2) (Cr/Nc)
Prerequisites: BIO 200, BIO 201 and BIO 220 or equivalents and admission to the ADRN Program. Corequisites: NRS 190 and NRS 191.
The course introduces students to basic understandings of the interaction between drugs and living systems and prepares students for system application of drug therapy throughout the remainder of the program. The course includes instruction in drug classes and schedules, principles of drug administration, pharmacokinetics, pharmacodynamics across the life span, and legal and ethical issues related to drug administration. 36 lecture hours.

NRS 193 Pediatric Nursing (3.5)
Prerequisites: NRS 190, NRS 191, and NRS 192. Corequisites: NRS 194 and NRS 195.
This course focuses on integration and application of the nursing process as it relates to the nursing care of children and their families. Emphasis is on the concepts and skills related to age and developmental appropriate family centered care. Clinical experiences will provide opportunities for students to participate in therapeutic activities in a variety of pediatric settings. 36 lecture hours, 81 lab hours.

NRS 194 Obstetrics/Maternity Nursing (3.5)
Prerequisites: NRS 190, NRS 191 and NRS 192. Corequisites: NRS 193 and NRS 195.
This course will enable the student to attain knowledge and skills necessary to provide safe, effective, culturally sensitive physiological and psychosocial care using the nursing process and family centered approach for child-bearing clients and their families. Clinical experiences will provide opportunities for students to participate in therapeutic activities during antepartum, intrapartum, and postpartum periods; as well as the care and monitoring of the newborn. 36 lecture hours, 81 lab hours.

NRS 195 Beginning Medical/Surgical Nursing II (5)
Prerequisites: NRS 190, NRS 191, and NRS 192. Corequisites: NRS 194 and NRS 193.
Medical Surgical Nursing II develops the first year nursing student’s knowledge and skills as they relate to the adult non-critical moderately complex medical-surgical patient. Through utilization of the nursing process, the student will recognize alterations in functioning or illness and formulate age-appropriate nursing interventions. Psychomotor skills associated with moderately complex...
needs, medication administration and intravenous therapy will be studied and practiced. The impact of multiple nursing diagnoses on patient outcomes will be introduced. 45 lecture hours, 135 lab hours.

Registered Nursing-Advanced Placement Option

NRS 200 Role Transitions: LVN to RN (3)
Prerequisite: Enrollment in NRS 200 is provisional pending state approval of an Associate Degree, Nursing program; formal acceptance by the Department of Health Sciences; a minimum of one year licensure in California as a Licensed Vocational Nurse; and BIO 200, BIO 201 and BIO 220 or equivalents.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is designed to assist the LVN in transitioning from the LVN role to the expected role of the ADN student. Course content focuses on educational preparation for nursing, competencies expected of the graduate, critical thinking, communication, physical assessment, legal/ethical concerns and study skills. The on-campus lab provides opportunity for students to validate nursing skills and practice physical assessment skills. 36 lecture hours, 54 lab hours.

NRS 201 Medical-Surgical Nursing III (5)
Prerequisite: Successful Completion of M/S II 170 series SLOs; OR current standing as a LVN in California AND the successful completion of HS200 (Role transition: LVN to RN).
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course examines the nursing care of selected individuals throughout the lifespan who are experiencing complex alterations in wellness involving multiple systems. Care of clients experiencing a high-risk pregnancy and high-risk newborns is also included. Clinical experiences in local health care agencies and computerized simulation manikins and scenarios provide students opportunity to apply theoretical concepts to actual care of clients. 45 lecture hours, 135 lab hours.

NRS 203 Mental Health-Psychiatric Nursing (3) (Cr/Nc)
Prerequisite: Successful completion of VN program OR current standing as a LVN in California AND the successful completion of NRS 200 SLOs.
This course presents the principles of mental health and the social, economic, cultural and physiological factors that predispose a person to dysfunctional human behavior. Emphasis is placed on the therapeutic role of the nurse in promoting, preventing, maintaining and restoring individuals to optimal mental well-being. Concepts of therapeutic communication, age related concerns, treatment modalities, and delivery of mental health services are included. Clinical laboratory experiences are provided in community care facilities. 27 lecture hours, 81 lab hours.

NRS 251 Medical-Surgical Nursing IV (6) (Cr/Nc)
Prerequisite: Successful completion of NRS 201 and NRS 203 SLOs.
Corequisite: NRS 252 and NRS 290.
This course is a continuation of the nursing care of selected individuals throughout the life span who are experiencing complex alterations in wellness involving multiple systems. Care of clients experiencing multi-system failure and severe trauma is also included. Clinical experiences in local health care agencies provide students opportunity to apply theoretical concepts to actual care of patients. 54 lecture hours, 162 lab hours.

NRS 252 Leadership for Professional Nursing Practice (2) (Cr/Nc)
Prerequisites: Successful completion of NRS 201 and NRS 203 SLOs.
Corequisites: NRS 251 and 252.
This course socializes students into the graduate registered nurse role. It focuses on the exploration and analysis of contemporary nursing practice, current trends, and issues impacting nursing care delivery. Advanced leadership and management concepts are discussed as part of the nursing role. Clinical experiences will be provided in Nursing 251. 36 lecture hours.

NRS 290 Gerontological Nursing (2)
Prerequisites: Successful completion of NRS 201 and NRS 203 SLOs.
Corequisites: NRS 251 and 252.
This course provides knowledge regarding the care of geriatric clients, including facts and theories of aging and cultural perspectives as well as specific information about each body system and alterations associated with aging. The course concludes with a discussion of gerontological issues. 18 lecture hours, 54 lab hours.

Office Technology and Computer Applications

The Office Technology and Computer Applications program provides training for employment that encompasses a broad area of study which includes keyboarding, records management, business machine skills, office procedures, filing, word processing using Microsoft Word, scheduling using Microsoft Outlook, professional development skills, publishing, business math, telecomm-
munications for the office, electronic commerce and an integration of Microsoft Word, Excel, Access and PowerPoint.

The Office Technology area within Citrus College Business Department conducts the program with state-of-the-art equipment and training in use of current office applications to prepare students for professional careers, transfer study, and/or personal use.

The program combines classroom lectures, demonstrations, and individual hands-on training in laboratory facilities. Faculty works closely with various industry sectors, professional organizations and businesses to ensure relevant training.

Certificates:

**ADMINISTRATIVE OFFICE MANAGER**
REQUIRED COURSES: ACCT 100 or 101; ACCT 120 or OFF 120; BUS 130, 132; BUS 150 or 152, BUS 160, 176; OFF 101, 201, 291, 294

**OFFICE OCCUPATIONS**
REQUIRED COURSES: ACCT 100 or 101; BUS 132; OFF 101, 201, 215, 260, 281, 291

**SECRETARIAL**
REQUIRED COURSES: BUS 130, 150, 152, 176; OFF 101, 201, 260, 281, 291

**WORD PROCESSING**
REQUIRED COURSES: ACCT 120 or OFF 120; BUS 132, 150, 152, 176; OFF 215, 260, 281, 291, 294

Office Technology and Computer Applications Courses
(See Also Accounting, Business, Computer Science and Information Systems and Real Estate)

**OFF 101 Introduction to Microsoft Office Applications**
(3) (Cr/Nc)
Strongly recommended: OFF 057.
Introduction to Windows and Microsoft Office Suite applications. Computer applications include word processing, spreadsheets, database management, presentation graphics, scheduling/time management, and the Internet. This course may be taken two times. 54 lecture hours, 36 lab hours. CSU

**OFF 120 Excel Spreadsheet**
(2) (Cr/Nc)
An introduction to Excel worksheets and workbooks. Includes formatting, calculating sums, formulas, charts, enhancing the worksheet, and making decisions using the IF function, completing financial functions, data lists, and large workbooks and using templates. This course may be taken two times. 36 lecture hours. CSU

**OFF 121 Intermediate Excel Spreadsheet**
(2) (Cr/Nc)
Prerequisite: OFF 120.
An extension of Excel spreadsheets and workbooks. Includes templates, multiple worksheets in a workbook, data tables, macros, Scenario Manager, sorting and filtering a worksheet database, and object linking and embedding. 36 lecture hours. CSU

**OFF 144 Business Machines Mathematics**
(3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This is a business mathematics course taught with calculating equipment and designed to develop skill and accuracy in solving problems of cash and trade discounts, simple and compound interest, bank discounts, and turnover. The application of mathematics to accounting, insurance, and taxation is also covered. 54 lecture hours.

**OFF 154 Professional Development: Interpersonal Skills**
(1) (Cr/Nc)
This course provides you with an overview of the key elements needed to succeed in the workplace today. The topics discussed are people skills, persuading others, thinking on your feet, leading others, empowering others, coaching and mentoring others, acquiring political savvy, teambuilding, and handling conflict. 18 lecture hours.

**OFF 155 Professional Development: Business Etiquette and Protocol**
(1) (Cr/Nc)
This course introduces basic business and office etiquette to be successful in today’s workplace. Areas of discussion are: business etiquette the basics, corporate dress, and presentation, interacting with people, office etiquette, meetings, dining etiquette, drinking and eating etiquette,
international customs and table manners, and other do’s and don’ts. 18 lecture hours.

OFF 156 Professional Development: Team Dynamics (1) (Cr/Nc)
This course introduces teamwork skills including: working in a team, essential elements of a team, how to be a good team player, how to participate in efficient team meetings, and team development. 18 lecture hours.

OFF 157 Professional Development: Customer Relations and Rapport (1) (Cr/Nc)
This course will introduce basic customer relations skills including: customer service versus customer relations, employee responsibilities in customer relations, communications skills, telephone expertise, integrating new technologies, maximizing feedback channels, handling customer complaints, and incorporating public relations and marketing. 18 lecture hours.

OFF 158 Professional Development: Leadership in Organizations (1) (Cr/Nc)
This course introduces basic leadership skills including: leadership dynamics, leadership responsibilities, leadership development, communication for leaders, leaders professional image, organizational management, strategic planning, and leader as a supervisor. 18 lecture hours.

OFF 159 Professional Development Series: Career Planning and Networking (1) (Cr/Nc)
This course introduces basic leadership skills including: leadership dynamics, leadership responsibilities, leadership development, communication for leaders, leaders professional image, organizational management, strategic planning, and leader as a supervisor. 18 lecture hours.

OFF 160 Professional Development: Professional Image (1) (Cr/Nc)
This course provides an overview of the professional image which can have a profound effect on career advancement of the individual. Areas of discussions are: professional image, professional appearance, professional dress, wardrobe management, manners and etiquette for the professional, personal behavior, communicating professionally, and professional image development. 18 lecture hours.

OFF 161 Professional Development: Interview Styles and Strategies (1) (Cr/Nc)
This course provides you with the elements needed to prepare for interviewing in today’s businesses. Topics include: The Interview + what is and is not appropriate, frequently asked questions during the interviewing process, interviewing styles, strategies for planning and preparing, strategies for impressing and expressing throughout the interview process, strategies for handling tough questions/obstacles, strategies for assessing, critiquing, evaluating, and negotiating the deal. This course may be taken two times. 18 lecture hours.

OFF 201 Introduction to Electronic Commerce for Business (2) (Cr/Nc)
An overview of Electronic Commerce for Business. Topics include: definition of Electronic Commerce, interface design and web site promotion, building an electronic commerce store, electronic security, electronic payment systems, and careers in electronic commerce. This course may be taken two times. 36 lecture hours, 18 lab hours.

OFF 215 Introduction to Microsoft Outlook (2) (Cr/Nc)
An introduction to a scheduling and organizing program. Topics include creating and editing a calendar, contacts, task list, journal, notes, synchronizing personal digital assistant, and communicating with an electronic mail system. 36 lecture hours. 18 lab hours.

OFF 260 Computer Keyboarding and Document Processing (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. This course introduces skills and techniques fundamental to touch keyboarding on a microcomputer. This course also introduces document processing of letters, memorandums, reports and tables and is open to students with no previous keying experience. 54 lecture hours, 36 lab hours. CSU

OFF 281 Filing and Records Management (3) (Cr/Nc)
An overview of records management which involves practical fundamentals of records management, basic filing principles, procedures, and systems. Emphasis is on non-correspondence records, information storage, and retrieval systems. Management aspects of records retention, disposition, and the operation of a records management program. 54 lecture hours.

OFF 285 Office Procedures (3)
Prerequisite: OFF 260.
This is a course in office practices and protocol for the person preparing for a clerical career. It emphasizes continuous self-evaluation and self-development in the areas of basic office skills, communication, and human relations. 54 lecture hours.
OFF 287 Electronic Office Management (3) (Cr/Nc)
Prerequisite: OFF 260.
Use of integrative software applications to write, send, and receive e-mail; calendar appointments electronically; schedule conferences with multiple users; fax, scan, link and attach other files electronically. Launch other program applications, and manage work flow of tasks through paperless offices. 54 lecture hours.

OFF 291 Telecommunications for the Office (2) (Cr/Nc)
An introduction to telecommunications media for the office. Includes using and managing electronic mail, using electronic bulletin boards, voice mail, video conferencing, facsimile machines, finding data through Netscape, using local and wide area networks, and the integration of voice, data, and video systems. 36 lecture hours, 18 lab hours.

OFF 294 Beginning Microsoft Word (2) (Cr/Nc)
An introduction to word processing concepts. Topics include: creating and editing text and printing office documents such as; letters from templates, research papers, resume, mail merge, and newsletters. This course will also include proofreading and editing skills. 36 lecture hours.

OFF 295 Intermediate Microsoft Word for the Office (2) (Cr/Nc)
Prerequisite: OFF 294. Microsoft word applications using intermediate features including: page layout, altering templates, using text art, revising text, using drop caps, creating and editing tables, indexing, merging, using macros, desktop publishing of newsletters, and the use of Power Point for presentations. 36 lecture hours, 18 lab hours.

OFF 298 Desktop Publishing/Windows (4) (Cr/Nc)
An overview of procedures for producing documents for publication. Includes basic typography, changing type styles and type size, using Compose and ASCII symbols, graphics, changing leading, kerning, designing page layouts and structured publications, watermarks, formatting with styles and macros, creating business forms and a master document using the microcomputer and current desktop publishing software. 72 lecture hours, 18 lab hours.

Philosophy
(Social Sciences Department)

The knowledge of logic, ethics and the history of philosophy provides a means of systematizing, assimilating and evaluating masses of knowledge and the development of perspective. A study of philosophy provides a valuable background for any student interested in social or natural sciences, or humanities and particularly in law, theology and education.

Philosophy Courses

PHIL 101 Great Religions of the World (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The historical development, principal ideas and contributions of the world's religions. 54 lecture hours. CSU;UC

PHIL 106 Introduction to Philosophy (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. The foundations of philosophy in terms of modes of critical thinking, significant philosophical problems, and a representative sampling of primary philosophical writings. 54 lecture hours. CSU;UC

PHIL 106H Introduction to Philosophy-Honors (3) (Cr/Nc)
Strongly recommended: Read 099 if required by reading placement exam or if required by reading level. A critical examination of fundamental concepts such as; religion; morality; mind and body; casuality and free will; objectivity and subjectivity; life and death. This is a degree-applicable introductory level course for honors students. Students are expected to work and participate at an honors level, which includes strong critical thinking skills, thorough analysis of philosophical writings, and presentation skills as demonstrated by leading a seminar discussion. 54 lecture hours. CSU;UC

PHIL 108 Philosophy - Ethics (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A critical analysis of concepts of the good life and of morality as articulated by great philosophers, with the aim of cultivating awareness of the importance of a reasoned approach to such questions in one’s own life. 54 lecture hours. CSU;UC
PHIL 109 Critical Reasoning and Writing (3) (Cr/Nc)
Strongly recommended: ENGL 101.
A study of, and instruction in, the application of critical reasoning and writing skills, in the composition and evaluation of the argumentative/persuasive essay. The course will emphasize the application of argumentative methods and models to the critical analysis of contemporary moral, socio-political, and philosophical issues, as well as topics in traditional logic. 54 lecture hours. CSU;UC

PHIL 110 Philosophy - Logic (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course introducing fundamental problems and principles of formal and informal logic, featuring proofs of validity, deductive and inductive reasoning, and detection and analysis of fallacies. 54 lecture hours. CSU;UC

Photography
(Fine and Performing Arts Department)

Certificates:

PHOTOGRAPHY
REQUIRED COURSES: PHTO 101, 102, 103, 215
ELECTIVES: Plus Three of the following: PHTO 125, 126, 202, 205, 206;
EMPLOYMENT OPPORTUNITY:
  Entry-Level Photography Technician,
  Salesperson, self employment

Photography Courses

PHTO 101 Basic Photography (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Fundamental still photography with emphasis on planning a photograph, choice of camera, choice of films and papers, use of natural and artificial light, function of lenses and shutters, and techniques for processing sensitized materials. 36 lecture hours, 90 lab hours. CSU;UC

PHTO 102 Intermediate Photography (3) (Cr/Nc)
Prerequisite: PHTO 101.
Provides emphasis on lighting, control of lighting and subject contrast, improvement of composition, and photographic print quality. 36 lecture hours, 90 lab hours. CSU;UC

PHTO 103 Advanced Photography (3) (Cr/Nc)
Prerequisite: PHTO 102.
A continuation of black and white photographic techniques introducing advanced methods as applied to commercial and industrial careers working with more specialized equipment. This course may be taken three times. 36 lecture hours, 90 lab hours. CSU

PHTO 110L Photography Lab (1) (Cr/Nc)
Prerequisite: Completion of, or concurrent enrollment required in, PHTO 101.
Extended black and white laboratory experiences to supplement those available in the regular program. Provides opportunities for students to pursue more advanced projects and experiments. The student who repeats this course will be gaining an expanded educational experience through supervised participation and instruction. This course may be taken four times. 54 lab hours.

PHTO 125 Photography as an Art Medium (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Presents a background in the use of graphic arts processes and materials as well as photographic techniques currently used by photographers, commercial artists, fashion illustrators, cinematographers, and graphic designers. 36 lecture hours, 54 lab hours. CSU;UC

PHTO 126 Advanced Photography as an Art Medium (3) (Cr/Nc)
Prerequisite: PHTO 125.
A continuation of PHTO 125. Provides more advanced techniques and materials relevant to the photography industry today. Manipulation of photographic materials will produce posterized, bas-relief and multiple-image high contrast prints. 36 lecture hours, 54 lab hours. CSU

PHTO 202 Photojournalism I (3) (Cr/Nc)
Covers the theory and practice of news photography. Students will take still pictures for college publications. 36 lecture hours, 54 lab hours. CSU

PHTO 203 Photojournalism II (3)
A continuation of PHTO 202 covering the theory and practice of news photography. Students will take still pictures for college publications. 36 lecture hours, 54 lab hours. CSU
PHTO 205 Color Photography (3) (Cr/Nc)
Deals with properly exposing and processing color film and color print materials. Instruction covers use of cameras, films, filters, color temperature meter, exposure, lighting equipment, and color analysis for color printing. 36 lecture hours, 90 lab hours. CSU

PHTO 206 Intermediate Color Photography (3) (Cr/Nc)
Prerequisite: PHTO 205.
Provides instruction in use of flash equipment, experimental photography, prints from slides, slide copying, making inter-negatives, control of color temperature, and lighting and subject contrast. 36 lecture hours, 90 lab hours. CSU

PHTO 211 Environmental Photography (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Articulates the principles of individual lighting and group posing in a variety of outside locations as they apply to professional photography. Three hours lecture, two hours lab per week. CSU

PHTO 213 Studio Portraiture (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Articulates the principles of portrait lighting and posing, inside and outside the studio as they apply to professional photography. 54 lecture hours, 36 lab hours.

PHTO 215 Electronic Photo Imaging (3) (Cr/Nc)
Strongly recommended: PHTO 101 and 205.
A course introducing electronics imaging using Adobe Photoshop 5.5. This course will cover scanning of negatives and photographs. How to save these images on disk. Utilization of tools for modification, special effects filters, scaling of image, and printing. The use of digital cameras will be covered. This course may be taken three times. 36 lecture hours, 90 lab hours. CSU

Cooperative Education Courses

PHTO 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of volunteer employment or training sites. This course may be taken four times. 75 lab hours arranged per semester.

PHTO 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of volunteer employment or training sites. This course may be taken four times. 120 lab hours arranged per semester.

PHTO 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of volunteer employment or training sites. This course may be taken four times. 180 lab hours arranged per semester.

PHTO 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of volunteer employment or training sites. This course may be taken four times. 240 lab hours arranged per semester.

PHTO 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of paid employment or training sites. This course may be taken four times. 75 lab hours arranged per semester.

PHTO 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of paid employment or training sites. This course may be taken four times. 150 hours lab arranged per semester.
PHTO 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of paid employment or training sites. This course may be taken four times. 225 hours lab arranged per semester.

PHTO 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Photography at their place of paid employment or training sites. This course may be taken four times. 300 hours lab arranged per semester.

Physical Education
(Health, Physical Education, and Athletics Department)

(See Also Dance)
The courses in this department are organized with multiple goals in mind:

1. To provide individuals with skills in activities that they may enjoy for a lifetime.
2. To provide individuals with an understanding of and a means of maintenance of physical fitness,
3. To provide introductory course work for students wishing to enter the field.
4. To provide a competitive experience through varsity sports for those students exhibiting exceptional physical talent.

Aquatic Courses

PE 141 Lifeguard Training (2) (Cr/Nc)
Prerequisite: Swim 500 yards using the front crawl, breast stroke, and side stroke. Surface dive to 7 feet. Tread water for 2 minutes using legs only.
This course is designed to develop and perfect the basic swimming strokes needed to successfully execute the various lifesaving skills, as well as improve general skills and proficiency in the water. Upon completion of the course a student who successfully passes written and practical exams will be eligible to be certified for an American Red Cross Lifesaving and the American Red Cross CPR for the professional Rescuer Cards. 36 lecture hours, 18 lab hours. CSU;UC

PE 142 Swimming - Beginning (1) (Cr/Nc)
This course provides basic instruction and practice in the fundamental elements of swimming including beginning diving and water safety instruction. The class is designed to develop proficiency in the basic strokes needed to meet the prerequisites for the senior lifesaving and water safety instruction course. 18 lecture hours, 18 lab hours. CSU;UC

PE 143 Swimming - Intermediate/Advanced (1) (Cr/Nc)
Prerequisite: Beginning swimming, or demonstrate swimming skills needed to perform at intermediate level instruction.
This course is designed to develop knowledge and skill in competitive swimming strokes. Swimming strokes to be taught are the American crawl, back stroke, breast stroke, and dolphin butterfly. The class will emphasize the development of cardiovascular aerobic conditioning. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 144 Water Safety Instructor (2) (Cr/Nc)
This course provides an opportunity for the student to qualify for the American Red Cross Safety Instructor Certificate. The class is designed to teach the student how to teach swimming on all levels as well as basic and advanced life saving. This class does not meet the requirements for PE activity classes. 36 lecture hours, 18 lab hours. CSU;UC

Competitive Athletics Courses
Citrus College participates in varsity athletic competition with other community colleges. Nine men’s sports and nine women’s sports are offered for participation. Student must demonstrate advanced level skills through an audition process.

Athletic Eligibility
To be eligible for intercollegiate athletics, a student must be a member of the Associated Student Body, be enrolled in 12 units of course work, and maintain a G.P.A. of 2.0.

A physical examination is required of all athletes prior to training for or participation in intercollegiate competition.
An athlete must be prepared to spend a minimum of 10 hours per week in the activity for two units of credit. Questions concerning athletic eligibility should be referred to the Director of Athletics.

PE 207 Off-Season Men's Varsity Athletics (1) (Cr/Nc)
Must be a college varsity athlete/college varsity prospect or with coach’s permission. This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity athletics. 45 lab hours or 90 lab hours. CSU;UC

PE 208 Off-Season Women's Varsity Athletics (1) (Cr/Nc)
Must be a college varsity athlete/college varsity prospect or with coach’s permission. This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity athletics. 45 lab hours or 90 lab hours. CSU;UC

PE 209 Women's Varsity Soccer (2)
Intercollegiate competition in women’s varsity soccer. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 210 Women's Varsity Tennis (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 211 Women's Varsity Volleyball (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity Athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 180 lab hours. CSU;UC

PE 212 Women's Varsity Swimming (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 213 Women's Varsity Basketball (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity Athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 214 Women's Varsity Softball (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 215 Women's Varsity Track and Field (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 216 Women's Varsity Cross Country (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

PE 218 Varsity Pep Squad (Men and Women) (2)
Prerequisite: Audition.
A course developing and practicing the techniques and routines required for cheerleading and songleading. During the academic year students will perform these at athletic events and other college functions. Minimum of 180 lab hours. CSU;UC

PE 220 Men's Varsity Football (2)
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience. Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC
**Physical Education**

**PE 221 Men’s Varsity Basketball (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 222 Men’s Varsity Track and Field (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 223 Men’s Varsity Tennis (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 224 Men’s Varsity Baseball (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 225 Men’s Varsity Golf (2)**  
Strongly recommended: The student needs to display advanced golf skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 226 Men’s Varsity Cross Country (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 227 Women’s Varsity Golf (2)**  
Strongly recommended: The student needs to display advanced golf skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 180 lab hours. CSU;UC

**PE 228 Men’s Varsity Swimming (2)**  
Strongly recommended: The student needs to display physical skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 229 Men’s Varsity Water Polo (2)**  
Strongly recommended: The student needs to display advanced swimming skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. Minimum of 180 lab hours. CSU;UC

**PE 230 Women’s Varsity Water Polo (2)**  
Strongly recommended: The student needs to display advanced swimming skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 180 lab hours. CSU;UC

**PE 231 Men’s Varsity Soccer (2)**  
Strongly recommended: The student needs to display advanced soccer skills that will allow the individual to participate in a competitive collegiate experience.  
Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 180 lab hours. CSU;UC

**Fitness Courses**

**PE 145 Strength Training, Balance, and Agility (1)**  
Designed to introduce students to proprioceptive training. Proprioceptive training can improve balance, core strength, quickness, and agility and reduce the risk of injury. This type of training can benefit all movements performed in our daily life, not just those dealing with sports or athletic movements. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

Citrus College Catalog 2007-2008 [www.citruscollege.edu](http://www.citruscollege.edu)
PE 146 Water Exercise (1)
This class is designed to develop strength, flexibility, cardiovascular endurance, and coordination through water exercises. This class will help develop better posture and appearance through better understanding of body exercises and movement through performance. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 147 Swimming for Cardiovascular Improvement (1)
This course will emphasize swimming for health and physical fitness. The class is designed to decrease the risk of coronary heart disorders by increasing heart efficiency, vital lung capacity, and the knowledge of each through the use of aerobic and anaerobic conditioning. Participating adults and others seeking a fitness program may expect to improve their overall fitness level through aquatic training. This course may be taken four times. 54 lab hours. CSU;UC

PE 148 Adapted Aquatic Exercises (1)
Prerequisite: Physician’s written diagnosis of physical disability and exercise limitations.
Designed for the student with a physical disability who is unable to participate in regular physical education classes. A medical doctor’s written prescription of exercise limitations is required. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 150 Adapted Physical Education (1)
Prerequisite: Physician’s written diagnosis of physical disability and exercise limitations.
Designed for the student with a physical disability who is unable to participate in regular physical education classes. A medical doctor’s written prescription of exercise limitations is required. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

PE 151 Body Conditioning (1)
This course will include general conditioning exercises, aerobic exercises, floor exercises, exercises using free and stationary weights and exercises to develop flexibility and strength. This course may be taken four times with the objective of increasing and expanding the students’ proficiencies and attitudes toward body conditioning through a supervised exercise program. A student may not earn more than four units through the combination of Physical Education 151 and 154. 18 lecture hours, 18 lab hours. CSU;UC

PE 152 Weight Training (1)
This course is designed to develop both the large and small group skeletal muscles through a program of weight lifting, circuit training, power lifting, Olympic lifting, and conditioning. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. A student may not earn more than four units through the combination of PE 152 and 154. 18 lecture hours, 18 lab hours. CSU;UC

PE 153 Walking/Jogging (1)
A Walking/Jogging program that consists of activity alternately at a slow to moderate pace. This program is designed to build cardiorespiratory stamina and endurance, attack excessive weight, relieve psychological tension, and enhance one’s sense of well being. This course may be taken four times. 18 lecture hours. 18 lab hours. CSU;UC

PE 154 Advanced Weight Training (2)
Strongly recommended: PE 152.
This course is designed to study methods applicable to power lifting, Olympic lifting, and conditioning. Students will participate in formulation of individual workout sessions. Emphasis will be on increasing strength, flexibility, and quickness. This course may be taken two times. 18 lecture hours, 54 lab hours. CSU;UC

PE 156 Physical Conditioning for Intercollegiate Sports (2)
This course is designed to provide an out-of-season physical conditioning program for the student interested in intercollegiate athletics. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

PE 159 Cardiovascular Training (1)
This course will offer a non-competitive, flexible, scheduled environment in which the student can develop a total fitness program. This program will promote areas of muscular strength, flexibility, and cardiovascular endurance. A philosophy of "Fitness for Life" will be the ultimate objective. Every student will be encouraged to regulate his/her program so that it will be enjoyable on a long term basis. This course may be taken four times. 9 hours lecture, 27 hours lab. CSU;UC
Individual Activities Courses

PE 101 Badminton (1)
Development of skills necessary to participate in a game of badminton. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. The following levels will be offered. 18 lecture hours, 18 lab hours.

Elementary:
Development of basic badminton skills and knowledge with an emphasis on footwork, clear, drop, smash, serve, blocking the smash shot and basic strategies of singles, doubles and mixed doubles play.

Intermediate:
Intermediate techniques in badminton with an emphasis on skill development and the strategies of singles, doubles and mixed doubles play.

PE 102 Bowling (1)
This course will provide a semi-competitive opportunity for the student with basic to advanced bowling skills. This program will provide an opportunity for the student to work on the fundamental and advanced skills of bowling. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 103 Golf (1)
This course will offer a non-competitive environment in which the student can develop the basic fundamentals of golf. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 104 Self Defense (1)
The theory and techniques of self-defense. Content focuses on methods of recognizing and avoiding dangers plus skills and strategies of employing physical defense when necessary. 18 lecture hours, 18 lab hours. CSU;UC

PE 106 Racquetball (1)
Instruction and practice in the various fundamental skills of racquetball. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours.

Elementary:
Basic racquetball skills are taught in serving, receiving, forehand and backhand. Rules and etiquette are taught.

Intermediate:
Designed to improve the skills of the intermediate player. Emphasis will be on improving the use of two and three walls in doubles and singles play.

Advanced:
Designed to apply and refine advanced skills and strategy. The intent is to maintain interest and perform at a higher level of skill. CSU;UC

PE 108 Tennis (1) (Cr/Nc)
Instruction will be concerned with individual growth in fundamentals and techniques that will allow the student to participate in a lifetime activity. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 110 Shao-lin Kung Fu (2)
Instruction in traditional Shao-lin long-fist kung fu, including Basics, forms, self-defense and joint locks, as well as the philosophy relevant to martial arts and daily life. Repeat students have the option of testing for rank and advancing towards a black belt. This course may be taken four times. 18 lecture hours, 72 lab hours. CSU;UC

PE 112 Tai Chi Chuan (1)
Instruction in the 24-style of tai chi chuan, a short form of the health exercise and martial art of tai chi that can easily be learned in one semester. Repeat students have the option of learning the Yang style long form and weapon forms. The course also covers tai chi philosophy and the application of tai chi to daily life. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 115 Snowboarding (1)
This course is designed to teach the basic skills of snowboarding. The skills will include correct body position, turning, speed checking, stopping, getting up, and basic jumps. Discussion on selection of equipment, care of equipment, selection of apparel, safety tips, and back country survival will also be included. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

PE 116 Yoga (1)
This course focuses on the development of the body/mind through the use of specific Yoga postures, breathing techniques, stretches, mental exercises, and
Intramural Team Activities Courses

PE 130 Basketball (1)
Techniques in basketball such as ball handling, passing, receiving, screening, cutting, shooting, team play and strategy of the game. Rules are included. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 132 Football (1)
Techniques in football, such as passing, receiving, kicking, blocking and team play. Rules are included. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 133 Soccer (1)
This course is designed to teach the fundamentals of soccer. It strives to develop physical stamina and neuromuscular coordination. Active participation will take place in interclass competition. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 134 Softball (1)
Instruction in the basic skills and techniques of play. Each student will be required to understand the statistical aspect of the game. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 135 Volleyball (1)
Development of skills necessary to participate in a game of volleyball. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. 18 lecture hours, 18 lab hours. CSU;UC

PE 136 Water Polo (1)
Prerequisite: Must have at least one of the following: Intermediate Swimming, Red Cross Intermediate Swimming Card or Lifeguard Training.
Basic instruction will be given in the fundamental skills of water polo. Instruction will emphasize passing, shooting, dribbling, conditioning, game strategy, and terminology. The course will include aquatic drills, scrimmages, and appropriate learning activities for the intermediate and advanced swimmer. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

Theory and Professional Preparation Courses

Physical education theory courses are designed for the student who wishes to go into the field of teaching physical education, coaching or recreation. Most of the courses offered correspond to the undergraduate requirements for majors at a four-year institution.

PE 169 Introduction to Coaching (3)
This course is to study the different aspects of coaching including philosophies and techniques. It will provide the student with a basic understanding of coaching on all levels. The topics included will be recruiting, tryouts, pre and post season development, conditioning, weight training, practice organization, game strategies, motivation techniques, legal aspects, public relations, media, fundraising and ethics. 54 lecture hours. CSU;UC

PE 170 Fitness For Life (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course explains the mechanics of a proper exercise and diet program through lecture and exercise activities. Various forms of exercise will be presented for trial by each student to develop a personal fitness prescription. 54 lecture hours. CSU;UC

PE 171 Health Science (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is designed to explore the major areas of health that will have an effect on the well-being of the individual now and in the future. 54 lecture hours. CSU;UC
PE 171H Health Science (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is designed to explore the major areas of health that will have an effect on the well-being of the individual now in the future. Students are expected to work and participate at an honors level which includes strong critical thinking skills, through analysis of readings, presentation, and leadership skills demonstrated through class participation/presentation during the investigation of health/fitness topics. 54 lecture hours. CSU

PE 172 Introduction To Physical Education (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The history and principles of physical education and sports. A study made of the objectives of modern physical education with a view toward the development of basic philosophy and background for professional education. Open to majors or minors in physical education. 36 lecture hours. CSU;UC

PE 173 Nutrition for Fitness (3)
This course is designed to provide knowledge about the basic principles of nutrition and to study the role nutrition plays in health promotion. 54 lecture hours. CSU

PE 174 Introduction To Team Sports (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course of study to give the student entering the field of physical education a survey and basic analysis of the team sports: football, baseball, basketball and track. 54 lecture hours. CSU;UC

PE 175 Introduction To Ind/Dual Sports (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course of study to give the student entering the field of physical education a survey and basic analysis of individual sports: archery, badminton, bowling, golf, gymnastics, handball, karate, angling, skiing, skin and scuba diving, swimming, tennis, volleyball, weightlifting and wrestling. 54 lecture hours. CSU;UC

PE 176 Elementary School Physical Education (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course into the varied aspects of elementary school physical education. The place of physical education in the elementary school, the teacher’s role, type of play, teaching techniques required for physical education and elementary teachers. 36 lecture hours. CSU

PE 177 First-Aid Responding To Emergencies (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Complies with requirements as set forth by the American National Red Cross for first aid responding to emergencies. Students will receive the Responding to Emergencies and adult CPR cards. 54 lecture hours. CSU;UC

PE 178 Sports Officiating-Fall Sports I (2)
Strongly recommended: Read 099 if required by reading placement exam or if required by reading level.
A course in officiating men’s football, basketball and waterpolo. 36 lecture hours. CSU;UC

PE 179 Sports Officiating - Spring Sports I (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in officiating the sports of baseball, track and field, and swimming. 36 lecture hours. CSU;UC

PE 182 Care and Prevention of Athletic Injuries (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course is an overview of sports medicine, intended for those students in the fields of physical education, coaching and athletic training. This course covers the basics of exercise physiology, biomechanics, human motor learning, sports injuries and other special topics in sports medicine. 54 lecture hours. CSU;UC

PE 184 Women’s Volleyball Theory (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course focuses on the biomechanical and technical analysis of women’s intercollegiate volleyball. 18 lecture hours, 54 lab hours. CSU;UC

PE 185 Women’s Softball Theory (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course prepares the student to administer a softball program. It will include practice organization, administration, and live game strategy. 18 lecture hours, 54 lab hours. CSU;UC
PE 186 Baseball Theory (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course prepares the student to administer a baseball program. It will include teaching methods, practice organization, administration, scouting and live game strategy. 18 lecture hours, 72 lab hours. CSU;UC

PE 187 Techniques and Strategies of Intercollegiate Football (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A practical study of game techniques and strategy used in intercollegiate football, including techniques of offensive and defensive play. 54 lecture hours, 18 lab hours. CSU;UC

PE 188 Basketball Theory (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Development of game techniques and strategy used in intercollegiate basketball. The course will also include teaching methods, practice organization, scouting and administration. 18 lecture hours, 72 lab hours. CSU;UC

PE 189 Advanced Basketball Theory (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Development of the techniques and strategy involved in the job of coaching intercollegiate basketball. This course includes on-the-floor teaching and critiques of various coaching methods during actual game situations, clinic attendance, scouting and administrative duties. 18 lecture hours, 72 lab hours. CSU;UC

PE 190 Water Polo Theory and Techniques (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A development of the theory and fundamental techniques used in the game of water polo. 18 lecture hours, 54 lab hours. CSU;UC

PE 191 Theory of Intercollegiate Golf (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The course is designed to further the development of techniques and strategy of match and medal play for the serious intercollegiate golfer interested in competition. Understanding the proper use of technical golf rules and social courtesy in competitive play. 18 lecture hours, 54 lab hours. CSU;UC

PE 192 Aquatic Theory and Techniques (2)
Strongly recommended: Read 099 if required by reading placement exam or if required by reading level.
Content focuses on the mechanical and technical analysis of intercollegiate swimming and diving. 18 lecture hours, 54 lab hours. CSU;UC

PE 193 Track and Field Theory and Techniques (2)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course prepares the student to administer a track and field program. It will include teaching methods, practice organization, administration and officiating at track and field meets. 18 lecture hours, 54 lab hours. CSU;UC

Physics (Physical Sciences and Engineering Department)
Several sequences of physics courses are offered to meet the requirements of various majors. PHYS 110 meets the need of the two-year nursing student and the two-year technology student. It is also suitable for students who need credit for physical science transfer. PHYS 111 and 112 meet the needs of pre-medical, pre-dental, pre-forestry, four-year technology, four-year nursing, and architecture majors. PHYS 201, 202, and 203 meet the needs of engineering, mathematics, chemistry, physics, geology, and oceanography majors.

Physics Courses

PHYS 105 Physical Science (3)
A general science course for non-majors that introduces fundamental concepts in physics, astronomy, and geology by integrating scenes from science fiction films. 54 lecture hours. CSU;UC*

PHYS 106 Chemistry and Physics for Educators (4)
Prerequisite: MATH 130 and Corequisite MATH 150. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of chemistry and physics and the interrelationships among these disciplines. Emphasis is placed on the

*No credit for PHYS 105 if taken after a college level course Astronomy, Chemistry, Geology or Physics.
ways in which chemistry and physics affect everyday life and the role of these disciplines in addressing issues and problems related to energy and the environment. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. This course is the same course as CHEM 106. This course may be taken two times. 54 lecture hours, 54 lab hours. CSU

PHYS 110 Introduction to College Physics (4)
Strongly recommended: MATH 130. Also, READ 099 if required by reading placement exam or if required by reading level.
A general physics course for non-majors that explores fundamental principles of the physical world; kinematics, fluid dynamics, thermodynamics, electricity, electromagnetism, sound propagation, and optics. 54 lecture hours, 72 lab hours. CSU;UC*

PHYS 111 General Physics (4)
Prerequisite: MATH 151 and high school physics or chemistry.
Corequisite: Concurrent enrollment required in MATH 162.
A course in college physics including mechanics, properties of materials, wave motion, and thermodynamics. This course is designed for pre-medical, technology and other pre-professional and liberal arts students. The basics of calculus are used to derive and solve some problems. 54 lecture hours, 54 lab hours. CSU;UC

PHYS 112 General Physics (4)
Prerequisite: PHYS 111 and MATH 162.
A course in college physics including static electricity, direct current electricity, alternating electricity, optics, atomic physics, quantum mechanics, and nuclear physics. The basics of calculus are used to derive and solve some problems. 54 lecture hours, 54 lab hours. CSU;UC*

PHYS 201 Physics (5)
Corequisite: Concurrent enrollment required in MATH 190.
Mechanics and wave motion. Required of all majors in engineering, physics, chemistry, and some geology and mathematics majors. 72 lecture hours, 54 lab hours. CSU;UC*

*No UC Credit for PHYS 110 if taken after 111 or 201.

PHYS 202 Physics (5)
Prerequisite: PHYS 201 and MATH 190, 191. MATH 191 may be taken concurrently.
Electricity and magnetism. Required of all majors in engineering, physics, chemistry, and some geology and mathematics majors. 72 lecture hours, 54 lab hours. CSU;UC*

PHYS 203 Physics (5)
Prerequisite: PHYS 201, MATH 190, and 191. MATH 191 may be taken concurrently.
Heat, light, and modern physics. Required of majors in engineering, physics, chemistry, and some geology majors. 72 lecture hours, 54 lab hours. CSU;UC*

Political Science
(Social Sciences Department)

Political science seeks to contribute toward an understanding of democracy, and toward equipping the student to fulfill the obligations of citizenship. While political science courses should first be viewed as essential elements of a balanced education, majors in the field ultimately can look to careers in politics, law, teaching, civil service, public administration and the foreign service.

Political Science Courses

POLI 103 Government of the United States (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course deals with the origins and functions of the government of the United States with special emphasis on the background and causes of present problems. It meets the United States Constitution graduation requirement and includes local and state government. 54 lecture hours. CSU;UC

POLI 103H Government of the United States (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course deals with the origins and functions of the government of the United States with special emphasis on the background and causes of present problems. It meets the United States Constitution graduation requirement and includes local and state government. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of political science readings, presentation, and
leadership skills demonstrated through class participation/presentation and service learning in the community. 54 lecture hours. CSU;UC

POLI 104 Introduction to Political Science (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
An introduction to the principles and practices of government. Political theories and contemporary ideologies; nature of the state; constitution and law; public opinion; mass media; the nature of foreign policy and international politics. 54 lecture hours. CSU;UC

POLI 105 Comparative Politics (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
An introductory course to acquaint students with the types of governmental systems which people establish in their various localities around the world and the competing values that tend to result in conflicts between opposing groups of people. An in-depth analysis of contending political ideologies, electoral procedures, and governing institutions is the course’s main focus. This course is structured to provide a regional and comparative approach to the study of politics at the global level. 54 lecture hours. CSU;UC

POLI 110 Current American Political Issues (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
A review and study of the major political issues of the day, and their relationship to the institutions of American Government. Among the important topics considered: law and order, the news media, war and peace, civil rights, confidence in government, and racial and cultural minorities. 54 lecture hours. CSU;UC

POLI 111 Introduction to Public Policy (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
The course explores how federal, state, and local public policy controls the behavior of people in the United States. The exploration identifies reasons for behavior and links behavior to social consequences. Also, the exploration connects public policy to laws, government programs, business and non-profit organizations, and the quality of life in the United States. 54 lecture hours. CSU

PSY 101 Introduction to Psychology (3) (Cr/Nc)  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
An introduction to the field of psychology through involved learning, motivation, intelligence, and personality. 54 lecture hours. CSU;UC

PSY 102 Psychobiology (3) (Cr/Nc)  
Prerequisite: PSY 101.  
Strongly recommended: BIOL 104 or 105.  
Study of the effects of biology upon behavior; the relationship between psychological processes and the nervous system; muscular, and glandular features of the response mechanism; and, the structure and functions of the sense organs. 54 lecture hours. CSU;UC

PSY 103 Elementary Statistics (3) (Cr/Nc)  
Strongly recommended: MATH 150. Also, READ 099 if required by reading placement exam or if required by reading level.  
An elementary course in basic statistical concepts designed especially for students in the social science area. The development of basic skills in descriptive statistics and inferential statistics is stressed. Reliability and validity problems when generalizing from samples to population will be considered. 54 lecture hours. CSU
PSY 110 Psychology of Religion I (3) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
This course explores the connection between psychology and religion. It focuses on how different schools of psychological thought view and interpret religious concepts and experiences. The major psychological perspectives that are studied include: Psychoanalytic theory, Behavioristic and Humanistic theories. The psychological culture in terms of parallel and the quest for pro-social behaviors will be studied. 54 lecture hours. CSU;UC

PSY 111 Psychology of Religion II (3) (Cr/Nc)
*Prerequisite: PSY 110.*
This course expands the concepts, dialogue, and research in the connection of religion to psychological health and well-being introduced in PSY 110. Cross-topical themes of psychology of religion are presented. 54 lecture hours. CSU;UC

PSY 133 Personal and Social Growth (3) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
This course aims to assist students in achieving a foundation in the study of personal and social growth behavior and a better understanding of themselves and human relationships. The principles of healthy functioning are emphasized. 54 lecture hours. CSU

PSY 152 Psychology of Human Relations (3) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
A course dealing with the various problems that arise in the manifold relationships which exist between human beings. 54 lecture hours. CSU

PSY 203 Research Methods in Psychology (3)
*Required prerequisite: PSY 101
Prerequisite: Completion of, or concurrent enrollment required in MATH 165.*
*Strongly recommended: READ 099 if required by reading placement exam or by reading level.*
An introductory course in research methodology designed for students in the behavioral and social sciences. The application of basic skills in descriptive and inferential statistics is stressed, as well as critical analysis of experimental and non-experimental research methods in basic and applied research settings. 36 lecture hours, 54 lab hours. CSU;UC

PSY 205 Developmental Psychology (3) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
Developmental Psychology is the scientific study of progressive changes in behavior, cognition, and abilities. Attention is paid to issues related to the roles of nature and nurture in developmental processes. 54 lecture hours. CSU;UC

PSY 206 Child Growth and Development (3) (Cr/Nc)
*Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.*
Students will critically examine theories of child development in the physical, intellectual and social-emotional areas as they pertain to the various ages and stages in a child's life from the prenatal development through adolescence. Practices in caregiving, teaching, and parenting that derive from diverse cultural and theoretical perspectives will be analyzed. Students will learn to observe and assess children's development and gain insight into the impact of culture on the process of socialization. 54 lecture hours. CSU;UC

PSY 206H Child Growth and Development (3)
*Strongly recommended: READ 099 if reading score is below level 2.*
This course is a sequential approach to studying the growth and development from conception through adolescence. This course includes: methods of studying children; principles and theories of development including the cognitive, physical, social, and emotional developmental processes; nature (genetics) vs. nurture; the parenting process; importance of play and toys; exceptional children; child abuse, and the influences of family, peers, and schooling. Students are expected to participate at an honors level which includes strong critical thinking and writing skills as well as thorough analysis of course material. 54 lecture hours. CSU;UC

PSY 212 Abnormal Psychology (3) (Cr/Nc)
*Prerequisite: PSY 101.*
The purpose of this course is two fold: (1) A description of the various mental disorders as listed in current DSM (2) An investigation of the various therapies used in treatment for these disorders. 54 lecture hours. CSU;UC
PSY 213 Survey of Drug and Alcohol Use and Abuse (3) (Cr/Nc)
Prerequisite: Completion of PSY 101 with min. grade of C.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Psychological, sociological, and biological perspectives regarding alcohol and drug abuse are examined.
54 lecture hours. CSU;UC

PSY 220 Introduction to Social Psychology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to the study of social psychology emphasizes the nature of socially determined behavior as seen in the areas of conformity, propaganda, prejudice, social roles, social process, social perception, and culturally determined personality. 54 lecture hours. CSU;UC

PSY 225 Psychology of Human Sexuality (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory survey of the psychological bases and dimensions of human sexuality with emphasis on the socio-cultural factors involved in intimate relating, sexuality, and loving. 54 lecture hours. CSU;UC

PSY 226 Psychology Of Women (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A bio-cultural analysis of women. Emphasis will be placed on biological, psychological and sociological factors influencing the development of women from birth to death. Evaluation of data, principles and contemporary gender issues in terms of the implications for personal and social change. 54 lecture hours. CSU;UC

PSY 250 Honors Topics Seminar (0.5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Corequisite: Enrollment in section of approved course as determined by honors program.
Seminar is designed to enhance the learning experience for students enrolled in traditional sections of courses when an honors section is not available. Seminar will feature the additional academic components needed to achieve honors credit. Instructor/student contact is required. This course may be taken four times. 27 lab hours. CSU

Public Works
(Public Services Department)

These course offerings prepare new personnel for public works occupations and provide upgrading within these occupations. Job opportunities exist in both the public and private sectors.

Certificates:

PUBLIC WORKS LEVEL I
REQUIRED COURSES: PUB 150, 151, 155, 157;
MATH 115, or 129, or higher plus one of the following: BUS 132, 150 or 152; CSIS 107; PHIL 108;
SPCH 100 or 101

PUBLIC WORKS LEVEL II
REQUIRED COURSES: Public Works
Level I Certificate plus PUB 160, 164, 166 plus two of the following classes: BUS 172, 175, 176; SPCH 100 or 101

EMPLOYMENT OPPORTUNITY:
Public Works Employees (Drivers and Laborers)

Public Works Courses

PUB 150 Public Works I (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Basic course in street maintenance covering the materials utilized; a review of equipment and techniques used in their applications. Other subjects include street tree programs, street painting and signs programs, street sweeping, weed control, watershed management, and other related subjects. 54 lecture hours.

PUB 151 Street Construction and Maintenance (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in street maintenance covering materials and methods, with emphasis on preventive maintenance of asphaltic and Portland Cement concrete pavements. Specifications, records and cost accounting systems, as well as revenue sources and budget preparation, will be reviewed. Other subjects include safety, drainage, equipment records and specifications, review of watershed management, and public relations. Codes which pertain to improvements and repair will be reviewed. 54 lecture hours.
PUB 154 Soils - Trenching and Grading (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The course will cover the identification and classification of soils: the soils suitable for pavements, the various soil tests, and the application of these tests in the construction and maintenance of public works projects to achieve the desired outcome. 54 lecture hours.

PUB 155 Public Works Inspection (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A comprehensive course in public works inspection, including Portland cement concrete, asphaltic concrete, soils, base and subgrade materials. Contracts and specifications and plans will be discussed. Utilities, including underground water, sewer and storm drains will be covered, with emphasis on the safety aspects of trenching, tunneling and jacking. Responsibilities of the contractor, the engineer, the inspector and the owner will be included. Surveying and staking will be reviewed. Prime consideration will be given to inspection records, duties and job diary techniques. 54 lecture hours.

PUB 156 Concrete Structures and Inspection (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level and MATH 115 or higher.
An advanced course in public works inspection covering Portland cement concrete culvert and bridge construction beginning with the field work of site preparation, structural excavation, concrete footings, "false work" structures, structural and reinforcing steel, and concrete placement. Prime considerations will be given to inspection reporting, records, and new advances in technology. 54 lecture hours.

PUB 157 Asphalt and Portland Cement (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A comprehensive course in asphaltic concrete and Portland Cement concrete construction technology following the standards of the Asphalt Institute, standard specifications for public works construction, American Concrete Institute and the Portland Cement Association. Included will be design production, placement, consolidation and compaction of the materials. Evaluation of surface defects, maintenance and safety will be covered. 54 lecture hours.

PUB 158 Municipal and Urban Tree Care (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in tree care for persons working in public works or private industry: tree anatomy, physiology, pruning, cabling, identification, root structure and its effects on infrastructure, soil management, and irrigation. The course is designed to prepare students to pass the Tree Worker Certification exam given by Western Chapter, International Society of Arboriculture. 54 lecture hours.

PUB 159 Public Administration (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A basic course covering the development of the role of public works; the constraints of operation; techniques of administration in planning, finance, and personnel; the traditional model of public works organization and new advances in technology. 54 lecture hours.

PUB 160 California Occupational Safety and Health (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course covering California Occupational Safety and Health standards and the National Occupational Safety and Health Act of 1970 as applied to public works. The safety standards for excavations, trenches, tunnels, rock drilling, construction, and hauling equipment, flammable vapors, and toxic substances. 54 lecture hours.

PUB 161 Traffic Control Standards, Practices, and Policies (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course provides a greater awareness and appreciation of the unique design, installation, and maintenance techniques required for the proper control and regulation of traffic according to the Manual on Uniform Traffic Control Devices (MUTCD). For public works personnel. 54 lecture hours.

PUB 162 Plan Interpretation and Cost Estimating (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course in developing the ability to read and interpret plans and estimate time, material, labor, and equipment needed for public works projects. 54 lecture hours.
PUB 166 Supervision in Public Works (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Fundamentals of supervision focusing on the public works industry. Topics to be covered include communications, employee orientation and training, motivating employees, decision making, performance appraisal writing, and disciplinary action. 54 lecture hours.

Reading & College Preparation
(Language Arts Department)

The Reading and College Preparation program is a combination of developmental education (basic skills/college preparatory) courses and college courses which supports students in college classes where a competent level of reading skill is required for student success.

Reading Courses

READ 019 Literacy Skills (3) (Cr/Nc)
This course is designed for students who need a non-competitive environment to develop basic literacy skills including decoding, vocabulary acquisition, and literal comprehension. 54 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

READ 040 Basic Reading Skills (3) (Cr/Nc)
Prerequisite: Placement is based on multiple measure assessment or completion of READ 019 with min. grade of C.
Development of basic reading strategies which focus on word analysis, vocabulary development, ability to respond orally and in writing to materials read independently from a variety of textual complexities, patterns, and forms including reference, informational, persuasive and literary genres. Designed primarily for students preparing for READ 099. This course may be taken three times. 54 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

READ 099 Reading Skills (3) (Cr/Nc)
Prerequisite: Placement is based on multiple assessment measures or completion of READ 040 with min. grade of C.
An introduction to the fundamental techniques of college reading designed to develop student's literal and inferential comprehension while extending their critical reading/thinking skills. This course meets the graduation reading competency requirement. 54 lecture hours.
NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

READ 120 College Reading (3) (Cr/Nc)
Placement based on multiple measures or successful completion of READ 099. This course is designed to develop students' literal, interpretative, and critical comprehension; expand their vocabulary; increase their reading speed; and improve their study skills. 54 lecture hours. CSU

Real Estate
(Business Department)

The Real Estate Program encompasses an area of study which includes real estate principles, pre-license, finance, legal aspects, appraisal, practice, property management, escrow, and investment analysis.

The Real Estate Program within the Citrus College Business Department prepares students for professional careers and offers courses that are transferable for credit to four-year colleges and universities. The program combines classroom lectures, demonstrations, and individual hands-on training in work-experience settings. The faculty work closely with various industry sectors and professional organizations.

Real Estate Courses
(See Also Accounting, Business, Office Technology Computer Science and Information Systems and Computer Applications)

REAL 210 Real Estate Principles (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A basic course for those who plan to enter the real estate field vocationally or who desire a background in the subject. Topics include: economics, history, financing, deeds, leases, and partial preparation for California Real Estate Salesperson License Examination. 54 lecture hours. CSU
REAL 212 Real Estate Practice (3)
Prerequisite: REAL 210.
The activities of the broker and salesman in the real estate business; the real estate office, listings, valuation of properties, prospecting, advertising, exchanges, property management, land utilization and development, handling sales people, and ethical considerations. This course is required to obtain California Real Estate License. 54 lecture hours. CSU

REAL 214 Real Estate Finance (3)
Prerequisite: REAL 210.
Principles of real estate finance are surveyed with particular emphasis on home financing. Included are instruments of real estate finance, sources of financing, techniques of loan origination and servicing, plus the role of the federal and state governments. This course is required to obtain California Real Estate Broker License. 54 lecture hours. CSU

REAL 216 Legal Aspects of Real Estate (3)
Prerequisite: REAL 210.
An introductory course designed to acquaint the student with the legal aspects and current laws pertaining to real estate. This course is required to obtain California Real Estate Broker License. 54 lecture hours. CSU

REAL 220 Real Estate Property Management (3)
Prerequisite: REAL 210.
This course is intended for the real estate practitioner who wants a comprehensive introduction to the challenging field of property management and for the professional who wishes to gain new, practical information. 54 lecture hours.

Recording Technology
(Fine and Performing Arts Department)

This is a one-year audio recording program intended to teach you the basis of how to engineer any kind of music, from hip-hop to classical to movie scenes.

Certificates:

AUDIO RECORDING/TECHNOLOGY
REQUIRED COURSES: REC 105, 115, 125, 135, 145, 205, 215, 225, 235, 245
those with a strong musical background. 54 lecture hours.

**REC 125** Midi, Computers, and Music (3) (Cr/Nc)
Prerequisite: Successful completion of REC 100, ELEC 100, and MUS 112 or have passed a Multiple Measures Skills assessment.
Corequisite: Concurrent enrollment required in REC 105, 115, 135, and 145.
Strongly recommended: SPCH 100.
The study and implementation of MIDI and digital sampling technology in the audio recording industry. Included is the examination of proprietary music software/hardware and its application in current use within the recording industry. 54 lecture hours.

**REC 135** Live Sound Reinforcement (4) (Cr/Nc)
Prerequisite: Successful completion of REC 100, ELEC 100, and MUS 112 or have passed a Multiple Measures Skills assessment.
Corequisite: Concurrent enrollment required in REC 105, 115, 125, and 145.
Strongly recommended: SPCH 100.
This course focuses on the basic elements of sound reinforcement, acoustics, equalization, microphone placement, and mixing techniques. The major emphasis is on the acoustics, speaker and microphone placement and the effects on the final sonic product. 54 lecture hours, 72 lab hours.

**REC 140** Music Theory for Engineers I (3) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
A fundamental course in music for the recording arts majors. A study of the elements of musical composition including melody, rhythm, chords, chord progression, modality, and related concepts; music notation/score reading. This highly specialized and accelerated course is designed to meet industry demands in the recording arts, and should only be considered by those with a strong musical background. 54 lecture hours.

**REC 145** Critical Listening Skills for Engineers (3) (Cr/Nc)
Prerequisite: Successful completion of REC 100, ELEC 100, and MUS 112 or have passed a Multiple Measures Skills assessment.
Corequisite: Concurrent enrollment required in REC 105, 115, 125, and 135.
Strongly recommended: SPCH 100.
A course in aural skills development for recording engineers. This class will focus on various types of music, acoustic and electronic timbres, general instrument ranges and sonic properties, blend, balance, equalization, panning, reverb, compression, limiting and other tools used in the recording process. 54 lecture hours.

**REC 150** Fundamentals of Audio Technology II (4) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
Signal processing, equalization, reverb, variable gain amplifiers, mixing techniques, mastering procedures, physical and psycho-acoustics, and sweetening. 54 lecture hours, 72 lab hours.

**REC 160** Recording Studio Workshop II (3) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
Topics include multi-track recording techniques, mixing techniques, and equalization. 18 lecture hours, 108 lab hours.

**REC 180** Critical Listening Skills for Engineers II (3) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
Topics will focus on sound enhancement techniques and effects, blend balance, equalization, panning, reverb, compression, limiters, exciters and related tools used in the recording process. 54 lecture hours.

**REC 190** Music Theory for Engineers II (3) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
This course includes the application of melody, chords, chord progressions, modality and related concepts, and music notation/score reading to the recording process. 54 lecture hours.
REC 200 Intermediate Audio Technology (4) (Cr/Nc)  
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.  
Units include systems and procedures of digital audio recording, noise reduction systems, sampling and quantizing, D-A conversion, oversampling and error correction, multi-track recorder alignment and basic maintenance procedures. 54 lecture hours, 72 lab hours.

REC 205 Advanced Audio Technology (3) (Cr/Nc)  
Prerequisite: Successful completion of REC 105, 115, 125, 135, and 145.  
Corequisite: Concurrent enrollment required in REC 205, 215, 225, and 245.  
This course is an advanced study of new technologies and techniques, both analog and digital. Includes advanced multi-track recording, editing and mixing techniques, and surround mixing techniques for audio post-production. 54 lecture hours, 72 lab hours.

REC 215 Recording Studio Workshop II (4) (Cr/Nc)  
Prerequisite: Successful completion of REC 105, 115, 125, 135, and 145.  
Corequisite: Concurrent enrollment required in REC 205, 225, 235, and 245.  
This is a project based course. Projects will include audio for picture, surround mixing, CD and DVD-A mastering techniques, and studio/equipment maintenance. 54 lecture hours, 72 lab hours.

REC 225 Digital Audio Technology (4) (Cr/Nc)  
Prerequisite: Successful completion of REC 105, 115, 125, 135, and 145.  
Corequisite: Concurrent enrollment required in REC 205, 215, 235, and 245.  
This course focuses on the detailed workings of digital audio as a whole, and specifically on the ProTools platform. This is a detailed class in all aspects of digital audio inclusive of tracking, mixing, repair techniques, and plug-ins. 54 lecture hours, 72 lab hours.

REC 235 Acoustics for Engineers (3) (Cr/Nc)  
Prerequisite: Successful completion of REC 105, 115, 125, 135, and 145.  
Corequisite: Concurrent enrollment required in REC 205, 215, 225, and 245.  
The course will study the physics of acoustics and studio design. Includes information on the reaction of sound to surfaces, materials, objects, time delays and the study of psychoacoustics. 54 lecture hours.

REC 245 Music Business/ Audio Careers (3) (Cr/Nc)  
Prerequisite: Successful completion of REC 105, 115, 125, 135, and 145.  
Corequisite: Concurrent enrollment required in REC 205, 215, 225, and 235.  
This is a survey focusing on the practices and procedures of record companies, publishing companies, performing rights societies, and unions. The course will also study the processes of record and film production, as well as, career opportunities in these fields. Also includes an introduction to further courses of study in a targeted audio field. 54 lecture hours.

REC 255 Advanced Live Sound Reinforcement (4)  
Prerequisite: REC 135.  
Strongly recommended: READ 099 if required by reading placement or if required by reading level.  
This course focuses on advanced concepts in sound reinforcement; advanced mixing skills, system maintenance and troubleshooting, sound system design for different types of venues, audio editing for live applications and live recording. 54 lecture hours, 72 lab hours.

REC 260 Recording Studio Workshop IV (3) (Cr/Nc)  
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.  
Topics include final production techniques, digital recording and computerized audio production, and CD mastering techniques. 18 lecture hours, 108 lab hours.

REC 266 Introduction to Live Sound Production (4)  
Prerequisite: ELEC 100.  
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.  
An introductory course in live show production fundamentals. Units include the history and development of live sound and show technology, fundamentals of live sound production, sound theory and practice, comparative analyses of show systems: hardware and components, production techniques personnel, terminology and technology. 72 lecture hours.

REC 270 Producing for Recording Engineers (3) (Cr/Nc)  
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.  
An advanced course in the study and implementation of production techniques for albums, jingles, film/movies, and related audio products. Students will develop selected projects from their initial concept to finished products. 54 lecture hours.
REC 290 Audio Systems Design (3) (Cr/Nc)
Prerequisite: REC 100 or have passed a Multiple Measures Skills assessment.
The study and application of current hardware and software used in the recording industry. Emphasis will be placed on manufacturer-specific equipment used in the recording industry. 54 lecture hours.

Social Sciences
(Social Sciences Department)

Social Science Courses

SOCS 100 Principles of Leadership (3) (Cr/Nc)
Strongly recommended: ENGL 100.
A course in the various aspects of leadership in the college student government setting. Enrollment is open to all students. It is recommended that students be eligible for ENGL 100 prior to enrollment in this course. This course may be taken two times. 54 lecture hours, 18 lab hours. CSU

SOCS 101 Student Government (3) (Cr/Nc)
Prerequisite: Election or appointment to an ASCC office.
A course in various aspects of leadership with emphasis on practical application in the community college student government setting. Enrollment is limited to and required of students who hold ASCC office. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

SOCS 102 Student Government (3)
Prerequisite: Successful completion of SOCS 101 at least three times. Election or appointment to an ASCC Executive Board office.
A course in various aspects of leadership and leadership mentoring with an emphasis on practical application in the community college student government setting. Enrollment is limited to and required of students who hold ASCC office who have successfully completed SOCS 101 three times. This course may be taken two times. 36 lecture hours, 48 lab hours. CSU

Sociology
(Behavioral Sciences Department)

Sociology Courses

SOC 114 Marriage, Family, and Intimate Relations (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A consideration of the sociological and psychological factors which influence present day marriages. Course includes seminar discussions oriented toward understanding these influences as they relate to the individual. 54 lecture hours. CSU

SOC 118 Minorities in America (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
This course gives an overview of the psychological, social, economic, and political aspects of minority groups in contemporary American culture. It will emphasize the relationships among these groups and the dominant culture. 54 lecture hours. CSU;UC

SOC 122 Introduction to Latino Studies (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An analysis of what it means to be Latino. An interdisciplinary course, focusing on the study of the psychological, social, political, and economic heritage of the Latino. Emphasis on examination of how ethnic groups are organized, and how they influence others and in turn are influenced. 54 lecture hours. CSU;UC

SOC 201 Introduction to Sociology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An emphasis is placed on the study of the basic structure of human society, the main forces that hold groups together or weaken them, conditions that transform social life, and basic social concepts. 54 lecture hours. CSU;UC

SOC 201H Introduction to Sociology (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Member in good standing of the Citrus College Honors Program. Recommendation from an Honors Instructor.
An emphasis is placed on an in-depth, critical study of the basic structure of human society, the main forces that hold groups together or weaken them, conditions that transform social life, and basic social concepts. Students
are expected to work and participate at an honors level which includes, strong critical thinking skills through analysis of sociological readings, presentation, and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

SOC 202 Contemporary Social Problems (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Emphasis is placed on American society and social problems. Special attention is given to the causes and effects of social problems. Course content includes research, field observation studies, seminar discussion with special resource professionals. 54 lecture hours. CSU;UC

SOC 203 Criminology (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A study of the theories of why people commit crime. A critique of the controversy between the Equity Model (Punishment) and the Justice System in the U.S. including enforcement, courts and corrections as well as alternatives such as probation and parole. 54 lecture hours. CSU

SOC 216 Sex and Gender in a Cross Cultural Perspective (3)
Strongly recommended: ANTH 210 and SOC 201. Also, READ 099 if required by reading placement exam or if required by reading level. A cross-cultural look at different groups, ideas of sex and gender. The course will focus on attitudes, beliefs, and socialization techniques. Theories behind the formation of gender will be explored. Both Anthropological and Sociological terms and concepts will be utilized for a cross disciplinary approach. Same as ANTH 216, No credit if ANTH 216 completed. 54 lecture hours. CSU;UC

SOC 218H Honors Presentation Seminar (0.5)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. Member in good standing of the Citrus College Honors Program. Recommendation from an Honors Instructor. A course designed to help honors students further their research skills, professional presentation skills, and to promote transfer. Research topics from previous honors classes will be enhanced with further research and presented in a professional manner in class. Materials will also be submitted to local honors conferences for presentation to peers. Honors students should be in good standing and must be recommended by an honors professor. 18 lecture hours. CSU

Spanish
(Foreign Languages Department)

The Foreign Languages program offers four semesters of proficiency-based instruction in listening, speaking, reading, and writing Spanish, French, German, and Japanese. Areas of study include beginning and intermediate vocabulary, grammar and syntax, pronunciation, and cultural understanding. The program combines classroom lectures, guided practice, and a variety of communicative activities in the target language, with individual work in the language lab, using various media.

Spanish Courses

SPAN 101 Spanish I (5) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A course in elementary Spanish grammar, vocabulary, and pronunciation which focuses on understanding, speaking, reading, and writing (including spelling) simple Spanish and serves as an introduction to the geography, history, and culture of the Spanish-speaking world. 90 lecture hours, 18 lab hours. CSU;UC

SPAN 102 Spanish II (5) (Cr/Nc)
Prerequisite: Completion of SPAN 101 with min. grade of C or two years of high school Spanish. Strongly recommended: READ 099 if required by reading placement exam or if required by reading level. A further study of elementary Spanish grammar and vocabulary which develops understanding, speaking, reading and writing skills. Includes additional study of the cultural heritage of Spain and Latin America. 90 lecture hours, 18 lab hours. CSU;UC

SPAN 140 Beginning Conversational Spanish (3) (Cr/Nc)
Prerequisite: SPAN 101 or one year of high school Spanish. This course is designed for students who wish to improve their oral speaking skills and expand their vocabulary in Spanish. 54 lecture hours. CSU

SPAN 141 Intermediate Conversational Spanish (3) (Cr/Nc)
Prerequisite: SPAN 102 or two years of high school Spanish. This course is designed for students who wish to build on and improve their oral speaking skills in Spanish. 54 lecture hours. CSU
SPAN 150 Spanish for Public Service Personnel (3) (Cr/Nc)
Spanish 150 emphasizes basic Spanish for public service personnel; especially recommended for students in the fields of elementary/secondary education, nursing, fire science, police science, emergency medical personnel and related vocational areas. This course will enable students to acquire a practical, working knowledge of Spanish with a vocabulary suitable to the student’s areas of specialization. 54 lecture hours.

SPAN 201 Spanish III (5) (Cr/Nc)
Prerequisite: SPAN 102 or three years of high school Spanish.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course that introduces intermediate level Spanish curriculum by presenting more advanced, grammatical concepts, and cultural perspectives. Affords opportunities to apply communication skills to new, social, professional, and travel contexts. Reading strategies and fundamentals of formal composition are introduced in conjunction with short, level-appropriate literary selections. 90 lecture hours, 18 lab hours. CSU;UC

SPAN 202 Spanish IV (5) (Cr/Nc)
Prerequisite: SPAN 201 or four years of high school Spanish.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course emphasizing the development of effective skills for reading, understanding and interpreting more advanced readings in Spanish and Latin American literature and culture. Extensive practice in oral and written expression at the intermediate-high level is provided. Grammatical concepts are thoroughly reviewed and expanded. 90 lecture hours. CSU;UC

SPAN 210 Intermediate Spanish for Speakers of Spanish (5) (Cr/Nc)
Prerequisite: Oral fluency in Spanish.
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A course designed to help students who are fluent in spoken, informal Spanish, but who need to improve writing, reading and grammar skills. Emphasis on acquiring formal oral Spanish skills and a knowledge of Spanish and Latin American literature and culture. Equivalent to SPAN 201. 90 lecture hours. CSU;UC

SPAN 211 Reading and Composition for Speakers of Spanish II (5) (Cr/Nc)
Strongly recommended: SPAN 210 and fluency in oral Spanish. Also, READ 099 if required by reading placement exam or if required by reading level.
A course for students who are fluent speakers of Spanish but who need to practice and refine their writing skills and formal oral skills. Reading in the literature of Spanish-speaking cultures. Review of grammar. 90 lecture hours. CSU

SPAN 298 Spanish V (3) (Cr/Nc)
Prerequisite: SPAN 202, 210, or 211 or four years of high school Spanish.
This course presents a broad introduction to the major authors, themes, and ideas in Spanish Peninsular literature from medieval times to the present. Emphasis on the important literary movements, as well as the various historical, philosophical, and cultural influences that have determined and influenced the creative course of Peninsular literature. 54 lecture hours. CSU;UC

SPAN 299 Spanish VI (3) (Cr/Nc)
Prerequisite: SPAN 202.
This course presents a broad introduction to the major authors, themes, and ideas in Latin American literature from pre-Colombian times to the present. Emphasis on the important literary movements, as well as the various historical, philosophical, and cultural influences that have determined and influenced the creative course of Latin American literature. 54 lecture hours. CSU;UC

Speech
(Language Arts Department)
The Speech Communication program fosters personal and professional success, which depends on effective, ethical and purposeful communication skills. The program offers students a comprehensive introduction to the study and practical application of the Speech Communication discipline by providing an opportunity to improve oral and written communication skills.

Speech Courses
(See Also Communications)

SPCH 100 Interpersonal Communication (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Introduction to interpersonal communication: verbal and non-verbal face-to-face interactions; understanding messages sent and received; awareness and resolutions of communication barriers. 54 lecture hours. CSU
SPCH 101 Public Address (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in speaking skills, including the selection, preparation, and delivery of speeches for various audiences and situations. Principles and methods are studied and practiced for the achievement of ethical, purposeful, and effective public speaking. 54 lecture hours. CSU;UC

SPCH 101H Public Address (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introductory course in theory and techniques of public speaking in a democratic society. Discovery, development, and criticism of ideas in public discourse through research, reasoning, organization, composition, presentation, and evaluation of informative and persuasive speeches. Principles and methods are studied and practiced for the achievement of ethical, purposeful, and effective public speaking. Semester speech presentation project required. 54 lecture hours. CSU;UC

SPCH 103 Argumentation and Debate (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Basic theories, principles, and methods for various levels and forms of argumentation and debate. Preparation and presentation of practice debates on current issues. 54 lecture hours. CSU;UC

SPCH 106 Small Group Communication (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Principles, techniques, and uses of discussion in contemporary society. Training and practice in informal group discussion, panel discussion, symposium and forum. Emphasis on collaborative decision-making. 54 lecture hours. CSU;UC

SPCH 210 Forensics (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
For students who desire to participate in various intercollegiate speech contests such as debate, oratory, extempore, impromptu, and oral interpretation. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

Theatre Arts
(Fine and Performing Arts Department)

Theatre Arts courses at Citrus College provide preparation in the various aspects of theatre practice: acting, directing, and technical theatre through involvement in productions staged each year in the Little Theatre and on the main stage. Students are prepared to continue their theatre studies at colleges and universities or to pursue careers in the theatre and related fields.

Certificates:
EMERGING THEATRE TECHNOLOGIES
REQUIRED COURSES: THEA 120, 130, 140, 150, 160, 180, 230, 245, 260, 265, 698C, 699A
REC 135, 255

Theatre Arts Courses

THEA 101 Introduction to Theatre Arts (3)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level
Background and foundation for appreciation and evaluation of theatre arts. Course will include a study of dramatic structure, history of the theatre, plays and playwrights, and a study of contemporary theatre production. 3 lecture hours per week. CSU;UC

THEA 104 Voice and Movement for the Actor (3) (Cr/Nc)
Strongly recommended: Concurrent enrollment in THEA 201.
A course in vocal anatomy, physiology, and phonetics as well as the exploration of how the voice and body work. Designed to develop the actor's awareness, relaxation, flexibility, and responsiveness in order to communicate openly and expressively. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU

THEA 120 Introduction to Technical Theatre (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
An introduction to the equipment, processes, and techniques used in the production of stage settings, props, sound, lighting, and costumes. 36 lecture hours, 54 lab hours. CSU;UC
THEA 125 Technical Production Laboratory (2)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A laboratory in the technical production of stage scenery, lighting, sound, props, costuming or makeup. This course may be taken four times. 18 lecture hours, 90 lab hours. CSU;UC

THEA 130 Introduction to Theatrical Scenery (3)
(Cr/Nc)
Corequisite: THEA 120.
A study of the equipment, processes and techniques used in planning and executing scenery for the stage. 36 lecture hours, 54 lab hours. CSU;UC

THEA 140 Introduction to Stage Lighting (3) (Cr/Nc)
Corequisite: THEA 120.
A study of the equipment, processes and techniques used in lighting for the stage. Course includes basic electricity, color theory, lighting design, controls, and safety procedures. 36 lecture hours, 54 lab hours. CSU

THEA 150 Introduction to Intelligent Lighting Systems for Theatre (3)
Strongly recommended: Successful completion of THEA 140, THEA 160 and READ 099.
The study and manipulation of intelligent lighting systems and their use in various aspects of the entertainment field. 36 lecture hours, 54 lab hours arranged. CSU

THEA 160 Computer Aided Design for Theatre (4)
Strongly recommended: Successful completion of THEA 120 and 130. Also READ 099 if required by reading placement exam or if required by reading level.
Entertainment design and technical production with an emphasis on the computer as a design and drafting tool. Applications include Vectorworks and Sketch-up. This course may be taken three times. 54 lecture hours, 54 lab hours. CSU

THEA 200 Script Analysis-The Art of the Theatre (3)
(Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Introduction to theatre as an art form involving the inter-related processes of all elements of theatre with the primary focus being on script analysis. Includes the study of plays throughout history with emphasis on dramatic analysis and cultural significance. This course may be taken three times. 54 lecture hours. CSU;UC

THEA 201 Acting Fundamentals I (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A beginning level performance class with an introduction to the Stanislavski Method of acting. Provides a foundation in acting through a study of improvisation, vocal technique, historical concepts, and theory through scene and monologue work. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

THEA 202 Acting Fundamentals II (3) (Cr/Nc)
Prerequisite: THEA 201.
An extension of the concepts as introduced in THEA 201. A more in-depth approach to contemporary theatre using the Stanislavski Method as well as other methods of acting in character and scene study and analysis. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

THEA 204 Stage and Screenwriting (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Beginning playwrights and screenwriters discover the basic craft of creating scripts for stage, screen, and television. The class will concentrate on current work and ideas and examples will be drawn from scripts, videos, and films that have shaped our modern consciousness. This course may be taken four times. 54 lecture hours, 18 lab hours. CSU

THEA 210 Rehearsal and Performance (2) (Cr/Nc)
Prerequisite: Audition.
Participation in the production of a full-length play for public performance. This course may be taken four times. 144 lab hours. CSU;UC

THEA 211 Acting for the Camera (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
The practice and study of the fundamental techniques required in acting before the camera in film and television in contrast to the variance from stage work. Students will address areas of voice and movement for the camera; blocking; memorization and audition techniques along with the introduction of quality head shots and resumes. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Notes</th>
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<tbody>
<tr>
<td>THEA 220</td>
<td>Rehearsal and Performance (Styles) (2)</td>
<td>(Cr/Nc)</td>
<td>Prerequisite: THEA 210. Continued and more in-depth participation in</td>
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<td>the production of full-length play for public performance. This course</td>
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<td>may be taken four times. 144 lab hours. CSU; UC.</td>
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<tr>
<td>THEA 241</td>
<td>Fundamentals of Stage Direction (3) (Cr/Nc)</td>
<td>(Cr/Nc)</td>
<td>Strongly recommended: READ 099 if required by reading placement exam</td>
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<td>or if required by reading level. A study of the director’s approach to</td>
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<td>play analysis, casting, and rehearsal technique leading to a performance.</td>
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<td>Students will receive practical experience in directing short scenes.</td>
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<td>This course may be taken two times. 36 lecture hours, 54 lab hours.</td>
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<tr>
<td>THEA 245</td>
<td>Stage Management (3) (Cr/Nc)</td>
<td>(Cr/Nc)</td>
<td>Prerequisite: THEA 120. A study of the stage manager’s duties and</td>
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<td>relationship to the director, actors and technicians. 36 lecture</td>
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<td>hours, 54 lab hours. CSU</td>
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<tr>
<td>THEA 250</td>
<td>Theatre Appreciation (3) (Cr/Nc)</td>
<td>(Cr/Nc)</td>
<td>Strongly recommended: READ 099 if required by reading placement exam</td>
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<td>or if required by reading level. An introduction to methods of</td>
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<td>evaluating theatre in performance. Students will view and critique at</td>
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<td>least five off campus plays per semester. Transportation will be</td>
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<td>provided. A transportation fee may be charged. This course may be</td>
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<td>taken four times. 36 lecture hours, 54 lab hours. CSU</td>
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<tr>
<td>THEA 260</td>
<td>Introduction to Show Production Systems (3)</td>
<td>(Cr/Nc)</td>
<td>Strongly recommended: Successful completion of THEA 130, THEA 140,</td>
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<td>THEA 160, REC 135, and READ 099. Corequisite: Concurrent enrollment</td>
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<td>required of THEA 150 and THEA 245 or by instructor approval. The study</td>
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<td>of show production systems. The function and inter-relation of complete</td>
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<td>entertainment staging systems in a single environment including:</td>
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<td>physical staging systems, projection systems, truss systems, lighting</td>
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<td>rig, computer and show control methods and rigging, power and</td>
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<td>distribution, crew and performer safety and access, trouble shooting</td>
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<td>and maintenance. Includes a study of the technical and design</td>
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<td>challenges posed by a variety of venues including theatre, theme parks,</td>
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<td>exhibit and trade shows, conventions, and cruise lines. College level</td>
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<td>reading strongly recommended. 54 lecture hours, 36 lab hours arranged.</td>
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<tr>
<td>THEA 284</td>
<td>Acting Shakespeare (3) (Cr/Nc)</td>
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<td>Strongly recommended: Successful completion of ENGL 100. An</td>
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<td>exploration of Shakespeare’s plays and poetry through scene study,</td>
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<td>monologues, rehearsal, and performance. This course aims to introduce</td>
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<td>a process and technique for analyzing play scripts and poetry while</td>
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<td>establishing a performance discipline. This course may be taken four</td>
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<td>times. 54 lecture hours, 36 lab hours. CSU.</td>
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<td>THEA 290</td>
<td>Citrus Theatre Company (3) (Cr/Nc)</td>
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<td>Strongly recommended: READ 099 if required by reading placement exam</td>
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<td>or if required by reading level. Preparation, rehearsal and public</td>
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<td>performance of college sponsored productions in an organized summer</td>
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<td>theatre company. Participants selected by application and audition.</td>
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<td>This course is taught only during a six-week summer session. This</td>
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<td>course may be taken four times. 162 lab hours. CSU; UC</td>
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<tr>
<td>THEA 292</td>
<td>Special Techniques in Acting (3) (Cr/Nc)</td>
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<td>Strongly recommended: READ 099 if required by reading placement exam</td>
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<td>or if required by reading level. Students will critically examine the</td>
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<td>Stanislavski Method of Acting and how it pertains to various acting</td>
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<td>styles. Examining stylized scenes and monologues from World Theatre</td>
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<td>will teach the student how the Method can be utilized in acting</td>
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<td>genres other than contemporary realism. College level READ 099 is</td>
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<td>strongly advised for success in this course. This course may be taken</td>
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<td>four times. 54 lecture hours, 18 lab hours. CSU; UC</td>
</tr>
<tr>
<td>THEA 293</td>
<td>Theatre for Young Audiences (3) (Cr/Nc)</td>
<td></td>
<td>Strongly recommended: READ 099 if required by reading placement exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>or if required by reading level. An introduction to theatre for child</td>
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<tr>
<td></td>
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<td></td>
<td>audiences. Students required to participate in a theatrical production</td>
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<tr>
<td></td>
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<td></td>
<td>for young audiences and lead children in creative dramatics, including</td>
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<td></td>
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<td></td>
<td>workshops and a tour of a production. In-class and out-of-class</td>
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<td></td>
<td>rehearsals may be necessary to complete production. This course may</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>be taken four times. 54 lecture hours, 36 lab hours. CSU</td>
</tr>
<tr>
<td>THEA 294</td>
<td>Shakespeare in Production (3)</td>
<td></td>
<td>Prerequisite: THEA 284 or Audition. Translating the Shakespearean text</td>
</tr>
<tr>
<td></td>
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<td>into an hour long performance adaptation. Students are required to</td>
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<td></td>
<td>participate in a theatrical production of a Shakespearean play for</td>
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<td></td>
<td></td>
<td></td>
<td>middle and high school students. Students will also lead an appropriate</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>classroom workshop, introducing Shakespeare and his works to a new</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>audience. In-class</td>
</tr>
</tbody>
</table>

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and out-of-class rehearsals may be necessary in order to complete production. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU

Cooperative Education Courses

THEA 698A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of volunteer employment or training sites. This course may be taken four times. 60 lab hours arranged per semester.

THEA 698B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of volunteer employment or training sites. This course may be taken four times. 120 lab hours arranged per semester.

THEA 698C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of volunteer employment or training sites. This course may be taken four times. 180 lab hours arranged per semester.

THEA 698D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of volunteer employment or training sites. This course may be taken four times. 240 lab hours arranged per semester.

THEA 699A Cooperative Education (1) (Cr/Nc)
Enrollment in a minimum of seven units of credit including Cooperative Education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of paid employment or training sites. This course may be taken four times. 75 lab hours arranged per semester.

THEA 699B Cooperative Education (2) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of paid employment or training sites. This course may be taken four times. 150 lab hours arranged per semester.

THEA 699C Cooperative Education (3) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of paid employment or training sites. This course may be taken four times. 225 lab hours arranged per semester.

THEA 699D Cooperative Education (4) (Cr/Nc)
Enrollment in a minimum of seven units of credit including cooperative education during the regular semester. During the summer the student must be enrolled in at least one other class.
A course designed to assist students in planning and accomplishing meaningful learning objectives related to Theatre Arts at their place of paid employment or training sites. This course may be taken four times. 300 lab hours arranged per semester.
Water Technology
(Public Services Department)

This program is designed to prepare students who wish to seek employment in the public water supply industry or qualify for a more responsible position within the industry. These courses will be helpful to students who wish to prepare for the T-1, T-2, T-3, T-4, and T-5 Water Treatment Operator and D-1, D-2, D-3, D-4, and D-5 Water Distribution Operator certification examinations given by the Department of Health Services. Coursework also provides contact hours for Operator certification maintenance requirements.

Certificates:

WATER TECHNOLOGY
REQUIRED COURSES: MATH 115 (or higher)
WATR 150, 151, 156, 153 or 157; plus one of the following:
BIO 145, BUS 151, 152; CSIS 107, 130;
PUB 155, 160, 161; SPCH 101, 106

EMPLOYMENT OPPORTUNITY:
Pumping Station Operator, Water Line Worker,
Water Maintenance Mechanic Helper, Water
Motor Installer, Water Service Dispatcher,
Treatment Plant Operator

Water Technology Courses

WATR 150 Introduction to Water Systems (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
A basic course in water distribution and treatment covering water quality control practices, water sources, public health aspects of water regulations, supply, water treatment arithmetic, chemical treatment, filtration, corrosion, disinfection, tastes and odors in water, water system operation and maintenance, valves, pipes, pumps, and meters. The material covered in this course will be helpful to those preparing for the D-1 and D-2 Water Distribution Operator’s Certificate examinations and the T-1 Water Treatment Operator’s Certificate examination given by the State of California. 54 lecture hours.

WATR 151 Water Resources and Distribution I (3) (Cr/Nc)
Strongly recommended: MATH 130
A course designed for water distribution systems operators. This course continues WATR 150. Topics include: water production, types of reservoirs, water lines, pumps, water chemistry, water treatment, arithmetic, chemical treatment, appurtenances, method of installation, repair of facilities, back up theory, and administrative functions behind the distribution system. This course prepares the student for the D-2 and D-3 Water Distribution Operator’s examinations. 54 lecture hours.

WATR 152 Cross-Connection Control (3) (Cr/Nc)
Strongly recommended: READ 099 if required by reading placement exam or if required by reading level.
Introduces the principles of cross connection control: identifying a cross connection and the type of backflow prevention required; recycled water; recognizing the responsibilities of the water purveyor, the health agency, and the consumer; and learning basic maintenance and backflow prevention device testing. This course will prepare the student for A.W.W.A. and/or the Los Angeles County Certification. 54 lecture hours.

WATR 153 Water Resources and Distribution II (3) (Cr/Nc)
Strongly recommended: MATH 130 and WATR 150.
A course in practical water supply hydraulics with emphasis on the basic principles of hydraulics. The purpose of the course is to clarify pressure, head, buoyancy, friction loss, forces, velocity of flow and size capacity relationship of distribution systems. The course includes the study of pump characteristics, sizing of pumps, water chemistry, water treatment, arithmetic, chemical treatment, and efficiency test procedures. Typical calculations include line loss in series and parallel pipe systems, residual pressure, forces on thrust blocks, and horsepower requirements for pumps. This course prepares the student for the D-3, D-4, and D-5 Water Distribution Operator’s examinations. 54 lecture hours.

WATR 155 Water Distribution Operator Exam Preparation (1) (Cr/Nc)
Strongly recommended: Successful completion of WATR 150 Student Learning Outcomes or possession of a D-1 Distribution Operator Certification
A course in drinking water distribution designed as a review for water distribution operators preparing to take the California Department of Health Services D2 or D3 examinations. 18 lecture hours.

WATR 156 Water Treatment I (3) (Cr/Nc)
Strongly recommended: MATH 130 AND WATR 150.
Course covering water resources, water quality, unit operations of water treatment, public health requirements, and the basics of water chemistry and aquatic microbiology. Prepares students for the T-1, T-2, and T-3 Water Treatment Operator’s Certificate examinations given by the State of California. 54 lecture hours.
WATR 157 Water Treatment II (3) (Cr/Nc)
Strongly recommended: WATR 156.
A course covering water resources, water quality, unit operations of advanced water treatment systems, public health, water chemistry and microbiology, and fluoridation. Prepares students for T-3, T-4, and T-5 Water Treatment Operator’s Certificate examinations required by the State of California. 54 lecture hours.

WATR 165 Water Systems Operations and Technology Update (1) (Cr/Nc)
Strongly recommended: WATR 151 or WATR 156.
A course in drinking water distribution and treatment designed to update current system operators on the latest improvements in technology and upcoming regulations in the water supply field. Students will be introduced to new technologies and methods used in water systems today and will be given valuable information on the latest adopted and pending regulations from CDHS, OEHHA, CDWR, SWRCB, LARWQCB, AQMD, and CalOSHA. The course will be helpful to those in need of contact hours to fulfill California Department of Health Services requirements for renewal of Distribution and/or Treatment Operator Certification. 18 lecture hours.
Does Citrus Offer Courses for Growth and Development?

**Noncredit Education**
Noncredit education is designed to supplement students’ continued growth and job skills development through classes that include basic skills, career development, health and fitness, vocational preparation and job retraining. Enrollment in noncredit classes is free and continues throughout the school year. All non-credit classes are subject to budget and attendance.

Potential students who are undecided about college may begin or continue their college experience with noncredit classes. Counselors are available to enroll students and provide information.

Computerized instruction is available for students who want to strengthen their basic math, reading and writing skills. Noncredit education also provides English as a Second Language (ESL) classes in the traditional classroom format for limited English speaking students.

**Community Education**
Citrus College Community Education offers lifelong personal and professional development learning opportunities to members of the community. Moderately priced classes, workshops, seminars, activities and events, are available for persons who want to develop their professional skills, start or grow a business, enrich their cultural experiences, lives and relationships, or participate in entertainment and recreational activities.

Community Education classes, activities and events are available on days and at times that meet the needs of today's active adults. Class lengths vary from a few hours to several meeting dates. The majority of these classes do not provide college credit; however, a few classes offer continuing education credits that are required in some professions.

Community Education classes are supported by fees collected from course participants. Class schedules, published three times per year, are mailed to Citrus Community College District residents and can be accessed online at [www.citruscollege.edu](http://www.citruscollege.edu).

**College Policies and Notices: Rules for Safety and Success**

**Academic Honesty**
See Code of Conduct

**Athletic Eligibility**
See Athletics: The Fighting Owls section

**BP 3550 Drug Free Environment and Drug Prevention Program**

The College shall be free from all illegal drugs and from the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or any controlled substance is prohibited on College property; in any facility operated by the College; during College-sponsored field trips, activities, or workshops; and in any College owned vehicle.

All employees are required to comply with this policy as a condition of their employment and continued employment.

Any student or employee who violates this policy will be subject to disciplinary action, which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion or dismissal. Any employee convicted under a criminal drug and/or alcohol statute for conduct in the workplace must report this conviction within five days to the College President/CEO.
The College President/CEO shall assure that the College distributes annually to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act. Approved April 28, 2004

Campus Disturbances
The willful disturbance of classes, college activities, or procedures is a misdemeanor. (California Penal Code, Section 626.6)

Cheating and Plagiarism
See Code of Conduct

Code of Conduct
Those representing Citrus College at any conference, trip or athletic event will observe this Code of Conduct.

Basic Responsibilities on Conferences, Trips or Athletic Events
1. Participants, students, and advisers shall recognize their responsibility for proper conduct during a trip to or from and at the conference or event.
2. Advisers shall recognize their responsibility for the actions of their students. Each student will be directly responsible to the adviser.
3. Rules established by the host organization or location must be observed.
4. Prior to the conference or trip, the student participants and advisers shall have read the Standards of Student Conduct.
5. Attendance at all meetings, including meals, is considered part of the participant’s responsibility while at a conference unless first excused by the advisers.
6. No student may officially or unofficially represent Citrus College at any event away from the campus without an adviser or special permission to be without an adviser, granted by the Citrus College administration.

Standards of Student Conduct
It is the policy of the Citrus Community College District to establish rules of student conduct that are in the best interests of both the student and the College. Further, rules of due process shall be established to ensure that students’ rights will be scrupulously guarded. Enforcement procedures will be fair and equal for all. These procedures are intended to supplement rather than replace criminal prosecution when such action would also be appropriate.

A currently enrolled student may be disciplined for one or more of the following causes, which must be related to District attendance or activity. These categories of behavior are not intended to be an exhaustive list, but are examples of causes, and are good and sufficient causes, for disciplinary action.

1. Academic dishonesty, such as cheating or plagiarism, or knowingly furnishing false information to the College.
2. Forgery, alteration or misuse of College documents, records, or identification.
3. Obstruction or disruption of instructional, counseling, administrative, disciplinary, public service or other authorized College functions or activities or willful defiance of the valid authority of supervisors, instructors, counselors, administrators, College officials or other College personnel engaged in the performance of their duties.
4. Assault, battery, abuse, any threat of force or violence directed toward any person, or conduct which threatens or endangers the health or safety of any person, on College owned or controlled property, at College sponsored or supervised functions, or related to or arising from College attendance or activity.
5. Theft of or willful damage to property of Citrus College or of a member of the college community, including but not limited to, property owned by visitors, students or employees, on campus, at an authorized college activity, or otherwise related to or arising from College attendance or activity.
6. Unauthorized entry to or use of College facilities.
7. Violation of College rules or regulations including campus policies concerning student organizations, the use of College facilities, or the time, place and manner of public expression.

8. Use, possession, or distribution of alcoholic beverages, narcotics, or dangerous drugs or controlled substances except as expressly permitted by law, or presence on the campus or at a College authorized event while under the influence thereof.

9. Disorderly, lewd, indecent, or obscene conduct, expression, or language on College owned or controlled property or at College sponsored or supervised functions, or otherwise related to or arising from College attendance or activity.

10. Use of slander, libel or verbal abuse in any way to cause defamation or which materially disrupts the normal operation of the College and/or of its personnel in the course of their duties.

11. Persistent violation of classroom standards of conduct as established by the instructor.

12. Possession or use of explosives, dangerous chemicals, deadly weapons, or any item that may be used to threaten bodily harm on College property, at a College function, or otherwise related to or arising from College attendance or activity, without prior authorization of the College Superintendent/President or designee.

13. Conduct that adversely affects the student’s suitability as a member of the academic community.

14. Any other cause not listed above which is identified as "Good Cause" by the Education Code.

Violations of the Standards of Student Conduct are subject to any of the following types of disciplinary actions:

1. Reprimand
2. Disciplinary Probation
3. Disciplinary Suspension
4. Summary Suspension
5. Expulsion

Driving and Parking
The Citrus Community College District Board of Trustees have adopted traffic and parking regulations in accordance with the California Vehicle Code. Refer to the current Schedule of Classes for details.

Grievance Procedures
Student grievance procedures provide every student with a prompt and equitable means of seeking an appropriate resolution for any alleged violation of his or her rights. The rights protected under these procedures include, but are not limited to, those guaranteed by the established rules and regulations of the Citrus Community College District and the Education Code of the State of California.

Students are advised that grievances must be filed within 20 school days of the occurrence. The procedures do not apply to the employment rights of students. Sexual harassment or discrimination complaints are made to the Office of Human Resources. Citrus College students are, by law, protected against capricious, arbitrary, unreasonable, unlawful, false, malicious or professionally inappropriate evaluations or actions by an employee of Citrus College.

For information regarding student grievance procedures, contact the Office of the Vice President of Student Services at (626) 914-8532.

Hazing
Hazing is prohibited in California schools. Violators may be punished by a fine not to exceed $500 or six months in jail.

Sexual Assault/Sexual Violence Policy
(Assembly Bill 1088)
No community can be totally risk-free in today’s society. However, students, faculty, staff, and visitors can all work together to create an atmosphere which is as safe and crime-free as possible. Section 67385 of the Education Code requires that community college districts adopt and implement procedures to
ensure prompt response to victims of sexual violence that occur on campus, as well as providing them with information regarding treatment options and services.

Citrus College takes the issue of sexual violence very seriously. The campus community is proactive in offering a safe environment for students and visitors. As a result, Citrus College offers informational and preventive programs to all students and staff to help prevent the risk of sexual violence on campus. This information can be found on the internet at www.citruscollege.edu/stdntsrv.

Sexual assault is defined as any kind of unwanted sexual contact. This includes, but is not limited to: rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, threat of sexual assault and related conduct that threatens the health and safety of another person. Sexual violence may include sexual assault, rape, date rape, acquaintance rape, domestic violence, stalking, dating violence, forcing a person to watch/engage in pornography, harassment, exposing/flashing, voyeurism and/or fondling.

Any sexual violence or physical abuse, as defined by California law, committed by an employee, student, or member of the public; occurring on College-owned or controlled property, at College-sponsored or supervised functions; or related to or arising from College attendance or activity is a violation of District policies and regulations. This behavior is subject to all applicable punishment, including criminal and/or civil prosecution and employee or student discipline procedures.

Any person who has been the victim of sexual violence or who has information regarding sexual violence on campus is strongly urged to call 911 or the police department or sheriff in the city where the crime took place and report the situation as soon as possible. Persons who are the victims of sexual assault on campus may:

1. Contact the following campus departments:
   - Campus Security 24 hours a day, 7 days a week
     Direct number: (626) 914-8611
     On Campus: Extension 8611
     From Campus Pay Phones: *11
   - Campus Health Center, during normal business hours
     (626) 914-8671

2. Go directly to a hospital emergency room for medical care.

3. Contact the many community resources that provide support services to victims of sexual violence. These local agencies include, but are not limited to:

   **Project SISTER Sexual Assault Crisis & Prevention Services**
   Offers immediate crisis assistance in seven languages seven days a week. They also provide accompaniment/advocacy services in which trained volunteers support and advise survivors of sexual violence and child abuse at the hospital, police station, and during court appearances.
   
   24-hour hotlines: (909) 626-HELP (4357) or (626) 966-4155

   **House of Ruth**
   Provides many services to victims of domestic violence, including emergency shelter, transitional shelter, legal advocacy and counseling/support groups.
   
   24-hour hotline: (909) 988-5559

   **National Sexual Assault Hotline:**
   (800) 656-HOPE (4673)

   **National Domestic Violence Hotline:**
   (800) 799-7233

   **Suicide and Rape 24-Hour Emergency Services**
   National Hotline: (800) 333-4444

4. If the perpetrator is a Citrus College student, an administrative complaint may be filed with the vice president of student services, (626) 914-8532.
Sexual Harassment
It is the policy of the college to provide a workplace and study environment free of sexual harassment. All students should be aware that the college strongly disapproved of any conduct that constitutes sexual harassment and will take disciplinary measures to ensure compliance. All formal complaints will be investigated and appropriate action taken. Complaints should be reported to the human resources/staff diversity officer, 626-914-8830.

Smoking on Campus
See Substance Abuse

Substance Abuse
The Citrus Community College District prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property, and as part of any college sponsored or sanctioned event. In addition, the use of tobacco is prohibited in all District buildings and vehicles. (Citrus Community College District Board Policy P-4219, Education Code 87335, Standards of Student Conduct, and U.S. Public Law 101-226). Any student or employee in violation of this policy is subject to disciplinary action up to, and including, expulsion from college or termination from employment for violations of the standard code of conduct. The decision to take disciplinary action in any such instance rests with the Board of Trustees after consideration of the recommendation of the Superintendent/President.

Notices
Campus Security
2006 Safety Statistics (Jeanne Clery Act, 1990)
From January 1, 2006 to December 31, 2006, the following criminal offenses, which occurred on campus, were reported to Campus Security authorities and police agencies:

<table>
<thead>
<tr>
<th>Offense</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sex offenses-Assault and Battery</td>
<td>2</td>
</tr>
<tr>
<td>Robbery</td>
<td>2</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>8</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>4</td>
</tr>
<tr>
<td>Burglary</td>
<td>5</td>
</tr>
</tbody>
</table>

Registered Sex Offender Information
Information concerning registered sex offenders may be obtained from the Glendora Police Department, 150 S. Glendora Avenue by calling 626-914-8250 or visiting www.meganslaw.ca.gov/

Sex offenders are required to register with the police in the jurisdiction in which they reside.

Catalog Rights
Catalog rights are the specific set of general education and other graduation requirements, as established in the catalog for a specific year, which the student must satisfy to quality for a degree, certificate, etc.

Students may choose to quality for graduation under the requirements in effect at:
• The time they entered the College
  Or
• They may use the catalog thereafter, as long as the student maintains continuous enrollment.
• Continuous enrollment is attendance during every fall and spring semester after initial enrollment at Citrus College.

Continuous Resident
A student retains rights to follow catalog requirements for the year they entered Citrus College if, during every regular semester after initial enrollment he or she:
• Is enrolled in any credit class beyond the first four weeks
  Or
• Receives a waiver, due to extenuating circumstances

Nondiscrimination Policy
Citrus Community College District does not discriminate on the basis of race, color, ancestry, national origin, sex, age (over 40), religious creed, marital status, medical condition (including cancer), physical disability (including HIV and AIDS), mental disability, sexual orientation or military status as a Vietnam-era veteran in any policies, procedures or practices. In addition, it is the stated policy of Citrus Community College District that harassment
is prohibited and that regular employees shall not be
denied family care leave if eligible under the Fair
Employment and Housing Act. All of these cate-
gories are protected by the following legislation:
Titles VI and VII of the Civil Rights Act of 1964,
Title IX of the Education Amendments of 1972,
Section 504 of the Rehabilitation Act of 1973, the
Fair Employment and Housing Act, California
Government Code 12900 et seq., and the Americans

Students who have questions or concerns about the
nondiscrimination policy can contact the human
resources/staff diversity officer, the disabled access
officer or the gender equity officer, 626-914-8830.

Open Enrollment
Unless specifically exempted by statute, every course,
course section or class, the average daily attendance
of which is to be reported by the District, shall be
fully open to enrollment and participation by any
person who has been admitted to the college and
who meets such prerequisites as may be established
pursuant to Title 5 of the California Administrative
Code.

Public Safety
See Campus Security

Student Rights and Privacy Act
Citrus College student records are maintained in
accordance with the Family Educational Rights and
Privacy Act (FERPA) and the California Education
Code. Written student consent is required for access
and release of information defined as educational
records in the federal and state laws as described in
Citrus College Policy 5180.

A student’s directory information (student’s name,
address, telephone number, date and place of birth,
major field of study, class schedule, participation in
officially recognized activities and sports, weight and
height of members of athletic teams, dates of atten-
dance, degrees and awards received, and most recent
previous public or private school attended) may be
released upon request unless the Admissions and
Records Office receives written notification that a
student reserves the right to authorize in writing, on
an individual request basis, the access and release of
the directory information. Such a notice of restric-
tion will remain in effect until it is countermanded in
writing. Additionally, the law provides that a stu-
dent may request access to the college records which
are personally identifiable to that student, and may
challenge the accuracy or the appropriateness of
retention of information in the college record.

Questions concerning student’s rights under the priva-
cy act should be directed to the Admissions and
Records Office, 626-914-8511.

Student Right-to-Know
In compliance with the Student-Right-to-Know and
Campus Security Act of 1990 (Public Law 101-542),
it is the policy of the Citrus Community College
District and Citrus College to make available its
completion and transfer rates to all current and
prospective students.

Beginning in Fall 1996, a cohort of all certificate-,
degree-, and transfer-seeking first-time, full-time stu-
dents were tracked over a three-year period. Their
transfer rates do not represent the success rates of
the entire student population at Citrus College, nor
do they account for student outcomes occurring after
this three-year tracking period.

Based upon the cohort defined above, 28.7 percent
attained a certificate or degree or became ‘transfer
prepared’ during a three-year period from fall 1996
to spring 1999. Students who are ‘transfer-prepared’
have completed 56 transferable units with a GPA of
2.0 or better.

Based on the cohort defined above, 23.6 percent
transferred to another postsecondary institution,
(UC, CSU or another California community college)
before attaining a degree, certificate or becoming
‘transfer--prepared’ during a five-semester period
from spring 1997 to spring 1999.

More information about Student Right-To-Know
Rates and how they should be interpreted can be
found at the California Community Colleges
“Student Right-To-Know Rate Disclosure Web site,”
located at http://srtk.cccco.edu
Faculty and Administrators
(Date of Appointment follows name)

Abas, Audrey (1980)
DSP&S Counselor
B.A., M.A., University of Wyoming

Afzali, Ana (1997)
Spanish
A.S., Westbrook College; B.A., University of Maryland;
M.A. Ph.D., University of California, Los Angeles

Allen, Ann (2005)
Director of Child Development Center
B.S., California State University, Northridge,
M.F.T., Philips Graduate Institute, Ed.D., Nova
Southeastern University

Anderson, Brian (1999)
Mathematics
B.S., Hofstra University; M.A., Claremont
Graduate School

Anson, Melanie (1988)
Public Address/Speech
B.A., University of California, Los Angeles; M.A.,
Ph.D., University of Southern California

Arredondo, Dora (2004)
Dental Technology
B.S., University of Phoenix

Avalos, Steve (2000)
Counseling
A.A., Mt San Antonio College; B.A., California State
University, Long Beach; M.A., Azusa Pacific University

Bakhir, Kathy (2004)
Economics
B.S., M.S., California State Polytechnic University,
Pomona

Bautista, Susan (2006)
Cosmetology
A.S., Mount San Antonio College

Betancourt, Richard (1980)
Cosmetology
Vocational Credential, University of California, Los
Angeles; B.A., National University; M.A., California
State University, San Bernardino

Bigby, Shauna (2006)
College Nurse
A.A., Mount Saint Mary’s College; B.S., University
of Southern California; M.S. California State University,
Long Beach

Bohatch, Eugene (1997)
International Trade Center Director
B.A., California State University, Long Beach;
M.B.A., University of Southern California

Boquiren, Connie (1997)
Licensed Vocational Nursing
B.S.N., M.Ed., Saint Louis University

Borja, Patrick (2004)
Accounting
B.S., M.A., M.B.A., California State University,
Los Angeles

Bowman, Deborah (2004)
Licensed Vocational Nursing
B.S., California State University, Fullerton

Boxley, Jackie (2004)
Physical Education
B.S., California State University, Fullerton; M.A.,
Azusa Pacific University

Brawner, Mary (1990)
Physical Education
B.S., Fort Hays State University; M.S., Fort Hays
State University

Brooks, Ervalyn (2002)
Director of Cosmetology
A.A., Fullerton College

Brown, Cherie (1998)
Fine Arts
B.A., California State University, Fullerton; M.F.A.,
University of California, Irvine

Brown, David (1999)
Automotive
A.S., Citrus College

Brown, Rick (2006)
Psychology
M.A., Ph.D., Emory Institute, Atlanta
B.A., University of Louisville, Kentucky

Buchwald, Rosalinda (1983)
Director of Fiscal Services
B.S., University of La Verne

Call, Jack (1999)
Philosophy
B.A., California State University, Los Angeles; M.A.,
Ph.D., Claremont Graduate School

Carr, Darrell (1990)
Photography
A.A., Citrus College; B.A., California State University,
Los Angeles

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Carver, Sally A. (1980)
   Cosmetology
   A.S., Citrus College; Voc. Credential., University of
   California, Los Angeles
Casey, David (2001)
   Mathematics
   B.A., Carleton College; M.A., University of Washington;
   J.D., University of Toledo
Castillo, Claudia (2004)
   Counseling
   B.A., California State University, Fullerton; M.A.,
   Chapman University
Clark, Jeremy (2001)
   Automotive
   B.S., California State University, Long Beach
Colville, L. Holly (1991)
   Spanish
   B.A., University of California, Los Angeles; Vocational
   Credential, University of California, Los Angeles; M.A.,
   University of California, Los Angeles
Cornett, William (1993)
   Diesel Technology
   A.A., Cerritos College; B.A., California State University,
   Long Beach
Cross, Cynthia (2005)
   ESL
   B.A., University of California, Riverside; M.A.,
   California State Polytechnic University, Pomona
Culbertson, Patrick (1990)
   English as a Second Language
   B.A., Pomona College; M.A., Stanford University;
   Ph. D., Claremont Graduate School
Cummins, Shuling (1976)
   Mathematics
   B.S., M.S., California State Polytechnic University,
   Pomona
Cunnyngham, Wanda (1981)
   Dean of Career, Technical, Continuing and
   Contract Education
   B.S., M.B.A., University of La Verne
Dau, Carsten (1997)
   English
   B.A., M.A., Louisiana State University
Duffy, Dyane (2001)
   Art
   B.A., California State University, Chico; M.F.A.,
   Claremont Graduate School
Durfield, Timothy (2006)
   B.S., M.B.A., Azusa Pacific University; J.D., Western
   State University College of Law
Eiland, Thomas (1997)
   English
   B.A., M.A., California State Polytechnic University,
   Pomona
Eisel, Gunnar (1989)
   Music
   A.A., Citrus College; B.A., California State University,
   Long Beach; M.A., California State University, Fullerton
Eisel, Roberta (2000)
   English
   B.A., California State University, Long Beach; M.A.,
   Occidental College; M.P.A., California State University,
   Los Angeles
Ellis, Jeannette (2006)
   Licensed Vocational Nursing
   B.S., M.S., University of Phoenix, Arizona
Eng, Marilyn (1984)
   Counseling
   B.S., Miami University, Ohio; M.A., Ohio State
   University
Estrada, Maureen (2000)
   Director of Health Sciences
   A.S., Rio Hondo College; B.S., M.S., University of
   Phoenix, Arizona; Ph.D., Case Western Reserve
   University
Evans, Robert (1987)
   Philosophy
   B.A., M.A., California State University, Long Beach;
   M.A., J.D., University of Southern California
Everest, Rob (1999)
   Mathematics
   B.A., M.S., Southern Oregon University
Fehrs, Mike (2001)
   Executive Director, Development & External Relations
   A.A., Citrus College; B.A., California State University,
   Fullerton; M.E., University of Southern California
Fernandes, Richard (1992)
   Architectural Drafting
   B.A., San Diego State University; M.A., California State
   University Los Angeles; Ph.D., Pepperdine University
Fincher, John (1998)
   Language Arts/Speech
   B.S., West Georgia College; M.A., California State
   University Los Angeles
Fink, Brenda (1996)
Human Resources/Staff Diversity Officer
B.A., M.A., University of La Verne; M.B.A., University of Redlands

Flores, Richard (1998)
Computing & Information Systems
B.A., M.A., California State University Northridge; M.S., Pepperdine University

Galvan, Alex (1996)
Music
B.A., M.A., California State University, Los Angeles

Garate, Elisabeth (2000)
Spanish
B.A., M.A., California State University, Los Angeles;
Ph.D., University of California, Los Angeles

Business
B.A., M.B.A., California State University, Fullerton

Glover, Patty (2004)
Cosmetology
B.S., California State University, San Bernardino

Gomez, Steven (2001)
Physical Education
B.S., M.S., California State Polytechnic University, Pomona

Gong, Catherine (1994)
Mathematics
B.A., University of California, Santa Cruz; M.A.,
University of California, Berkeley

Gonzales, Rudy (2006)
Mathematics
B.A., M.S., California State University, Los Angeles

Goodman, Robert (2000)
Forestry
B.S., California State Polytechnic University, Pomona;
M.S., California State Polytechnic University, Pomona

Graciano, Albert (2002)
Cosmetology
Teaching Credential, University of California,
Los Angeles

Grauso, Lynda (1999)
Licensed Vocational Nursing
A.A., Pasadena City College; B.S.N., University of Phoenix; M.H.A., University of La Verne

Green, Martin (2005)
Music
B.M.U., Brigham Young University; M.A., California State University, Fullerton

Green, Paula (2005)
Director of Communications
B.A., Pitzer College; M.A., Michigan State University

Greene, David
Licensed Vocational Nursing
B.S., University of Phoenix, Arizona; A.S.,
Citrus College

Greenwell-Cunningham, Maia (1997)
Sociology
B.A., University of Idaho; M.A., Washington State University

Greer, Maurice (1989)
Physical Education
A.A., Long Beach City College; B.S., California State University San Jose; M.S., California State Polytechnic University, Pomona

Gregg, Judy (1990)
Human Development
B.A., University of California, Berkeley; M.A., Pacific Oaks College

Business
B.S., State University of New York, Binghamton; J.D.,
Washington University

Guebert, Toby (1996)
Foreign Language
B.A., M.A., University of Illinois

Gunderson, Mark (2000)
Reading
B.A., University of Maryland; M.S., Johns Hopkins University

Gunstream, Marilyn E. (1976)
Physical Education
B.A., California State University Los Angeles; M.A.,
Azusa Pacific University

Guttmann, Kenneth (1991)
Psychology
B.A., University of California, Los Angeles; M.A.,
California State University Los Angeles; Ph.D.,
California School of Professional Psychology

Hadsell, Cliff (2004)
Emergency Medical Technician
B.S., University of La Verne, M.P.A., California State University, Long Beach

Hahn, Shelly (1999)
Child Development
B.A., California State Polytechnic University, Pomona;
M.A., California State University, Los Angeles
Halcrow, Katherine (2001)
Librarian
B.A., St. John’s College; M.L.I.S., University of California, Berkeley

Hamilton, B. Jeanne (1986)
Vice President of Student Services
B.A., Baylor University; M.S.S.W., University of Louisville; Ph.D., Claremont Graduate School

Han, June (2007)
Biology
B.S., M.S., University of California, San Diego; M.A., Ph.D., University of California, Los Angeles

Hao, Lan (2006)
Director of Institutional Research
B.A., Tsinghua University, China; M.E., Ph.D., University of Southern California

Harrington, Michael (2001)
Director of Facilities & Support Services
B.A., M.A., California State Polytechnic University, Pomona

Hartman, Steven (1987)
Adapted Physical Education
B.S., M.S. Brigham Young University

Harvey, Joseph (1990)
Reading
B.A., M.A., City College of New York

Hathaway, George (1998)
Earth Sciences
B.S., San Diego State University; Ph.D., University of California, Los Angeles

Hays, Dorothy (2000)
Counseling
B.A., California State University, Los Angeles; M.A., Pacific Oaks College

Cosmetology
A.A., East Los Angeles College

Herrera, Rafael (2007)
Counseling
A.A., Mt. San Antonio College; B.A., California State University, Fullerton; M.S., University of La Verne

Hester, Dana (1998)
Biological Sciences
B.S., University of Pittsburg; M.S., University of Houston

Hillman, Michael (1997)
Ceramics
B.A., M.A., California State University, Long Beach

Hinrichsen, Gregory (1979)
Director, Performing Arts
A.A., Chaffey College; B.A., California State University Fullerton

Hippie, Thomas (1998)
Director, Purchasing & Warehouse
A.A., Fullerton College; B.A., California State University, Fullerton

Hoehne, William (2000)
Music
B.M.E., University of North Texas; M.M., University of Miami

Hogan, Gina (2005)
English
B.S., M.S., M.A., California State Polytechnic University, Pomona

Director, Vocational Education
A.A., Citrus College; B.A., M.A., Azusa Pacific University; Ph.D., William Lyon University

Horton, Carol (1995)
Vice President, Finance and Admin Services
B.S., Western Kentucky University; M.Ed., University of Louisville

Hurtado, Michael (1973)
Dean of Behavioral Sciences
B.A., M.S., University of La Verne University; Ph.D., Brigham Young University

Jackson, Matt (2001)
Art
B.S., California State University, Dominguez Hills; M.A., M.F.A., California State University, Fullerton

James, Rhoda (1995)
Business
B.S.Ed., Chicago State University; M.A., California State University, Los Angeles; Ed.D., University of La Verne

Biological Sciences
B.S., M.S., California State University, Chico

Johnson, Sandra (1990)
Art
A.A., Pasadena City College; B.A., M.A., California State University, Los Angeles

Kaisler, Denise (2004)
B.S., University of Western Ontario; M.Sc., McMaster University; M.S., Ph.D., University of California, Los Angeles
Kary, David (1999)
  Astronomy
  B.S., University of British Columbia; Ph.D., State
  University New York at Stony Brook
Kim, Andrew (2004)
  Behavioral Sciences
  B.S., University of California, San Diego; M.A., Ph.D.,
  University of California, Los Angeles
Kondo, Arnold (1997)
  Biological Sciences
  B.S., University of California, Davis; M.S., University of
  California, Riverside
Korn, Dennis (1991)
  Automotive Technology
  A.S., Chaffey; B.V.E., M.A., California State University,
  San Bernardino
Lancaster, James (2000)
  Automotive Technology
  A.S., Cerritos College; B.V.E, California State University,
  Long Beach
Langford, Bruce (1997)
  Music
  B.M., California Institute of the Arts; M.M.,
  Southwestern Theological School of Music
Lanphear, Keleigh (2001)
  Counseling
  B.S., Montana State University; M.A., Gonzaga
  University
Lawrence, Patricia (1991)
  Reading
  A.A., San Bernardino Valley C.C.; B.A., M.A., California
  State University, Los Angeles
Lee, Samuel (2002)
  Dean of Language Arts
  B.A., California State University, Fresno; M.S.,
  University of Southern California
Lerette, Caroline (2001)
  Cosmetology
  B.A., Union Institute
Lindoerfer, Sandra (2004)
  Director of Human Resources
  B.A., College of Saint Rose; J.D., University of
  California, Los Angeles
Lindsey, Stephen (1987)
  Dean of Business and Distance Education;
  B.A., Claremont Men's College; J.D., Loyola University
Lominska, Susan
  Health Sciences
  A.D.N., Chaffey College; B.S.N., California State
  University, Los Angeles; M.N., University of California,
  Los Angeles
Longyear, Alicia (2006)
  Student Athletics
  B.A., University of Redlands: M.S.,
  University of La Verne
  Certificate in Sport Counseling, University of La Verne
Low, Joyce (1999)
  Mathematics
  B.S., M.A., University of Alabama; M.S., University of
  Southern California
Lubisich, Senya (2004)
  History
  B.A., M.A., Ph.D., University of California, Riverside
Lucido, Grace (2005)
  Cosmetology
  A.A., Coastline Community College, B.A., California
  State University, Long Beach
Malmgren, Irene (2005)
  Vice President of Instruction
  A.A., Santa Ana College; B.A., M.A., California State
  University, Fullerton; M.A., Chapman University
McBurney, Robin (1997)
  Counseling
  A.A., Eckerd College; B.A., University of California,
  Santa Cruz; M.S., California State University,
  Los Angeles
McClain, James (1986)
  Dean of Mathematics
  B.S.M.E., Northern Arizona University; M.Ed.,
  Azusa Pacific University
McDonald, Martha (2004)
  Dean of Students
  B.A., M.A., Chapman University
McGarry, Anna (1999)
  Spanish
  B.A., M.A., University of California, Davis; M.A.,
  California State University, Sacramento
McLeod, Jennifer (2006)
  Disabled Student Programs and Services Coordinator
  B.A., Southern California College/Vanguard University;
  M.S., Ph.D., California School of Professional
  Psychology/Alliant International University, San Diego
Mead, Rachel (2006)
Cosmetology
Lifetime Credential

Medina, Lilia (2005)
Director of Financial Aid
A.A., Cerritos College; B.A., California State University, Dominguez Hills

Medrano, Esmeralda (2006)
Mathematics
B.S., University of California, Los Angeles, M.S., California State University, Los Angeles

Mendoza, Natalie (2005)
Counseling
B.S., California State University, Fullerton; M.S., California State University, Los Angeles

Merandi, Michael (1986)
Physical Education
B.S., M.A., California State University, Los Angeles

Disabled Student Programs and Services
A.A., Citrus College; B.A., University of La Verne; M.A., Azusa Pacific University

Meza, Ralph (2006)
Career and Transfer Center
B.A., University of California, Irvine; M.A., California State University, Dominguez Hills

Miles, Terrence (1998)
Physical Science
B.S., California State University, Northridge; M.A., University of California, Santa Barbara

Mondrala, Scott (2005)
Biology
A.S., Citrus College; B.S., University of California, Riverside

Moore, Elanie (1991)
Art
B.F.A., University of New Mexico; B.F.A., M.F.A., Art Center College of Design

Morrison, Joanne (1983)
Mathematics
B.A., Pomona College; M.A., University of Southern California

Munoz, Gino (2007)
Music
A.A., Citrus College; B.A., M.M., Azusa Pacific University

Mustain, James (2001)
Computer Information Systems
B.A., University of California, Los Angeles; M.S., University of Southern California

Nguyen, Jimmy (2007)
Counseling
M.A., California State University, Dominguez Hills; B.S., California State University, Fullerton

Nguyenhuu, Rick (2000)
Mathematics
B.S., California State University, Fullerton; M.S., California State University, San Bernardino

Odrich, Steve (1990)
Mathematics
A.A., Los Angeles Valley College; B.A., M.S., California State University, Northridge; M.S., California State University, Los Angeles

O’Hara, Stephen (2000)
Recording Arts Technology

O’Neil, Margaret (1990)
Journalism
B.A., St. Mary’s College; M.A., Creighton University

Over, Lucinda (1995)
Dean of Counseling
B.A., M.A., Azusa Pacific University

Overly, David (1991)
English
B.A., University of So. Florida; M.A., University of Southern California

Paek, Hyeyi (1991)
Mathematics
B.A., University of California, Los Angeles; M.S., California State University, Northridge

Papner, Lois (1999)
Dean of Admissions and Records
A.S., Victor Valley College; B.S., M.B.A., Golden Gate University

Perry, Carolyn (1997)
Human Development
B.A., California State University, Long Beach; M.A., University of La Verne

Peters, Gerhard (2007)
Political Science
B.A., Georgetown University, Washington D.C.; M.A., (International Relations), University of San Diego; M.A., (Political Science), University of California, Santa Barbara

Plug, Michelle (2006)
Articulation Officer
B.A., Psychology, CSU Fullerton; MS. Educational Counseling, University of La Verne
Pohl, Claudia (1999)  
Dental Assisting  
A.S., Chaffey College; B.A., California State University, San Bernardino

Rabitoy, Eric R. (1994)  
Dean of Science, Engineering and Health Sciences  
B.S., California State Polytechnic University, Pomona; M.A., University of California, Riverside

Rachford, Mary Ann (1997)  
Multi-Media  
A.A., Pasadena City College; B.A., M.A., California State University, Los Angeles

Ramos, Gloria (2004)  
Physical Sciences  
B.S., M.S., Florida International University

Richard, Levi (2001)  
Business  
B.A., M.B.A., Azusa Pacific University

Riderer, Lucia (2005)  
Mathematics  
B.S., Babes Bolya University

Rivadeneyra, Justina (2001)  
Counseling  
B.A., M.A., California State University, San Bernardino

Ross, Glen (1994)  
Political Science  
B.A., University of Utah; M.A., Brigham Young University

Rudd, Rebecca (2006)  
English  
A.A., Orange Coast College, B.A., M.A., California State University San Bernardino

Rugeley, Barbara (1992)  
Librarian  
B.A., M.L.S., University of Oklahoma

Ryba, David (1995)  
Physical Science  
B.S., Harvey Mudd College; Ph.D., University of California, Santa Barbara

Sackett, Erin (2007)  
Health Sciences  
A.S.N., Glendale Community College; B.S.N., University of Phoenix

Sadri, Badieh (2006)  
Chemistry  
B.S.E., The University of Michigan, M.S., California State Polytechnic University

Saldana, Rudy (1997)  
Philosophy  
A.A., Mt. San Antonio College; B.A., California State University, Fullerton; M.A., Claremont Graduate School

Salwak, Dale F. (1973)  
English  
B.A., Purdue University; M.A., Ph.D., University of Southern California

Scott, Christopher (1997)  
Mathematics and Physics  
B.S., M.S., University of California, Los Angeles

Shannon, James (1974)  
Psychology  
B.A., M.S., California State University, Los Angeles

Shaw, Nickawanna (2006)  
Physical Education  
B.A., Mount Holyoke College, M.S., Smith College

Shimokawa, Kristie-Ann (2006)  
Noncredit Counseling and Matriculation  
B.A., University of Hawaii at Manoal, Honolulu; M.S., California State University, Los Angeles

Shrope, Douglas (1994)  
Music  
B.A., California State University, Los Angeles

Skalicky, James (1988)  
Psychology  
B.S., M.A., Loyola University; Ph.D. Kansas State University

Slack, Robert (1987)  
Dean of Fine and Performing Arts  
A.A., Solano College; B.A., California State University, Chico; M.M., Indiana University

Smolin, Robert (2001)  
Business  
B.A., California State University, Fullerton; M.B.A., California State University, Long Beach

Smythe, Sylvia (2007)  
Director of Basic Skills  
A.A., Cypress College; B.A., California State University, Fullerton; M.A., San Jose State University

Solheim, Bruce (1998)  
History  
B.A., Campbell University; M.A., Pacific Lutheran University; Ph.D., Bowling Green State University

Solis, Roberto (2000)  
Computer Information Systems  
A.S., National Institute of Technology; B.S., California State University, Los Angeles; M.S., Azusa Pacific University
Soremekun, Fola (1992)
History
B.A., Illinois Wesleyan University; M.A., Ph.D., Northwestern University

Stoner, Bruce L. (1978)
Electronics
A.A., East Los Angeles College; Vocational Credential, University of California, Los Angeles

Swan, Alfie (1999)
Mathematics
B.S., M.S., California State University, Los Angeles

Mathematics
B.S., University of Redlands; M.A., California State University San Bernardino

Telesca, Lisa (1995)
English
B.A., M.A., Loyola Marymount University

Thompson, John (1973)
Dean of Library and Information Systems
B.A., Purdue University; M.S.I.S., Ph.D., University of Southern California

Tippins, Ralph (1990)
Mathematics
B.A., Humboldt State University; M.S., Ohio State University

Trad, Mohamad (2001)
Mathematics
B.A., M.A., California State University, San Bernardino

Tucker, Connie (1991)
English as a Second Language
B.A., Australian National University; M.A., University of California, Los Angeles

Tucker, Gail (1990)
Licensed Vocational Nursing
B.S., B.A., Azusa Pacific University

Tussy, Alan S. (1988)
Mathematics
B.S., University of Redlands; M.S., California State University, Los Angeles

Van Citters, Beverly E. (1990)
Reading
B.S., M.Ed., Penn State University; Ph.D., University of Pittsburgh

Van Horn, Tasha (1998)
Language Arts/Speech
B.A., M.A. California State University, Fullerton

Vaughan, John (1999)
Dance
B.F.A., University of North Carolina at Greensboro

Viera, Michael J. (2003)
Superintendent/President
B.A., Humboldt State University; M.A., Ph.D., University of California, Riverside

Villa, Elizabeth (2004)
Counseling
B.A., California State Polytechnic University, Pomona; M.S., University of La Verne

Villegas, Laura (1995)
Counseling
A.A., Citrus College; B.A., California State University, Los Angeles; M.A., University of Redlands

Villeneuve, Anna (2000)
English
B.A., M.A., Humboldt State University

Villeneuve, Theresa (2000)
Journalism
B.A., University of California, Santa Barbara; M.A., University of Colorado

Theatre Arts
A.A., Citrus College; B.A., M.F.A., California State University, Fullerton

Waddington, Brian (2000)
Social Science
B.A., University of California, Berkeley; M.A., San Francisco State University

Walz, Sheryl (2005)
Sociology
A.A., Fullerton College; B.A., M.A., California State University, Fullerton

Webster, Sarah (2006)
English
A.A., Riverside Community College; B.A., M.A., California State University, Fullerton

Welz, Linda (2005)
Chief Information Services Officer
B.A., Bowling Green State University; M.A., University of South Carolina

White, Gailynn (1999)
Sociology
B.A., M.A., Arizona State University

White, Sheila (2000)
Mathematics
B.A., M.A., California State University, Fullerton

Dean of Physical Education
B.A., University of Nebraska, Kearney; M.S., University of Arizona
Wong, Julie (1991)
Licensed Vocational Nursing
C.C.R.N, Amer. Assoc. of Critical Care Nurses; B.S., California State University, Long Beach

Wood, Jack (1990)
English
B.A., M.F.A., University of Iowa

Fine Arts/Dance
B.A., California State University, Los Angeles; M.F.A., Mills College

Woolum, James (1999)
Administration of Justice
A.A., Mt. San Antonio College; B.S., California State University, Los Angeles; M.P.A., University of Southern California

Wurst, Clifton (1992)
Adapted Physical Education and Aquatics
B.A., University of Dubuque; M.A., Azusa Pacific University

Zaharek, James (1996)
Administration of Justice
B.A., M.A., California State University, Los Angeles

Zhuang, Ying (1999)
Computer Science
B.S., Guizhiou Institute of Technology; M.S., Jiangsu Institute of Technology; M.S., Oklahoma State University

Faculty and Administrators Emeritus

ALVARADO, BERTHA (1994) - Cosmetology
AMDON, KAYE (2002) - Business
ANDERSON, FRANK D. (1987) - Physical Education
ANDRUS, GEORGEANN (1996) - Biological Sciences
ANDRUS, PATRICIA (1989) - Nursing
BAGGETT, PAT J. (2002) - Business
BARNEY, PATRICIA (1998) - Associate Dean of Letters
BARTEL, BARTON (1997) - Dean of Faculty
BARTON, EUGENE (1994) - Physics/Engineering
BASONE, NELLIE (1994) - Cosmetology
BEAN, ELIZABETH E. (1967) - Zoology
BILLUPS, ROBERT E. (2000) - Mathematics
BOLLINGER, BEN D. (2005) -
Dean of Fine and Performing Arts
BOWMAN, GALEN (1984) - Counseling
BRADLEY, BETTY L. (1969) - Dental Assisting
BRATT, GEORGE (1988) - Mechanical Technology
BRIONES, ARTHUR M. (2004) - Dean of Counseling
BUKOWSKI, MARY (1999) - Cosmetology
BULLOCK, ROBERT S. (2001) - Art
BURNETT, GARY A. (2001) - Physical Education
BUSTIN, P. ELAINE (1987) - Medical Assisting
CAIN, PATRICK T. (2001) - Counseling
CAMPBELL, WARREN (1992) - Social Sciences
CARLSON, FREDERIC (1998) - Speech, Drama
CARLSON, GEORGE (2002) - Astronomy
CASSEY, JOHN (2002) - Social Science
CHANDLER, DONALD (1988) - Cosmetology
CLARK, REGINALD (2005) - English
CLAPROOD, ROBERT L. (2004) - Associate Dean of Physical Education Health and Athletics
CLARK, CLARA (1995) - Vocational Nursing
CLINE, GENA B. (1972) - College Nurse
COLLATO, FRANCES (2001) -
Director of Foundation and Grants
COLLETT, WILLIAM (1983) - Cosmetology
COLLINS, MARYLYN (2006) -
Director of Health Occupations
CONKLIN, AUGUST (1981) - Biological Science
CONLY, EDWARD (1989) - Physical Education
COX, MELANIE (2003) -
Dean of Admissions and Financial Aid
COX, THOMAS C. (2005) - Automotive Technology
DAMRON, TERRENCE (2006) - Dean of Science/Engineering and Health Occupations
DENNINGHOFF, BEULAH (1982) - Vocational Nursing
DERMENGIAN, SAM (1984) - Business
DESIDERIO, ANTHONY (1994) - Music
DIAMOND, DR. HELEN (1987) - Business
DIAZ, JOSEPH (1984) - Counseling
DIMIT, CAROL J. (2004) - Dental Assisting
DOLD, JUDY (1999) - Dental Assisting
Dwyer, John (1995) - Counseling
EBERSOLD, LEO (1959) - Adult Education, Principal
EDWARDS, NEIL (2002) - Physical Education
EDWARDS, ROY G. (1987) - Mechanical Technology
EMERICK, SYLVIA (1983) - Business
ENDICOTT, HATTIE W. (1975) - Cosmetology
ERICKSON, EDITH (2000) - Foreign Languages
FISHER, CHARLES (2003) - Cosmetology
FRENCH, UNA M. (1959) - Modern Languages
GARBY, HELEN M. (1981) - English
GASS, ADNEY D. JR. (1987) - Art
GERFEN, THOMAS W. (2006) - Interim Dean CSIS
GORELICK, GLENN A. (2007) - Biological Sciences
GRACIAL, LILIAN (1988) - Foreign Language
GUILLAUME, GORDON (1994) - Mathematics
GULBERG, GLENDON R. (1991) - Vice President of Instruction
GULLI, JAMES (2004) - Dean of Physical Education, Health and Athletes
HAINLINE, VAN (1996) - Biological Sciences
HALLETT, ROBERT (1983) - Art
HANDY, ROSS (1984) - Vice President/Assistant to President
HARDIN, BOBBYE (1989) - Counselor/Financial Aid Director
HARDING, PEGGY (2000) - Reading
HARGETT, GLENN E. (1978) - Reading
HAUGH, ROBERT D. (1981) - Superintendent/President
HAYDEN, FLOYD S. (1945) - Superintendent/President
HERDEG, HAROLD L. (1952) - Industrial Technology
HERRING, DENNISON C. (1979) - Art
HODSON, ELLENOR (2005) - Director of Child Development Center
HOLLAND, ROBERT (1993) - Business
HUNSICKER, KARL (2007) - Mathematics
HUSUNG, WILLIAM (1988) - Drafting
HURLIMANN, PETER (1994) - Chemistry
ISHIDA, JOE (1990) - Mechanical Technology
ITO, TOSHIKO (1991) - Cosmetology
JANSS, JACK C. (2001) - Associate Dean of Liberal Arts
JENKINS, ROBERT (1988) - Art
JENSEN, JAMES M. (1977) - History, Government, Education
JOHNSON, ANNE (1990) - Language Arts
JOHNSON, ARMIN (1988) - Photography
JOHNSON, BERNICE (2004) - Director of Cosmetology
JOHNSON, MANLEY (1988) - Behavioral Science
JONES, MARIE (1990) - Vocational Nursing
KAKUUCHI, JACK H. (1986) - Physical Education
KEARNEY, DOROTHY L. (1981) - Dean of Counseling and Guidance
KEITH, EDWIN (1999) - Business
KELLY, VINCENT (1998) - Mathematics
KELLY, DR. WIN (1984) - Language Arts
KERR, MARIANNE (1995) - Physical Education
LANGE, LILIAN (1982) - Cosmetology
LEASON, CHRISTOPHER (1994) - Counseling
LENGEFELD, UELAINE (2005) - Language Arts
LEOS, RONALD (2007) - Political Science
LEYV, RONALD (1976) - Psychology
LORENZEN, BETTY JO (1982) - Dental Assisting
LYNCH, MINNIE J. (1962) - Business
MADSEN, DONALD L. (1981) - Vice President - Student Personnel
MAGLIOCCO, FRANK (1983) - Music
MALONE, JEAN (2004) - Vice President of Human Resources and District Chief Negotiator
MANGOLD, CAROL (1983) - Vocational Nursing
McCUMBY, ELAINE (2002) - Business
McCUSKER, WILLIAM (2005) - Director of Computer Center
McDONNELL, ROBERT I., JR. (1987) - Physics and Engineering
McKee, Jane M. (1977) - Sociology
McLEOD, IRENE (1958) - Librarian
MERCURIO, BLAS (1981) - Foreign Languages
MEYERS, BILLY (1986) - Automotive Technology
MILLER, KENT (2004) - Physics
MILLER, ROBERT (1983) - Chemistry
MINER, LEO E. (1987) - Mechanical Technology
MORRIS, MILDRED B. (1956) - Business
MURPHY, JOANNE (1996) - Business
NEWBY, BARBARA (2005) - Interim Director, Child Development Center
NEWELL, JERRY (2006) - Psychology
NUGENT, JAMES R. (1968) - Mechanical Technology
PETERSON, DAVE (2002) - Physical Education
PRAY, BEVERLY (2002) - College Nurse
PRIBBLE, GENE (2003) - Business
PURDUM, MARGARET (1950) -
  Dean of Women, Language
RALLS, WILLIAM (2003) - Physical Education
RAMOS, CAROLYN (1990) - Art
RAMPOLDI, NELLY (1991) - Foreign Language
RAWSON, JAN (1990) - Language Arts
REYNOLDS, R.E. (Mack) (1967) -
  Coordinator of Distributive Education
RIDAY, GEORGE (2003) - Behavioral Sciences
RINGLAND, GEORGE V. (1971) - Language Arts
ROLLIN, ARNOLD (2007) - Dean of Students
ROMERO, ISAAC J. (1994) -
  Executive Vice President of Instruction
ROY, JOHN (1983) - Drafting
SANDHAGEN, ROBERT (2002) - Cosmetology
SANGER, C. SALLY (2004) - Behavioral Science
SARCHETT, EVELYN (1988) - School Nurse
SCHAUDT, JOLYNN (1988) - Music
SCHNEIDER, DAVID (2005) -
  Interim Director of Computer Center
SCHOTT, HENRY A. (1953) - Industrial Technology, Coach
SCHREIBER, WILLIAM (2003) - Economics
SHARPSTEEN, MILDRED (1989) - Library
SHIREY, KEITH (1998) - Philosophy and Political Science
SMALL, MICHELLE C. (2003) -
  Director of Publications and Student Recruitment
SMITH, BARBARA (1993) - Counseling
SMITH, GRANT L. (1972) -
  Vice President, Asst. Supt. Business
SMITH, MARJORIE (1983) -
  Physical Education, Health, Athletics
SMITH, TERRY R. (2000) - Transportation Technology
SMITH, WESLEY (1958) - Social Sciences
SMYTH, EDMUND O. (1976) -
  Vice President - Student Personnel
SNYDER, EDWARD C. (1956) - Engineering, Physics
SPAUN, JACK (2003) - Behavioral Science
STEVENS, MARSHALL (1996) - Biological Sciences
STRYCULA, JOHN A. (1987) -
  Physical Education, Health, Athletics
STURGES, DAVID (1958) - Biology/Life Science
SUNDSTRAND, LYNDON (1994) -
  Associate Dean of Instruction
SWOPE, LAURA P. (1956) - Art
TAYLOR, EUGENE (1992) - Political Science
TAYLOR, ROGER (1994) - Foreign Languages
TEFFT, THOMAS (2000) - Dept Chair Art/Social Sciences
TELLENBACH, ERIC (1999) -
  Associate Dean Mathematics & Computer Science
THOMAS, JAMES C. (1978) - Electronics
THOMAS, LEO (1985) -
  Vice President/Instruction, Behavioral Science
THOMPSON, MYRTLE (1992) - Health Occupations
THROSSELL, JOY (1988) - Cosmetology
TRENT, DEE (1994) - Geology and Physical Geography
TRONAAS, EDWARD (1993) -
  Executive Vice President of Instruction
ULRICH, WILLIAM (1990) - Language Arts
VANIMAN, GLENN G. (1967) - Superintendent/President
VAUGEOS, FRED (2001) -
  Director of Facilities and Support Services
VINCENT, THEODORE J. (1975) - Astronomy
WALDORF, EUGENE H. (1983) - Physical Science
WATERS, H. P. (1985) - Handicapped Enabler/
  Dean of Student Activities
WATKINS, D. JOAN (1991) - Vocational Nursing
WHITE, JOAN E. (1981) - English and Philosophy
WILLIAMS, JAMES D. (2005) -
  Interim Vice President of Instruction
WILSON, HAMILTON (1989) - Cosmetology
WISDOM, ALINE CROWLEY (1979) - Librarian
YOUNG, OLGA (2000) - Counseling
ZAREMBINSKI, MILADA I. (1974) - Foreign Language
ZAVIDOWSKY, BERNARD (1988) - Language Arts
ZELLERS, LOUIS E. (2003) - Superintendent/President
Definitions of Terms

Admissions and Records—The office and staff that admits students and certifies their legal record of college work; also provides legal statistical data for the College.

Application for Admission—A form provided by the College on which the student enters identifying data and requests admittance to a specific semester or session. An application must be filed and processed before registration in classes.

ASCC Sticker—Membership sticker of the Associated Students of Citrus College purchased each semester.

Associate's Degree (A.A. or A.S.)—A degree (Associate in Arts or Associate in Science) granted by a community college which recognizes satisfactory completion of an organized program of study consisting of at least 60 to 64 semester units.

Bachelor's Degree (B.A., A.B., or B.S.)—A degree granted by a four-year college or university which recognizes a student's satisfactory completion of an organized program of study consisting of at least 120 to 130 semester units.

Certificate—A certificate granted by a community college which recognizes satisfactory completion of an organized program of study in occupational majors.

Class Section—A group of registered students meeting to study a particular course at a definite time. At Citrus College each section has a ticket number which indicates the schedule of class meeting time.

Community College—A two-year college offering a wide range of programs of study, many determined by local community need.

Counseling—Guidance provided by professional counselors in collegiate, vocational, social and personal matters.

Course—A particular portion of a subject selected for study. A course is identified by a subject title and course number; for example: Accounting 101.

Course of Study—A group of courses planned to lead to competence in a particular field of study and the associate degree.

Course Title—A phrase descriptive of the course content; for example, the course title of Accounting 101 is “Principles of Accounting.”

Credit by Examination—Course and/or unit credit granted for demonstrated proficiency in a given area.

Credit/No-Credit—Completion of a course with credit granted but no grade.

Deficiency—Grade Point Deficiency: whenever a student's grade point average is less than 2.0; Subject Deficiency: whenever a student lacks a course or courses required for admission, graduation or transfer.

CRN Number—At Citrus College each course section has a CRN number to differentiate the section by class meeting day and time.

Department—An administrative division of the College which offers instruction in a particular branch of study.

Electives—Courses which a student may choose that are not required for a particular major program or general education requirements.

Enrollment—That part of the registration process during which students select classes by section number to reserve a seat in the class and be placed on the class roster.

General Education Requirements—(also called Breadth Requirements). A specific group of courses selected from several divisions which are required for graduation and are designed to broaden a student's education.

Grade Points—The numerical value of Citrus College letter grades are: A=4, B=3, C=2, D=1, F=0.

Grade Point Deficiency—Possession of fewer grade points than twice the units attempted.

Grade Point Average—A measure of academic achievement used in decisions on probation, graduation and transfer. At Citrus College the G.P.A. is determined by dividing the total degree applicable course grade points by the number of attempted degree applicable course units in which letter grades of A, B, C, D, or F are recorded.

Lower Division—Courses at the freshman and sophomore level of college.

Major—A subject of college study selected by a student as a field of specialization.

Minor—The subject field of study which a student chooses for secondary emphasis.
Placement Test—Tests given prior to admission which are used to assist students in selecting the most appropriate classes.

Prerequisite—A requirement that must be satisfied before enrolling in a particular course, usually a previous course, a test score or consent of instructor.

Probation—A trial period in which a student must improve scholastic achievement.

Registration—The process of enrolling in specific class sections.

Resident Determination Date—That day immediately preceding the opening day of instruction of the semester during which the student proposes to attend.

Schedule of Classes—A booklet used during registration giving the subject title, course number, course title, units, time, instructor and location of all classes offered in a semester.

Semester—One-half of the academic year, usually 18 weeks.

Transcript—An official list of all courses taken by a student at a college or university showing the final grade received for each course.

Transfer—Changing from one collegiate institution to another after having met the requirements for admission to the second institution.

Transfer Courses—Courses for students planning to transfer to a four-year college/university. Courses transferable to the California State University system are indicated by “CSU” and those transferable to the University of California are indicated by “UC” next to the course number in this catalog.

Transferable Units—College units earned through satisfactory completion of courses which have been articulated with four-year institutions.

Units—The amount of college credit earned by satisfactory completion of a specific course taken for one semester. Each unit represents one hour per week of lecture or recitation, or three hours in laboratory or other exercises not requiring outside preparation. In general, two clock hours of preparation outside of class are necessary for each unit of class lecture or recitation in academic subjects.

Units Attempted—Total number of units in the course for which a student has enrolled and has received a grade of A, B, C, D, F, W, Cr, or NCr.
Maps not to scale. All visitors must display a parking permit available for $1 from the parking vending machine, the information booth or the Security Office. Handicapped parking is available in every lot. To use handicapped parking, you must have a DMV placard or a handicapped parking permit issued by Disabled Students Programs and Services or the Security Office.
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